



FINANSIËLE JAAR/  
FINANCIAL YEAR \_\_\_\_\_

SERTIFIKAAT VAN BEVESTIGING VAN REKENAAR KWITANSIESTELSELS  
CERTIFICATE OF VERIFICATION OF COMPUTER RECEIPTING SYSTEMS

Naam van Onderwysinrigting/  
Name of Educational Institution \_\_\_\_\_

Distrikskantoor  
District Office \_\_\_\_\_

OBISNR/  
EMIS NO \_\_\_\_\_

Ek, die ouditeur van hierdie onderwysinrigting en ondertekenaar, sertifiseer hiermee dat die inrigting 'n effektiewe, doeltreffende en deursigtige kwitansiestelsel bedryf met die volgende minimum interne kontroles en eienskappe:

**Rekenaar kwitansiestelsels: ( Nie-geintegreer asook ge-integreer met rekenkundige sagteware)**

- Die stelsel verseker die teboekstelling van alle inkomste tydig, akkuraat en volledig.
- Slegs persone skriftelik gemagtig deur die beheerliggaam hanteer die stelsel.
- Die relevante registers word bygehou.
- Die bewaring van dokumente en data is bevredigend.
- 'n Opsomming van die dag se kwitansies word gerekonsilieer met gepaardgaande deposito's.
- Die volgende tekortkominge is geïdentifiseer:.....

I, the auditor of this education institution and undersigned, hereby certify that the institution is running an effective, efficient and transparent receipting system with the following minimum internal controls and characteristics:

**Computer receipting systems: ( Non-integrated and integrated with accounting software)**

- The system ensures the recording of all income timeously, accurately and completely.
- Users of the system have been appointed in writing by the governing body.
- The relevant registers are kept.
- The safekeeping of documents and data are satisfactory.
- A summary of the daily transactions is being reconciled to the relevant deposits.
- The following shortcomings have been identified:.....

Ouditeur van onderwysinrigting / Auditor of education institution

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Naam/ Name

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Tel nr

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Handtekening/ Signature

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Datum/ Date