



the dpsa

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TO: ALL HEADS OF DEPARTMENT AND PROVINCIAL ADMINISTRATIONS

SUBJECT: DEVIATION FROM THE DETERMINATION ON OTHER CATEGORIES OF EMPLOYEES TO DISCLOSE THEIR FINANCIAL INTERESTS AND DIRECTIVE ON THE FORM, DATE AND FINANCIAL INTERESTS TO BE DISCLOSED

1. The Minister for the Public Service and Administration (MPSA) approved the Determination on other categories of employees to disclose their financial interests and Directive on the form, date, and financial interests to be disclosed (Determination and Directive) issued in March 2017, and amended in September 2018. Paragraph 7 of the Determination and Directive prescribes, among other things, the date on which other categories of designated employees should disclose their financial interests and HODs should verify disclosed financial interests, while paragraph 9 stipulates that financial interests should be disclosed using the eDisclosure system.
2. On 15 March 2020, the President declared the coronavirus pandemic as a national disaster. On 31 May 2020, the MPSA approved a deviation from the Determination on other categories of employees to disclose their financial interests and Directive on the form, date and financial interests to be disclosed up to the 31 July 2020.
3. Following the approval for the deviation, the eDisclosure system went off-line for several hours and to cover for any eventuality in terms of the availability of the eDisclosure system in the next few days before the end of the disclosure period, the MPSA has decided to extend the disclosure period for all categories of designated employees below the SMS level to allow for such employees to submit their financial disclosures by 31 August 2020.

4. This deviation applies in respect of the 2019/20 disclosure period which commences on 01 June 2019 and ends on 31 July 2020. It also applies to employees responsible for the Cooperative Incentive Scheme and the Black Business Supplier Development Programme in the Department of Small Business Development and employees on salary levels nine and ten in the North West Department of Finance, who are designated under different Directives.

5. The deviation does not affect the **implementation** of paragraph 11.3 of the Determination and Directive which requires HODs to, not later than 31 December 2020, report to the MPSA on-
 - (i) the number of employees who failed to disclose their financial interests as stipulated in paragraph 7 of the Determination and Directive, including the description of steps taken against those employees, and if no steps were taken, reasons thereof; and
 - (ii) the number of employees who were found to have a conflict or potential conflict of interest, the description of the steps taken to remove the conflict, and if no steps were taken, the reasons thereof.

6. To support the disclosure process:
 - 6.1 the eDisclosure system will continue to be open until 31 August 2020 for all categories of designated employees below SMS level and those referred to in paragraph 4 hereof; and
 - 6.2 HODs should ensure that the eDisclosure departmental Administrators and Ethics Officers are available to provide the necessary support to the employees during the disclosure period.

Kind regards



MS YOLISWA MAKHASI
DIRECTOR-GENERAL

DATE: 14/08/2020