



the dpsa

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TO ALL HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS

CABINET LEKGOTLA 2007 DECISION ON SKILLS AUDIT AND INFORMATION SYSTEMS IN THE PUBLIC SERVICE

1. In January 2007 the Cabinet Lekgotla took a decision that all public service departments should apply a uniform skills audit process.
2. This decision emphasised the importance of having a single uniform and co-ordinated approach to a skills audit system which will be utilised within the entire public service. The content of this Cabinet decision is brought to your attention:
 - 2.1 *“that there is consultation with the dpsa and dplg by those departments who are conducting their own skills audit and who are setting-up human resource information systems; and*
 - 2.2 *the improvement of co-ordination between the dplg and methodologies employed by other departments in skills databases and audits to establish a minimum baseline data field and to ensure interoperability and consistent data.”*
3. Where any line or sector department is in the process of developing or anticipating such similar projects, you are kindly reminded of the Cabinet Lekgotla decision mentioned in *par 1 supra*.

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4. The creation of a single skills database and human resource audit system, through the HR Connect project, within the entire public service will result in a common understanding and interpretation of critical skills priorities and gaps that we need to focus our attention on, using a common language and framework.
5. It is important that these Cabinet Lekgotla decisions are communicated to all national and provincial departments, especially human resource management representatives, in an effort to build an understanding of the national integrated processes that have been decided upon by Cabinet, to eliminate duplication and wastage of resources within the public service.
6. Line and sector departments are requested to contact the hrconnect@dpsa.gov.za address to field any queries on the matter. Guidance and information will be given on the HR Connect project. and the specifications needed for interoperability where such systems exist.
6. Your co-operation and understanding in this regard is appreciated.

**DIRECTOR-GENERAL**

DATE: 18/6/07