



NAMAKWA

DISTRIKSMUNISIPALITEIT
DISTRICT MUNICIPALITY

Memo

To: Speaker

Date: 29/08/2025

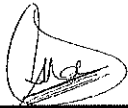
Reference: 5/19/2

APPLICATION FOR WRITE-OFF OF ASSETS: 2024/25 FINANCIAL YEAR

1. The purpose of this memorandum is to apply to Council to consider the possible write-off of assets for the 2024/25 financial year.
2. During the 2024/25 financial year asset verification process, assets were identified that should be considered for possible write-off.
3. The assets recommended for possible write-off are annexed hereto.
4. The request for write-off is because of:
 - a. the physical condition of the assets against the carrying value on the asset register;
 - b. the remaining useful life of the assets have been reached;
 - c. the write-off will not result in any adverse impact on the financial performance and financial well-being of the Municipality;
 - d. GRAP 17.78 requires an asset item to be depreciated when no future economic benefits or service potential are anticipated;
 - e. The assets are in a non-working condition and/or irreparably damaged;
 - f. assets from which no further economic benefit is expected;
 - g. and assets that are obsolete due to technological advances and of which no further future service potential is expected.

APPLICATION FOR WRITE-OFF OF ASSETS: 2024/25 FINANCIAL YEAR

5. The application for write-off is done in accordance with Council approved policy on Asset Management
6. It is recommended that council approve the assets for write-off as per attached list and furthermore provide approval for disposal of assets in line with the applicable policies and regulation.
7. It is trusted that this application will enjoy the benign consideration of Council.



SC Adams (Mr.)
Municipal manager

Refer to comments

ASSET REGISTER FOR 2025

81 379,81

	Asset No	Asset Bar Code	Description	DISPOSAL 2025
Write-off 2025	FUN000000000213	02745	Trolley folding	620,43
Write-off 2025	FUN000000000237	02818	Partition for Desk	1 475,58
Write-off 2025	FUN000000000238	02824	Partition for Desk	1 475,58
Write-off 2025	FUN000000000239	02821	Partition for Desk	1 475,58
Write-off 2025	FUN000000000249	02903	Chair - High Back Swivel	1 227,19
Write-off 2025	FUN000000000251	02902	Chair - High Back Swivel	1 227,20
Write-off 2025	FUN000000000288	NONE	Chair High Back Black	2 970,30
Write-off 2025	FUN000000000333	03322	CUPBOARD (SMALL) FOR COMMITTEE ROOM	1 469,59
Write-off 2025	GEN000000000195	03473	STORAGE BOX 42L BLACK	65,81
Write-off 2025	GEN000000000552	03298	LIGHT ON DASHBOARD- GREEN LED 12V- FIT ON EMERGEN	2 138,08
Write-off 2025	GEN000000000566	NONE	LECTERN PERSPEX (NDM BRANDED)	4 647,66
Write-off 2025	GEN000000000596	03372	AIR CONDITIONER 12000 BTU SPLIT - CARRIER	6 832,46
Write-off 2025	OFE000000000331	02415	COMPUTER LAPTOP	7 503,46
Write-off 2025	OFE000000000377	03144	EXTERNAL HARD DRIVE 500GB 2.5 TRANSCEND	532,99
Write-off 2025	OFE000000000382	02536	COMPUTER LAPTOP	4 669,81
Write-off 2025	OFE000000000389	02543	COMPUTER LAPTOP	5 324,53
Write-off 2025	OFE000000000457	02737	Laptop: Transform Off. Sbok	5 606,68
Write-off 2025	OFE000000000717	03742	COMPUTER LAPTOP	8 207,00
Write-off 2025	OLD000000000022	00022	LADDER (WOOD)	570,45
Write-off 2025	OLD000000000028	02761	SAFE	702,94
Write-off 2025	OLD000000000065	00068	CHAIR VISITOR	185,44
Write-off 2025	OLD000000000102	00106	CHAIR VISITOR	328,29
Write-off 2025	OLD000000000348	00365	DESK TABLE SIDE WOOD OR MELAMINE	1 025,00
Write-off 2025	OLD000000000433	00455	CHAIR VISITOR	314,75
Write-off 2025	OLD000000000437	00049	TABLE WOOD WITH STEEL LEGS	112,03
Write-off 2025	OLD000000000483	00506	DESK DOUBLE PEDESTAL WOOD: MELAMINE	2 603,31
Write-off 2025	OLD000000000582	00622	TABLE COFFEE	886,37
Write-off 2025	OLD000000000760	00828	CHAIR VISITOR	314,91
Write-off 2025	OLD000000000893	00975	CHAIR VISITOR	185,44
Write-off 2025	OLD000000000896	00979	CHAIR VISITOR	185,44
Write-off 2025	OLD000000000901	00984	TABLE CONFERENCE	1 349,33
Write-off 2025	OLD000000001008	01107	DESK L - SHAPE	4 733,95
Write-off 2025	OLD000000001030	01131	DESK L - SHAPE	3 596,37
Write-off 2025	OLD000000001108	01221	CHAIR SWIVEL HIGH BACK - Green	1 187,77
Write-off 2025	OLD000000001241	01411	CHAIR VISITOR	315,01
Write-off 2025	OLD000000001262	01448	CHAIR VISITOR	314,72
Write-off 2025	OLD000000001267	01453	CHAIR VISITOR	314,94
Write-off 2025	OLD000000001269	01455	CHAIR VISITOR	315,01
Write-off 2025	OLD000000001273	01459	TABLE WOOD	1 123,65
Write-off 2025	OLD000000001373	01596	CALCULATOR	352,96
Write-off 2025	OLD000000001728	02164	CHAIR VISITOR (WOOD)	320,94
Write-off 2025	OLD000000001735	02148	CHAIR VISITOR (WOOD)	313,62
Write-off 2025	OLD000000001738	02151	CHAIR BAR	392,19
Write-off 2025	OLD000000001746	02137	CHAIR SWIVEL HIGH BACK	1 227,19
Write-off 2025	OLD000000001810	01889	COMPUTER PC	637,85