



**Implementation of the supply chain management policy of the  
Emadlangeni Local Municipality**

*(As per Section 6(1) (3) of the Municipal SCM Regulations)*

**SCM MONTHLY REPORT**

**July 2024**

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## **1. Introduction**

In terms of paragraph 6(3) of the Municipal Supply Chain Management Regulations, the council must maintain an oversight role over the implementation of the Municipal Supply Chain Management policy. The accounting officer must within 10 days of the end of each quarter, submit a report on the implementation of this policy to the mayor.

## **2. SCM Policy and procedures**

### 2.1 Items for consideration in the policy review

All the items in the policy review should be considered.

### 2.2 Delegations

The delegations are in the SCM policy but there are no financial delegations.

### 2.3 Implementation of the procedure manual

SCM procedure manuals are in place.

## **3. Functioning of the SCM Unit**

### 3.1 Declaration of interest by SCM personnel

- All SCM personnel have declared interest.

### 3.2 Adequacy of personnel within SCM

- The personnel is not adequate within the SCM Unit.

## **4. Functioning of bid committees**

### 4.1 Bid committees constituted

- Bid committee are established as per SCM regulations.

### 4.2 Adequacy of Bid committees

- SCM bid committees are functioning.

### 4.3 Bid committees declarations

- Bid committees declare their interest before any bid committee meeting commences.

## 5. SECTION 114 DEVIATIONS

Section 114 of the MFMA permits the Accounting Officer to approve a tender “other than the one recommended through a normal procurement process”. The Accounting Officer is required to report such a deviation to the Auditor –General, the Provincial Treasury, and the National Treasury within 10 working days (in terms of Regulation 29(7) of the Municipal SCM Regulations, 2005), stating the reasons that necessitated such a decision.

DATE OF AWARD	CONTRACT DESCRIPTION (TO INCLUDE BID/QUOTATION NUMBER)	AWARD VALUE	BEC RECOMMENDATION	BAC RECOMMENDATION	REASON FOR DEVIATION	NOTIFICATIONS		
						A G	NT	PT
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## 6. REGULATION 36 DEVIATION

Regulation 36 of the Municipal SCM Regulations of 2005 permits the Accounting Officer to “dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process”. This would typically include urgent and emergency cases, single –source goods, and any other cases where it is impractical to follow normal SCM process. In the event of such a decision, the accounting officer is required to report this to the next Council meeting.

No.	DESCRIPTION (INCLUDING QUOTATION / BID NUMBER)	DATE OF AWARD	AWARDED TO	AWARD VALUE	REASON FOR DEVIATION	DATE REPORTED TO COUNCIL
1.	Repairs on cherri picker truck – NUT 3119.	24/06/2024	Utrecht Auto & General CC (UAG)	R 20 610.00	The cherri-picker truck went for road worthy test and failed because of few parts identified to be needing repairs and adjustments. It is impractical to follow SCM processes, because repairs need to be done urgently to avoid any	

					possible damages that can cause failure on the next road worthy test. It is recommendable to use the local service provider to strip and quote and to render all the necessary repairs.	
2.	Repairs to John Deere Ride on Mower for Caravan Park.	03/05/2024	Construction & Cutting Machines	R 18 632.00	The Game Park has a ride on mower that is used for grass cutting purposes. It is important that the game park maintain its ability to conduct its own grass cutting because the grass cutting team plans sometimes may not align with the need for grass cutting at the game park.	
			<b>TOTAL</b>	<b>R 39 242.00</b>		

## 7. SECTION 32 APPOINTMENTS

Regulation 32 of the Municipal SCM Regulations of 2005 allows the Accounting Officer to procure goods or services for the municipality under a contract secured by another organ of state.

