



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

Private Bag X916, PRETORIA, 0001 Tel: (012) 336 1000, Fax (012) 326 7802
Private Bag X9148, Cape Town, 8000. Tel: (021) 467 5120, Fax (021) 465 5484

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

Dear Colleagues

**RE: FOLLOW-UP ON REPORTS REGARDING THE 2009 WOMEN MANAGEMENT
WEEK ACTIVITIES**

1. My correspondence to your office dated 16 November 2009 has reference (copy attached). Please forward your reports to assist the dpsa to compile the report on 2009 Public Service Women Management Week. When the afore-mentioned correspondence was issued, the Department had aimed to complete the report by the end of January 2010. In view of the insufficient number of reports received from Departments the report will be completed later than anticipated.
2. It would be appreciated if the reports could be submitted to the dpsa on or before the 1st March 2010. The reports should be signed off by Heads of Departments.
3. Further enquiries regarding this correspondence can be directed to Ms. Lungile Lusenga telephonically on 012 336 1133 or by email: lungilel@dpsa.gov.za or Ms. Fanani Manugu on 012 336 1271 or by email: fanani.manugu@dpsa.gov.za.

Kind regards

Ms Colette Clark

Acting Director-General: Department of Public Service and Administration

Date: 24 February 2010



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

Private Bag X916, PRETORIA, 0001 Tel: (012) 336 1000, Fax (012) 326 7802
Private Bag X9148, Cape Town, 8000. Tel: (021) 467 5120, Fax (021) 465 5484

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

Dear Colleagues

**RE: REQUEST FOR REPORTS ON THE 2009 WOMEN MANAGEMENT WEEK
ACTIVITIES**

1. The week of the 24th - 28th August 2009 was declared as the Public Service Women in Management Week. As reflected in the correspondence dated 15 July 2009 regarding this subject, each department was required to convene women management meetings which were supposed to be led by Heads of Departments.
2. The Department of Public Service and Administration is expected to compile a national report on the activities undertaken by government departments during the Women Management Week. This correspondence is intended to request a report on activities undertaken by your department during the women management week.
3. The reports should be signed off by Heads of Departments and be submitted to DPSA on or before the 15th of December 2009. A reporting format is attached for your convenience.
4. For further enquiries please do not hesitate to contact Ms. Lungile Lusenga telephonically on 012 336 1133 or by email: lungilel@dpsa.gov.za or Ms. Fanani Manugu on 012 336 1271 or fanani.manugu@dpsa.gov.za.

Kind regards

Prof R Levin

Director-General: Department of Public Service and Administration

Date: 16/11/09



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

REPORT ON THE PUBLIC SERVICE WOMEN MANAGEMENT WEEK ACTIVITIES:

Department:	
Province:	
Date (s) on which the Women Management Week was observed:	
Name and Contact details of Person who compiled the Report	Name: Telephone: Email:

ITEM	PROGRESS REPORT
1. Implementation on the 8-Principles Plan of Action	<i>Please provide feedback in relation to each principle. The information should reflect the status quo and future plans to address gaps identified. The principles will address some of the items that were proposed for discussion in the Circular dated 15 July 2009 reminding departments about the Women Management Week.</i>
2. Implementation of the Gender Equality Strategic Framework for the Public Service	<i>The strategic framework was approved for implementation to take place from April 2009. Kindly indicate steps already undertaken to align the department's work with the strategy proposals.</i>