

The South African National Biodiversity Institute (SANBI)

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To Whom It May Concern,

RE: CLIENT REFERENCE FOR ASSET MANAGEMENT PROFESSIONAL PROJECT SERVICES

This letter serves to confirm that Sihle John Nhlapo (ID: 8506295667081) Project Managed & Directed the project for South African National Biodiversity (SANBI) in preparation for the **31 March 2021 - 2022** Financial Year End. SANBI required a qualified service provider to assist with the review of FAR to ensure compliance to GRAP.

The objectives for the project as Directed by Sihle John Nhlapo were as follows:

- Assist in providing an Unqualified to Clean Audit Opinion on property, plant and equipment (PPE).
- Restating of SANBI FAR to ensure alignment of useful lives to the revised useful lives in latest SANBI asset management policy.
- Review of classification, componentization, cost, useful lives, and residual values of assets in accordance with GRAP 1, 3, 16, 17, 31 and 103.
- Review asset additions, disposals, transfers, and impairment of assets.
- Review and reconcile construction work-in-progress register to capital spending and any other movements that may arise within WIP.
- Fair valuation of assets where necessary.
- Where possible provide advice on the prior year assets findings.
- Perform a reconciliation between asset register and general ledger as well as prepare the relevant notes to the annual financial statements.
- Transfer skills to the asset management team of the institution.
- Undertake any other additional work relating to assets management as may be identified during the appointment.
- Generation of a fully consolidated and compliant FAR for SANBI according to required accounting standards and SANBI Asset Management Policies.
- Financial year end reconciliation that is accurate, reliable, and efficient as per accounting standards & Legislative requirements.
- Produce statutory financial disclosures for fixed assets based on the consolidated FAR.
- Ensure constant communication with the stakeholders with progress and any risks or issues that need to be mitigated.
- Provide detailed methodology report on work conducted on the project.
- Assist SANBI with any auditor general requests or findings related to movable fixed assets

The quality of professional service received from Sihle John Nhlapo & His team was exceptional and the Project Management Principals facilitated by his organisation was invaluable for the SANBI asset management unit. He together with his team was always available to answer any questions we had throughout the process, which ran smoothly and efficiently.

We would not hesitate to recommend Sihle John Nhlapo in Project Managing projects in respect of asset management services and systems.

Yours faithfully,



Mr Kgabo Moloto
Director: Supply Chain & Asset Management