DATE OF AWARD	CONTRACT DESCRIPTION	AWARD VALUE	CONTRACT AWARDED TO	NAME OF DEPARTMENT/ MUNICIPALITY	CONSENT OBTAINED FROM BOTH ORGAN OF STATE AND SERVICE PROVIDER		REASON FOR DEVIATION
					YES	NO	

n/a	n/a	n/a	n/a	n/a	n/a	n/a
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**8. REGULATION 17(1)(c)(d) APPOINTMENT**

8.1 The Municipal SCM Regulation 17(1)(c)(d); provide that a Supply Chain Management Policy must stipulate the conditions for the procurement of goods or services through formal written price quotations, which must include conditions stating:

- that if it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer or an official designated by the Chief Financial Officer;
- that the Accounting Officer must record the names of the potential providers and their written quotations.

8.2 In compliance with the above-mentioned prescripts, request for quotations / invitation to quote for the required goods was advertised and received as per the table below:

No.	Description	Total number of days the RFQ was advertised	Number of price quotations or offers received	Awarded service provider	Amount
1.	N/A	N/A	N/A	N/A	N/A

**9. Reports on unauthorized, irregular, fruitless and wasteful expenditure**

Section 32(4) of the MFMA requires that the Accounting Officer "promptly" inform the Mayor, MEC for Local Government, and the Auditor-General of any unauthorized, irregular, and fruitless and wasteful expenditure that the municipality has incurred. Only Council can deal with these matters in the manner prescribed

No.	TYPE OF EXPENDITURE INCURRED	RECIPIENT OF THE PAYMENT	EXPENDITURE AMOUNT	REPORTING		DETAILED EXPLANATION OF THE EXPENDITURE	DEPARTMENT RESPONSIBLE
				MEC:COGTA	A-G		
1.	Unauthorised expenditure	Double Action	R 217 177.50	Yes		Security Services, Vehicle Rental, Rental for Firearms: rifle and hand guns - 01/06/2024 - 30/06/2024. Budget has	Corporate

						been exceeded / overspent on the allocated vote.	
2.	Unauthorised expenditure	FBL Trading	R 378 174.51	Yes		Security Services, Vehicle Rental, Rental for Firearms - 01/06/2024 – 30/06/2024. Budget has been exceeded / overspent on the allocated vote.	Corporate
3.	Unauthorised expenditure	Double Action	R 217 177.50	Yes		Security Services, Vehicle Rental, Rental for Firearms: rifle and hand guns - 01/06/2024 - 30/06/2024. Budget has been exceeded / overspent on the allocated vote.	Corporate
4.	Unauthorised expenditure	FBL Trading	R 378174.51	Yes		Security Services, Vehicle Rental, Rental for Firearms - 01/06/2024 – 30/06/2024. Budget has been exceeded / overspent on the allocated vote.	Corporate
5.	Unauthorised expenditure	iFix Business Solutions (Pty) Ltd	R 196 075.00	Yes		MuniBI Analytic Base; Generating A1 Schedules and Review to funding plan; Data String Review & Running Generation and Review. Budget has been exceeded / overspent on the allocated vote.	Corporate
6.	Unauthorised expenditure	iFix Business Solutions (Pty) Ltd	R 25 875.00	Yes		MuniBI Licenses Fees (2 users Monthly Fee from April 2024); C Schedule Template 6.7 (Monthly Fee from April 2024) & Monthly C Schedule Setup, Review and Analysis with Data strings errors handling Monthly Data Strings. Budget has been exceeded / overspent on the allocated vote.	BTO
7.	Irregular expenditure	Redbell Trading t/a Uncle Deli Spar	R 5000.00	Yes		Assistance with groceries for indigent burial. Assistance of groceries for indigent burial was requested by the Office of the Mayor. The SCM processes were not followed because the SCM unit did not receive a requisition for this request, and	MM

