KwaDukuza Local Municipality

ASSET MANAGEMENT POLICY

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1. PREAMBLE

Whereas section 14 of the Local Government: Municipal Finance Management Act, 2003 (Act no. 56 of 2003) determines that a municipal council may not dispose of assets required to provide minimum services, and whereas the Municipal Asset Transfer Regulations (Government Gazette 31346 dated 22 August 2008) has been issued.

And whereas the municipal council of KwaDukuza Local Municipality wishes to adopt a policy to guide the municipal manager in the management of the municipality's assets.

And whereas the municipal manager as custodian of municipal funds and assets is responsible for the implementation of the asset management policy which regulate the acquisition, safeguarding and maintenance of all assets.

And whereas these assets must be protected over their useful life and may be used in the production or supply of goods and services or for administrative purposes.

And whereas the Municipal Manager must ensure an effective Asset Management Committee that will give guidance regarding the execution of the asset management policies and procedures is in operation.

Now therefore the municipal council of the KwaDukuza Local Municipality adopts the following asset management policy:

2. DEFINITIONS

Accounting Officer means the Municipal Manager appointed in terms of Section 82 of the Local Government: Municipal Structures Act, 1998 (Act no. 117 of 1998) and being the head of administration and accounting officer in terms of section 55 of the Local Government: Municipal Systems Act 2000 (Act no. 32 of 2000).

Agricultural Produce is the harvested product of the municipality's biological assets.

Biological Assets are defined as living animals or plants.

Assets are items of Biological Assets, Intangible Assets, Investment Property, Heritage Assets or Property, Plant or Equipment defined in this Policy.

Carrying Amount is the amount at which an asset is recognised after deducting any accumulated depreciation (or amortisation) and accumulated impairment losses thereon.

Chief Financial Officer (CFO) means an officer of a municipality designated by the Municipal Manager to be administratively in charge of the budgetary and treasury functions.

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction, or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Critical Assets are assets identified as having a high risk profile in terms of occupational health and safety standards and the consequence of failure could result in service delivery needs not being met and human health and safety as well as the environment being negatively affected.

Depreciable Amount is the cost of an asset, or other amount substituted for cost in the financial statements, less its residual value.

Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair Value is the amount for which an asset could be exchanged or a liability settled between knowledgeable, willing parties in an arm's length transaction.

GRAP are standards of Generally Recognised Accounting Practice.

Heritage Assets are defined as culturally significant resources. Examples are works of art, historical buildings and statues.

Infrastructure Assets are defined as any asset that is part of a network of similar assets. Examples are roads, water reticulation schemes, sewerage purification and trunk mains, transport terminals and car parks.

Intangible Assets are defined as identifiable non-monetary assets without physical substance.

Investment Properties are defined as properties (land or buildings) that are acquired for economic and capital gains. Examples are office parks and undeveloped land acquired for the purpose of resale in future years.

Land and Buildings are defined as a class of PPE when the land and buildings are held for purposes such as administration and provision of services. Land and Buildings therefore exclude Investment properties and Land Inventories.

MFMA refers to the Local Government: Municipal Finance Management Act (Act no. 56 of 2003).

Other Assets are defined as assets utilised in normal operations. Examples are plant and equipment, motor vehicles and furniture and fittings.

Property, Plant and Equipment (PPE) are tangible assets that:-

- Are held by a municipality for use in the production or supply of goods or services, for rental to others, or for administrative purposes, and
- Are expected to be used during more than one reporting period.

Recoverable Amount is the higher of a cash-generating asset's net selling price and its value in use.

Recoverable Service Amount is the higher of a non-cash generating asset's fair value less cost to sell and its value in use.

Residual Value of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Useful Life is:-

- The period of time over which an asset is expected to be used by the municipality; or
- The number of production or similar units expected to be obtained from the asset by the municipality's accounting officer.

3. OBJECTIVE

The MFMA was introduced with the objective of improving accounting in the municipal sector in keeping with global trends. Good asset management is critical to any business environment whether in the private or public sector. In the past municipalities used a cash-based system to account for assets, whilst the trend has been to move to an accrual system.

With the cash system, assets were written off in the year of disposal or, in cases where infrastructure assets were financed from advances or loans, they were written off when the loans were fully redeemed. No costs were attached to subsequent periods in which these assets would be used.

With an accrual system the assets are incorporated into the books of accounts and systematically written off over their anticipated useful lives. This necessitates that a record is kept of the cost of the assets, the assets are verified and the condition assessed periodically, and the assets can be traced to their suppliers via invoices or other such related delivery documents. This ensures good financial discipline, and allows decision makers greater control over the management of assets. An Asset Management Policy should promote efficient and effective monitoring and control of assets.

According to section 63 (1) (a) of the MFMA, the Accounting Officer in the Municipality should ensure:

- that the municipality has and maintains an effective and efficient and transparent system of financial and risk management and internal control;
- the effective, efficient and economical use of the resources of the municipality;
- the management (including safeguarding and maintenance) of the assets of the municipality;
- that the municipality has and maintains a management, accounting and information system that accounts for the assets and liabilities of the municipality;
- that the municipality's assets and liabilities are valued in accordance with standards of generally recognised accounting practice; and

- that the municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed.

The objective of this Asset Management Policy is to ensure that the municipality:

- has consistent application of asset management principles;
- implements accrual accounting;
- complies with the MFMA, Treasury Regulations, GRAP and other related legislation;
- safeguards and controls the assets of the municipality; and
- optimises asset usage.

ASSET MANAGEMENT COMMITTEE

To facilitate and assist the Chief Financial Officer in his/her functions, the Municipal Manager, hereby, delegates the custody of and responsibility for assets to the various Executive Directors as defined in the organisational structure of the KwaDukuza Local Municipality. Executive Directors will identify officials on an appropriate level to assist them with the application of the policy and procedures proclaimed from time to time. The Asset Management Committee as established in terms of paragraph 1, must be informed in writing of the appointment of such Asset Controllers.

The responsibilities for asset management as detailed hereunder include and remain until the asset is disposed of or transferred to another entity:

- Ensuring that, when acquiring assets, decisions on how to account for the transactions, e.g. whether they should be capitalised or expensed, are made in full compliance with the MFMA, accounting standards, National Treasury and other guidelines;
- Ensuring that the purchase of assets complies with all municipal policies and procedures, including the MTREF;
- Ensuring that the correct date on which an asset is put into service or commissioned is properly recorded in the Asset Register and that the appropriate financial data are recorded;
- Ensuring that all assets are duly processed, identified and recorded before issued for use;
- Ensuring that all assets under the Executive Director's control are appropriately safeguarded from inappropriate use or loss, including

appropriate control over the physical access to these assets and regular asset verification to ensure losses have not occurred, and ensuring that any known losses are immediately reported to the Chief Financial Officer and loss control officer;

- Ensuring that proper procedures for the movement of assets from one asset holder to another, for maintenance, or disposals outside the municipality are in place and enforced;
- Ensuring assets are utilised for the purpose for which they were acquired by the municipality.
- Ensuring that all assets having a high risk profile in terms of occupational health and safety standards and the consequence of failure could result in service delivery needs not being met and human health and safety as well as the environment being negatively affected.

4. POLICY FRAMEWORK

The main challenges associated with managing assets can be characterised as follows:

- Moveable assets – controlling acquisition, location, use, and disposal (over a relatively short term lifespan)
- Immovable assets – life-cycle management (over a relatively long-term lifespan).

The policy approach has been to firstly focus on the financial treatment of assets, which needs to be consistent across both the movable and immovable assets, and secondly to focus on the management of immovable assets as a fundamental departure point for service delivery. This arrangement is summarised in Figure 1.

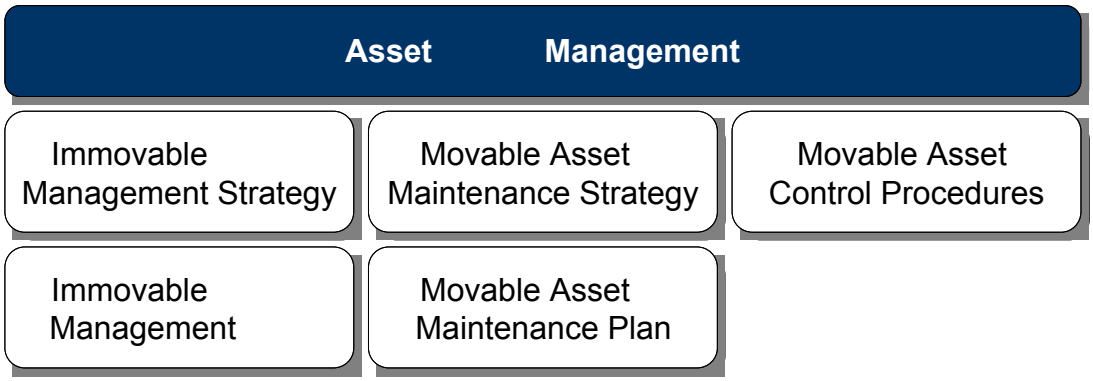

Figure 1: Proposed policy and strategic framework

5. Asset Recognition

5.1 Classification of Assets

General

When accounting for assets, the municipality should follow the various standards of GRAP relating to the assets. An item is recognised in the statement of financial position as an asset if it satisfies the definition and the criteria for recognition of assets. The first step in the recognition process is to establish whether the item meets the definition of an asset. Secondly, the nature of the asset should be determined, and thereafter the recognition criterion is applied. Assets are classified into the following categories for financial reporting purposes:

1. Property, Plant and Equipment (GRAP 17)
   - Land and Buildings (land and buildings not held as investment)
   - Infrastructure Assets (immovable assets that are used to provide basic services)
   - Housing Assets (rental stock or housing stock not held for capital gain)
   - Other Assets (ordinary operational resources)

2. Intangible Assets (GRAP 31)
   - Intangible Assets (assets without physical substance held for ordinary operational resources)

3. Heritage Assets (GRAP 103)
   - Heritage Assets (culturally significant resources)

4. Investment Property (GRAP 16)
   - Investment Assets (resources held for capital or operational gain)

5. Biological Assets (GRAP 27)
   - Biological Assets (livestock and plants held)

When accounting for Current Assets (that is of capital nature), the municipality should follow the various standards of GRAP relating to these assets. Current Assets (with a capital nature) are classified into the following categories for financial reporting purposes:

6. Discontinued Operations (GRAP 100)
   - Assets Held-for-Sale (assets identified to be sold in the next 12 months and **that is not** reclassified as Inventory)

7. Land Inventories (GRAP 12)

- Land Inventories (land or buildings owned or acquired with the intention of selling such property in the ordinary course of business)

Further asset classification has been defined in GRAP. The classifications used for infrastructure are limited and do not represent all asset types. However, these classifications are used for financial reporting consistency and should be used.

To facilitate the practical management of infrastructure assets and Asset Register data, infrastructure assets have been further classified. The recommended classifications for all assets are provided in ***Appendix B***.

Policy

The asset classification specified by GRAP shall be adhered to as a minimum standard. The extended asset classification specified in ***Appendix B*** shall be adopted.

Procedures and Rules

- The Asset Management Committee shall ensure that the classifications specified by National Treasury, GRAP, and those adopted by the municipality are adhered to.
- The Asset Management Committee shall inform Executive Directors of the classification requirements.
- Executive Directors shall ensure that all fixed assets under their control are classified correctly.

5.2 Identification of Assets

General

An asset identification system is a means to uniquely identify each asset in the municipality in order to ensure that each asset can be accounted for on an individual basis. Movable assets are usually identified using a barcode system by attaching a barcode to each item. Immovable assets are usually identified by means of an accurate description of their physical location.

