



the dpsa

Department:
Public Service and Administration
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URGENT

TO HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS

For Attention: PILIR Champions/Director: Human Resource

POLICY AND PROCEDURE ON INCAPACITY LEAVE AND ILL-HEALTH RETIREMENT (PILIR): DISPENSING OF THE STOCKPILED PILIR APPLICATIONS

1. My evenly numbered circular dated 23 September 2016 in the above regard refers.
2. As was previously communicated, the dispensing of the PILIR stockpiled applications must be finalised in keeping with the provisions of PILIR as directed by the Minister for the Public Service and Administration. In the above-mentioned circular I have advised Departments that the contract with Metropolitan Health Risk Management (MHRM) to dispense with the PILIR stockpiled applications will terminate on 31 March 2017.
3. Noting that the end date of the contract is fast approaching, I urge departments to ensure that all outstanding PILIR stockpiled applications and any grievances that might have arisen from the process, and which require an assessment by the Health Risk Manager, be submitted without delay to MHRM for assessment. Departments are also urged to finalise all outstanding invoices received from MHRM and facilitate payment. You are reminded that the statutory requirement for the payment of an invoice is 30 days.
4. I wish to remind you that the Head of Department/Director-General must certify in writing that PILIR stockpile applications have been finalised. Certification letters must be forwarded to Mr D. Van der Westhuizen at desmondv@dpsa.gov.za and Ms F Tabane at FredahT@dpsa.gov.za . These letters must reach the DPSA by no later than 30 April 2017.

5. In the light of the aforementioned you are urged to prioritize your efforts in disposing of the PILIR stockpiled applications and facilitate payment of all outstanding invoices before the closure of the intervention by 31 March 2017. To allow Metropolitan the opportunity to assess and finalise all applications submitted and cast off on the project no applications received on 20 March 2017 and thereafter will be considered for assessment.
6. In keeping with the provisions of the Panel contract the handover process of all information and data will commence shortly between Metropolitan Health Risk Management (Pty) Ltd and the other Health Risk Mangers contracted by the respective service areas in which the stockpiled applications originated. The DPSA will spearhead the process to ensure a smooth handover.
7. Kindly be advised that the project on the dispensing of the PILIR stockpiled applications is formally closed on 31 March 2017.



DIRECTOR-GENERAL

DATE: 07/02/2017