						services were rendered without following the SCM processes. A minimum of three quotations was not obtained. The procedure for the procurement of goods or services through written quotations or formal written price quotations were not followed as per SCM policy.	
8.	Irregular expenditure	Afrilectrical Consulting Engineers (Pty) Ltd	R 866 946.00	Yes		Emadlangeni Electrification Project Phase 2 (Retention). Service provider was appointed as a turnkey project. The requirement for a turnkey is to follow a two stage bidding process. The two stage bidding process was not followed to appoint Afrilectrical Consulting Engineers (Pty) Ltd as per SCM policy.	Infrastructure & Planning
9.	Irregular expenditure	Igoda Projects (Pty) Ltd	R 591 980.40	Yes		Blue Mountain Electrification Project Phase 2. Service provider was appointed as a turnkey project. The requirement for a turnkey is to follow a two stage bidding process. The two stage bidding process was not followed to appoint Igoda Projects (Pty) Ltd as per SCM policy.	Infrastructure & Planning
10.	Irregular expenditure	Igoda Projects (Pty) Ltd	R 143 172.72	Yes		Blue Mountain Electrification Project Phase 2. Service provider was appointed as a turnkey project. The requirement for a turnkey is to follow a two stage bidding process. The two stage bidding process was not followed to appoint Igoda Projects (Pty) Ltd as per SCM policy.	Infrastructure & Planning
11.	Irregular expenditure	Syntell (Pty) Ltd	R 25 281.00	Yes		S3 Annual Monthly Licence Fee - June 2024. The contract has expired and the expansion has exceeded the 15% threshold stipulated in MFMA Circular 62.	BTO



12.	Irregular expenditure	Igoda Projects (Pty) Ltd	R 1 100 429.00	Yes	Blue Mountain Electrification Project Phase 2 (Retention). Service provider was appointed as a turnkey project. The requirement for a turnkey is to follow a two stage bidding process. The two stage bidding process was not followed to appoint Igoda Projects (Pty) Ltd as per SCM policy.	Infrastructure & Planning
	<b>TOTAL</b>		<b>R 4 145 463.14</b>			

### 10. Spend Analysis

In order for the Council to have an oversight role the following information is supplied.

1. All bids awarded above R 100 000
2. Top 10 suppliers by value of contracts awarded
3. Top 10 suppliers by number of contracts awarded

#### 10.1 Bids awarded – Above R 100 000

NO.	SERVICE PROVIDER	DESCRIPTION OF GOODS/SERVICE	CONTRACT AMOUNT
1.	Jabelu Plant and Logistics	Regravelling of Vaalbank Access Road In Ward 03	R 2 289 194.60
2.	PK Financial Consultants CC	Regravelling of Mlwane Access Road In Ward 06	R 2 204 672.36
3.	Amahlungu Civils (Pty) Ltd	Rehabilitation of Keerom Street In Ward 02	R 2 946 406.71

4.	Konke Kuzokhanya Holdings Enterprises (Pty) Ltd	Sourcing Equipment, Supplies, Vouchers and Products for the Implementation of the Employment Initiative (MEI) Projects	R 345 437.28
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**10.2 Top 10 suppliers by value of payment (bids and quotations)**

NO.	SERVICE PROVIDER	AMOUNT	DATE OF PAYMENT
1.	Igoda Projects (Pty) Ltd	R 1 835 582.12	10/07/2024 19/07/2024 26/07/2024
2.	CCG Systems (Pty) Ltd	R 1 002 215.50	22/07/2024
3.	Afrilectrical Consulting Engineers (Pty) Ltd	R 866 946.00	09/07/2024
4.	FBL Trading Enterprise	R 756 349.02	12/07/2024 16/07/2024
5.	Double Action Security and Training Academy CC	R 434 355.00	12/07/2024 16/07/2024
6.	DLV Project Managers and Engineers (Pty) Ltd	R 417 231.41	26/07/2024
7.	BI Infrastructure Consultants	R 417 028.38	26/07/2024
8.	SDM Assets Management & Consulting	R 261 498.19	24/07/2024
9.	iFix Business Solutions	R 247 825.00	31/07/2024 31/07/2024 31/07/2024
10.	Nompumelelo Hadebe Inc.	R 191 135.50	22/07/2024 22/07/2024

### 10.3 Top 10 suppliers by number of orders made

NO.	SERVICE PROVIDER	AMOUNT	NUMBER OF ORDERS
1.	Nompumelelo, Hadebe Inc	R 191 135.50	2
2.	Redbell (Pty) Ltd t/a Uncle Deli Spar	R 4 544.94	2
3.	SDM Assets Management & Consulting	R 640 272.75	2
4.	Utrecht Auto & General (UAG)	R 19 781.62	2
5.	Waltons Stationery	R 32 343.75	2

### 11. Performance management

The Section 116 (2) (d) report is submitted by the relevant user departments on the management and performance on the appointed contractors whose contracts are still in progress.

