



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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**TO ALL HEADS OF NATIONAL DEPARTMENTS, PROVINCIAL ADMINISTRATIONS
AND PROVINCIAL DEPARTMENTS**

**NEWLY APPOINTED SERVICE PROVIDERS TO PERFORM SMS COMPETENCY
ASSESSMENTS IN THE PUBLIC SERVICE.**

1. This circular serves to remind all Heads of Departments of the Cabinet's decision, of 26-28 July 2006 regarding the compulsory implementation of competency assessments for the Senior Management Service (SMS) members by December 2008.
2. In order to ensure the quality of competency assessments in the Public Service, nine service providers have been appointed and are currently being trained and accredited by dpsa to provide a competency assessment service for departments.
3. Workshops to share information with departments on the draft Leadership Development Management Framework of which competency assessments are a part, are currently being conducted. New assessment tools have been developed and will be validated against reliability, fairness and lack of bias in terms of the requirements of Section 8 of the Employment Equity Act, 1998. The validation study is expected to take place in March 2008. Your department is kindly requested to communicate to the dpsa if they would want to participate in the validation study. The process is expected to be completed by May 2008 after which, the results will be submitted to Cabinet for approval. It is only then that the new tools will be administered in the Public Service. Departments would then have sufficient time to ensure that contracts are concluded with the approved service providers.
4. It should be noted however, that the current SMS competency assessment battery is still applicable until Cabinet approves the new tools. The SMS competency assessment battery is used for developmental purposes. However, it can also be used at recruitment/selection to identify the developmental needs of an individual prior to appointment.

5. Departments may approach any of the following nine service providers:

- Deloitte and Touche
- Jobvest
- Work Dynamics
- Leadtrain
- Moruo-Bathong Investments
- Tripple M
- Seabi Consulting
- Mogoma Research and Development
- Landelahni Assessments

The contracts of the above-mentioned service providers will only be effective from 1 April 2008 until 1 April 2010. It should be further noted that the term of the contract is also based on their ability to perform a quality service.

6. Should a department require further information related to the details of the process, Ms R Singh may be contacted on 012 – 336 1241.
7. Your co-operation is sincerely appreciated. All supporting documentation may be found on the DPSA website www.dpsa.gov.za.

Kind Regards



DIRECTOR-GENERAL

DATE: 4/3/08