

Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs.

Medium-term objectives, measure/indicator, outputs, and targets To build world-class STI infrastructure to extend the frontiers of knowledge, train the next generation of researchers and enable technology development and transfer as well as knowledge interchange		Output Name: Research infrastructure grants	Date: 31 March 2017
1. Overview of the objective, output, measure / indicator and target to be reported on			
Programme #		Programme 4	
Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)		Provision of research and innovation infrastructure	
Objective Statement and definition (also supported by Indicator Definitions)		To ensure availability of and access to internationally comparable research and innovation infrastructure in order to generate new knowledge and train new researchers.	
Indicator title		Number of research infrastructure grants awarded as per award letters 31 March 2017.	
Purpose of indicator	To ensure the availability of appropriate infrastructure for enhancement of RDI competitiveness	Type of indicator	Input indicator
Measure / Indicator Definition	Number of research infrastructure grants awarded as per award letters by the National Research Foundation to the research community	Measure / Indicator Formula	We use the ratio 1:5, one equipment will train 5 researchers and 1:10 for research to students access, That is, 300 researchers and 3000 students accessing the infrastructure by 31 March 2016

	Research infrastructure refers to the equipment that will be used to train the researchers		
New Indicator	Target continues from the previous year	Desired performance	High performance is desired
Measure / Indicator Owner	Charles Mokonoto, Director: Infrastructure	Worked example	To award 60 research infrastructure across the system and 20% increment is envisaged hence the number of awarded grants has increased from 50 to 60.
Target set for current year	<p>Annual target: 70 research infrastructure grants awarded as per award letters by 31 March 2017</p> <p>Q1- No target Q2- Call for proposals on awarding of research infrastructure grants issued by 30 September 2016 Q3- No target Q4- 70 research infrastructure grants awarded as per award letters by 31 March 2017</p>	Target achieved	<p>Q1 - . Q2 - Q3 - .</p>
Data limitations	The collection of data is done by the implementing agency and the process not in the control of the DST. However, the DST has the opportunity to interrogate the data presented to them.		
Reasons for variances between the target set and actual achieved			

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		Contracts with implementing agency (NRF) Quarterly and annual report from implementing agency (NRF) BAS payment form to transfer funds to implementing agencies Award letters	
Collection Frequency of Source data		Data is collected quarterly and annually	
Archiving of Source Data		Data is stored on Alfresco	
Type of information to be extracted from the source data		Data on the human capital developed and a result of the equipment placement and bibliometric data such as publications, citations and patents (Human capital development is an important indicator as one of the key outputs over and above publications and citations– how many students have been trained using the equipment, and how many have graduated as a result of the new equipment).	
IT Systems/ Tools used to capture extracted data		The data is presented to the DST in the form of report which are then stored and saved on Alfresco	
Source Data Capturing Frequency		Quarterly and Annually	
Individual(s) responsible for collecting the source data	D: Infrastructure	Individual(s) responsible for filing/ archiving the collected source data	DD: Infrastructure
Individual(s) responsible for extracting the required information	D: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of the extracted	DD: Infrastructure

from the source data		information	
Individual(s) responsible for capturing the extracted information onto the IT System	D: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of the captured information	DD: Infrastructure

3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source	Alfresco		
Type of performance information to be extracted/ used	Type of an equipment, amount or grant awarded for the equipment, institution where the equipment has been placed, principal researcher, number of students.		
Calculations required on extracted information	Number of grants awarded		
Archiving of Extracted / Recalculated Information	Reports filed and saved on Alfresco		
Return Format	Word documents		
Reporting Frequency	Quarterly and Annually		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Director: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: Infrastructure

Individual(s) responsible for archiving the extracted/ recalculated performance information	Director: Infrastructure	Individual(s) responsible for sending the information in the required return format to the -----	Director: Infrastructure
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Medium-term objectives, measure/indicator, outputs, and targets To build world-class STI infrastructure to extend the frontiers of knowledge, train the next generation of researchers and enable technology development and transfer as well as knowledge interchange		Output Name: The total Gigabit per second (Gbps) broadband capacity available for transmission of data to and from research and academic institutions connected to SANReN	Date: 31 March 2017
1. Overview of the objective, output, measure / indicator and target to be reported on			
Programme #		Programme 4	
Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)		Provision of research and innovation infrastructure	
Objective Statement and definition (also supported by Indicator Definitions)		To ensure availability of and access to internationally-comparable research and innovation infrastructure in order to generate new knowledge and train new researchers	
Indicator title		Total available capacity provided by SANReN at the end of the reporting period	
Purpose of indicator	To ensure sufficient amount of bandwidth per SANReN site to maximize the transmission of	Type of indicator	This is an impact indicator which also assesses performance such as efficiency in infrastructure roll-out, as well as return on infrastructure investment.

	research data		
Measure / Indicator Definition	Average amount of bandwidth per SANReN site per annum Increased availability of broadband connectivity for Research and Development Initiatives	Measure / Indicator Formula	Total available broadband capacity = Available link bandwidths summed across all the active links of SANReN Assumptions: <ul style="list-style-type: none"> • Links consist of the combination of transmission equipment and the connecting circuit; • Active links considered in the calculation include those where SANReN has invested in the transmission equipment and/or the connecting circuit.
New Indicator	Target continues from the previous year	Desired performance	Higher performance, as it measures also the available capacity provided to transport data to and from research and academic sites connected to SANReN .
Measure / Indicator Owner	Charles Mokonoto, Director: Infrastructure	Worked example	Say there are 3 links active in SANReN with individual available capacities as follows: Link1 bandwidth = 100Gbps, Link2 bandwidth = 10Gbps, Link3, Link3 bandwidth = 1 Gbps Total available capacity = 100Gbps + 10Gbps + 1 Gbps = 111Gbps.
Target set for current year	Annual target: 3 500 Mbps average bandwidth capacity available per SANReN site by 31 March 2017 Q1 – No target Q2 - New sites and upgrade plan finalised by 30 September 2016	Target achieved	Q1 - Q2 – Q3 -.

