TO ALL HEADS OF NATIONAL/PROVINCIAL DEPARTMENTS AND
PROVINCIAL ADMINISTRATIONS

IMPROVEMENT IN CONDITIONS OF SERVICE: 2007/08
AND 2008/09 FINANCIAL YEARS

1. PSCBC Resolution 1 of 2007 (Clause 5.4) and the dpsa Circular 1 of 2007
dated 19 July 2007 refer.

2. Kindly be advised that the Minister for the Public Service and Administration’s
determination regarding the translation of employees on salary level 2 to salary
level 3, as contained in paragraph 7.2 of the said Circular, has been amended
to read as follows:

As a once-off measure, irrespective of the occupation, the translation of
employees who, on 30 June 2007, have 20 years or more service in the Public
Service to the minimum notch of salary level 3

3. This means that all the service of an employee on salary level 2 since
appointment in the Public Service is recognised for this purpose – therefore a
combination of service on salary levels 1 and 2.

4. PERSAL indicated that it would translate affected employees programmatically
in due course.

5. Please regard paragraph 7.2 of dpsa Circular 1 of 2007 as duly amended.

[Signature]