Policy

An asset identification system shall be operated and applied in conjunction with an Asset Register. As far as practicable, every individual asset shall have a unique identification number.

Procedures and Rules

- The Asset Management Committee shall develop and implement an asset identification system, while acting in consultation with Executive Directors.
- Executive Directors shall ensure that all the assets under their control are correctly identified.

- As far as practicable, all movable assets must be bar-coded or uniquely marked.
- Immovable assets must be identified using naming and numbering conventions that enable easy location of the assets in the field.
- GPS coordinates must be captured on the Asset Register for infrastructure assets and buildings where practicable. The Head: Information Technology will update the GIS and ensure that the GPS coordinates on the Asset Register and the GIS are reconciled at least once per year after the annual physical asset verification.

5.3 Asset Register

General

An Asset Register is a database of information related to all the assets under the control of the municipality. The Asset Register consists of an inventory of all the assets, with each asset having a unique identifying number. Data related to each asset should be able to be stored in the Asset Register. The data requirements for the Asset Register are as follows:

Data type	Land	Movable	Infrastructure/ Buildings
Identification			
• Unique identification number or asset mark	✓	✓	✓
• Unique name	✓	✓	✓
• National Treasury Classification	✓	✓	✓
• Internal Classification	✓	✓	✓
• Descriptive data (make, model, etc.)	✓	✓	✓
• Erf/Registration	✓	✓	✓
• Title deed reference	✓		
Accountability			
• Business Unit	✓	✓	✓
• Insurance reference		✓	✓
Performance			
• Age		✓	✓
• Condition		✓	✓
• Remaining Useful life		✓	✓
• Expected Useful Life		✓	✓
• Technical Asset Residual Value			✓
• Criticality		✓	✓
Accounting			
• Historic cost	✓	✓	✓

Data type	Land	Movable	Infrastructure/ Buildings
• Take on value	✓	✓	✓
• Take on date	✓	✓	✓
• Revalued amount	✓	✓	✓
• Valuation Difference (for purposes of Valuation Reserve and depreciation)	✓	✓	✓
• Depreciation method	✓	✓	✓
• Depreciation portion that should be transferred from Revaluation reserve to accumulated depreciation (where assets were revalued)	✓	✓	✓
• Depreciation charge for the current financial year	✓	✓	✓
• Depreciation charge for ensuing year (for purposes on current portion)	✓	✓	✓
• Impairment losses in the current year	✓	✓	✓
• Accumulated depreciation	✓	✓	✓
• Carrying value	✓	✓	✓
• Residual value	✓	✓	✓
• Source of financing	✓	✓	✓

Assets remain in the Asset Register for as long as they are in physical existence or until being written off. The fact that an asset has been fully depreciated is not in itself a reason for writing-off such an asset.

Policy

An Asset Register shall be maintained for all assets. In some cases, such as Investment Properties and Intangible Assets, separate Asset Registers will have to be maintained. The format of the register shall include the data needed to comply with the applicable accounting standards and data needed for the technical management of the assets. The Asset Register should be continuously updated and asset records should be reconciled to the general ledger on an annual basis.

Procedures and Rules

- The CFO must define the format of the Asset Register in consultation with the Executive Directors and must ensure that the Asset Register format complies with legislative requirements.
- The Asset Management Committee must ensure that a defined process and forms exist to update and maintain the Asset Register.
- The Executive Directors must provide the CFO with the information required to compile and maintain the Asset Register.

6. RECOGNITION OF ASSETS: INITIAL MEASUREMENT

General

An asset should be recognised as an asset in the financial and asset records when:

- It is probable that future economic benefits or potential service delivery associated with the item will flow to the municipality;
- The cost or fair value of the item to the municipality can be measured reliably;
- The item is expected to be used during more than one financial year.
- The asset has been identified as a critical asset.

Spare parts and servicing equipment are usually carried as inventory in terms of the Standard of GRAP on *Inventories* and recognised in surplus or deficit as consumed. However, major spare parts and stand-by equipment qualify as property, plant and equipment when the municipality expects to use them during more than one reporting period. Similarly, if the spare parts and servicing equipment can be used only in connection with an item of property, plant and equipment, they are accounted for as property, plant and equipment.

Further guidance for the recognition of assets is provided below:

Capitalisation Threshold

The capitalisation threshold is a policy decision of the municipality and is the value above which assets are capitalised and reported in the financial statements as tangible or intangible assets as opposed to being expensed in the year of acquisition. As a result, the threshold has a significant impact on the size of the Asset Register and the complexity of asset management. However the capitalisation threshold is regarded as a deviation from GRAP standards and should therefore be determined annually against the municipality's materiality framework and must be determined at a level that will ensure that the municipality does not deviate materially from the requirements of GRAP 17.

The capitalisation threshold should not be applied to the components of an asset, but should be applied to the value of the asset as a whole. If the threshold is applied at component level, the Asset Register would be incomplete in the sense that an asset recorded as such would not be a complete asset.

The municipality should take the following into account when considering a capitalisation threshold:

- The impact of the threshold on the financial statements and the decisions/assessments the users of the financial statement may or may not make;
- The cost of maintaining financial and management information on assets when the threshold is very low;
- The impact on comparability and benchmarking cost of services may be difficult if different capitalisation thresholds are applied;

- The size of the municipality or the size of its service areas when setting capitalisation thresholds levels. Municipalities vary greatly in size, so what is relevant to one may be immaterial to another.
- The criticality of the asset.

Executive Directors shall, however, ensure that any movable asset item with a value lower than the capitalisation threshold and with an estimated useful life of more than one year shall be recorded on a *Minor Assets inventory listing*. Every Executive Directors shall moreover ensure that the existence of items recorded on such inventory stock lists are physically verified from time to time, and at least once in every financial year, and any amendments which are made to such inventory stock lists pursuant to such stock verifications shall be retained for audit purposes. Executive Directors shall also ensure that any asset under their control identified as critical other than those categories of assets already identified as such on Appendix B, are included in the Asset Register by reporting these assets to the Asset Management Committee.

Calculation of initial cost price

Only costs that comprise the purchase price and any directly attributable costs necessary for bringing the asset to its working condition should be capitalised. The purchase price exclusive of VAT should be capitalised, unless the municipality is not allowed to claim input VAT paid on purchase of such assets. In such an instance, the municipality should capitalise the cost of the asset together with VAT. Any trade discounts and rebates are deducted in arriving at the purchase price. Listed hereunder is a list, which list is not exhaustive, of directly attributable costs:

- Costs of employee benefits (as defined in the applicable standard on Employee Benefits) arising directly from the construction or acquisition of the item of the Asset
- The cost of site preparation;
- Initial delivery and handling costs;
- Installation costs;
- Professional fees such as for architects and engineers;
- The estimated cost of dismantling and removing the asset and restoring the site; and
- Interest costs when incurred on a qualifying asset in terms of GRAP 5.

When payment for an asset is deferred beyond normal credit terms, its cost is the cash price equivalent. The difference between this amount and the total payments is recognised as an interest expense over the period of credit.

Subsequent Expenses

Only expenses incurred on the enhancement of an asset (in the form of improved or increased services or benefits flowing from the use of such asset), or in the material extension of the useful operating life of an asset shall be capitalised.

Expenses incurred in the maintenance or reinstatement of an asset that ensures that the useful operating life of the asset is attained, shall be considered as

operating expenses and shall not be capitalised, irrespective of the quantum of the expenses concerned.

Leased Assets

A lease is an agreement whereby the lessor conveys to the lessee, in return for a payment or series of payments, the right to use an asset for an agreed period of time. Leases are categorised into finance and operating leases:

- A Finance Lease is a lease that transfers substantially all the risks and rewards incident to ownership of an asset, even though the title may or may not eventually be transferred. Where the risks and rewards of ownership of an asset are substantially transferred, the lease is regarded as a finance lease and is recognised as an asset.
- Where there is no substantial transfer of risks and rewards of ownership, the lease is considered an Operating Lease and payments are expensed in the income statement on a systematic basis.

Policy

All assets shall be correctly recognised as assets and capitalised at the correct value. The capitalisation threshold will be determined annually by the municipality. All assets with values less than the capitalisation threshold and with values greater than R300 shall be recorded in a minor assets inventory unless such assets have been identified as being critical in which case the asset will be recorded in the Asset Register.

Procedures and Rules

- Executive Directors shall ensure that all leased assets under their control are correctly accounted for and recognised as assets.
- The CFO must keep a lease register with all the information that is necessary for reporting purposes, for example, opening balance, acquisitions, disposals, transfers, depreciation, accumulated depreciation, etc.
- Executive Directors shall keep a timesheet system for internal staff to capture professional time spent on infrastructure projects. The time shall be priced at recognised professional fee scales and should be included in the capitalisation cost of the asset.

7. SUBSEQUENT MEASUREMENT OF ASSETS

General

After initial recognition of Property, Plant and Equipment, the municipality values its assets using the cost model, unless a specific decision have been taken to revalue a certain class of assets and in such instance the PPE will be valued using the revaluation model.

When an item of PPE is revalued, the entire class of property to which that asset belongs, should be revalued.

When an asset's carrying amount is increased as a result of the revaluation, the increase should be credited to a revaluation surplus. However, the increase shall be recognised in surplus or deficit to the extent that it reverses a revaluation decrease of the same asset previously recognised in surplus or deficit.

When an asset's carrying amount is decreased as a result of devaluation, the decrease should be recognised as an expense in the annual financial statements. However, the decrease shall be debited directly to a revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that asset.

Procedures and Rules

- The CFO shall ensure that all Property, Plant and Equipment are correctly recorded in the Asset Register and revaluated (if applicable) in terms of the municipality's policies.

8. RECOGNITION OF INVENTORY ITEMS (NON CAPITAL ITEMS)

General

Inventories encompass finished goods purchased or produced, or work in progress being produced by the municipality. They also include materials and supplies awaiting use in the production process and goods purchased or produced by the municipality, which are for distribution to other parties for no charge or for a nominal charge. GRAP 12.7 defines Inventories as assets:

- In the form of materials or supplies to be consumed in the production process;
- In the form of materials or supplies to be consumed or distributed in the rendering of services;
- Held for sale or distribution in the ordinary course of operations; or
- In the process of production for sale or distribution.

Examples of Inventories may include the following:

- Ammunition;
- Consumable stores;
- Maintenance materials;
- Spare parts for plant and equipment other than those dealt with under PPE;
- Strategic stockpiles (Energy reserves, Water reserves);
- Work in progress; and
- Land / Property held for sale.

Cost of inventories shall comprise of all costs of purchase (i.e. purchase price, import duties, other taxes and transport, handling and other costs attributable to the acquisition of finished goods, materials and supplies), costs of development, costs of conversion and other costs incurred in bringing the inventories to their present location and condition. Trade discounts, rebates and other similarities are deducted. Taxes recoverable by the entity from the SARS may not be included.

Costs of development for housing or similar developments which are acquired or developed for resale will include costs directly related to the development – e.g. purchase price of land acquired for such developments, surveying, conveyance costs and the provision of certain infrastructure. Infrastructure costs relating to extending the capacity of existing infrastructure are excluded. The costs of inventories of a service provider consisting of direct labour and other costs of personnel directly engaged in providing the service and other attributable overheads are included.

Policy

Assets acquired or owned by the municipality for the purpose of selling or developing such assets with the intention to sell it or utilising the asset in the production process or in the rendering of services, shall be accounted for in the municipality's financial statements as inventory items and not as property, plant and equipment.

Procedures and Rules

- The CFO must record inventories in a dedicated section of the Inventory Register and maintain it for this purpose. The amount of cost of inventories is to be recognised and carried forward until related revenues are recognised.
- Inventories shall be measured at the lower of cost and current replacement cost where they are held for:
  1 Distribution at no charge or for nominal charge, or
  2 Consumption in the production process of goods to be distributed at no charge or for a nominal charge.
- In cases where the above does not apply, inventories shall be measured at lower of cost and net realisable value.