NO.	BID REFERENCE NUMBER	NAME OF CONTRACTOR	DESCRIPTION OF CONTRACT	VALUE OF CONTRACT	PAYMENTS TO DATE	DATE OF PAYMENT	APPOINTMENT DATE	SUPPLIER PERFORMANCE ASSESSMENT / PERFORMANCE RATING		
								SUPPLIER PERFORMANCE ASSESSMENT REPORT COMPILED	Good	Fair
1.	MN03/2021-22	Konica Minolta South Africa	Leasing of printers for a period of 3 years.	575 692.92 (fixed amount) for 3 years	31 983.02 15 991.51 15 991.51 15 991.51 15 991.51 15 991.51 15 991.51	31/10/2022 30/11/2022 30/12/2022 31/01/2023 28/02/2023 31/03/2023 28/04/2023 31/05/2023	31/05/2022	Yes	No	Not submitted



5.	MIN09/2018-19 (Turnkey)	NWS consulting engineering (Pty)Ltd	Kwa Ntaba Electrification	2 866 194.41	131 691.39 823 211.09 144 538.48 431 241.13 361 705.55	05/03/2024 Balance b / f 29/04/2022 28/02/2022 06/05/2022	18/09/2022	No	Not submitted
6.	MN05/2022-23	Lemalwa Trading	Upgrading of Kerk Street - Phase 3	4 257 937.15	214 563.56 708 086.97 974 240.06 750 000.00 657 499.61 207 473.26 179 366.95 348 386.30 212 896.86	05/05/2023 11/05/2023 14/06/2023 30/06/2023 05/07/2023 28/08/2023 18/09/2023 18/09/2023 18/09/2023	08/03/2023	No	Not submitted
7.	MIN09/2018-19 (Turnkey)	Africtrical Consulting Engineers (Pty) Ltd	Emadlangeni Phase 2 Electrification	10 057 000.00	1 383 098.89 2 134 906.70 2 118 670.57 3 169 436.71 433 262.29 866 946.00	20/07/2023 25/07/2023 28/08/2023 30/04/2024 24/05/2024 09/07/2024	17/04/2023	No	Not submitted
8.	MN09/2018-19 (Turnkey)	Igoda Projects (Pty) Ltd	Blue Mountain Phase 2 Electrification	13 925 000.00	1 256 361.86 614 449.93 45 066.16 2 822 348.03 1 881 811.31 1 962 410.34 226 305.28 753 459.19 1 552 462.05 1 956 072.69 638 866.24 591 980.40 143 172.72 1 100 429.00	12/05/2023 05/07/2023 31/07/2023 31/07/2023 05/09/2023 19/12/2023 05/03/2024 05/03/2024 12/04/2024 07/05/2024 14/06/2024 10/07/2024 19/07/2024 26/07/2024	17/04/2023	No	Not submitted
9.	MN09/2022-23	SDM Asset Management and	Appointment of Service Provider	1 852 389.54	410 385.14 83 724.23	20/09/2023 30/11/2023	10/08/2023	No	Not submitted

