

Births 0-30 days KPI

Branch: Civic Services	Note: Published KPIs are for public information purposes only, certain information may be excluded from the published version due to security reasons
Target title for 2017/18	Identify the title of the target
	Strategy for “Discontinuation of the Green Barcoded Identity Document” approved by Minister.
Indicator / Measure title	Identify the title of the indicator
	Ministerial approval for “Strategy for Discontinuation of the Green Barcoded Identity Document”.
Short definition	Provide a brief explanation of what the indicator is with enough detail to give a general understanding of the indicator
	Following on the successful launch of the ID smart card during the 2013/14 financial year, the department is committed to expand the number of citizens in possession thereof. The focus to replace old ID documents with smart cards will continue throughout the medium to long term (2015 to 2020). With this background, the Department plans to develop a strategy regarding the plans to discontinue the issuance of Green Identity Documents. This will increase the uptake of the smart ID card.
Purpose/importance	Explain what the indicator is intended to show and why it is important
	The indicator aims to show the analysis and feasibility study outcome on the advantages and disadvantages of discontinuing the issuance of Green Identity documents and proposing the most suitable strategy that the Department can adopt to realise its intention of discontinuing the issuance of Green barcoded identity documents. The indicator is important in that it seeks to promote the secured Smart ID Card as the only form of identity and doing away with the easily tampered and imitable green barcoded identity document..
Source documentation/information used	Describe where the information comes from i.e. source of information that is used as a basis for actual performance achievements
	The strategy will be presented internally at both EXCO and MMM, and externally at government clusters such as JCPS and G&A before being approved by the minister. The minutes of these meetings as well as the actual approved strategy will be used as evidence for performance achievement.
Description of the source	A description of where the information originates from - by indicating name of responsible unit, person/designation etc.
	Chief Director (Back Office ID Processing)
Standard operating procedure	For each indicator or target indicate the standard operating procedure (where applicable):
	N/A
System used	Name of system used to process performance information:
	N/A.
Type of system	Electronic or manual
	Manual.
Method of calculation	Describe clearly and specifically how the indicator is calculated
	The achievement of the indicator will be when the minister approves the strategy on discontinuation of Green barcoded Identity documents.
Baseline calculated against	Indicate the performance as at the end of previous financial year
	New target
Availability of total population	The total population refers to the number and / or list of all members in a defined group. (If the indicator is a rate or percentage, indicate the
	N/A
Unit of measure	In what unit will the indicator be captured? (percentage/number/currency)
	N/A
Data limitations	Identify any limitation with the indicator data/other, including factors that might be beyond the DHA's control
	The current decision by the Department does not allow citizens that acquired their citizenship through permanent residency and naturalization to apply for Smart ID Cards. South African citizens residing abroad are currently not able to apply for Smart ID Cards in missions because the live capture system is not yet deployed abroad and therefore the decision to completely discontinue the issuance of green barcoded identity documents

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	Other limitations: The Smart ID Card is not yet rolled out to all DHA offices. Even though the Department is in a process of rolling out the mobile solution to mitigate against this shortfall, this has not yet taken place and it shall become a prerequisite before consideration of discontinuing the green barcoded identity documents.
Output reporting	Indicate responsibilities regarding output reporting, archiving, key steps iro reporting, data extraction, calculation and the checking thereof
	1. Who is responsible for reporting at business level? Chief Director: Back Office ID Processing
	2. Who archives the reports i.e. the person the AG will be in touch with for any form of business related reporting / Where can the collated information be found? / operational reporting level Chief Director: Civic Services Support
	3. Activities/steps that goes into reporting at business level?: Quarterly reporting to the Departmental Performance Review committee (Reports submitted to Directorate M&E as part of quality assurance for quarterly reviews). Annual reporting in the annual report
	4. Who extracts data and frequency? (Designation of official) N/A
	5. Who checks data extraction? (Designation of official) N/A
	6. Who does the calculation/verification? (Designation of official) Chief Director: Back Office ID Processing
	7. Who checks the calculation/verification? (Designation of official) Deputy Director: Planning, Monitoring & Evaluation, Civic Services Support
Frequency of reporting on this indicator	Indicate: eg monthly, quarterly and annually Quarterly and annually.
Desired performance	Identify whether actual performance that is higher or lower than the targeted performance is desirable Strategy for "Discontinuation of the Green Barcoded Identity Document" approved by Minister
New indicator:	Identifies whether the indicator is new, has significantly changed, or continues without change from the previous year. New target
Calculation type:	Identifies whether the reported performance is cumulative, or non-cumulative Non-cumulative
Type of indicator:	Identifies whether the indicator is measuring inputs, activities, outputs, outcomes or impact, or some other dimension of performance such as efficiency, economy or equity. Input

Key activity list			
Number	Activity	Responsibility for Each Activity	Evidence for Each Activity
1	Conduct a feasibility study on the current Green Barcoded identity documents environment	Research and Knowledge management and Chief Directorate: BOIP	Feasibility Study report
2	Develop strategy to discontinue Green barcoded identity documents	Chief Director: Back Office ID Processing	Strategy document
3	Distribution of the strategy to internal and external stakeholders for inputs and comments	Chief Director: Back Office ID Processing	Minutes of EXCO & MMM as well as minutes of JCPS, G&A clusters and SABRIC
4	Strategy approved by Minister	Chief Director: Back Office ID Processing	Signed-off strategy