9. Asset Types

9.1 Property, Plant and Equipment: LAND AND BUILDINGS

General

Land and Buildings comprise any land and buildings held (by the owner or by the lessee under a finance lease) by the municipality to be used in the production or supply of goods or for administrative purposes and/or to provide services to the community. These assets include building assets such as offices, staff housing, aquariums, cemeteries, clinics, hospitals, game reserves, museums, parks and also include recreational assets such as tennis courts, swimming pools, golf courses, outdoor sports facilities, etc.

Land held for a currently undetermined future use, should not be included in PPE: Land and Buildings, but should be included in Investment Properties. For this class

of Land and Buildings there is no intention of developing or selling the property in the normal course of business. This land and buildings include infrastructure reserves.

Policy

Land and buildings shall be treated using the cost less depreciation model. Land shall initially be accounted for at cost price, or fair value in cases where cost price is not known, and shall not be depreciated. Land on which infrastructure and/or buildings are located shall be listed separately in the land register and not with the infrastructure or building assets. A reference to the land shall however be included in the infrastructure and/or building Asset Register.

Land and Buildings shall be recorded under the following categories;

- LAND
  - Developed Land
  - Undeveloped Land
- BUILDINGS
  - Dwellings
  - Non-residential Structures

Procedures and Rules

- The CFO shall ensure that all land and buildings are correctly recorded in the Asset Register. The Asset Management Committee shall ensure that land and buildings are revalued (if applicable) in terms of the municipality's policies.
- The CFO shall ensure the recognition, measurement and revaluation of *Land and Buildings* in terms of GRAP 17.

9.2 Property, Plant and Equipment: INFRASTRUCTURE ASSETS

General

Infrastructure Assets comprise assets used for the delivery of infrastructure-based services. These assets typically include electricity, sanitation, solid waste, storm water, transport, and water assets. Many infrastructure assets form part of a greater facility e.g. a transformer in a sub-station.

Level of detail of componentisation

For the technical management of infrastructure, the most effective level of management is at the maintenance item level. It is at this level that work orders can be executed and data collected. This data is useful for maintenance analysis to improve infrastructure management decision making. This level in most cases coincides with the level that means the accounting criteria of different effective lives and materiality. However, the collection of data at this level of detail can be very costly when dealing with assets that are very numerous in nature e.g. water meters, street signs, household connections, etc. It is therefore prudent to balance

the value of the information with the cost of collecting the data. The different levels of detail are shown below:

- ***Level 1:*** Service level (e.g. KwaDukuza LM Electricity Network)
- ***Level 2:*** Network level (e.g. HV Transmission Network (>22kV)
- ***Level 3:*** Facility level (e.g. Laviopierre HV Sub Station)
- ***Level 4:*** Maintenance item level (e.g. HV Current Transformer)
- ***Level 5:*** Component level (e.g. OCB of HV CT)

The preferred level of detail for the accounting and technical management of infrastructure is level 4 above.

The compilation of a detailed infrastructure Asset Register in one financial term is a costly and onerous exercise. To ensure the practicality of implementing Asset Registers (and asset management planning as a whole), the International Infrastructure Management Manual (IIMM) recommends the adoption of a continuous improvement process as a practical implementation approach. This approach recognises the value of limited data above no data and enables the municipalities to slowly, but steadily, increase their knowledge in the assets they own. The improvement principles of the IIMM recommend starting with complete coverage of the infrastructure types at a low level of detail (e.g. level 2 or 3) and then improving the level of detail over a period of several years, starting with the high risk assets, such as pump stations, treatment works, etc.

Policy

The infrastructure Asset Register shall ensure complete representation of all infrastructure asset types. The level of detail of componentisation shall be defined to a level that balances the cost of collecting and maintaining the data with the benefits of minimising the risks of the municipality. An improvement plan stipulating the level of detail and the timing of improvements shall be prepared. Infrastructure assets should be valued at cost less accumulated depreciation and accumulated impairment. If cost can however not be established, then infrastructure assets will be valued at depreciated replacement cost. Depreciated replacement cost is an accepted fair value calculation for assets where there is no active and liquid market. Depreciation shall be charged against such assets over their expected useful lives. The remaining useful life and residual value of, and the depreciation methods applied to Infrastructure assets should be reviewed annually, but the cost related to such reviews should be measured against benefits derived to ensure value for money. Such reviews will have to be performed at least once in a three year cycle.

Infrastructure assets having a high risk profile in terms of occupational health and safety standards and the consequence of failure could result in service delivery needs not being met and human health and safety as well as the environment being negatively affected must be rated as critical in the Asset Register. Assets identified as critical in terms of the aforementioned are identified in ***Annexure B***.

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Infrastructure Assets shall be recorded under the following main categories;

- Electricity Network;
- Roads Network;

- Solid Waste Disposal;
- Storm Water Network

Procedures and Rules

- The Asset Management Committee shall define the level of detail of the infrastructure Asset Register in consultation with the Executive Directors.
- The Asset Management Committee shall approve an improvement process that defines the target level of detail for each infrastructure asset type with the target year of implementation in consultation with the Executive Directors.
- The Asset Management Committee shall ensure the recognition and measurement of *Infrastructure Assets* in terms of GRAP 17.
- Although a category of assets may not be regarded as critical as a whole, individual assets may fulfil in the definition of criticality and Executive Directors must inform the Asset Management Committee of such assets or any changes in the criticality of an asset/category of assets and the Asset Registers must be updated accordingly.

9.3 Property, Plant and Equipment: HOUSING

General

Housing Assets have their origin from housing units erected in terms of the Housing Act, funded from loans granted by Government and comprise of rental stock or selling stock not held for capital gain.

Policy

Housing assets are valued at cost less accumulated depreciation and accumulated impairment losses. Depreciation shall be charged against such assets over their expected useful lives.

Housing Assets shall be recorded under the following main categories;

- Rental Schemes; and
- Selling Schemes.

Procedures and Rules

- The Asset Management Committee, in consultation with Executive Directors, shall ensure that all housing assets are appropriately recorded and valued in terms of the municipality's policies.

9.4 Property, Plant and Equipment: OTHER ASSETS

General

Other Assets include a variety of assets that are of indirect benefit to the communities they serve. These assets include office equipment, furniture and

fittings, bins and containers, emergency equipment, motor vehicles, plant and equipment.

Policy

Other assets are valued at cost less accumulated depreciation and accumulated impairment losses. Depreciation shall be charged against such assets over their expected useful lives. Other assets are not revalued.

Other assets having a high risk profile in terms of occupational health and safety standards and the consequence of failure could result in service delivery needs not being met and human health and safety as well as the environment being negatively affected must be rated as critical in the Asset Register. Assets identified as critical in terms of the aforementioned are identified in ***Annexure B***.

Other Assets shall be recorded under the following main categories;

- Aircraft;
- Bins and Containers;
- Emergency Equipment;
- Furniture and Fittings;
- Motor Vehicles;
- Office Equipment;
- Plant and Equipment;
- Specialised Vehicles;
- Watercraft; and
- Other Assets.

Procedures and Rules

- The Asset Management Committee, in consultation with Executive Directors, shall ensure that all other assets are appropriately recorded in terms of the municipality's policies.
- Although a category of assets may not be regarded as critical as a whole, individual assets may fulfil in the definition of criticality and Executive Directors must inform the Asset Management Committee of such assets or any changes in the criticality of an asset/category of assets and the Asset Registers must be updated accordingly.

9.5 HERITAGE ASSETS

General

A *Heritage Asset* is an asset that has historical, cultural or national importance and needs to be preserved. The following is a list of some typical heritage assets encountered in the municipal environment:

- Archaeological sites;
- Conservation areas;
- Historical buildings or other historical structures (such as war memorials);

- Historical sites (for example, historical battle site or site of a historical settlement);
- Museum exhibits;
- Public statues; and
- Works of art (which will include paintings and sculptures).

Policy

Heritage assets are valued at cost less accumulated depreciation and accumulated impairment losses. No depreciation shall be charged against such assets. If the cost price of heritage assets are not known, then the heritage asset will be valued at fair value.

Procedures and Rules

- For reporting purposes, the existence of such heritage assets shall be disclosed by means of an appropriate note in the Asset Register.
- The Asset Management Committee, in consultation with Executive Directors, shall ensure that all heritage assets are appropriately recorded and valued in terms of the municipality's policies.

9.6 Intangible Assets

General

Intangible Assets can be purchased, or can be internally developed, by the municipality and includes, but are not limited to, computer software, website development cost, servitudes and mining rights.

Policy

Intangible assets are stated at cost less accumulated amortisation and accumulated impairment losses. Such assets are amortised over the best estimate of the useful life of the intangible asset. If an intangible asset is generated internally by the municipality, then a distinction should be made between research and development costs. Research costs should be expensed and development costs may be capitalised if all the criteria set out in GRAP 31 has been met.

Procedures and Rules

- The Asset Management Committee, in consultation with Executive Directors, shall ensure that all intangible assets are appropriately recorded in terms of the municipality's policies.
- It is the responsibility of the Head of Information Technology to ensure that all licensed computer software other than operating software are accounted.

9.7 Investment Property

General

Investment Property comprise of land or buildings (or parts of buildings) or both, held by the municipality as owner, or as lessee under a finance lease, to earn rental revenues or for capital appreciation or both. Investment property does not include property used in the production or supply of service or for administration. It also does not include property that will be sold in the normal course of business. Typical investment properties include:

- Office parks (which have been developed by the municipality itself or jointly between the municipality and one or more other parties);
- Shopping centres (developed along similar lines);
- Housing developments (developments financed and managed by the municipality itself, with the sole purpose of selling or letting such houses for profit).
- Land held for a currently undetermined future use. For this class of Land and Buildings there is no intention of developing or selling the property in the normal course of business. This land and buildings include infrastructure reserves.

Policy

Investment Properties shall be accounted for in terms of GRAP 16 and shall not be classified as PPE for purposes of preparing the municipality's Statement of Financial Position. Investment Property shall initially be measured at its cost. Transaction costs shall be included in this initial measurement. Where an investment property is acquired at no cost, or for a nominal cost, its cost is its fair value as at the date of acquisition.

If the Council of the municipality resolves to construct or develop a property for future use as an investment property, such property shall in every respect be accounted for as PPE until it is ready for its intended use, where after it shall be reclassified as an investment asset.

After initial recognition, all investment property shall be measured at cost less accumulated depreciation, except in the cases described in GRAP 16.61. The fair value of investment property shall be determined annually at reporting date in terms of the municipality's Accounting Policy. The fair value should reflect market conditions and circumstances as at the reporting date.

Procedures and Rules

- The Asset Management Committee shall ensure that investment assets are recorded in an Investment Property register.
- The Asset Management Committee shall ensure that an appropriately qualified valuator undertake such valuations on an annual basis.
- The Asset Management Committee shall ensure the recognition and measurement of *Investment Property* in terms of GRAP 16.

9.8 Biological Assets

General

Biological Assets are living plants and animals such as trees in a plantation or orchard, cultivated plants, sheep and cattle. Managed agricultural activity such as raising livestock, forestry, annual or perennial cropping, fish farming that are in the process of growing, degenerating, regenerating and / or procreating which are expected to eventually result in agricultural produce. Such agricultural produce is recognised at the point of harvest. Future economic benefits must flow to the municipality from its ownership or control of the asset.

Point-of-sale costs include commissions to brokers and dealers, levies by regulatory agencies and commodity exchanges, and transfer taxes and duties. Point-of-sale costs exclude transport and other costs necessary to get assets to the market.

