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Managing the Process

All the managers and stakeholders should be involved in planning, implementation and reporting to gain the commitment of all into the common goals, objectives and activities. In particular, given the shared responsibility for the funding and provision of district health services between the DOH and municipalities, officials of both spheres of government must work closely together on these activities. However, under the PFMA, the DOH is responsible for planning and reporting the use of its funds, and as long as most of district health activities are funded by the DOH, it is appropriate for it to take the lead.

The reporting and planning processes should be carried out by a small committee led by the district manager. Since plans and reports will generally be prepared initially at the sub-district level, there should also be sub-district committees. The provincial planning committee that prepares the provincial strategic plans and reports should guide and support the district planning and reporting processes. Municipal representatives should be involved in all aspects of the planning and reporting in order to build and maintain a well-functioning district health system.

For more information on the roles and responsibilities of different parties, see *Part B: Developing Plans* and *Part C: Preparing Annual Reports*.