



BECOME A MEMBER

EMPOWERING OFFICIALS. ADVANCING SERVICE.

“Professionalising the public sector by empowering officials with recognised credentials, continuous professional development, and a commitment to ethical, competent service delivery.”

The Chartered Institute of Government Finance and Audit and Risk Officers (CIGFARO) is the recognised professional body for finance, audit and risk management Performance management and related professionals in the public sector. The institute was established in 1929 with a dedication to establishing and upholding high standards of professionalism among practitioners. It provides a framework for them to collectively maintain sustainable financial management and good governance in the realm of the public sector.





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CIGFARO is governed by:

- the unalterable provisions of the Companies Act, 71 of 2008 that are applicable to non-profit companies;
- the alterable provisions of the Companies Act, 71 of 2008 that are applicable to non-profit companies, subject to any limitation, extension, variation or substitution set out in its Memorandum of Incorporation; and
- the provisions of its Memorandum of Incorporation.

According to its Memorandum of Incorporation the objectives of CIGFARO are to:

Further the interests of practitioners in the financial and governance related areas:

- To be a financially sustainable leading professional body
- Advising members, institutions, commissions and other bodies
- Harnessing and development of knowledge within the Public Sector
- Training and upskilling of members
- Delivering practical capacity building initiatives
- Inculcating ethical behavior amongst finance professionals
- Promoting the image and corporate branding of the Institute

Our Vision

To be the leading professional body advancing excellence in professionalism, ethical leadership, continuous development and capacitation of finance and combined assurance practitioners across.



Our Mission

To advocate for high ethical standards and conduct through excellence, professionalism, and future-fit financial management and combined assurance expertise among members in the public sector, all for the benefit of the communities we serve



The Role of CIGFARO

Further the interests of the public sector in the financial, Audit and risk management and related professions by:

- Advising institutions, commissions, other bodies and persons.
 - The Training and advancing of knowledge of members of the institute, and
 - The promotion of the interests of the profession of public finance officers and related professions.
- 2. To promote interests of finance and related professionals in the public sector, as well as the general public through strict enforcement of the Code of Conduct by embracing the following objectives:**
- Developing and registering appropriate qualifications;
 - Registering qualifying professionals as its members;
 - Constant renewing of Members' registrations;
 - Assessing and promoting programmes at institutions of higher learning;
 - Regulating activities within the public sector finance profession and related professions via the Code of Conduct and a disciplinary procedure;
 - Monitoring and tracking the continuing professional development of members;
 - Developing and implementing practical guideline and process enhancements and best practices; and
 - Making submissions pertaining to legislation and/or proposed legislation to sector departments as and when requested.
- 3. To consider, where necessary research and comment on, existing and proposed pieces of legislation affecting the public sector in the Republic;**
- 4. To co-operate with any other professional body that is aimed at improving and enhancing public finance and governance both in the Republic and internationally;**
- 5. To advise the National and Provincial Government, related institutions and other recognised National Associations on matters affecting the public sector;**
- 6. To provide opportunities and platforms for an exchange of views, knowledge and best practices amongst members; and**
- 7. To undertake research into public sector finance and governance in order to promoted efficiency and enhance the available core body of knowledge.**

Why become a member of CIGFARO?



There are many benefits, these include:

Ethics

Promotes strong code of ethics and encourages professionalism

Networking Opportunities

Facilitating more frequent and varied networking events, helping members connect with peers, share knowledge, and collaborate on projects.

Advocacy and Influence

Advocating for our members by actively participating in policy formulation and providing a stronger voice in legislative processes.

Recognition and Rewards

Recognition programs, awards, and incentives to acknowledge the achievements and contributions of members.

Expanded Professional Development

Offering more diverse and practical continuous professional development (CPD) programs, workshops, and seminars tailored to the evolving needs of public sector finance professionals.

Technology and Innovation

Leveraging technology to provide members with advanced tools and resources for financial management, Audit and risk assessment and governance, ensuring members stay ahead of industry trends.

Support Services

Support services such as mentoring, coaching, and career guidance to help members navigate their professional journeys more effectively.

Special Member Rates

Members attend all CIGFARO events at a reduced fee.



Membership Categories

CIGFARO membership comprises of the following categories.