Where the municipality is unable to measure the fair value of biological assets reliably, a biological asset should be measured at cost less any accumulated depreciation and accumulated impairment losses.

Policy

Biological assets, such as livestock and crops, shall be valued annually at fair value less estimated point-of-sales costs.

Procedures and Rules

- The Asset Management Committee, in consultation with Executive Directors, shall ensure that all biological assets obtained from a managed agricultural activity, such as livestock and crops, are valued at 30 June each year by a recognised valuator in the line of the biological assets concerned.
- The Asset Management Committee shall ensure the recognition and measurement of *Biological Assets* in terms of GRAP 27.

9.9 Discontinued Operations(GRAP 100)

General

A non-current asset shall be classified as *Assets Held-for-Sale* if its carrying amount will be recovered principally through a sale transaction rather than through continuing use. For this to be the case, the asset must be available for immediate sale in its present condition subject only to terms that are usual and customary for sales of such assets and its sale must be highly probable.

For the sale to be highly probable, management must be committed to a plan to sell the asset, and an active programme to locate a buyer and complete the plan must have been initiated. Further, the asset must be actively marketed for sale at a price that is reasonable in relation to its current fair value. In addition, the sale should be expected to qualify for recognition as a completed sale within one year from the

date of classification and actions required to complete the plan should indicate that it is unlikely that significant changes to the plan will be made or that the plan will be withdrawn.

Policy

Assets identified for disposal by way of a sale transaction, be it by public auction, bidding process or sales agreement, within 12 months of the date of identification shall be classified as assets held-for-sale and transferred from the home asset category to held-for-sale category. Such assets shall be measured at the lower of its carrying amount and fair value less costs to sell and is not depreciated any further upon classification as held-for-sale.

The municipality shall not classify a non-current asset that is to be abandoned as held-for-sale because its carrying amount will be recovered principally through continuing use.

Procedures and Rules

- The Asset Management Committee shall ensure that assets held-for-sale are recorded in a separate register.
- The Asset Management Committee shall ensure the recognition and measurement of *Assets Held-for-Sale* in terms of GRAP 100.

9.10 Inventory Property (GRAP 12)

General

Inventory Property comprises any land or buildings owned or acquired by the municipality with the intention of selling such property in the ordinary course of business, or any land or buildings owned or acquired by the municipality with the intention of developing such property for the purpose of selling it in the ordinary course of business.

Policy

Inventory land and buildings shall be accounted for as inventory, and not included in either PPE or Investment Property in the municipality's Statement of Financial Position. Inventory property shall be valued annually at reporting date at the lower of its carrying value or net realisable value, except where they are held for:

(a) distribution at no charge or for a nominal charge, or
(b) consumption in the production process of goods to be distributed at no charge or for a nominal charge, then they shall be measured at the lower of cost and current replacement cost.

Procedures and Rules

- The Asset Management Committee shall ensure that inventory properties are recorded in the Inventory register.
- The Asset Management Committee shall ensure the recognition and measurement of *Inventory Property* in terms of GRAP 12.

9.11 Minor Assets (Assets Below Approved Threshold)

General

Minor Assets comprise movable assets not capitalised in terms of the threshold policy of the municipality. However, these assets must still be controlled, safeguarded and verified by the municipality. They are not capitalised for the number of assets compared to their value does not warrant the complex procedures applicable to asset management, rendering a manageable Asset Register by concentrating on what is material and significant to the municipality's operation.

Policy

Minor assets shall be expensed in the Statement of Financial Performance and not be capitalised. However, these assets shall be bar-coded for identification purposes and recorded at cost in the Minor Asset Inventory Listing. These assets shall not be depreciated or tested for impairment and shall not generate any further transactions, except in the cases where losses are recovered by means of insurance claims or recoveries from disciplinary actions.

Procedures and Rules

- The Asset Management Committee shall ensure that minor assets are recorded in the Asset Register in the same manner as other assets, but a separate section of the Asset Register shall be maintained for this purpose.

10. Asset Acquisition

10.1 Acquisition of Assets

General

Acquisition of assets refers to the purchase of assets by buying, building (construction), or leasing.

Policy

Should the municipality decide to acquire an asset, the following fundamental principles should be carefully considered prior to acquisition of such an asset:

- The purpose for which the asset is required is in keeping with the objectives of the municipality and will provide significant, direct and tangible benefit to it;
- The asset fits the definition of an asset (as defined in GRAP 16, GRAP 17, GRAP 27, GRAP 31 and GRAP 103)
- The asset has been budgeted for;
- The future annual operations and maintenance needs have been calculated and have been budgeted for in the operations budget;
- The purchase is absolutely necessary as there is no alternative municipal asset that could be economically upgraded or adapted;
- The asset is appropriate to the task or requirement and is cost-effective over the life of the asset.
- The asset is compatible with existing equipment and will not result in unwarranted additional expenditure on other assets or resources;
- Space and other necessary facilities to accommodate the asset are in place; and

Procedures and Rules

- The Asset Management Committee shall ensure that the Supply Chain Management Policy makes provision for these principles.
- The CFO shall ensure that all acquired assets are appropriately insured.

10.2 Creation of New Infrastructure Assets

General

Creation of new infrastructure assets refers to the purchase and / or construction of totally new assets that has not been in the control or ownership of the municipality in the past.

Policy

The cost of all new infrastructure facilities (not additions to or maintenance of existing infrastructure assets) shall be allocated to the separate assets making up such a facility and values may be used as a basis for splitting up construction costs

of new infrastructure into its significant components, each of which have an appropriate useful life.

Work in progress shall be flagged as such in the Asset Register until such time that the facility is completed. Depreciation will commence when the construction of the asset is finalised and the asset is in the condition necessary for to operate in the manner intended by management.

Each part of an item of Infrastructure with a cost that is significant in relation to the total cost of the item shall be depreciated separately.

Procedures and Rules

- Executive Directors shall ensure that a "Bill of Material" is submitted to Finance that includes the details of the work in progress relating to the relevant invoice and/or payment request.
- Executive Directors shall notify Finance when the works have been completed and the assets can be recognised.
- Executive Directors shall guide the service provider to submit invoices of work in progress as per the components and classification of assets as in the Asset Register.
- Executive Directors shall provide Finance with completion certificates and bill of quantities for all completed capital projects.

10.3 Self-constructed Assets

General

Self-constructed assets relate to all assets constructed by the municipality itself or another party on instructions from the municipality.

Policy

All assets that can be classified as assets and that are constructed by the municipality should be recorded in the Asset Register and depreciated over its estimated useful life for that category of asset. Work in progress shall be flagged as such in the Asset Register until such time that the facility is completed. Depreciation will commence when the asset is in the condition necessary for it to operate in the manner intended by management.

Procedures and Rules

- Executive Directors shall ensure that proper records of staff time, transport and material costs are kept such that all costs associated with the construction of these assets are completely and accurately accounted for.
- Executive Directors shall open a job card for each infrastructure project constructed by the municipality.
- On completion of the infrastructure project, the Executive Directors shall notify Finance of the asset being commissioned and will assist Finance in

ensuring that all costs (both direct and indirect) associated with the construction of the assets are summed and capitalised to the assets that make up the project.

10.4 Donated Assets

General

A donated asset is an item that has been given to the municipality by a third party in government or outside government without paying or actual or implied exchange.

Policy

Donated assets should be valued at fair value, reflected in the Asset Register, and depreciated as normal assets.

Procedures and Rules

- All donated assets must be approved by the Asset Management Committee and ratified by Council prior to acceptance.
- The Asset Management Committee must evaluate the future operational costs of donated assets and the effect it might have on future tariffs and taxes, before a donated asset is accepted by the municipality.
- The conditions associated with the donation must be agreed upon and signed by the Municipal Manager.
- Municipal officers must inform the Asset Management Committee of any donations made to the Municipality.

11. Asset Maintenance

11.1 Useful Life of Assets

General

Useful Life of assets is defined in paragraph 2 of the Policy and is basically the period or number of production units for which an asset can be used economically by the municipality.

National Treasury (NT) published its Local Government Asset Management Guideline in August 2008 that includes directives for useful lives of assets, but municipalities must use their own judgement based on operational experience and in consultation with specialists where necessary in determining the useful lives for the particular classes of assets. Should the municipality decide on a useful life outside the given parameters, the National Treasury (OAG) should be approached and provided with a motivation, for its agreement of the rate utilised. The calculation of useful life is based on a particular level of planned maintenance.

Policy

The remaining useful life of assets shall be reviewed annually. Changes emanating from such reviews should be accounted for as a change in accounting estimates in terms of GRAP 3.

Procedures and Rules

- Executive Directors must determine the reasonable remaining useful lives of the assets under their control. Changes in remaining useful lives must be approved by the Asset Management Committee.
- During annual physical verification the condition of each asset must be reviewed to determine the validity of its remaining useful live as reflected on the Assets Register. All items identified as being impaired (with remaining useful live shorter than anticipated as per the Assets Register) must be reported to the Chief Financial Officer who will implement steps to ensure that the impairments are incorporated in the Assets Register and reported on as required by the standards of GRAP.

- The CFO shall ensure that remaining useful lives, and changes thereof, are properly recorded and accounted for in the Asset Register and the general ledger.
- The Asset Management Committee shall ensure that the *Remaining Useful Life* of an asset shall be reviewed at each reporting date.

11.2 Residual Value of Assets

General

The *Residual Value* of an asset is the estimated amount that the municipality would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Policy

Residual values should be determined upon the initial recognition (capture) of assets. However, this will only be applicable to assets that are normally disposed of by selling them once the municipality does not have a need for such assets anymore, e.g. motor vehicles. In practice, the residual value of an asset is often insignificant and therefore immaterial in the calculation of the depreciable amount.

The residual value of assets shall be reviewed annually at reporting date. Changes in depreciation charges emanating from such reviews should be accounted for as a change in accounting estimates in terms of GRAP 3.

Procedures and Rules

- Executive Directors must determine the reasonable residual values of the assets under their control. Changes in residual values must be approved by the Asset Management Committee.
- The CFO shall ensure that residual values, and changes thereof, are properly recorded and accounted for in the Asset Register and the general ledger.
- The Asset Management Committee shall ensure that the *residual value* of an asset shall be reviewed at each reporting date.

11.3 Depreciation of Assets

General

Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life. Depreciation therefore recognises the gradual exhaustion of the asset's service capacity. The depreciable amount is the cost of an asset, or other amount substituted for cost in the financial statements, less its residual value.

The depreciation method used must reflect the pattern in which economic benefits or service potential of an asset is consumed by the municipality. The following are the allowed alternative depreciation methods that can be applied by the municipality:

- Straight-line;
- Diminishing Balance; and
- Sum of the Units.

Policy

All assets, except land; investment properties and heritage assets, shall be depreciated over their reasonable useful lives. The *residual value* and the *useful life* of an asset shall be reviewed at each reporting date. The depreciation method applied must be reviewed at each reporting date. Reasonable budgetary provisions shall be made annually for the depreciation of all applicable assets controlled or used by the municipality, or expected to be so controlled or used during the ensuing financial year.

Depreciation shall take the form of an expense both calculated and debited on a monthly basis against the appropriate line item in the business unit or vote in which the asset is used or consumed. Depreciation of an asset should begin when the asset is ready to be used, i.e. the asset is in the location and condition necessary for it to be able to operate in the manner it is intended by management. Depreciation of an asset ceases when the asset is derecognised. Therefore, depreciation does not cease when the asset becomes idle or is retired from active use and held for disposal unless the asset is fully depreciated. However, under certain methods of depreciation the depreciation charge can be zero while there is no production.

In the case of intangible assets being included as assets, the procedures to be followed in accounting and budgeting for the amortisation of intangible assets shall be identical to those applying to the depreciation of other assets.

