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To: All Heads of HR Connect Participating Departments

REPORT ON PHASE ONE, CHALLENGES, WAY FORWARD AND REQUEST FOR HODS' SUPPORT ON THE IMPLEMENTATION OF THE HRCONNECT IN THE PARTICIPATING DEPARTMENTS

As you are aware, the Department of Public Service and Administration has been involved in Phase One of the HR Connect project together with 22 departments, This project formed part of the Government's Programme of Action for 2007, and was one of the key priority projects. It entailed the development of a skills audit and information system for the public service to ensure a uniform skills audit process in the public service. Phase One of HR Connect has been completed.

Phases Two and Three processes commenced on the 10 June 2008 and will be completed on the 30 September 2008. These phases are on the Government's Programme of Action for 2008, and will form the basis for the roll out to other departments. Progress made with regard to Phase Two and Three will be communicated and reported to the Cabinet Lekgotla in July 2008. Attached, find **Annexure A**, the programme that outlines the deliverables and dates scheduled for HR CONNECT Phases Two and Three as well as **Annexure B**, a report on Phase One and the way forward in terms of Phase Two and Three.

In view of the foregoing and the importance of the project at the National level and the concomitant benefit of establishing a uniform government led skills audit agenda, It would be appreciated if implementation of the project is driven at the highest levels, within participating departments. To this end, your leadership and oversight of the remaining two phases is kindly requested.

The success of the project can only be attributed to the hard work, diligence and commitment of departmental leadership representation. The willingness of your department to engage in an "audacious" and "Business Unusual" approach is necessary for the success of HR Connect implementation.

Your continued support in this important national initiative is sincerely appreciated.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Richard M. Levin". The signature is written in a cursive, flowing style with a large initial "R" and "L".

PROFESSOR RICHARD M. LEVIN

DIRECTOR - GENERAL

DATE 2/7/08