	<p>Q3 – No target</p> <p>Q4 - 3 500 Mbps average bandwidth available per SANReN site by 31 March 2017</p>		
<p>Data limitations</p>	<p>The collection of data is done by the CSIR and the process not in the control of the DST. However, the DST has the opportunity to interrogate the data presented to them as well as through visual inspection of the implemented links and transmission equipment feeding these links. This is an inherent limitation in SANReN’s current defined performance measures (i.e. new sites connected and average bandwidth available per site).</p> <p>SANReN does not support the use of TENET’s traffic graphing tool (called IRIS) as an independent source to validate the information provided by SANReN, due to various inherent limitations. IRIS only tracks the traffic of live sites where the beneficiaries have ordered capacity from TENET. Recommendation: to avoid using IRIS as a means to validate the information provided by SANReN.</p> <p>The recommended way forward is the development of an improved performance measure for SANReN that will be able to capture investments not only in connecting and upgrading sites, but also investment into the SANReN backbone. The proposed metric, which should take effect from 2017/18 onwards, will be based on calculating the total link capacity provided by SANReN.</p>		
<p>Reasons for variances between the target set and actual achieved</p>	<p>To be completed as milestone reached</p>		

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		<p>Audited reports from the CSIR (NICIS annual report)</p> <p>Acceptance of Link Delivery certificates, signed by IT Departments of connected sites, will be produced from 31 March 2017 for new links</p> <p>The CSIR's supply contracts with the suppliers of SANReN links, as well as transmission equipment.</p>	
Collection Frequency of Source data		Data is collected Quarterly and Annually	
Archiving of Source Data		The CSIR audited reports are stored in Alfresco	
Type of information to be extracted from the source data		Total available capacity provided by SANReN at the end of the reporting period is extracted from the NICIS audited report.	
IT Systems/ Tools used to capture extracted data		Reports are prepared in word and stored on Alfresco	
Source Data Capturing Frequency		Quarterly and Annually.	
Individual(s) responsible for collecting the source data	D: Infrastructure	Individual(s) responsible for filing/ archiving the collected source data	DD: Cyber Infrastructure
Individual(s) responsible for extracting the required information from the source data	D: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	DD: Cyber Infrastructure
Individual(s) responsible for capturing the extracted information	D: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of	DD: Cyber Infrastructure

onto the IT System		the captured information	
3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source	Alfresco		
Type of performance information to be extracted/ used	The amount of bandwidth required per SANReN site.		
Calculations required on extracted information	Amount of bandwidth required per SANReN site		
Archiving of Extracted / Recalculated Information	Reports filed and saved on Alfresco		
Return Format	Word documents		
Reporting Frequency	Quarterly and Annually.		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Director: Infrastructure	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: Infrastructure
Individual(s) responsible for archiving the extracted/ recalculated performance information	Director: Infrastructure	Individual(s) responsible for sending the information in the required return format to the -----	Director: Infrastructure

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For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs

Medium-term objectives, measure/indicator, outputs, and targets		Output Name	Date
To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes		Internationally accredited research articles from researchers awarded research grants through NRF-managed programmes.	31 March 2017
1. Overview of the objective, output, measure / indicator and target to be reported on			
Programme #		Programme 4	
Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)		Production of new knowledge	
Objective Statement and definition (also supported by Indicator Definitions)		To support and promote research that develops basic sciences through production of new knowledge and relevant training opportunities	
Indicator title		Number of Institute for Scientific Information (ISI)-accredited research articles published by NRF-funded researchers as reflected in the NRF project reports.	
Purpose of indicator	To measure the research outputs in the form of research articles published in internationally recognised, peer-reviewed (ISI-accredited	Type of indicator	Output

	journals by NRF-funded researchers.		
Measure / Indicator Definition	Number of Institute for Scientific Information (ISI)-accredited research articles published by NRF-funded researchers as reflected in the NRF project reports. Number of Research articles produced by NRF funded researchers, published in internationally recognised, peer reviewed (ISI-accredited) journals	Measure / Indicator Formula	Total number of research articles published = number of NRF funded researchers + research articles.
New Indicator	Continues from the previous financial year	Desired performance	High – research articles published in ISI accredited research articles by NRF –funded researchers
Measure / Indicator Owner	Director: High End Skills.	Worked example	200 research articles in ISI accredited research articles published by NRF-funded researchers
Target set for current year	Annual: 7 000 ¹ ISI-accredited research articles published by NRF-funded researchers as reflected in the NRF project reports by 31 March 2017 Quarterly: Q1 - No target	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :

¹ Cumulative total number of internationally accredited research articles over the four quarters.