Procedures and Rules

- Executive Directors must ensure that a budgetary provision is made for the depreciation of the assets under their control in the ensuing financial year.
- Executive Directors must determine the reasonable useful life of the asset classifications under their control. Deviations from the standards of useful life must be motivated in writing to the Asset Management Committee for approval.
- In the case of an asset which is not listed in the asset classification list, Executive Directors shall determine a useful operating life, in consultation with the CFO, and shall be guided in determining such useful life by the likely pattern in which the asset's economic benefits or service potential will be consumed. The Asset Management Committee must be informed of the additional asset classification and amend the Asset Management Policy accordingly.
- Alternative depreciation methods may be used in exceptional cases, if motivated by the Executive Director controlling the asset to the Asset Management Committee. The Executive Director must then provide the Asset Management Committee with sufficient statistical information to make estimates of depreciation expenses for each financial year.
- The CFO shall ensure that depreciation shall be up to date on a monthly basis and be reconciled between the Asset Register and the general ledger.

- The CFO shall ensure that the *residual value*, *useful life* and *depreciation method* of an asset shall be reviewed at each reporting date.

11.4 Impairment Losses

General

Impairment is the loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation. For example:

- Significant decline in market value;
- Carrying amount of an asset far exceeds the recoverable amount or market value;
- There is evidence of obsolescence (or physical damage);
- The deterioration of economic performance of the asset concerned; and
- The loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (such as through inadequate maintenance).

The impairment amount is calculated as the difference between the *carrying value* and the *recoverable service value.* The recoverable service value is the higher of the asset's value in use or its net selling price. Where the recoverable service amount is less than the carrying amount, the carrying amount should be reduced to the recoverable service amount by way of an impairment loss. The impairment loss should be recognised as an expense when incurred unless the asset is carried at revalued amount.

If the asset is carried at a revalued amount (in the case of investment property, infrastructure and community assets) the impairment should be recorded as a decrease in the revaluation reserve. Where immovable property, plant and equipment surveys are conducted, the recoverable service value is determined using the depreciated replacement costs method by assessing the remaining useful life.

Policy

Assets shall be reviewed annually for impairment. Impairment of assets shall be recognised as an expense, unless it reverses a previous revaluation in which case it should be charged to the *Revaluation Surplus.* The reversal of previous impairment losses recognised as an expense is recognised as an income.

Procedures and Rules

- The Asset Management Committee must ensure that annual impairment surveys are performed.
- The CFO shall ensure that impairment losses, or reversals thereof, are properly recorded and accounted for in the Asset Register and the general ledger.

11.5 Maintenance of Assets and the Asset Register

General

Maintenance refers to all actions necessary for retaining an asset as near as practicable to its original condition in order for it to achieve its expected useful life, but excluding rehabilitation or renewal. This includes all types of maintenance – corrective and preventative maintenance.

For linear infrastructure assets, such as pipes and roads, the following test is applied to differentiate between maintenance and renewal when partial sections of linear assets are renewed:

- If a future renewal of the entire pipe will include the renewal of the partial section that is now renewed, then the renewal of the partial section is treated as maintenance.
- If a future renewal of the entire pipe will retain the partial section that is now renewed, then the renewal of the partial section is treated as renewal and the pipe is split into two separate assets.

The splitting of linear infrastructure has a data management implication, but it is the easiest method that maintains the data integrity over time.

Maintenance analysis is an essential function of infrastructure management to ensure cost-effective and sustainable service delivery. In order to analyse maintenance data, maintenance actions undertaken against individual infrastructure assets should be recorded against such assets.

Policy

Maintenance actions performed on infrastructure assets shall be recorded against the individual assets that are individually identified in the Asset Register.

The risk and criticality of all assets must be assessed in conjunction with the annual physical asset verification process. All assets with a condition rating greater than 3 (three) must be reported to the Asset Management Committee who will give instructions with regard to the criticality grading of the assets on the Asset Register. Executive Directors must ensure that the assets identified as critical are attended to in order to prevent possible failure.

Procedures and Rules

- Executive Directors responsible for the control and utilisation of infrastructure assets shall monitor maintenance actions and budget for the operation and maintenance needs of each asset or class of assets under their control. Operating expenses must include all labour and material costs for the repair and maintenance of the assets. This includes both contracted services and services performed by employees.
- Executive Directors shall ensure that the operating expenses are expended against the operating budget and not the capital budget.

- Executive Directors shall report to the Council annually of the extent to which the approved maintenance plan has been complied with and the extent of deferred maintenance.
- Executive Directors shall report to the Council annually on the likely effects that maintenance budgetary constraints may have on the useful operating life of the infrastructure asset classes;
- Executive Directors shall ensure that maintenance plans make provision for the additional maintenance burden of future infrastructure to be acquired.

11.6 Renewal of Assets

General

Asset Renewal is restoration of the service potential of the asset. Asset renewal is required to sustain service provision from infrastructure beyond the initial or original life of the asset. If the service provided by the asset is still required at the end of its useful life, the asset must be renewed. However if the service is no longer required, the asset should not be renewed. Asset renewal projections are generally based on forecast renewal by replacement, refurbishment, rehabilitation or reconstruction of assets to maintain desired service levels.

Policy

Assets renewal shall be accounted for against the specific asset. The renewal value shall be capitalised against the asset and the expected life of the asset adjusted to reflect the new asset life.

Procedures and Rules

- The Asset Management Committee must ensure that processes are in place to capture renewals data against specific assets and to capitalise it correctly.
- Executive Directors shall ensure that renewals expenditure are correctly budgeted for in the capital budget and expensed against this budget.
- Executive Directors must ensure that renewals expenditure data are correctly captured against the assets and the expected lives adjusted.

11.7 Replacement of Assets

General

This paragraph deals with the complete replacement of an asset that has reached the end of its useful life so as to provide a similar or agreed alternative level of service.

Policy

Assets that are replaced shall be written off at their carrying value. The replacement asset shall be accounted for as a separate new asset. All costs incurred to replace the asset shall be capitalised against the new asset. The SCMP will be applied.

Procedures and Rules

- The Asset Management Committee must ensure that processes are in place to capture replacement data against specific assets and to capitalise it correctly.
- Executive Directors shall ensure that replacement expenditure are correctly budgeted for in the capital budget and expensed against this budget.

12. Asset Disposal

12.1 Transfer of Assets

General

The processes and rules for the transfer of an asset to another municipality, municipal entity or national/provincial organ of state are governed by an MFMA regulation namely “the Local Government: Municipal Asset Transfer Regulations”.

Transfer of assets or inventory items refers to the internal transfer of assets within the municipality or from the municipality to another entity. Procedures need to be in place to ensure that the Asset Control Business Unit can keep track of all assets and ensure that the fixed Asset Register is updated with all changes in asset locations. These procedures must be followed and apply to all transfers of assets from:

- One Business Unit to another;
- One location to another within the same Business Unit;
- One building to another; and
- One entity to another.

Policy

The transfer of assets is regulated by the SCMP and shall be controlled by the transfer processes in the policy and the Asset Register shall be updated accordingly.

Procedures and Rules

- Executive Directors must ensure that all asset transfer information is passed to Finance.
- Asset transfer form should be used whenever there is movement of asset from one location to another.
- The CFO must ensure that a process is in place to capture and record asset transfer data.
- Staff of the Municipality, except for duly authorised staff, shall not move rented assets, such as photocopy machines.
- No person shall transfer any IT equipment without the knowledge and written consent of the Head: Information Technology.
- Executive Directors must immediately report to the Asset Management Committee any damages caused to an asset and will be held responsible to investigate the cause or nature of such damage.

12.2 Exchange of Assets

General

According to GRAP 17.33 an item of PPE may be acquired in exchange for a non-monetary asset or assets, or a combination of monetary and non-monetary assets. The cost of such an item of property, plant and equipment is measured at fair value unless:

(a) the exchange transaction lacks commercial substance; or

(b) the fair value of neither the asset received nor the asset given up is reliably measurable.

If the acquired item is not measured at fair value, its cost is measured at the carrying amount of the asset given up.

Policy

The SCMP will be applied when assets are exchanged. The cost of assets acquired in exchange for another asset shall be measured at the fair value of the asset received, which is equivalent to the fair value of the asset given up, adjusted by the amount of any cash or cash equivalents transferred.

Procedures and Rules

- An item of PPE may be acquired in exchange for a similar asset that has a similar use in the same line of operations and which has a similar fair value or may be sold in exchange for an equity interest in a similar asset. No gain or loss is recognised in both cases.
- The Asset Management Committee shall approve all asset exchanges in consultation with the relevant Executive Director.

12.3 Alienation / Disposal of Assets

General

Alienation / Disposal (alienation) is the process of disowning redundant and obsolete assets by transferring ownership or title to another owner, which is external to the municipality.

The MFMA (section 14 and 90) and the Municipal Supply Chain Management Regulation no. 27636 have specific requirements regarding the disposal of assets. Specifically:

- A municipality may not …" permanently dispose of a asset needed to provide the minimum level of basic municipal services"
- Where a municipal council has decided that a specific asset is not needed to provide the minimum level of basic services, a transfer of ownership of an asset must be fair, equitable, transparent, competitive and consistent with the municipality's supply chain management policy.

Policy

There are various methods of disposal. Different disposal methods will be needed for different types of assets. When deciding on a particular disposal method and consideration of the following, the SCMP on disposal of assets must be applied:

- The nature of the asset
- The potential market value
- Other intrinsic value of the asset
- Its location
- Its volume
- Its trade-in price
- Its ability to support wider Government programmes;
- Environmental considerations
- Market conditions
- The asset's life

Appropriate means of disposal may include:

- Public auction
- Public tender
- Transfer to another institution
- Sale to another institution
- Letting to another institution
- Trade-in
- Controlled dumping (for items that have low value or are unhygienic)

Alienated assets shall be written-off in the Asset Register.

Procedures and Rules

- Executive Directors shall report in writing to the Asset Management Committee on 31 October and 30 April of each financial year on all assets which they wish to alienate and the proposed method of alienation.
- The CFO shall consolidate the requests received from the various business units, and shall promptly report the consolidated information to the Asset Management Committee, recommending the process of alienation to be adopted.
- The Council shall delegate to the Asset Management Committee the authority to approve the alienation of any asset.
- The Council shall ensure that the alienation of any asset takes place in compliance with Section 14 of the Municipal Finance Management Act, 2004. The Act states that the municipality may not alienate any asset required to provide a minimum level of service. The municipality may alienate any other asset, provided the municipality has considered the fair market value and the economic and community value to be received in exchange for the asset.
- Selling: Assets to be sold shall be sold in terms of paragraph 12.4 below.
- Supply Chain Management Unit and Disposal Committee must make sure that the auction of redundant assets is conducted at least once within a reporting period.

- Donations: Donations may be considered as a method of alienation, but such requests must be motivated to the Asset Management Committee for approval.
- Destruction: Assets that are hazardous or need to be destroyed must be identified for tenders or quotations by professional disposal agencies.
- Scrapping: Scrapping of assets that cannot be alienated otherwise may be considered as a method of alienation, but such requests must be motivated to the Asset Management Committee.
- Once the assets are alienated, the CFO shall write-off the relevant assets in the Asset Register.
- The letting of immovable property must be done at market-related tariffs, unless the relevant treasury approves otherwise. No municipal property may be let free of charge without the prior approval of the relevant treasury.
- The Asset Management Committee must review, at least annually when finalising the budget, all fees, charges, rates, tariffs or scales of fees or other charges relating to the letting of municipal property to ensure sound financial planning and management.

12.4 Selling of Assets

General

Selling of assets refers to the public sale of municipal assets approved for alienation.