**Public Sector
Executive
(PSExec (SA)**

**Public Sector
Professional
(PSPro (SA)**

**Public Sector
Technician
(PST (SA)**

**Public Sector
Practitioner
(PSP (SA)**

**Student
Membership**

**Affiliate
Membership**

Requirements



The requirements for the levels of membership are the following:

Public Sector Executive (PSExec (SA)

	Finance	Audit	Risk Management	Performance management
Higher Education Qualification	At least NQF level 8 (Hon Degree) Qualification in fields of Accounting, Finance, Economics, or related field.	At least NQF level 8 (Hon Degree) Qualification in fields of Auditing, Risk, and Compliance, or related field.	At least NQF level 8 (Hon Degree) Qualification in fields Risk, and Compliance, or related field.	NQF level 8 Public Management, Business Administration, Human Resource Management Qualification in fields of performance, management or Management Practice any related qualification
Work Related Experience	Minimum of 7 years at senior management level.	Minimum of 7 years at senior management level.	Minimum of 7 years at senior management level.	Minimum of 7 years at senior management level.

Public Sector Professional (PSPro (SA)

	Finance	Audit	Risk Management	Performance management
Higher Education Qualification (Bachelor's Degree)	NQF level 7 qualification in fields of Accounting, Finance or Economics or any related qualification.	NQF level 7 Qualification in fields of Auditing, compliance or any related qualification.	NQF level 7 Qualification in fields of Risk management, or any related qualification	NQF level 7 Qualification in fields of performance management or any related qualification
Work Related Experience	Minimum of 5 years' experience at middle Management Level	Minimum of 5 years' experience at middle Management Level	Minimum of 5 years' experience at middle Management Level	Minimum of 5 years' experience at middle Management Level

Public Sector Technician (PST(SA)

	Finance	Audit	Risk Management	Performance management
Higher Education Qualification	At least NQF level 6 Qualification in fields of Accounting, Finance, Economics, or related qualification	At least NQF level 6 Qualification in fields of Auditing/ Internal Compliance, or any related qualification	At least NQF level 6 Qualification in fields Risk, and Compliance, or any related qualification	At least NQF level 6 Qualification in fields of Performance Management or any related qualification
Work Related Experience	Must have a minimum of 4 years of which at least 2 years must have been on Junior Management level	Must have a minimum of 4 years of which at least 2 years must have been on Junior Management level	Must have a minimum of 4 years of which at least 2 years must have been on Junior Management level	Must have a minimum of 4 years of which at least 2 years must have been on Junior Management level
	or 5 years at any level in a role related to the position in the Public Sector	or 5 years at any level in a role related to the position in the Public Sector	or 5 years at any level in a role related to the position in the Public Sector	or 5 years at any level in a role related to the position in the Public Sector

Requirements



Public Sector Practitioner (PSP (SA)

Higher Education Qualification	At least NQF level 6 Qualification in fields of Accounting, Finance, Economics, Internal Audit, Risk Management or any related qualification.
Work Related Experience (Interns)	The applicant must be employed as an intern in Finance, Audit, Risk Management, Performance Management, or any related function within the public sector.

Registered Student

Higher Education Qualification	A person registered for full-time studies in Finance, Auditing, Risk Management, Performance Management, or a related field at a recognised tertiary institution.
Work Related Experience	An applicant must NOT be employed in Public Sector.



Affiliate Membership

	Finance	Audit / Risk Management
Who can apply? (Any person/s who is involved in finance, Audit, Risk Management and Performance Management matters but do not have a finance related qualification)	<ul style="list-style-type: none"> • Municipal Finance Officers • Chief Financial Officers • Municipal Managers • Mayors and MMCs • Councillors who are Finance Portfolio Members or who have served at least 2 years as a Finance Portfolio member • Officials in a related institution involved in financial matters • Officials in the private sector involved in municipal finance 	<ul style="list-style-type: none"> • Municipal Auditing Officers • Municipal Managers • Mayors • MMCs Corporate Service and Performance, Monitoring and Evaluation • MPAC Chairperson • Councillors/Officials who are members of an Audit Committee or who have served at least 2 years as an auditing Portfolio member • Officials in a related institution involved in auditing matters • Officials in the private sector involved in municipal auditing

Technical & Corporate Members

Technical Membership Packages

Membership packages	Number of Members	Discount on Total Annual Fees	Additional Benefits
Bronze Package (Small)	5 – 10 members	5%	
Silver Package (Medium)	11 – 20 members	10%	1 free branch event tickets for any member
Gold Package (Large)	21 – 50 members	15%	3 free branch event tickets for any member
Diamond package (Institutional)	51+ members	20%	5 free branch event tickets for any member

