



**BOWLS SOUTH AFRICA**  
**NATIONAL STANDING COMMITTEE FOR TRANSFORMATION**  
**& WOMEN IN SPORT**



**Republic of South Africa - Department of Sport and Recreation**

**EPG Transformation Audit for year ending 2015.**

Welcome to 2016. We trust that everyone had a good festive season and that you are all rested and ready for an exciting year ahead.

Our year began with a letter to our President from the Department of Sport and Recreation, requesting the completion of the EPG (Eminent Persons Group) Transformation Audit data sheets for the year ending 2015.

The quote from the letter below speaks for itself:

***“Re: 2016 EPG Transformation Audit***

*Herewith please receive the transformation data sheets applicable to your national and each one of your provincial structures for completion and return **on or before the 30th March 2016**. The transformation data sheets attached are in Excel Workbook format with each Worksheet reflecting the data required in the different transformation dimensions. Please make sure that each worksheet in the workbook is understood by all those involved and completed with care.*

*As a result of the predominantly individual participation characteristics of your code in comparison with essentially team based sport, please ensure that the sections related to the demographic profiles and actual performance levels achieved by participants in your code at international and provincial competition level, are recorded for all individuals involved. To avoid any confusion, the demographic profiles and performance levels in a 'team' context in competitions at international and provincial level in your code, are not required.*

*It is important that the provincial data sheets are forwarded timeously to your affiliates accompanied by clear instructions as to what is required in order to avoid any unnecessary delays in the data reaching your offices for consolidation into the national data sheet as required. Please ensure that the process of distributing and collecting data sheets to provincial structures are rigorously managed/controlled to avoid time delays.*

*Note that late submission and poor quality/incomplete data sheets will not be without consequences in this cycle. It is important that the president and CEO {who is responsible for the quality of the data sheets submitted} satisfy themselves about the overall reliability of the data sheets, **before** signing off on it. The unfolding EPG process requires greater focus on improving data quality to improve EPG observations and recommendations for it to have even greater impact and value.”*

I have included the quote to emphasize not only the importance of your timeous returns, but also to sensitize you to the depth of information required for audits of this nature.

**Please complete the attached sheets by filling in the data as accurately as possible** (please keep all confirmation documentation whilst collecting the information in case it is requested later), **and return the entire completed workbook to email address:**

[hebouch@gmail.com](mailto:hebouch@gmail.com) by no later than **26<sup>th</sup> February 2016**

One of our major tasks for 2016 is to build the required information into the BSA Database for ease of extraction when these audits are due, resulting in automated extraction reports and no longer submit to districts to fill in and return, as is being done now. Your future support and co-operation in keeping the Database up to date and current, will afford us the quality and accuracy required and hopefully, substantial audit improvements over the next few years. You will be hearing more from us on this in the very near future.

Please contact me directly if there are any queries regarding the data sheets.

**Heather Boucher**  
**NSCT&WS Convenor**

**7 January 2016**