Policy

The selling of assets must be within the parameters laid down in the SCMP. Further must all assets earmarked for sale be sold by public auction or tender and the following steps shall be followed:

- A notice of the intention of the municipality to sell the asset shall be published in a local newspaper;
- In the case of a public auction, the municipality shall appoint an independent auctioneer to conduct the auction; and
- In the case of a tender, the prescribed tender procedures of the municipality shall be followed.

Assets earmarked for sale, shall be reclassified as Assets Held-for-Sale in terms of paragraph 6.10 of this Policy and shall not attract any further depreciation.

Sold assets shall be written-off in the Asset Register.

Procedures

- A request for assets to be sold must be submitted to the Asset Management Committee for approval. The request must be accompanied by a list of assets to be sold and the reasons for sale as described in paragraph 12.3 above.

- Assets earmarked for sale shall be reclassified as Assets Held-for-Sale.
- The Asset Management Committee may approve the engagement of auctioneers either on a quotation basis or by tender depending on the goods to be alienated.
- Bidding: Bidders are afforded the opportunity to make an offer on identifiable items. Bids are compared and the highest bidder is awarded the bid.
- Tenders: Tenders shall be invited according to the municipality's tender procedures.
- Once the assets are sold, the CFO shall write-off the relevant assets in the Asset Register.
- If the proceeds of the sales are less than the carrying value recorded in the Asset Register, such difference shall be recognised as a loss for the business unit or vote concerned in the Statement of Financial Performance. If the proceeds of the sales, on the other hand, are more than the carrying value of the asset concerned, the difference shall be recognised as a gain for the business unit or vote concerned in the statement of financial performance.
- Transfer of assets to other municipalities, municipal entities (whether or not under the municipality's sole or partial control) or other organs of state shall take place in accordance with the above procedures, except that the process of alienation shall be by private treaty.

12.5 Writing-off of Assets

General

The write-off of assets is the process to permanently remove the assets from the Asset Register. Assets can be written-off after approval of the Asset Management Committee of a report indicating that:

- The useful life of the asset has expired;
- The asset has been destroyed;
- The asset is out dated;
- The asset has no further useful life;
- The asset does not exist anymore;
- The asset has been sold; and
- Acceptable reasons have been furnished leading to the circumstances set out above.
- The SCMP has been adhered to.

The CFO may approve the *ad hoc* writing-off of assets without prior approval of the Asset Management Committee on condition that –

- The write-offs fall after but between the next scheduled Asset Management Committee meeting and financial year end closure; and
- The Asset Management Committee is informed of the write-offs at the next scheduled Asset Management Committee meeting.

Policy

The only reasons for writing off assets, other than the sale of such assets during the process of alienation, shall be the loss, theft, destruction, material impairment, or decommissioning of the asset in question.

Procedures and Rules

- Executive Directors shall report to the CFO on 31 October and 30 April of each financial year on any assets which such Executive Director wishes to have written-off, stating in full the reason for such recommendation. The CFO shall consolidate all such reports, and shall promptly submit a recommendation to the Asset Management Committee on the assets to be written off.
- An asset, even though fully depreciated, shall be written-off only on the recommendation of the Executive Director controlling or using the asset concerned, and with the approval of the Asset Management Committee.
- In every instance where a not fully depreciated asset is written off with no proceeds for the asset being obtained, the CFO shall immediately debit to such business unit or vote the full carrying value of the asset concerned as impairment expenses.
- Assets that are replaced should be written-off and removed from the Asset Register.

13. Asset Physical Control

13.1 Physical Control / Verification

General

Movable assets require physical control and verification of existence.

Policy

All movable assets shall be actively controlled, including an annual verification process.

Procedures and Rules

- All movable assets, where practicable, must have a visible bar code or unique asset marking as determined by the Asset Management Committee.
- Annual verification of movable assets should be conducted under the direction of Finance. This procedure would enable the municipality to identify discrepancies and dispositions and properly investigate and record the transactions.
- Procedures should be established to adequately identify assets owned by others or subject to reclamation by donors.
- The Asset Management Committee shall co-ordinate and control regular physical checks, and all discrepancies are to be reported immediately to the Asset Management Committee.
- Registers must be kept for those assets allocated to staff members. The individuals are responsible and accountable for the assets under their control. These registers should be updated when the assets are moved to different locations or allocated to a different staff member in order to facilitate control and physical verification.
- Where a change in person in direct control of equipment takes place, a handing-over certificate shall be completed and signed by both parties concerned and a copy of this certificate must be forwarded to Finance. If surpluses or deficiencies are found, the certificates shall be dealt with as with stock-taking reports.
- If for any reason the person from whom the asset is being taken over is not available, the Asset Manager should assist the person taking over with the checking of the equipment and the certification of any discrepancies.
- In case of failure to comply with the requirements of a handing-over certificate, the person taking over shall be liable for any shortages, unless it can be established that the shortages existed prior to their taking over.
- Any losses of and damage to equipment, excluding discrepancies at stocktaking of losses resulting from normal handling or reasonable wear and tear, shall be reported to the Asset Management Committee.

- Independent checks from asset records shall be conducted to ensure that the assets physically exist, especially those that could be disposed of without a noticeable effect on operations.
- Yearly physical inspections of assets shall be performed to identify items which are damaged, not in use or are obsolete due to changed circumstances, to ensure that they are appropriately repaired, written off or disposed off.
- All newly acquired assets shall be delivered to / received by the procurement section where the assets will be bar-coded before dispatch to the persons who will be the custodians of the assets. Where this is not practicable, the acquired assets must be delivered to the section issuing the requisition and that section must notify the procurement section so that bar-coding or asset marking can be arranged.
- Delivery of assets by procurement staff must be to the person requiring the asset and he/she will sign a form accepting responsibility for the asset.
- The Asset Management Committee may, on request of an Executive Director, waive full physical verification and accept written confirmation from the Executive Director of infrastructure assets being verified during the course of a financial period as part of routine and/or planned maintenance and/or physical inspections. Documentation in this regard must be kept by business units and be available for inspection. The Chief Financial Officer will inform the external auditors of the Asset Management Committee's decision.

13.2 Insurance of Assets

General

Insurance provides selected coverage for the accidental loss of the asset value. Generally, government infrastructure is not insured against disasters because relief is provided from the Disaster Fund through National Treasury.

Policy

Assets that are material in value and substance shall be insured at least against destruction, fire and theft. All municipal buildings shall be insured at least against fire and allied perils.

Procedures and Rules

- The Asset Management Committee will ensure that all assets are properly insured in terms of the policy.

13.3 Safekeeping of Assets

General

Asset safekeeping is the protection of assets from damage, theft, and safety risks.

Policy

Directives for the safekeeping of assets shall be developed and the safekeeping of assets shall be actively undertaken.

Procedures and Rules

- The Asset Management Committee must issue directives that detail the safekeeping of assets.
- Executive Directors must ensure that safekeeping directives are adhered to.
- Malicious damage, theft, and break-ins must be reported to the CFO within 48 hours of its occurrence or awareness. The CFO will inform the Asset Management Committee of such occurrence.
- The Municipal Manager must report criminal activities to the South African Police Service.
- If any biological asset is lost, stolen or destroyed, the matter shall be reported in writing by the Executive Director concerned in exactly the same manner as though the asset were an ordinary asset.

14. Asset Financial Control

14.1 Borrowing Costs (GRAP 5)

General

Borrowing costs are interest and other costs incurred by the municipality from borrowed funds. The items that are classified as borrowing costs include interest on bank overdrafts and short-term and long-term borrowings, amortisation of premiums or discounts associated with such borrowings, amortisation of ancillary costs incurred in connection with the arrangement of borrowings, finance charges in respect of finance leases and foreign exchange differences arising from foreign currency borrowings when these are regarded as an adjustment to interest costs.

The capitalisation of borrowing costs should take place when borrowing costs are being incurred and activities that are necessary to prepare the asset for its intended use or sale are in progress.

During extended periods in which development of an asset is interrupted, the borrowing costs incurred over that time period should be recognised as an expense when incurred. Capitalisation of borrowing costs should cease when substantially all the activities necessary to prepare the qualifying asset for its intended use or sale are complete.

Policy

Borrowing costs shall be capitalised, if related to the construction of an asset, when the construction of an asset is expected to take a substantial period of time to get ready for its intended use or resale and an outside agency is used to finance the project.

Municipality shall disclose the accounting policy adopted for borrowing costs.

Procedures and Rules

- The CFO should reconcile the borrowing cost to be capitalised with the amount that has been capitalised on a monthly basis.

14.2 Funding Sources

General

The Municipal Finance Management Act (MFMA) provides guidelines on how to utilise funds in financing assets (Section 19 of MFMA). The municipality shall utilise any of the following sources to acquire and / or purchase assets:

- Grants;
- Donations;
- Internally Generated Funds;
- External Loans; and / or
- Leases.

15. EFFECTIVE DATE

This policy shall be effective from 01 July 2017 upon approval by Council.

16. POLICY ADOPTION

This policy has been considered and approved by the **COUNCIL OF KWADUKUZA MUNICIPALITY** as follows:

Resolution No:

Approval Date: 30 May 2017

ANNEXURES

ANNEXURE A
ABBREVIATIONS

AM	Asset Management
AMS	Asset Management System
CFO	Chief Financial Officer
DM	District Municipality
EPWP	Expanded Public Work Program
GIS	Geographical Information System
GRAP	Standards of Generally Recognised Accounting Practice
HR	Human Resource
IAM	Infrastructure Asset Management
IAMP	Infrastructure Asset Management Plan
AR	Asset Register
IAR	Infrastructure Asset Register
IAS	International Accounting Standards
IDP	Integrated Development Plan
MFMA	Municipal Finance Management Act
MTREF	Medium Term Revenue and Expenditure Framework
NT	National Treasury
OAG	Office of the Accountant General
LM	Local Municipality
O&M	Operation and Maintenance
SCMP	Supply Chain Management Policy