Corporate Membership Packages

Packages	Description	Amount
Bronze Package	5 Members, 1 x Half Page Journal Article/Advertisement, Logo on website, First preference of choosing exhibition space, Attend any event at member rate, Invitation to attend international conferences (T's&C's apply)	R20 000
Silver Package	10 Members, Attend 1 Branch event for free as a delegate, 1 x Full Page Journal Article/Advertisement, Logo on website, First preference of choosing exhibition space, Attend any event at member rate, Invitation to attend international conferences (T's&C's apply)	R30 000
Gold Package	15 Members, 2 x 1 Full Page Journal Articles/Advertisements, Attend 2 Branch events for free as delegates, Logo on website, First preference of choosing exhibition space, Attend any event at member rate, Invitation to attend international conferences (T's&C's apply)	R40 000
Diamond package	20 Members, 4 x Full Page Journal Articles/Advertisements, Attend 4 Branch events for free as delegates, Logo on website, First preference of choosing exhibition space, Attend any event at member rate, Invitation to attend international conferences (T's&C's apply)	R50 000

Terms and Conditions:

- Corporate membership is only applicable to affiliate members.
- Travelling costs are at your own expense

Membership Packages

- Bank on your employee professional development – take a membership package and enjoy reduced member rates and other benefits.
- Take advantage of our low membership rates and added reduced rate.
- CIGFARO is open to negotiating all packages to suit your needs
- Make payment plans with monthly installments
- Contact us for tailor-made packages just for your organization.



Become a CIGFARO Member Today!

Steps to become a Member

STEP 1- Complete the Application Form

Download the application form from www.cigfaro.co.za and send to membership@cigfaro.co.za or Apply online:
<https://www.tfaforms.com/5083333> or scan the QR code



Step 2: Submit Required Documents

Attach your certified ID copy and qualifications, CV, and Employment Letter.

Step 3: Pay the Membership Fee

View the latest fee structure on our website. (Individual and group membership Fees)

Step 4: Receive Your Membership Certificate

Start accessing exclusive member benefits immediately!

CIGFARO BANKING DETAILS:

ABSA Bank Cheque Account

Account Number: 0170 167 376

Branch Code: 632005

Branch Name: Central Avenue, Kempton Park

Pathway to Board and Branch Leadership



The Institute's Structure

Presidency

It consists of the following:

- President
- President Elect
- Immediate Past President

Appointment of Board of Directors (BOD)

The Board of Directors is elected by the voting members as stipulated by the Memorandum of Incorporation (MOI) at a general meeting by means of a special resolution

The Institute shall have a minimum of 4 (four) and a maximum of 25 (twenty-five) elected directors made up as follows:

- President (1)
- President Elect (1)
- Immediate Past President (1)
- Technical members (3)
- Provincial Branch Chairpersons (10)

Standing Committees

The Board is supported by standing committees, nine branches and a wide spectrum of working groups, interest groups and individual members countrywide. The main goal of the Standing Committees is to do work on behalf of and make recommendations to the Board, although they have delegated powers. Standing Committees are chaired by a Board member. All remaining Board members are assigned to one or more of the Standing Committees and the committee may appoint any knowledgeable person as an advisor.

All Standing Committees may have working groups to assist them in their tasks. Standing Committees meet quarterly. CIGFARO has the following Committees:

- Standing Committee on Communication, Marketing and Professional Practice (SCCMPP)
- Standing Committee on Membership, Professional Development and Ethics (SCMPDE)
- Audit and Risk Committee (ARC)
- Standing Committee on Remuneration, Administration and Finance. Audit and Risk Research (SCRAF)

Branches of the Institute

The Institute has established branches – in each province. The branches of the Institute have a uniform Constitution, approved by the Board. Each branch elects its executive committee comprising of a Chairperson, Vice-Chairperson, Treasurer, Secretary and two to four additional members. The Chairpersons of Branches serve on the Board.

All members of the Institute are automatically members of their applicable branches and have voting rights on branch level.

The branches play an important role in the activities of the Institute. The activities comprises, inter alia, Branches, Annual General Meetings, workshops, seminars and presentations regarding legislation and other municipal finance matters, support to the education and training of the Institute's Junior Members, interest groups, technical financial support to organised local government, liaison with provincial government, research and comment on draft legislation and the recruiting of new members for the Institute.

Reach out to Us

Physical Address: 28 Fortress Street, Rhodesfield, Kempton Park, 1619

Contact Number: 011 394 0879

Email Address: membership@cigfaro.co.za





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