OBSID ANNUAL CALENDAR 2027

JANUARY		
31	**CID Unit**	Submit the final AGM approved bugdet and implementation plan for the following finanical year.

FEBRUARY		
3	**OBSID**	Budget realignment complete
4	**BoD**	Send out reminder & agenda of meeting
18	**BoD**	17H30 Meeting

MARCH		
11	**CEO**	CEO half year performance review
31	**CID Unit**	Realigned budget and scorecard submitted by OBSID

APRIL		
8	**BoD**	Send out reminder & agenda of meeting
22	**BoD**	17H30 Meeting
30	**Audit**	Schedule dates for annual audit

MAY		
27	**BoD**	Send out reminder & agenda of meeting
31	**SARS**	OBSID tax clearance certificate renewed

JUNE		
10	**BoD**	17H30 Meeting
25	**CID Unit**	Submit final Adhoc budget realignment with supporting board minutes
30		FINANCIAL YEAR END

JULY		
tbc	**Audit**	Annual audit
31	**CIPC**	CIPC annual return submitted by auditors

AUGUST		
12	**BoD**	Send out reminder & agenda of meeting
	Audit	Annual audit report and draft AFS prepared by auditors
12	**AFS**	**Draft AFS sent to BoD to review**
26	**BoD**	17H30 Meeting
31	**CIPC**	Submit proof of CIPC annual return to CID unit
	AFS	Submit signed original copies of AFS to CID Unit
	CID Unit	Submit List of Bank Accounts to CID unit

SEPTEMBER		
3	**AGM**	Book in AGM adverts
13	**AGM**	Submit final AGM advert, agenda & notice to CID Unit
16	**AGM**	CID Unit approve AGM advert & agenda
16	**CEO**	CEO full year review
24	**AGM**	AGM advert published in newspapers

OCTOBER		
1	**AGM**	Send AGM notices to company members & property owners
	BoD	Send out reminder and agenda of meeting
7	**AGM**	Send proof of adverts and notice to CID unit
13	**AGM**	Director nominations close, Membership Application close
13	**AGM**	Director biographies out
14	**AGM**	17h30 Meeting - AGM related items
20	**AGM**	Proxies close
21	**AGM**	AGM 2027 at 18h00
30	**BoD**	Send out reminder and agenda of meeting
	AGM	Draft AGM minutes circulated to Board for review
31	**SARS**	Submit annual tax return

NOVEMBER		
4	**BoD**	17h30 Meeting - orientation, elections, approval of AGM minutes
30	**AGM**	Approved AGM minutes, CIPC Director's changes, tax assessment submitted to CID Unit
	AGM	Annual review, AGM minutes, and AFS submitted to sub council 16

DECEMBER		
31	**CID Unit**	Review the Property Database