



NOTICE 198 OF 2024
ADVERTISEMENT: INDEPENDENT CHAIRPERSON FOR THE FRAUD AND RISK
MANAGEMENT COMMITTEE (FARMCO) OF OUTSHOORN MUNICIPALITY
(3 YEAR CONTRACT)

The Council established the Fraud and Risk Management Committee (FARMCO) to assist the Municipal Manager in fulfilling his role by reviewing the effectiveness of the Municipality's fraud and risk management systems, practices, and procedures and providing recommendations for improvement. The Oudtshoorn Municipality hereby invites applications from suitably qualified persons to serve as the Chairperson of FARMCO and to advise the Municipal Manager on risk management and fraud risk management matters in fulfilling his functions as required by the Municipal Finance Management Act, Act no. 56 of 2003 (MFMA).

(A) MINIMUM REQUIREMENTS	
Requirements	<ol style="list-style-type: none"> 1. Bachelor's Degree in one of the following fields, and a postgraduate qualification in the same fields will be an added advantage: <ul style="list-style-type: none"> • Risk Management; • Internal/External Audit; • Law; • Accounting; and • Forensic Investigations. 2. At least 5 to 10 years of management experience gained from Strategic Management, Risk Management and/or Internal/External Auditing, Anti-fraud and Anti-corruption environments, preferably in the public sector. 3. Independent external person with excellent knowledge of Risk Management, Corporate Governance, the MFMA, the COSO model, and the Public Sector Risk Management Framework.
(B) REGULATION 4(5) DISQUALIFIES THE FOLLOWING PERSONS	
Regulation 4(5)	<ol style="list-style-type: none"> 1. A person who has been convicted of an offence in terms of this regulation or any other legislation; 2. A person who, whether in the Republic or elsewhere has been convicted of theft, fraud, forgery, the uttering of a forged document, or any offence of which dishonesty is an element; 3. A person who has at any time been removed from any office of trust on account of misconduct or dishonesty; 4. An accounting officer of a municipality or municipal entity; 5. A political office-bearer or member of the board of directors of a Municipal Entity; and 6. A person who is an office-bearer in a political party.



(C) DUTIES AND RESPONSIBILITIES

Duties and Responsibilities	<p>The duties of the FARC MO shall be to advise the Municipal Manager on ethics, fraud, and risk management within the Municipality. This will include, <i>inter alia</i>, the following:</p> <ol style="list-style-type: none"> 1. Review of risk management and fraud risk management policies, frameworks, strategies, methodologies and implementation plans; 2. Evaluate and monitor the progress of Risk Management's implementation plans; 3. Develop goals, objectives, and key performance indicators to measure the effectiveness of the risk management activity; 4. Review any material findings and recommendations by assurance providers on the system or risk management and monitor that appropriate action is instituted to address the identified weaknesses; 5. Provide proper and timely reports to the Municipal Manager on the state of risk management, together with aspects requiring improvement accompanied by the Committee's recommendations to address such issues; 6. Evaluate the effectiveness of an ethics, fraud, corruption, and compliance program; 7. Oversee and monitor the progress on investigations related to allegations of fraud and corruption and approve recommendations by the Risk Management section to remove allegations of fraud and corruption from the Unethical Incident Register when the committee is satisfied that the investigative process by the municipality is finalized and the necessary disciplinary, criminal and/or civil processes, where applicable, were initiated; and 8. Guide the implementation of the Combined Assurance model within the Municipality
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(D) REMUNERATION

Remuneration	<p>The Chairperson will be remunerated R1,000.00/hour to attend FARMCO meetings. A preparation fee will also be payable at 50% of the hourly rate.</p> <p>Travel costs will be reimbursed in line with the Council's approved policy for a maximum of up to 200km per meeting.</p> <p>Preference will be given to candidates residing in the Garden Route District.</p>
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(E) TERM OF OFFICE

Term of Office	<p>Appointment as Chairperson will be for a period of three (3) years. This is not a full-time appointment. FARMCO has four meetings per annum and additional meetings can be convened in consultation with the Municipal Manager.</p>
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For enquiries, please contact the Chief Risk Officer, Ms. Elizmari Sieberhagen at (044) 203 3118.

Application must be on the official application form of the Oudtshoorn Municipality and a covering letter accompanied by a comprehensive *curriculum vitae* and certified copies of qualifications and identity documents (not older than three (3) months) as well as particulars of at least three contactable references, must be submitted to **HR Manager: Support Services, P.O. Box 255, Oudtshoorn, 6620** (submit applications to Recruitment & Selection section, Oudtshoorn Municipality, Voortrekker Road, Oudtshoorn. Application forms can be downloaded from our website, www.oudtshoorn.gov.za.

CLOSING DATE: 6 September 2024 at 12:00

Please Note: Canvassing will result in automatic disqualification. If you have not been contacted within 30 working days after the closing date of this advertisement, you may assume that your application was unsuccessful. *Curriculum vitae* will not be returned. The council will make appointments in line with its employment equity plan and also reserves the right not to make an appointment. No applications sent via e-mail or fax will be considered.

MR N VAN STADE
ACTING MUNICIPAL MANAGER
Date published: 22 & 23 August 2024