ANNEXURE B
ASSET HIERARCHY

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
10000	LAND	11000	LAND	11001	LAND DEVELOPED	0	0	
10000	LAND	11000	LAND	11002	LAND UNDEVELOPED	0	0	
20000	BUILDINGS	21000	DWELLINGS	21001	CARAVANS	5	60	
20000	BUILDINGS	21000	DWELLINGS	21002	CHILDREN'S HOMES	25	300	
20000	BUILDINGS	21000	DWELLINGS	21003	FOREIGN MISSION DWELLINGS	25	300	
20000	BUILDINGS	21000	DWELLINGS	21004	HOMES FOR THE AGED	25	300	X
20000	BUILDINGS	21000	DWELLINGS	21005	HOSTELS	25	300	X
20000	BUILDINGS	21000	DWELLINGS	21006	MILITARY PERSONNEL DWELLINGS	25	300	
20000	BUILDINGS	21000	DWELLINGS	21007	MOBILE HOMES	5	60	
20000	BUILDINGS	21000	DWELLINGS	21008	PLACES OF SAFETY	25	300	X
20000	BUILDINGS	21000	DWELLINGS	21009	PRISONS AND REHABILITATION FACILITIES	25	300	X
20000	BUILDINGS	21000	DWELLINGS	21010	RESIDENCES (PRESIDENTIAL, EMBASSIES)	25	300	
20000	BUILDINGS	21000	DWELLINGS	21011	RESIDENCES (PERSONNEL) INCL GARAGES, CARPORTS AND PARKING	25	300	
20000	BUILDINGS	21000	DWELLINGS	21012	SECURE CARE CENTRES	25	300	X
20000	BUILDINGS	21000	DWELLINGS	21013	RECREATIONAL / HOLIDAY ACCOMMODATION	25	300	
20000	BUILDINGS	21000	DWELLINGS	21014	RESIDENTIAL PERIMETER PROTECTION & FENCING	10	120	
20000	BUILDINGS	21000	DWELLINGS	21015	DWELLINGS IRRIGATION SYSTEMS	15	180	
20000	BUILDINGS	21000	DWELLINGS	21016	DWELLINGS LAND SCAPING	15	180	
20000	BUILDINGS	21000	DWELLINGS	21017	HOUSING SCHEMES: FLATS	15	180	X
20000	BUILDINGS	21000	DWELLINGS	21018	HOUSING SCHEMES: HOUSES	15	180	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22001	AIRPORT AND ASSOCIATED BUILDINGS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22002	BORDER AND CUSTOM CONTROL POINTS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22003	BUS TERMINALS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22004	BUS SHELTERS	10	120	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22005	CIVIC THEATERS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22006	CLINICS AND COMMUNITY HEALTH FACILITIES	25	300	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22007	COMMUNITY CENTRES AND PUBLIC ENTERTAINMENT BUILDINGS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22008	DRIVER AND VEHICLE TESTING CENTRES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22009	FIRE STATIONS	25	300	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22010	FOREIGN MISSION OFFICES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22011	HOSPITALS AND AMBULANCE STATIONS	25	300	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22012	INDUSTRIAL BUILDINGS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22013	LABORATORIES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22014	LIBRARIES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22015	MORTUARIES	25	300	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22016	MUSEUMS AND ART GALLERIES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22017	OFFICE BUILDINGS (INCL AIR CONDITIONING SYSTEMS)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22018	PUBLIC PARKING (COVERED AND OPEN)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22019	POLICE STATIONS (AND ASSOCIATED BUILDINGS)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22020	RAILWAY AND ASSOCIATED BUILDINGS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22021	RESEARCH FACILITIES (INCLUDING WEATHER)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22022	STADIUMS	25	300	

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22023	TAXI RANKS	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22024	UNIVERSITIES, COLLEGES, SCHOOLS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22025	WAREHOUSES (STORAGE FACILITIES INCLUDING DATA)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22026	SPORT AND RECREATIONAL FACILITIES (TENNIS COURTS, SOCCER FIELDS, PARKS ETC.)	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22027	NON RESIDENTIAL STRUCTURES PERIMETER PROTECTION & FENCING	10	120	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22028	ABLUTION / PUBLIC FACILITIES	25	300	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22029	CAR PORTS	10	120	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22030	WORKSHOPS / STORE ROOMS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22031	MARKETS / SHOPS	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22032	STRUCTURES FOR AGRICULTURAL PURPOSES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22033	NURSERIES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22034	CAR PARKS	30	360	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22035	CHEMICAL STORAGE ROOMS	50	600	X
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22036	COMMUTER SHELTERS	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22037	GUARD STATIONS	30	360	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22038	NON RESIDENTIAL STRUCTURES ACCESS AND INTERNAL ROADS GRAVEL	10	120	x
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22039	NON RESIDENTIAL STRUCTURES ACCESS AND INTERNAL ROADS PAVED	15	180	x
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22040	NON RESIDENTIAL STRUCTURES FITTED OUTDOOR FURNITURE AND STANDS	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22041	NON RESIDENTIAL STRUCTURES FOOTPATHS PAVED	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22042	NON RESIDENTIAL STRUCTURES IRRIGATION SYSTEMS	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22043	NON RESIDENTIAL STRUCTURES LANDSCAPING	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22044	NON RESIDENTIAL STRUCTURES OUTDOOR LIGHTS	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22045	NON RESIDENTIAL STRUCTURES PARKING AREAS GRAVEL	10	120	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22046	NON RESIDENTIAL STRUCTURES PAVED/SHADED PARKING STRUCTURES	15	180	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22047	QUARRIES	25	300	
20000	BUILDINGS	22000	NON RESIDENTIAL STRUCTURES	22048	ANIMAL CARE CENTRES	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31001	COOLING TOWERS	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31003	METERS PREPAID	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31004	METERS CREDIT	25	300	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31005	POWER STATIONS COAL	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31006	POWER STATIONS GAS	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31007	POWER STATIONS HYDRO	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31008	POWER STATIONS NUCLEAR	60	720	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31009	LV OVERHEAD SERVICE CONNECTIONS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31010	LV UNDERGROUND SERVICE CONNECTIONS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31011	LV HOUSE CONNECTIONS DISTRIBUTION/PILLAR BOXES	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31012	LV OVERHEAD LINES	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31013	LV UNDERGROUND CABLES	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31014	MV SUBSTATION SWITCHGEAR	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31015	MV SUBSTATION EQUIPMENT OUTDOOR	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31016	SUBSTATION EQUIPMENT GIS	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31017	SUBSTATION EQUIPMENT INDOOR	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31018	MV SWITCHING STATION PANELS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31019	TELEMETRY	7	84	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31020	ELECTRICITY PERIMETER PROTECTION	10	120	X

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31021	HIGH MAST LIGHTS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31022	MINIATURE SUB STATIONS	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31023	HV AUXILIARIES AND BATTERIES	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31024	HV BREAKERS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31025	HV BUSBARS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31026	HV CAPACITOR BANK	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31027	HV CURRENT TRANSFORMERS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31028	HV EARTH SWITCHES	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31029	HV FEEDER BAYS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31030	HV GIS BAY	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31031	HV IOSLATORS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31032	HV OVERHEAD LINES (>22kV)	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31033	HV REACTORS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31034	HV SUBSTATION (>22kV) BUILDINGS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31035	HV SUBSTATION (>22kV) GRAVEL PER BAY	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31036	HV SUBSTATION (>22kV) STEEL STRUCTURES PER BAY	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31037	HV SUBSTATION (>22kV) TRENCHING PER BAY	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31038	HV SURGE ARRESTORS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31039	HV TRANSFORMER BAYS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31040	HV TRANSFORMERS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31041	HV UNDERGROUND CABLES (>22kV)	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31042	HV VOLTAGE TRANSFORMERS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31043	MV OVERHEAD LINES	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31044	MV SWITCHGEAR	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31045	MV SUB/SWITCHING STATION AUXILIARIES AND BATTERIIES	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31046	MV SUB/SWITCHING STATION BUILDINGS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31047	MV UNDERGROUND CABLES	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31048	NEC/NER	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31049	POLE MOUNTED TRANSFORMER SUBSTATION	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31050	PREPAID VENDING MACHINES	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	31000	ELECTRICITY NETWORK	31052	MV TRANSFORMERS	45	540	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32101	BRIDGES VEHICLE CONCRETE	80	960	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32102	BRIDGES VEHICLE STEEL	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32103	BRIDGES VEHICLE TIMBER	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32104	BRIDGES PEDESTRIAN CONCRETE	80	960	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32105	BRIDGES PEDESTRIAN STEEL	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32106	BRIDGES PEDESTRIAN TIMBER	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32107	BRIDGES RAILWAY CONCRETE	80	960	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32108	BRIDGES RAILWAY STEEL	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32109	BRIDGES RAILWAY TIMBER	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32110	BRIDGES REINFORCED RETAINING WALLS EARTH	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32111	BRIDGES REINFORCED RETAINING WALLS CONCRETE	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32112	BRIDGES EXPANSION AND CONSTRUCTION JOINTS	20	240	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32201	STORM WATER CULVERTS CONCRETE	60	720	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32202	STORM WATER CULVERTS ARCO	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32203	STORM WATER DRAINS EARTHWORKS	80	960	X

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32204	STORM WATER DRAINS CONCRETE LINING	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32205	STORM WATER STOP BANKS	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32206	STORM WATER PIPES	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32207	STORM WATER COASTAL STRUCTURE	20	240	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32208	STORM WATER COASTAL PIERS	60	720	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32209	STORM WATER COASTAL OUTFALLS	60	720	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32210	STORM WATER ATTENUATION PONDS	20	240	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32211	STORM WATER OPEN CHANNELS LINED	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32212	STORM WATER OPEN CHANNELS UNLINED	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32213	STORM WATER PUMP STATIONS BUILDINGS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32214	STORM WATER PUMP STATIONS CIVIL WORKS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32215	STORM WATER PUMP STATIONS ELECTRICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32216	STORM WATER PUMP STATIONS MECHANICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	STORM WATER NETWORK	32217	STORM WATER PUMP STATIONS PERIMETER PROTECTION AND FENCING	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32301	ROADS MUNICIPAL ASPHALT SURFACE	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32302	ROADS MUNICIPAL BASE STRUCTURE	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32303	ROADS MUNICIPAL CONCRETE SURFACE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32305	ROADS MUNICIPAL GRAVEL SURFACE	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32306	ROADS NATIONAL ASPHALT SURFACE	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32307	ROADS NATIONAL ASPHALT BASE STRUCTURE	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32308	ROADS NATIONAL CONCRETE SURFACE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32310	ROADS NATIONAL GRAVEL SURFACE	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32311	ROADS PROVINCIAL ASPHALT SURFACE	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32312	ROADS PROVINCIAL ASPHALT BASIS/STRUCTURE	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32313	ROADS PROVINCIAL CONCRETE SURFACE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32315	ROADS PROVINCIAL GRAVEL SURFACE	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32316	ROADS PAVED SURFACE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32401	ROADS KERB AND CHANNELS	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32402	ROADS CRASH BARRIERS	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32403	ROADS RETAINING WALLS EARTH	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32404	ROADS OVERLOAD CONTROL CENTRES	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32405	ROADS OVERLOAD ELECTRONIC HARDWARE	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32406	ROADS OVERLOAD EQUIPMENT OTHER	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32407	ROADS PEDESTRIAN FOOTPATHS CONCRETE	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32408	ROADS STREET LIGHTING	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32409	ROADS SUBWAYS	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32410	ROADS TRAFFIC ISLANDS	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32411	ROADS TRAFFIC LIGHTS	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32412	ROADS TRAFFIC LIGHTS COASTAL	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32413	ROADS TRAFFIC SIGNS	5	60	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32414	ROADS TOLL ROAD PLAZAS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32415	ROAD CALMING MEASURES	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32416	ROAD PERIMETER PROTECTION	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32417	ROAD RESERVES	0	0	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32418	ROADS MAJOR CULVERTS	50	600	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32419	ROADS OVERHEAD GANTRIES	80	960	

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32420	ROADS PEDESTRIAN FOOTPATHS BRICKED	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32421	ROADS RETAINING WALLS CONCRETE	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32422	ROADS RETAINING WALLS CONSTRUCTION AND EXPANSION JOINTS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32423	ROADS CONCRETE BOLLARDS	5	60	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32424	ROADS PARKING METERS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	32000	ROADS NETWORK	32425	ROADS FURNITURE OTHER	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33001	AIRPORTS AND RADIO BEACONS	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33002	APRONS	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33003	RUNWAYS	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33004	TAXIWAYS	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33005	SPECIALIZED EQUIPMENT LUGGAGE MOVEMENT	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33006	SPECIALIZED EQUIPMENT COMMUNICATION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	33000	AIRPORTS	33007	AIRPORT PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34001	WATER METERS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34002	STANDPIPES	5	60	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34003	WATER METALWORK	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34004	WATER SUPPLY / RETICULATION	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34005	WATER TELEMETRY	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34006	WATER PIPES	5	60	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34101	DAMS STRUCTURE CONCRETE	80	960	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34102	DAMS STRUCTURE EARTH	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34103	DAMS ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34104	DAMS MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34201	PUMP STATIONS STRUCTURE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34202	PUMP STATIONS ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34203	PUMP STATIONS MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34204	PUMP STATIONS PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34301	RESERVOIR STRUCTURE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34302	RESERVOIR ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34303	RESERVOIR MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34304	RESERVOIR PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34401	UNDERGROUND CHAMBERS VALVES	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34402	UNDERGROUND CHAMBERS METERS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34403	UNDERGROUND CHAMBERS TRANSITION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34404	UNDERGROUND CHAMBERS OTHER	5	60	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34501	WATER PURIFICATION WORKS STRUCTURE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34502	WATER PURIFICATION WORKS ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34503	WATER PURIFICATION WORKS MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34504	WATER PURIFICATION WORKS PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34505	WATER PURIFICATION WORKS METERS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34601	BOREHOLE STRUCTURE	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34602	BOREHOLE MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	34000	WATER NETWORK	34701	BULK WATER METERS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35100	SEWERS / RETICULATION	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35101	BULK PIPELINES RISING MAINS	40	480	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35102	BULK PIPELINES GRAVITY MAINS	40	480	X