		Consulting (Pty) Ltd	for the Verification of Immovable & Biological Assets (including valuation of Biological Assets) and Updating of Fixed Assets Register for a Period of 3 Years		38 674.59 261 498.19	03/06/2024 24/07/2024							
10.	MN03/2023-24	Incuber Trading Enterprise (Pty) Ltd	The Upgrading of Scheepers Street in Ward 2	3 956 687.24	259 142.15 828 000.00 810 000.00 810 000.00 533 681.65 715 797.49	13/12/2023 13/12/2023 08/02/2024 26/02/2024 25/03/2024 10/05/2024	23/10/2023	No				Not submitted	
11.	MN04/2023-24	Mbogz Civils (Pty) Ltd	The Upgrading of Plein Street	3 883 882.06	851 769.12 1 386 042.28 169 865.78 1 191 140.49	13/12/2023 30/01/2024 08/03/2024 12/04/2024	07/11/2023	No					Not submitted
12.	MN09/2018-19 (Turnkey)	Afrilectrical Consulting Engineers (Pty) Ltd	Dorothea Electrification Project	17 093 682.84	3 975 275.68 2 024 327.68	18/12/2023 05/03/2024	17/04/2023	No					Not submitted
13.	MN11/2022-23	Loma Business Enterprises (Pty) Ltd	Appointment of Service Provider to Provide Pound Keeper Services for a Period of 36 Months	538 200.00	14 950.00 14 950.00 14 950.00 14 950.00 14 950.00 14 950.00	29/02/2024 29/02/2024 29/02/2024 29/02/2024 03/06/2024 03/06/2024	17/10/2023	No					Not submitted
14.	MN14/2022-23 (Panel)	FBL Protection Services	Security Services for Emadlangeni Local Municipality for	8 550 971.28	712 580.94 712 580.94 756 349.02 756 349.02	01/12/2023 22/12/2023 01/02/2024 01/03/2024	01/11/2023	No					Not submitted



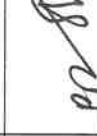


1.	<p><b>Auditor General</b></p> <p>Some goods and services of a transaction value above R200 000 were procured without inviting competitive bids, as required by the Regulation 19(a) of the Municipal Supply Chain Regulations (SCM regulations). Deviations were approved by the accounting officer even though it was not impractical to invite competitive bids, in contravention of SCM regulation 36(1). Similar non-compliance was reported in the prior year. This non-compliance was identified in the procurement processes for various electrification projects.</p> <p>Some good and services procured under contracts secured by other organs of state were not procured in accordance with SCM regulation 32, as there were no demonstrable benefits and discounts for participating in these contracts. Some goods or services procured under contracts secured by other organs of state and the provider did not consent to such procurement in writing. This non-compliance was identified in the procurement processes for various electrification projects.</p> <p>Some goods and services procured under the contracts secured by other organs of state were not procured in accordance with SCM regulations 32, as the prices paid were not the same as the original</p>	Auditor General	<p>Management will ensure strict adherence to the SCM Policy and Regulations by ensuring that:</p> <ul style="list-style-type: none"> <li>- For all bids above R200 000, competitive bidding is implemented.</li> <li>- Cost / benefit analyses will be conducted prior to the appointment of Regulations 32 contracts.</li> <li>- All Regulation 32 appointments will be supported by written consent obtained from the other organ of state, however management has no intention to enter into any regulation 32 contract.</li> </ul>	Ongoing	The municipality has not entered into any Regulation 32 contract.
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	contract. This non-compliance was identified in the procurement process for various electrification projects.				
	<p><b>INTERNAL AUDIT</b></p> <p>1. Some goods and services of a transaction value above R200 000 were procured without inviting competitive bids, as required by the Regulation 19(a) of the Municipal Supply Chain Regulations (SCM regulations). Deviations were approved by the accounting officer even though it was not impractical to invite competitive bids, in contravention of SCM regulation 36(1). Similar non-compliance was reported in the prior year. This non-compliance was identified in the procurement processes for various electrification projects.</p>	Internal Audit	<p><b>Management responses:</b></p> <p>All procurement must go through Supply Chain Management office.</p> <p>No procurement should be authorized where procurement processes were not followed.</p> <p>Seek advice from the SCM office on the necessary steps to be followed on procurement processes.</p>	Ongoing	Currently the municipality has not procured any goods and services of a transaction value above R200 000 without inviting competitive bids, as required by the Regulation 19(a) of the Municipal Supply Chain Regulations (SCM regulations).
	<p>2. 1. Some good and services procured under contracts secured by other organs of state were not procured in accordance with SCM regulation 32, as there were no demonstrable benefits and discounts for participating in these contracts.</p> <p>2. Some goods or services procured under contracts secured by other organs of state and the provider did not consent to such procurement in writing. This non-compliance was</p>	Internal Audit	<p>SCM regulation 32 should be avoided at all times because of its strict conditions.</p> <p>Proper planning must be done for all procurement and requisitions must be submitted on time to allow all necessary steps for competitive bidding processes to be followed.</p> <p>Seek advice from the SCM office on the necessary steps to be followed on procurement processes.</p>	Ongoing	The municipality has not entered into any Regulation 32 contract.