	<p>Q2 - No target Q3 - No target Q4 - 7 000 ISI- accredited research articles published by NRF-funded researchers as reflected in the NRF project reports by 31 March 2017</p>		
Data limitations	The collection of data is done by the implementing agency and the comprehensive information is only available after the close of the financial year.		
Reasons for variances between the target set and actual achieved			

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		Contracts entered into with the NRF on funding of researchers. BAS Forms on Funds Transferred relating to the funding of researchers. NRF project reports on accredited ISI research papers List of papers with published dates. Database or list of peer-reviewed accredited research papers published	
Collection Frequency of Source data		Annual	
Archiving of Source Data		Alfresco.	
Type of information to be extracted from the source data		Number of ISI-accredited research articles published by NRF-funded researchers.	
IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Annually	
Individual(s) responsible for collecting the source data	All Deputy Directors	Individual(s) responsible for filing/ archiving the collected source data	Deputy Directors in the HES unit
Individual(s) responsible for extracting the required information from the source data	All Deputy Directors	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Directors in the HES unit

Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Directors in the HES unit	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director in the High End Skills unit
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3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source	Alfresco/Funded researchers ISI accredited research articles		
Type of performance information to be extracted/ used	Published ISI accredited research articles		
Calculations required on extracted information	Sum of Institute for Scientific Information (ISI)-accredited research articles published by NRF-funded researchers		
Archiving of Extracted / Recalculated Information	Alfresco.		
Return Format	Spreadsheet.		
Reporting Frequency	Annual		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	All Deputy Directors	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director : High End Skills
Individual(s) responsible for archiving the extracted/ recalculated	All Deputy Directors	Individual(s) responsible for sending the	Director :High End Skills

performance information

information in the
required return format
to the -----

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<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes.</p>	<p>Output Name</p> <p>Graduates and students placed in DST-funded work preparation programmes in science, engineering and technology institutions (SETI)</p>	<p>Date</p> <p>March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>		<p>Programme 4</p>	
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>		<p>Contribute to human capital development</p>	
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>		<p>To contribute to the development of representative, high-level human capital able to pursue locally relevant, globally competitive research and innovation activities.</p>	
<p>Indicator title</p>		<p>Total number of graduates and students placed in DST-funded work preparation programmes in SETI institutions</p>	
<p>Purpose of indicator</p>	<p>To measure the number of graduates and students placed in DST-funded work preparation programmes in order to gain the necessary</p>	<p>Type of indicator</p>	<p>Input indicator</p>

	work experience		
Measure / Indicator Definition	Total number of graduates and students placed in DST-funded work preparation programmes (through internship programme , PDP, National Youth Service and experiential learning) in science, engineering, technology and innovation (SETI) institutions	Measure / Indicator Formula	Total number of graduates and students placed = Number of students/graduates placed through internship programme + PDP + National Youth Service + experiential learning.
New Indicator	Continuing indicator but also made smarter and inclusive of a number of workplace preparation programmes	Desired performance	High – a number of graduates and students placed in DST-funded work preparation programmes
Measure / Indicator Owner	Director: High-End Skills and Science Promotions	Worked example	Total number of graduate/students placed = No. of internships supported students (140) + No. of PDP fellows supported (80) + No. of National Youth Service Students (40) + No. of Experiential learning programme students (0) = 260 total number of graduates/students
Target set for current year	Annual: 840 ^{2 3} graduates and students placed in DST-funded work preparation programmes in SETI institutions by 31 March 2017	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :

² Owing to cuts made to the DST-NRF Internship Programme (following Economic Competitiveness Support Package cuts announced on 18 January 2016) the MTEF targets had to be lowered.

³ Cumulative total number of graduates and students over the four quarters.

	<p>Quarterly:</p> <p>Q1 - 700 graduates and students placed in DST-funded work preparation programmes in SETI institutions by 30 June 2016</p> <p>Q2 –750 graduates and students placed in DST-funded work preparation programmes in SETI institutions by 30 September 2016</p> <p>Q3 – 800 graduates and students placed in DST-funded work preparation programmes in SETI institutions by 31 December 2016</p> <p>Q4 – 840 graduates and students placed in DST-funded work preparation programmes in SETI institutions by 31 March 2017</p>		
<p>Data limitations</p>	<p>Data focuses on students and graduates that have been placed in the programme in a given year. The success rate of employment can be determined after the internship year. The database for the total number of graduates and interns to be available at the end of the financial year.</p>		
<p>Reasons for variances between the target set and actual achieved</p>	<p>No variance foreseen</p>		

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		<ul style="list-style-type: none"> • Contract entered into with the NRF on funding of interns. • BAS Forms on Funds Transferred relating to the workplace preparation programmes. • NRF progress reports on workplace preparation programmes • DST-NRF internship database interns; and • DST-National Youth Service database of students • List of the participating SETI 	
Collection Frequency of Source data		Quarterly	
Archiving of Source Data		Alfresco	
Type of information to be extracted from the source data		Number of graduates and students placed in DST-funded work preparation programmes in science, engineering, technology and innovation (SETI) institutions.	
IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Quarterly.	
Individual(s) responsible for collecting the source data	Deputy Director in the HES (New Generation Researchers Programmes) and Deputy Director in Science Promotions	Individual(s) responsible for filing/archiving the collected source data	Deputy Director: New Generation Researchers Programmes and Deputy Director in Science Promotion

Individual(s) responsible for extracting the required information from the source data	Deputy Director: New Generation Researchers Programmes and Deputy Director in Science Promotion	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Director in High-End Skills and Director in Science Promotions
Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: New Generation Researchers Programmes and Deputy Director in Science Promotion	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director in High-End Skills and Director in Science Promotions

3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information	
Performance Information Source	Alfresco/ funded students and graduates in work preparation programmes statistics.
Type of performance information to be extracted/ used	Number of graduates and students placed in DST-funded work preparation programmes Number of graduates and students funded at each level (bachelors, honours and masters)
Calculations required on extracted information	Number of graduates and students placed by levels (bachelors, honors and masters).
Archiving of Extracted / Recalculated Information	Alfresco
Return Format	Spreadsheet
Reporting Frequency	Quarterly

Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Director in the HES (New Generation Researchers Programmes) and Deputy Director in Science Promotions	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director in High End Skills and Director in Science Promotions
Individual(s) responsible for archiving the extracted/ recalculated performance information	Deputy Director in the HES (New Generation Researchers Programmes) and Deputy Director in Science Promotions	Individual(s) responsible for sending the information in the required return format to the ----- --	Director: High End Skills and Director in Science Promotions

