



Office of Health Standards Compliance
Ensuring quality and safety in health care

MEMORANDUM

TO: DR SIPHIWE MNDAWENI
CHIEF EXECUTIVE OFFICER

DATE: 16 APRIL 2025

FROM: MR RICARDO MAHLAKANYA
DIRECTOR: COMMUNICATION AND STAKEHOLDER RELATIONS

SUBJECT: REQUEST FOR THE CEO TO GRANT APPROVAL FOR THE OFFICE
TO PARTICIPATE IN THE SAPHEX HOSPITAL SHOW
CONFERENCE 2026

1. PURPOSE

- 1.1. To request the CEO to approve the OHSC to participate in the Hospital Show Conference 2025 to be held from **25 - 26 March 2026** at the Sandton Convention Centre, Johannesburg.

2. BACKGROUND

- 2.1. The Council for Health Service Accreditation of Southern Africa (COHSASA) will host the 2026 Hospital Show.
- 2.2. The event is designed to facilitate connections with leading suppliers and service providers in the hospital sector across South Africa, the Southern African Development Community (SADC) and Africa.
- 2.3. The Show offers an unparalleled opportunity for hospital and healthcare industry professionals to explore and expand in South Africa and the surrounding region.
- 2.4. It claims to be Africa's premier hospital-focused exhibition. Now in its fifth edition, The Hospital Show has become the leading platform for industry networking, product showcases, and the latest hospital care and healthcare solutions advancements.
- 2.5. Chaired by COHSASA's Chief Executive Officer (CEO), Dr Jacqui Stewart, the show will feature experts and speakers sharing their insights and expertise.

3. DELIBERATIONS

- 3.1 The OHSC has been participating in the Hospital Show since 2024.
- 3.2 In the first year of participation, the CEO, Dr Sipiwe Mndaweni, was a panellist. In 2025, both the CEO and the Health Ombud were speakers.
- 3.3 The participation yielded impactful success, amongst others, it strengthened stakeholder relationships with the sector partners, i.e. health establishments and professionals; as well as increased visibility and credibility of the OHSC as the regulatory authority within the health sector.
- 3.4 The conference also served as a platform for advocacy and awareness for the Office of the Health Ombud.
- 3.5 For the past two years, the entity has been making meaningful contributions to the conference content and intends to continue to do so even next year.
- 3.6 Given the entity's planned strategic prospects and the above, it is recommended that the OHSC participate in the 2026 Hospital Show and Conference.
- 3.7 The request for approval to participate is sought earlier than usual in order to secure the same prime position as this year at a marginally increased rate.
- 3.8 The 2026 conference theme is yet to be shared by the organisers, COHSASA. Once all the plans are in place, management and the CEO will be informed.
- 3.9 Attendance at the conference is free for qualifying industry professionals, and a valuable certificate of attendance for CPD hours is offered.

4. EXHIBITION SPACE AND IMPRESSION

The OHSC provisionally booked a 3mx3m exhibition stand with two sides open.

- 4.1 The visual impression of the exhibition stand will be as follows:



3m x 3m exhibition stand, including:

All shell scheme stands have the following included:

To request the CEO to approve the OHSC to participate in the Hospital Show and Conference 2026, which will be held at the Sandton Convention Centre, Johannesburg.

- Shell Scheme Structure
- Carpet
- Electrical provision
- Lighting
- Fascia Board with company name on display

5. BRANDING AND PROMOTIONAL MATERIAL

5.1 Branding of the stand

The fabric branding material procured and utilised for this year's conference will be used for branding the stand. The only cost that will be incurred with regard to branding the stand will be for the installation of the fabric.

The following are excluded and come at an additional cost:

- Furniture: 2 x chairs, 1 x lockable counter, glass table, small bin.



Artwork: Stand Walls



To request the CEO to approve the OHSC to participate in the Hospital Show and Conference 2026, which will be held at the Sandton Convention Centre, Johannesburg

5.2 Promotional Material

Information booklets focusing on the work of OHSC will be distributed to attendees during the exhibition:

- The role of the OHSC
- The inspection and certification of hospitals, clinics, and community health centres.

6. STAFFING IMPLICATIONS

The OHSC's participation in the conference is a collaborative team effort facilitated by the Communication and Stakeholder Relations Unit.

As standard practice, the Communication and Stakeholder Relations Unit will email all Programme Heads to inform them about the conference and request that they allocate an official to support exhibitions (two officials are required for exhibitions).

They will also be requested to indicate officials interested in attending the conference as delegates. The number of delegates will be capped at four as per this year's approval by the CEO. In total, OHSC's delegation to the conference will consist of six officials, four delegates and two exhibitors.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications attached to the entry fee at the show. Attendance is free of charge for all qualifying industry professionals.

7.2 The only cost implications are procuring the exhibition space, furniture, and branding, which amounts to **R40,074.00 excl. VAT.** (2025 amount: **R47 551.00 excl. VAT.**)

- Exhibition Space: **R30 000.00** (from R26 000 in 2025)
- Furniture and branding of the stand: **R10 074.00, incl. VAT.** (the amount excludes branding for the stand, fabrics that were used this year will be used – from R21 000 in 2025)

7.3 Financial resources are available in the Communication and Stakeholder Relations unit's budget to procure the exhibition stand.

DESCRIPTION	BUDGET	EXPENDITURE INCURRED TO DATE	BALANCE	ITEMS & ESTIMATED COST
Communication and Stakeholder Relations	R1, 210.000	R 0.00	R 1, 210.000	Exhibition Stand package – R40 047.00
TOTAL	R1, 210.000	R 0.00	R 1, 210.000	R40 047.00