	<p>identified in the procurement processes for various electrification projects.</p> <p>3. Some goods and services procured under the contracts secured by other organs of state were not procured in accordance with SCM regulations 32, as the prices paid were not the same as the original contract. This non-compliance was identified in the procurement process for various electrification projects.</p>				
	<p><b><u>Risk Management</u></b></p>		<p><b><u>Action plan to improve the management of the risk:</u></b></p>		
<p>1.</p>	<p>Poor implementation of Supply Chain Management processes:</p> <ol style="list-style-type: none"> <li>1. Increase in Irregular, Unauthorised, Fruitless and Wasteful expenditure.</li> <li>2. Exceeding threshold for variation orders.</li> <li>3. Compromised service delivery.</li> </ol> <p>-Delays in implementation of projects.</p> <p>-Municipal performance targets might not be achieved</p> <p>-Underspending on allocated budget and subsequent withdrawal of grant funding.</p>	<p>Risk Management</p>	<ol style="list-style-type: none"> <li>1. To submit inputs for the SCM Clerks position during the review processes of the municipal organogram.</li> <li>2. To enforce the SCM policy and standard operating procedures, to review all transactions to ensure compliance.</li> <li>3. To prepare and monitor the Procurement Plan on a quarterly basis and communicate progress to User Departments, and submit to the Provincial treasury.</li> <li>5. To develop a schedule plan for the for bid committee sittings.</li> </ol>		<ol style="list-style-type: none"> <li>1. Inputs were submitted in regards of the SCM CLERKS position.</li> <li>2. There is an existing SOP which is reviewed annually.</li> <li>3. Procurement plan was consolidated and submitted to Provincial treasury.</li> <li>4. Procurements plans are monitored and submitted to PT next quarter will be sent to user departments.</li> <li>5. Schedule plan is part of the Procurement plan.</li> <li>6. Contact register is in place and updated. Variations are being authorised by the accounting officer and monitored not to exceed stipulated threshold.</li> </ol>

2.	<p>Financial Management: Unauthorised, Irregular, Fruitless and Wasteful Expenditure:</p> <ol style="list-style-type: none"> <li>1. Overspending on allocated budget.</li> <li>2. Financial Loss.</li> <li>Adverse Audit opinion.</li> <li>3. Non Compliance with the provisions of the Municipal Finance Management Act.</li> </ol>	<p>Risk Management</p> <ol style="list-style-type: none"> <li>1. To develop the unauthorised, irregular or fruitless and wasteful expenditure strategy and procedures.</li> <li>2. Implementation of the unauthorised, irregular or fruitless and wasteful expenditure strategy and procedures.</li> <li>3. Strict Budget monitoring controls</li> <li>- UJFWE will be supported by memorandum approved from the Accounting Officer</li> <li>4. Strict implementation of the updated SCM policy</li> <li>- Procurement Plans</li> <li>- Adherence to provincial and national treasury circulars</li> <li>5. MDB and MPAC to investigate and Implement consequence management which may include recovery or disciplinary action.</li> </ol>	<ol style="list-style-type: none"> <li>1. SCM unit is continuously monitoring budget for all requisitions.</li> <li>2. SCM unit ensures that all processes are followed for all requisitions.</li> <li>3. SCM unit ensures that SCM policy is followed and it is up to date and in line with the latest regulations and circulars.</li> <li>4. Invoices are submitted on time for payments.</li> </ol>
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PREPARED BY SCM Practitioner	S.I Mpanza	REVIEWED BY SCM Manager	T.N.S Madondo	APPROVED BY CFO	P.P Sithole
SIGNATURE		SIGNATURE		SIGNATURE	
DATE	15/06/2024	DATE	16/08/2024	DATE	16/08/2024