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<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes</p>	<p>Output Name</p> <p>PhD students awarded bursaries through NRF and DST-managed programmes</p>	<p>Date</p> <p>31 March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>		<p>Programme 4</p>	
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>		<p>Contribute to human capital development</p>	
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>		<p>To contribute to the development of representative, high-level human capital able to pursue locally relevant, globally competitive research and innovation activities.</p>	
<p>Indicator title</p>		<p>Total number of PhD students awarded bursaries through NRF and DST-managed programmes as reflected in the NRF and DST project reports</p>	
<p>Purpose of indicator</p>	<p>To measure the total number of PhD students awarded bursaries.</p>	<p>Type of indicator</p>	<p>Input indicator</p>
<p>Measure / Indicator Definition</p>	<p>Total number of PhD students awarded bursaries as reflected in the NRF project reports PhD students receiving</p>	<p>Measure / Indicator Formula</p>	<p>Total number of PhD students awarded bursaries through NRF-funded programmes.</p>

	bursary support from the NRF		
New Indicator	Continues with some changes to the indicator to meet SMART principle	Desired performance	High – a number of students awarded bursaries
Measure / Indicator Owner	Director: High End Skills	Worked example	Number of students awarded bursaries, e.g. (100 PhD)
Target set for current year	<p>Annual: 3 136⁴ PhD students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 March 2017</p> <p>Quarterly:</p> <p>Q1 –1 568 PhD students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 30 June 2016</p> <p>Q2 –2 352 PhD students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 30 September 2016</p> <p>Q3 –2 811 PhD students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 December</p>	Target achieved	<p>Actual target achieved.</p> <p>Q1 –</p> <p>Q2 –</p> <p>Q3 –</p> <p>Q4 –</p> <p>YTD - :</p>

⁴ Cumulative total number of postgraduate students over the four quarters.

	2016 Q4 - 3 136 PhD students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 March 2017		
Data limitations	<ul style="list-style-type: none"> • Not getting complete data or numbers from P2 and P5 on students supported. • The NRF report not containing the final data on students due to the late finalisation and auditing of data, thus resulting in the DST receiving the final information by email and formal letter from the agency. • The database (spreadsheet) could only be available at the end of the 4th quarter. 		
Reasons for variances between the target set and actual achieved	To be completed as milestone reached		

2. Collection of source data to enable effective reporting on the adopted output measure / indicator	
Source data	<p>Bursary agreements / contracts entered into with the NRF.</p> <p>BAS Forms on Funds Transferred relating to the bursaries.</p> <p>NRF progress reports on individual programmes.</p> <p>Database of PhD students with ID numbers, student numbers, course details etc.</p>
Collection Frequency of Source data	Quarterly
Archiving of Source Data	Quarterly
Type of information to be extracted from the source data	Number of PhD students funded through NRF and DST-managed programmes

IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Quarterly	
Individual(s) responsible for collecting the source data	Deputy Director: New Generation Researchers' Programmes	Individual(s) responsible for filing/ archiving the collected source data	Deputy Director: New Generation Researchers' Programmes
Individual(s) responsible for extracting the required information from the source data	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Director High End Skills
Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: High End Skills

3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information	
Performance Information Source	Alfresco
Type of performance information to be extracted/ used	Number of PhD students
Calculations required on extracted information	Number of PhD students
Archiving of Extracted / Recalculated Information	Alfresco
Return Format	Word document in Alfresco

Reporting Frequency		Quarterly.	
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: High End Skills
Individual(s) responsible for archiving the extracted/ recalculated performance information	Deputy Director: New Generation Researchers'	Individual(s) responsible for sending the information in the required return format to the -----	Director: High End Skills

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Medium-term objectives, measure/indicator, outputs, and targets	Output Name	Date
To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes	Pipeline postgraduate students awarded bursaries and fellowships through NRF and DST-managed programmes	31 March 2017
1. Overview of the objective, output, measure / indicator and target to be reported on		
Programme #	Programme 4	
Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)	Contribute to human capital development	
Objective Statement and definition (also supported by Indicator Definitions)	To contribute to the development of representative, high-level human capital able to pursue locally relevant, globally competitive research and innovation activities.	
Indicator title	Total number of pipeline postgraduate students (BTech and honours, and master's students), awarded bursaries through NRF and DST-managed programmes as reflected in the NRF and DST project reports	

Purpose of indicator	To measure the total number of pipeline ⁵ postgraduate students awarded bursaries by level of study (B. Tech, Master's).	Type of indicator	Input indicator
Measure / Indicator Definition	Total number of pipeline postgraduate students (BTech and honours and Master's) students awarded bursaries as reflected in the NRF project reports Postgraduates research students receiving bursary support from the NRF	Measure / Indicator Formula	Number of students awarded bursaries through NRF-funded programmes (B. Tech and Honours+ Master's)
New Indicator	Continues with some changes to the indicator to meet SMART principle	Desired performance	High – a number of students awarded bursaries
Measure / Indicator Owner	Director: High End Skills	Worked example	Number of students awarded bursaries, e.g. (100 B. Tech and Honours+ 150 Master's)
Target set for current year	Annual: 10 996 ⁶ Pipeline postgraduate students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 March 2017 Quarterly: Q1 –5 498 Pipeline	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :

⁵ Pipeline includes final year undergraduates, honours and masters leading to a PhD.

⁶ Cumulative total number of Pipeline postgraduate students over four quarters.

