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8 January 2016

**TO: DISTRICT SECRETARIES  
EXECUTIVE  
MEDIA**

**CIRCULAR - 04/2016**

**TRANSFORMATION.**

Districts are required to complete the attached "Transformation Audit" document in terms of the guidelines as indicated in the attached letter from the Convener of the National Standing Committee: Transformation, Heather Boucher.

Districts should direct all enquiries and appeals for advice to Heather Boucher. Her details are as follows. Kindly note the return date as indicated in the attached covering letter.

It should be noted that the completion of the audit is mandatory and failure to comply with the Department of Sport & Recreation's requirement will attract penalties from the department which could seriously impact a Federation, District and Club's access to Government and Lotto funding. Furthermore, penalties also include a ban on a Federation's international participation.

Heather Boucher

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083 310 0797

John Ravenscroft  
Operations Manager

**Executive Committee:**

President: Kallie Haupt, Vice President: Rob Forbes  
Members: Trevor Davis, Fred Kruis and Charles Levy