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35103	SEWERAGE / WASTE PIPES	2	24	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35201	SEWERAGE PUMP STATIONS STRUCTURE	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35202	SEWERAGE PUMP STATIONS ELECTRICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35203	SEWERAGE PUMP STATIONS MECHANICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35204	SEWERAGE PUMP STATIONS PERIMETER PROTECTION	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35301	WASTE WATER PURIFICATION WORKS STRUCTURE	30	360	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35302	WASTE WATER PURIFICATION WORKS ELECTRICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35303	WASTE WATER PURIFICATION WORKS MECHANICAL	15	180	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35304	WASTE WATER PURIFICATION WORKS PERIMETER PROTECTION	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	35000	SEWERAGE NETWORK	35305	WASTE WATER PURIFICATION WORKS METERS	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36001	COLLECTION VEHICLES	10	120	X
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36002	COLLECTION CONTAINERS COMMUNITY BINS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36101	TRANSFER STATIONS AND PROCESSING FACILITIES STRUCTURES	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36102	TRANSFER STATIONS AND PROCESSING FACILITIES ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36103	TRANSFER STATIONS AND PROCESSING FACILITIES MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36104	TRANSFER STATIONS AND PROCESSING FACILITIES PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36201	LANDFILL SITE EARTHMOVING AND COMPACTION EQUIPMENT	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36202	LANDFILL SITE PREPARATION	0	0	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36203	LANDFILL SITE STRUCTURES	30	360	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36204	LANDFILL SITE WEIGHBRIDGE MECHANICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36205	LANDFILL SITE WEIGHBRIDGE ELECTRICAL	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36206	LANDFILL SITE PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36207	COLLECTION CONTAINERS SKIPS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	36000	SOLID WASTE DISPOSAL	36208	COLLECTION CONTAINERS WHEELIE BINS	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37001	RAILWAY POWER SUPPLY UNITS	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37002	RAILWAY SIDINGS	50	600	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37003	RAILWAY TRACKS	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37004	RAILWAY SIGNALING SYSTEM	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37005	RAILWAY SHUNTING YARDS	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	37000	RAILWAYS	37006	RAILWAY PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38001	GAS SUPPLY SYSTEMS STRUCTURE	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38002	GAS SUPPLY SYSTEMS ELECTRICAL	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38003	GAS SUPPLY SYSTEMS MECHANICAL	20	240	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38004	GAS SUPPLY SYSTEMS PERIMETER PROTECTION	10	120	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38005	GAS SUPPLY SYSTEMS STATION TRUNK RECEIVING	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38006	GAS SUPPLY SYSTEMS STATION DISTRICT REGULATING	40	480	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38007	GAS SUPPLY SYSTEMS MAINS / PIPELINE	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38008	GAS SUPPLY SYSTEMS METERS	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38009	GAS SUPPLY SYSTEMS SUPPLY / RETICULATION	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	38000	GAS SUPPLY SYSTEMS	38010	GAS SUPPLY SYSTEMS STORAGE FACILITIES	15	180	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	39000	CEMETERIES	39001	CEMETERIES	25	300	
30000	OTHER STRUCTURES (INFRASTRUCTURE)	39000	CEMETERIES	39002	CEMETERIES PERIMETER PROTECTION	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41001	AUDIOVISUAL EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41002	BUILDING AIR CONDITIONING SYSTEMS	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41003	CELLULAR PHONES	0	0	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41004	CELLULAR ROUTERS	3	36	

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41005	DOMESTIC EQUIPMENT (NON KITCHEN APPLIANCES)	3	36	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41006	ELECTRIC WIRE AND POWER DISTRIBUTION EQUIPMENT (COMPRESSORS / GENERATORS)	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41007	EMERGENCY / RESCUE EQUIPMENT	5	60	X
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41008	ELEVATOR SYSTEMS	15	180	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41009	FARM / AGRICULTURAL EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41010	FIRE FIGHTING EQUIPMENT	3	36	X
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41011	GARDENING EQUIPMENT	2	24	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41012	IRRIGATION EQUIPMENT	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41013	KITCHEN APPLIANCES	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41014	LABORATORY EQUIPMENT AGRICULTURAL	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41015	LABORATORY EQUIPMENT MEDICAL TESTING	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41016	LABORATORY EQUIPMENT ROADS AND TRANSPORT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41017	LAUNDRY EQUIPMENT AND INDUSTRIAL SEWING MACHINES	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41018	LEARNING, TRAINING SUPPORT AND LIBRARY MATERIAL	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41019	MACHINES FOR METALLURGY	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41020	MACHINES FOR MINING AND QUARRYING	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41021	MACHINES FOR TEXTILE PRODUCTION	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41022	MEDICAL AND ALLIED EQUIPMENT	5	60	X
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41023	MUSIC INSTRUMENTS	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41024	PHOTOGRAPHIC EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41025	PUMPS, PLUMBING, PURIFICATION, SANITATION AND ALLIED EQUIPMENT	5	60	X
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41026	RADIO EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41027	ROAD CONSTRUCTION AND MAINTENANCE EQUIPMENT	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41028	SADDLES AND OTHER TACK	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41029	SECURITY EQUIPMENT/ - SYSTEMS / - MATERIAL FIXED	3	36	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41030	SECURITY EQUIPMENT/ - SYSTEMS / - MATERIAL MOVABLE	3	36	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41031	SHIP AND MARINE EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41032	SPORTS AND RECREATIONAL EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41033	SURVEY EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41034	TELECOMMUNICATION EQUIPMENT	3	36	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41035	TENTS, FLAGS AND ACCESSORIES	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41036	WOODWORKING MACHINERY AND EQUIPMENT	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41037	WORKSHOP EQUIPMENT AND LOOSE TOOLS FIXED	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41038	WORKSHOP EQUIPMENT AND LOOSE TOOLS MOVABLE	3	36	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41039	FIRE ARMS	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41040	GRADERS	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41041	LAWNMOWERS	2	24	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41042	MECHANICAL HORSES	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41043	TRACTORS	5	60	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41044	SECURITY & ACCESS CONTROL UNITS	10	120	
40000	OTHER	41000	MACHINERY AND EQUIPMENT	41045	PLAYGROUND EQUIPMENT	12	144	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42001	ADVERTISING BOARDS	3	36	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42002	AIR CONDITIONERS INDIVIDUAL FIXED AND MOVABLE	3	36	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42003	CUTLERY AND CROCKERY	5	60	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42004	DOMESTIC AND HOSTEL FURNITURE	10	120	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42005	LINEN AND SOFT FURNISHING	5	60	

MAJOR_G CODE	MAJOR GROUP	MINOR_G CODE	MINOR GROUP	GROUP CODE	GROUP	EUL (YRS)	EUL (MONTHS)	CRITICALITY
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42006	OFFICE EQUIPMENT INCLUDING FAX MACHINES	5	60	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42007	OFFICE FURNITURE	5	60	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42008	PAINTINGS SCULPTURES ORNAMENTS	5	60	
40000	OTHER	42000	FURNITURE AND OFFICE EQUIPMENT	42009	FIXTURES & FITTINGS	5	60	
40000	OTHER	43000	COMPUTER EQUIPMENT	43001	COMPUTER HARDWARE INCLUDING OPERATING SYSTEMS	3	36	
40000	OTHER	43000	COMPUTER EQUIPMENT	43002	COMPUTER NETWORKS	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44001	AIRCRAFT	10	120	
40000	OTHER	44000	TRANSPORT ASSETS	44002	AIRCRAFT ENGINES	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44003	AIRPORT TRANSPORT & ASSOCIATED EQUIPMENT	10	120	
40000	OTHER	44000	TRANSPORT ASSETS	44004	BUSES	10	120	
40000	OTHER	44000	TRANSPORT ASSETS	44005	BICYCLES	4	48	
40000	OTHER	44000	TRANSPORT ASSETS	44006	EMERGENCY VEHICLES	5	60	X
40000	OTHER	44000	TRANSPORT ASSETS	44007	MOBILE CLINICS & LIBRARIES	10	120	
40000	OTHER	44000	TRANSPORT ASSETS	44008	MOTOR VEHICLES	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44009	RAILWAY ROLLING STOCK	10	120	
40000	OTHER	44000	TRANSPORT ASSETS	44010	SHIPS	15	180	
40000	OTHER	44000	TRANSPORT ASSETS	44011	SHIPS ENGINES	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44012	TRAILERS AND VEHICLE ACCESSORIES	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44013	TRUCKS	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44014	BAKKIES	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44015	MOTOR CYCLES	3	36	
40000	OTHER	44000	TRANSPORT ASSETS	44016	TIPPERS	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44017	WATERCRAFT	5	60	
40000	OTHER	44000	TRANSPORT ASSETS	44018	VEHICLE ACCESSORIES	5	60	X
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51001	AREAS OF LAND OF HISTORIC OR SPECIFIC SIGNIFICANCE	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51002	CULTURALLY SIGNIFICANT BUILDINGS	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51003	NATIONAL MONUMENTS	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51004	NATIONAL PARKS / RESERVES	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51005	PAINTINGS	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51006	SCULPTURES / STATUES	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51007	MUNICIPAL JEWELLERY	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51008	WORKS OF ART	0	0	
50000	HERITAGE ASSETS	51000	HERITAGE ASSETS	51009	OTHER ANTIQUES AND COLLECTIONS	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61001	DAIRY CATTLE	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61002	FEATHERED ANIMALS	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61003	FORESTS AND PLANTATIONS	20	240	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61004	FRUIT TREES	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61005	GAME	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61006	ANIMALS FOR REPRODUCTION	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61007	ANIMALS FOR WOOL OR MILK	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61008	DOGS LAW ENFORCEMENT AND SECURITY	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61009	HORSES LAW ENFORCEMENT AND WORKING	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61010	PLANTS FOR PRODUCTION OF SEEDS	0	0	
60000	BIOLOGICAL OR CULTIVATED ASSETS	61000	BIOLOGICAL OR CULTIVATED ASSETS	61011	VINES	0	0	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71001	CAPITALIZED DEVELOPMENT COST	5	60	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71002	COMPUTER SOFTWARE	2	24	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71003	MASTHEADS AND PUBLISHING TITLES	5	60	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71004	PATENTS, LICENSES, COPYRIGHTS, BRAND NAMES AND TRADEMARKS	5	60	

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70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71005	RECIPES, FORMULAE, PROTOTYPES, DESIGNS AND MODELS	5	60	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71006	SERVICE AND OPERATING RIGHTS	5	60	
70000	INTANGIBLE ASSETS	71000	INTANGIBLE ASSETS	71007	WATER RIGHTS	10	120	
80000	INVESTMENT PROPERTY	81000	INVESTMENT PROPERTY LAND	81001	INVESTMENT PROPERTY LAND	0	0	
80000	INVESTMENT PROPERTY	81000	INVESTMENT PROPERTY BUILDINGS	81002	INVESTMENT PROPERTY BUILDINGS	0	0	