	<p>postgraduate students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 30 June 2016</p> <p>Q2 –8 247 Pipeline postgraduate students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 30 September 2016</p> <p>Q3 –9 896 Pipeline postgraduate students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 December 2016</p> <p>Q4 - 10 996 Pipeline postgraduate students awarded bursaries through NRF and DST managed programmes as reflected in the NRF and DST project reports by 31 March 2017</p>		
<p>Data limitations</p>	<ul style="list-style-type: none"> • Not getting complete data or numbers from P2 and P5 from their human capital development targets. • The NRF report not containing the final data on students due to the late finalisation and auditing of data, thus resulting in the DST receiving the final information by email and formal letter from the agency. • The database (spreadsheet) could only be available at the end of the 4th quarter. 		
<p>Reasons for variances between the target set</p>	<p>To be completed as milestone reached</p>		

and actual achieved

2. Collection of source data to enable effective reporting on the adopted output measure / indicator

Source data	Bursary agreements / contracts entered into with the NRF. BAS Forms on Funds Transferred relating to the bursaries. NRF progress reports on individual programmes. Database of postgraduate students with ID numbers, student numbers, course details etc.		
Collection Frequency of Source data	Quarterly		
Archiving of Source Data	Quarterly		
Type of information to be extracted from the source data	Number of postgraduate students awarded bursaries through NRF and DST-managed programmes by level of study (B. Tech, Master's).		
IT Systems/ Tools used to capture extracted data	Alfresco		
Source Data Capturing Frequency	Quarterly		
Individual(s) responsible for collecting the source data	Deputy Director: New Generation Researchers' Programmes	Individual(s) responsible for filing/ archiving the collected source data	Deputy Director: New Generation Researchers' Programmes
Individual(s) responsible for extracting the required information from the	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the	Director High End Skills

source data		extracted information	
Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: High End Skills

3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source		Alfresco	
Type of performance information to be extracted/ used		Number of pipeline postgraduate students (honours and Master's) awarded bursaries.	
Calculations required on extracted information		Number of pipeline post graduate students <u>funded at each level</u> (honours, Masters, PhD, and Postdoc)	
Archiving of Extracted / Recalculated Information		Alfresco	
Return Format		Word document in Alfresco	
Reporting Frequency		Quarterly.	
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Director: New Generation Researchers'	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: High End Skills
Individual(s) responsible for archiving the extracted/ recalculated performance	Deputy Director: New Generation Researchers'	Individual(s) responsible for sending the information in the	Director: High End Skills

information

required return format
to the -----

Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs

<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To build world-class STI infrastructure to extend the frontiers of knowledge, train the next generation of researchers and enable technology development and transfer as well as knowledge interchange</p>	<p>Output Name</p> <p>Researchers awarded research grants through NRF-managed programmes</p>	<p>Date</p> <p>31 March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>		<p>Programme 4</p>	
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>		<p>Production of new knowledge</p>	
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>		<p>To support and promote research that develops basic sciences through production of new knowledge and relevant training opportunities</p>	
<p>Indicator title</p>		<p>Total number of researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports.</p>	
<p>Purpose of indicator</p>	<p>To measure the total number of researchers who get research grants from NRF-managed research grant programmes</p>	<p>Type of indicator</p>	<p>Input indicator</p>

Measure / Indicator Definition	Total number of researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports Researchers awarded research grants to conduct research and supervise postgraduate students (e.g. including Research Chairs, rated researchers, Centre of Excellence Researchers)	Measure / Indicator Formula	Summation of researchers that are awarded research grants
New Indicator	Continues from previous financial year	Desired performance	High – research grants awarded to researchers
Measure / Indicator Owner	Director: High-End Skills.	Worked example	This indicator is the total number of researchers who receive research grant support from the NRF through its various programmes. This is the total number of research grantholders be they from emerging researchers programmes (i.e. Thuthuka) and established researchers programmes (e.g. SARChIs, CoEs, rated researchers etc). Therefore the indicator is the sum of all researchers receiving NRF grants.
Target set for current year	Annual: 4 539 ⁷ researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports by 31 March 2017 Quarterly:	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :

⁷ Cumulative total number of researchers awarded research grants over the four quarters.

	<p>Q1 – 2 270 researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports by 30 June 2016</p> <p>Q2 – 3 405 researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports by 30 September 2016</p> <p>Q3 – 4 085 researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports by 31 December 2016</p> <p>Q4 – 4 539 researchers awarded research grants through NRF-managed programmes as reflected in the NRF project reports by 31 March 2017</p>		
<p>Data limitations</p>	<ul style="list-style-type: none"> • The NRF report not containing the final data on researchers awarded research grants due to the late finalisation and auditing of data, thus resulting in the DST receiving the final information by email and formal letter from the agency. • The database (spreadsheet) could only be available at the end of the 4th quarter. 		
<p>Reasons for variances between the target set and actual achieved</p>	<p>Variance can be caused by the size (per capita values) of individual grants</p>		

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		<p>Contracts entered into with the NRF in respect of programmes aimed at the funding of researchers.</p> <p>BAS Forms on Funds Transferred relating to funding of researchers.</p> <p>NRF progress report on researchers awarded research grants.(with a list of participating programmes)</p> <p>Database of researchers (with names, ID, registration numbers etc.)</p>	
Collection Frequency of Source data		Quarterly	
Archiving of Source Data		Alfresco	
Type of information to be extracted from the source data		Number of researchers awarded research grants through NRF-managed programmes	
IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Quarterly	
Individual(s) responsible for collecting the source data	Deputy Director: Established Researchers Programme	Individual(s) responsible for filing/ archiving the collected source data	Deputy Director: Established Researchers Programmes
Individual(s) responsible for extracting the required information from the source data	Director: Established Researchers Programme	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Director: High End Skills

Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: Established Researchers Programme	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: High End Skills
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3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source	Alfresco/funded researchers statistics.		
Type of performance information to be extracted/ used	Number of researchers awarded research grants through NRF-managed		
Calculations required on extracted information	Number of researchers awarded research grants		
Archiving of Extracted / Recalculated Information	Word document in Alfresco		
Return Format	Word document		
Reporting Frequency	Quarterly		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Director: Established Researchers Programme	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: High End Skills
Individual(s) responsible for archiving the extracted/ recalculated	Deputy Director: Established Researchers	Individual(s) responsible for sending the	Director: High End Skills

performance information	Programme	information in the required return format to the -----	
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Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs.

