



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO: ALL HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

CIRCULAR: 21 OF 2019

SUBJECT: RESOURCES FOR EARLY RETIREMENT WITHOUT A REDUCTION OF PENSION BENEFITS IN TERMS OF SECTION 16(6) OF THE PUBLIC SERVICE ACT, 1994, AND REQUEST FOR INDICATIVE NUMBERS OF ER RETIREES.

1.1. In terms of the DPSA circular regarding the early retirement without reduction in pension benefits as per section 16(6) of the Public Service Act dated 25 February 2019, kindly note paragraph 7 of Annexure A – DPSA Guideline on managing early retirement in the public service:

Should an application for Early Retirement (ER) without a reduction in pension benefits be approved, the employee should only be allowed to withdraw her/his application if it is still **within 30 calendar days from date of approval**. It must also be noted in cases where NT has provided such funding support, any post-approval withdrawals have an inconvenient administrative burden on funding already approved for such exits, which could ideally have been allocated to another deserving applicant. Therefore, employees are advised to consider the implications of ER prior to making such an application.

1.2. DPSA and National Treasury have concluded the workshops on Early Retirement without a Reduction of Pension Benefits. (both National and Provincial Department as well as government components).

1.3. The application form for ER is available on the DPSA website. We request that HOD's make available the application forms to all employees who wish to apply, but do not have internet access.

1.4. Human Resource departments are responsible for assisting and providing employees with actuarial interest calculations. This can be done with the assistance of GPAA Client Liaison Officers.

1.5. A Generic Management Plan template is attached for departments, to customise according to the departmental needs.

- 1.6. A Frequently Asked Question document is also attached for ease of reference, to give clarity on the DPSA guidelines. All questions related to funding, must be referred to National Treasury at the email address overleaf.
- 1.7. In addition, departments are requested to provide indicative numbers from eligible employees who have displayed an interest in taking up early retirement. This is meant to provide an idea of the number of people keen on taking up early retirement. The DPSA is aware, that these indicative numbers may change over time.
- 1.8. Please submit the above information to ER_2019@dpsa.gov.za by 10 June 2019.



Prof Richard Levin

Director-General: Department of Public Service and Administration

Date: 26/05/19