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Departement van Onderwys

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CIRCULAR NO:29 OF 2023

**TO : ALL CIRCUIT MANAGERS
ALL PRINCIPALS
ALL SGBs**

**FROM : MRS LH MOYANE
HEAD: EDUCATION**

DATE : 07 AUGUST 2023

**SUBJECT : REMINDER TO COMPLY WITH REGULATION RELATING TO MINIMUM
UNIFORM NORMS AND STANDARDS FOR PUBLIC SCHOOL
INFRASTRUCTURE.**

1. The matter above bears reference.
2. The Department has noted that some schools are implementing Infrastructure projects without disclosure and soliciting approval from the Head: Education prior to construction.
3. It has been noted with disappointment that those schools are utilizing their own designs which are completely different from the set standards of the Department.
4. The Minister of Basic Education Mrs. Angelina Matsie Motshega prescribed and published Regulation relating to Minimum Uniform Norms and Standards for Public School Infrastructure on the 13th November 2013.
5. The objectives of the Regulations are as follows:
 - 5.1 To provide Minimum Uniform Norms and Standards for Public School Infrastructure.
 - 5.2 To ensure there is compliance with the Minimum Uniform Norms and Standards for Public School Infrastructure in the design and construction of new schools and additions, alterations and improvements to schools which exist when these regulations were published.

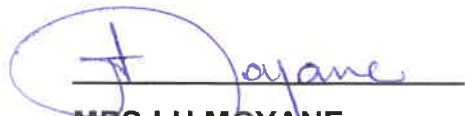
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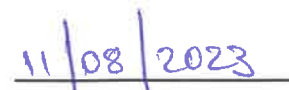
- 5.3 To provide for timeframes within which school infrastructure backlogs must be eradicated.
6. It has been confirmed that all schools within the Province were provided with a copy of the Regulation relating to Minimum Uniform Norms and Standards for Public School Infrastructure however there is still noncompliance to that effect.
7. Schools are reminded and urged to comply with the Regulation relating to Minimum Norms and Standards for Public School Infrastructure.
8. The following procedure should be followed when initiating any additions, alterations or improvements on infrastructure in the school by the SGB:
- 8.1 Schools are urged to write a letter of intent with full scope of work and architectural and monitoring assistance needed to the Head: Education and wait for approval before construction takes place.
- 8.2 They must disclose the amount of money raised and how it was raised or any sponsorship involved. (Avail such documents for fundraising)
- 8.3 They must indicate the financial year in which the project will be implemented and the duration thereof.
- 8.4 They must note that hired professionals/labourers for implementation of the project will be paid by the SGB.
- 8.5 They must note that no unexpected additional budget pressure will be incurred by the Department in this regard.
9. The following procedure should be followed when initiating any additions, alterations or improvements in the school by a Donor:
- 9.1 The Donor and the school are urged to write letters of intent with full scope of work and architectural and monitoring assistance needed to the Head: Education and wait for approval before construction starts.
- 9.2 The Donor must disclose the amount of sponsorship/donation to be donated to the school.
- 9.3 The Donor must indicate the financial year in which the project will be implemented and the duration thereof.
- 9.4 The Donor must note that hired professionals and labourers for implementation of the project will be paid by the Donor.
- 9.5 They must note that no unexpected additional budget pressure will be incurred by the Department.

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9.6 The Donor and the Department must sign a Memorandum of Understanding (MOU) prior to implementation of the project.

10. It is against this background that Districts, Circuit Managers and Principals are reminded and urged to comply with the Regulation relating to Minimum Uniform Norms and Standards for Public School Infrastructure. **(See the attached copy of the gazette)**


MRS LH MOYANE
HEAD: EDUCATION


DATE