Medium-term objectives, measure/indicator, outputs, and targets		Output Name	Date
To develop appropriate STI human capital to meet the needs of society		Participants in science awareness and engagement programmes managed by the NRF and other service providers.	31 March 2017
1. Overview of the objective, output, measure / indicator and target to be reported on			
Programme #		Programme 4	
Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)		Promote science engagement	
Objective Statement and definition (also supported by Indicator Definitions)		To promote public engagement on science, technology and innovation.	
Indicator title		Approximate number of participants in science awareness and engagement programmes as reflected in the NRF project reports and those of other service providers.	
Purpose of indicator	Quantifies participants in science awareness and engagement programmes	Type of indicator	Output indicator
Measure / Indicator Definition	Number of participants in science awareness and engagement programmes (STEMI Olympiads and competitions, science festivals, National Science Week and science centres) as reflected in the NRF project reports and those of other service providers	Measure / Indicator Formula	Number of participants = visitors to sites hosting awareness and engagement activities (National Science Week, Science centres and science festivals) and learners participating in STEMI Olympiads and competitions as well as people reached through the media (learners and members of the public)

New Indicator	Continues from the previous financial year	Desired performance	Yearly increase
Measure / Indicator Owner	Director: Science and Youth	Worked example	10 000 people visited 31 science centres in the 2014/15 financial year. 200 learners+ 100 members of the public= 300 participants in science awareness and engagement programmes
Target set for current year	<p>Annual: Approximately 1 200 000 participants (learners and members of the public) in science awareness and engagement programmes as reflected in the project reports of the NRF and other service by 31 March 2017</p> <p>Quarterly: Q1 – Grant funding awarded to organisations implementing the initiatives by 30 June 2016 Q2 – National Science Week held by 30 September 2016 Q3 – 3 science festivals and 6 STEM Olympiads and competitions held by 31 December 2016 34 science centres awarded project grant funding by 31</p>	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :

	December 2016 Q4 – 4 science festivals conducted and approximately 1 200 000 participants in science awareness and engagement programmes as reflected in project reports of the NRF and other service providers. by 31 March 2017		
Data limitations	Complete data on participation is only available after receipt of annual or final project reports from the NRF and other relevant service providers		
Reasons for variances between the target set and actual achieved			

2. Collection of source data to enable effective reporting on the adopted output measure / indicator	
Source data	<p>Contracts entered into with service provider</p> <p>Quarterly projects reports submitted by the NRF and other relevant service providers.</p> <p>Annual or final project reports submitted by the NRF and other service providers. (of national science week) (report of science festivals)</p> <p>Attendance registers for mass participation activities and visits to science centre's.</p> <p>Enrolment forms for STEMI Olympiads and competitions</p>
Collection Frequency of Source data	Quarterly
Archiving of Source Data	Alfresco

Type of information to be extracted from the source data		Number of participants in science awareness and engagement programmes Participation according to demographics Involvement of various institution in the National System of Innovation	
IT Systems/ Tools used to capture extracted data		Alfresco/spreadsheet	
Source Data Capturing Frequency		Quarterly	
Individual(s) responsible for collecting the source data	Deputy Director: Science and Youth (Out-of-School programme)	Individual(s) responsible for filing/ archiving the collected source data	Deputy Director: Science and Youth (Out-of-School programme)
Individual(s) responsible for extracting the required information from the source data	Deputy Director: Science and Youth (Out-of-School programme)	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Director: Science and Youth
Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: Science and Youth (Out-of-School programme)	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: Science and Youth
3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source		Quarterly and annual project reports from the NRF and relevant service providers	
Type of performance information to be extracted/ used		Number of participants in science awareness and engagement programmes Participation according to demographics Involvement of various institution in the National System of Innovation	
Calculations required on extracted information		Number of participants in science awareness and engagement programmes	

Archiving of Extracted / Recalculated Information		Alfresco	
Return Format		Microsoft word	
Reporting Frequency		Quarterly	
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Director: Science and Youth (Out-of-School programme)	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Director: Science and Youth
Individual(s) responsible for archiving the extracted/ recalculated performance information	Deputy Director: Science and Youth (Out-of-School programme)	Individual(s) responsible for sending the information in the required return format to the ----- --	Director: Science and Youth

Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs.

<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes</p>	<p>Output Name</p> <p>MeerKAT antennae installed</p>	<p>Date</p> <p>31 March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>	<p>Programme 4</p>		
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>	<p>Development of priority science areas</p>		
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>	<p>To strategically develop priority science areas in which South Africa enjoys a competitive advantage, by promoting internationally competitive research and training activities and outputs.</p>		
<p>Indicator title</p>	<p>Number of MeerKAT antennae installed</p>		
<p>Purpose of indicator</p>	<p>To measure the number of MeerKAT antennae installed against the set target</p>	<p>Type of indicator</p>	<p>Output</p>

