

IRREGULAR EXPENDITURE

STEP BY STEP PROCESS

ANNEXURE C

Irregular expenditure discovered by Accounting Officer & the Auditor-General

yes

Accounting Officer to report in terms of section 32(4) of the MFMA

yes

Municipal Council to refer expenditure to Council Committee for investigation in terms of section 32(2)(b) of MFMA read with regulation 74 of the MBRR

If Council Committee recommends as irrecoverable, Council certifies as irrecoverable and write-off expenditure in terms of section 32(2)(b) of MFMA

Was Expenditure Condoned by the Municipal Council in terms of section 32(2) of MFMA?

Condoned

yes

Disclose in AFS and update Irregular Expenditure Register

no

Expenditure to be recovered and should remain as a entry in the register until recovered

Amend/remove the irregular expenditure on the register

If not written off by Council, recover expenditure from person liable and Accounting Officer to take Disciplinary Steps

Is official found liable after investigation?

yes

Debt recoverable

yes

Institute Debt Collection proceedings

yes

Recover debt

no

Debt irrecoverable

yes

Write off debt

Consider Financial Misconduct charges