Measure / Indicator Definition	Number of MeerKAT antennae installed at the SKA Site in Carnavon	Measure / Indicator Formula	The total number of installed MeerKAT antennae per financial year= 4 Meerkat antennae
New Indicator	Continues from the previous financial year	Desired performance	Higher performance desirable – 4 MeerKAT antennae installed
Measure / Indicator Owner	DDG	Worked example	Number of installed Meerkat antennae
Target set for current year	<p>Annual: 64 MeerKAT antennae installed by 31 March 2017</p> <p>Quarterly: Q1 - 32 new MeerKAT antennas installed on site. Q2 – 44new MeerKAT antennas installed on site. Q3 – 53 new MeerKAT antennas installed on site Q4 - 64 new MeerKAT antennas installed on site</p>	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :
Data limitations	No Data Limitations		
Reasons for variances between the target set			

and actual achieved

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		Official SKA Reports Minutes of the SKA Steering Committee Meeting letter from committees	
Collection Frequency of Source data		Quarterly	
Archiving of Source Data		Alfresco	
Type of information to be extracted from the source data		Indication of the number of installed MeerKAT antennae	
IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Quarterly	
Individual(s) responsible for collecting the source data	Deputy Director: Radio Astronomy Projects:	Individual(s) responsible for filing/ archiving the collected source data	Deputy Director: Radio Astronomy Projects:
Individual(s) responsible for extracting the required information from the source data	Deputy Director: Radio Astronomy Projects	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Director: Radio Astronomy Projects

Individual(s) responsible for capturing the extracted information onto the IT System	Deputy Director: Radio Astronomy Projects:	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: Radio Astronomy Projects
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3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source	Alfresco		
Type of performance information to be extracted/ used	Number of installed MeerKAT antennae and data source verification number		
Calculations required on extracted information	Number of installed MeerKAT antennae		
Archiving of Extracted / Recalculated Information	Alfresco		
Return Format	Word document		
Reporting Frequency	Quarterly		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Deputy Directors	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Directors
Individual(s) responsible for archiving the extracted/ recalculated performance information	Directors	Individual(s) responsible for sending the information in the required return format	Chief Directors

to the -----

Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs.

<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes</p>	<p>Output Name</p> <p>Reports on the state of climate change science and technology in South Africa</p>	<p>Date</p> <p>31 March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>	<p>Programme 4</p>		
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>	<p>Development of priority science areas</p>		
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>	<p>To strategically develop priority science areas in which South Africa enjoys a competitive advantage, by promoting internationally competitive research and training activities and outputs.</p>		
<p>Indicator title</p>	<p>Number of biennial reports on the state of climate change in South Africa approved by Cabinet.</p>		
<p>Purpose of indicator</p>	<p>To report biennially to Cabinet on the state of climate change science and technology in South Africa</p>	<p>Type of indicator</p>	<p>Output indicator</p>
<p>Measure / Indicator Definition</p>	<p>The number of biennial reports on</p>	<p>Measure / Indicator Formula</p>	<p>Biennial reports to Cabinet</p>

	the state of climate change science and technology in South Africa		
New Indicator	Continues from the previous financial year	Desired performance	Producing two biennial reports on the state of climate change science and technology in South Africa by 2019
Measure / Indicator Owner	Director: Earth Systems Sciences	Worked example	Number of biennial reports produced
Target set for current year	<p>Annual: 1 (First biennial) report on the state of climate change in South Africa finalised and submitted for Cabinet approval by 31 March 2017</p> <p>Quarterly: Q1 – No target Q2 – No target Q3 – No target Q4 –1 (First biennial) report on the state of climate change in South Africa finalised and submitted for Cabinet approval by 31 March 2017</p>	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :
Data limitations	<ul style="list-style-type: none"> Access to information on climate change research and technological innovations by entities that are not publicly funded may be difficult since such information or data may be viewed as of competitive 		

	<p>advantage.</p> <ul style="list-style-type: none"> • It may be difficult to lift out climate change research from general environmental related research or technological innovations thereby risking excluding some important work in these biennial reports. • Compiling comprehensive reports on such wide terrain may require more time than provided for.
Reasons for variances between the target set and actual achieved	

2. Collection of source data to enable effective reporting on the adopted output measure / indicator	
Source data	<ul style="list-style-type: none"> • Information and data to be extracted from reports, publications etc of various entities and organisations involved in climate change research and associated technological innovations • Workshops and meetings • Cabinet Approved Plan
Collection Frequency of Source data	Data to be collected annually and reporting to Cabinet biennially
Archiving of Source Data	<ul style="list-style-type: none"> • Various reports and publications generated by relevant role players • Dedicated DST directories and information management systems (Alfresco)
Type of information to be extracted from the source data	<ul style="list-style-type: none"> • Quantitative data (statistics; nature of research being undertaken; technological innovations developed/created; entities and organisations involved in this kind of research and technology development) • Research findings and outputs

		Appropriate technologies and innovations being developed - relevant to climate change response (for both mitigation and adaptation)	
IT Systems/ Tools used to capture extracted data		Alfresco	
Source Data Capturing Frequency		Annually	
Individual(s) responsible for collecting the source data	Director: Earth Systems Sciences	Individual(s) responsible for filing/ archiving the collected source data	Director: Earth Systems Sciences
Individual(s) responsible for extracting the required information from the source data	<p>1.Mr Leluma Matoane, Director: Earth Systems Science, DST</p> <p>2.Dr Henry Roman, Director: Environmental Services and Technologies, DST</p> <p>The two will be supported by the Academy of Science of South Africa (ASSAf) which will be tasked with preparing reports on behalf of DST.</p>	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	<p>1.Prof Yonah Seleti, Chief Director: Science Missions, DST</p> <p>2. Mr Isaac Maredi, Chief Director: Sector Innovation & Global Change, DST</p>
Individual(s) responsible for capturing the extracted information onto the IT System	<p>1.Ms Kogilam Iyer, Deputy Director: Earth Systems Science, DST</p> <p>2.Ms Magamase Mange, Deputy Director: Environmental Technologies, DST</p>	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Chief Director: Science Missions

3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information			
Performance Information Source		Alfresco - (DST IT systems); Outcome 10 Performance Information spreadsheet	
Type of performance information to be extracted/ used		Both quantitative and qualitative	
Calculations required on extracted information		N/A	
Archiving of Extracted / Recalculated Information		Alfresco, PIMS and dedicated Outcome 10 MTSF directory	
Return Format		Reporting template provided, accompanied by official DST letter	
Reporting Frequency		Quarterly and annually	
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Director: Earth Systems Sciences	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Chief Director: Science Missions
Individual(s) responsible for archiving the extracted/ recalculated performance information	Director: Earth Systems Sciences	Individual(s) responsible for sending the information in the required return format to the -----	Chief Director: Science Missions

Annual Information Collection and Reporting Matrix

For **each of the outputs** as per the Strategic Plan and Individual Programmes' Annual Performance Plans to be reported on during the current financial year, the following matrix is to be completed. The guidance provided in each of the blocks below should be used to assist in completing this template for each of the outputs.

<p>Medium-term objectives, measure/indicator, outputs, and targets</p> <p>To enhance South Africa's knowledge-generation capacity in order to produce world-class research outputs and turn some advanced findings into innovation products and processes</p>	<p>Output Name</p> <p>Climate change research network</p>	<p>Date</p> <p>31 March 2017</p>	
<p>1. Overview of the objective, output, measure / indicator and target to be reported on</p>			
<p>Programme #</p>	<p>Programme 4</p>		
<p>Programme's Strategic Objectives (as per the Strategic Plan and the annual Performance Plans)</p>	<p>Development of priority science areas</p>		
<p>Objective Statement and definition (also supported by Indicator Definitions)</p>	<p>To strategically develop priority science areas in which South Africa enjoys a competitive advantage, by promoting internationally competitive research and training activities and outputs.</p>		
<p>Indicator title</p>	<p>Functional climate change research network in place</p>		
<p>Purpose of indicator</p>	<p>To ensure adequate and appropriate research capacity to support climate change response in South Africa</p>	<p>Type of indicator</p>	<p>Impact indicator</p>

Measure / Indicator Definition	A functional climate change research network formalised through MoUs	Measure / Indicator Formula	Number of formal research networks, partnerships and collaborations or formal agreements to collaborate or work together in climate change related research.
New Indicator	Continues from the previous financial year	Desired performance	A functional climate change network would be a DST-approved network of organizations undertaking climate change research and bound by a memorandum defining a joint effort.
Measure / Indicator Owner	Director: Earth Systems Sciences.	Worked example	A network of organizations that is in place for undertaking climate change research

Target set for current year	<p>Annual: Submission to the DDG of a report on existing climate change research initiative and networks by 31 March 2017 (The report will indicate, at the time of reporting, the state of climate change research network(s) established through MOUs)</p> <p>Quarterly: Q1 – No target Q2 – No target Q3 – No target Q4 – Submission to the DDG of a report on existing climate change research initiative and networks by 31 March 2017</p>	Target achieved	Actual target achieved. Q1 – Q2 – Q3 – Q4 – YTD - :
Data limitations	<ul style="list-style-type: none"> • Information on research networks, partnerships and collaborations or formal agreements may not be easily accessible or be regarded as confidential especially where such information or data is of competitive advantage to the generators of such data. • Formal agreements between research collaborators or partners may not be made available. • It may be difficult to assess the capacity of institutions to undertake climate change research. 		
Reasons for variances between the target set and actual achieved			

2. Collection of source data to enable effective reporting on the adopted output measure / indicator			
Source data		<p>Reports, publications and websites of relevant research institutions, universities, research partners and collaborators, and Government (national departments, provinces and municipalities)</p> <p>Approved list of network participants</p> <p>Minutes</p> <p>MOUs</p> <p>Submission to the DDG of a report that will indicate, at the time of reporting, the state of climate change research network(s) established through MOUs)</p>	
Collection Frequency of Source data		Annually	
Archiving of Source Data		<p>Alfresco - Various reports and publications generated by relevant role players</p> <p>Dedicated DST directories and information management systems</p>	
Type of information to be extracted from the source data		Quantitative data (statistics; number of research networks, partnerships and collaborations; collaborative agreements etc)	
IT Systems/ Tools used to capture extracted data		Alfresco - Spreadsheets; reports; publications.	
Source Data Capturing Frequency		Annually	
Individual(s) responsible for collecting the source data	Director: Earth Systems Sciences	Individual(s) responsible for filing/ archiving the collected source data	Director: Earth Systems Sciences
Individual(s) responsible for extracting the required information from the source data	Director: Earth Systems Sciences	Individual(s) responsible for verifying the accuracy and completeness of the extracted information	Chief Director: Science Missions

Individual(s) responsible for capturing the extracted information onto the IT System	Director: Earth Systems Sciences	Individual(s) responsible for verifying the accuracy and completeness of the captured information	Director: Earth Systems Sciences
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3. Quarterly and Annual Reporting of Collected/ Extracted Performance Information

Performance Information Source	Alfresco		
Type of performance information to be extracted/ used	Quantitative information on the extent of climate change research networks or institutional capacity to undertake climate change research		
Calculations required on extracted information	N/A		
Archiving of Extracted / Recalculated Information	Alfresco and dedicated Outcome 10 MTSF directory		
Return Format	Reporting template provided, accompanied by official DST letter		
Reporting Frequency	Annually		
Individual(s) responsible for extracting, calculating and consolidating the reported performance information	Director: Earth Systems Sciences	Individual(s) responsible for verifying the accuracy and completeness of the extracted performance information	Chief Director: Science Missions
Individual(s) responsible for archiving the extracted/ recalculated performance information	Director: Earth Systems Sciences	Individual(s) responsible for sending the information in the required return format to the -----	Director: Earth Systems Sciences