



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO: ALL HEADS OF NATIONAL DEPARTMENT AND PROVINCIAL ADMINISTRATIONS

CIRCULAR 12 OF 2021 (REVISED)

GEHS: INDIVIDUAL LINKED SAVINGS FACILITY - PAYMENT OF SAVINGS OF EMPLOYEES WHO EXITED EMPLOYMENT WITHOUT BEING ENROLLED WITH THE GEHS AND WITHDRAWALS NOT PROCESSED BEFORE EMPLOYEES EXITED THE EMPLOY OF THE PUBLIC SERVICE BY HUMAN RESOURCE UNITS IN DEPARTMENTS

1. The Government Employees Housing Scheme (GEHS) was established in terms of Public Service Coordinating Bargaining Council (PSCBC) Resolution 7 of 2015.
2. The GEHS administers the housing allowance including the management of the ILSF into which employees savings are deposited. These savings belong to employees who receive the housing allowance as tenants and can only access these funds when they are ready to own or build their homes.
3. Clause 4.1.4 of PSCBC Resolution 7 of 2015 provides that "all employees who wish to use the services offered through the GEHS shall be required to enroll with the GEHS". No withdrawal is possible without confirmation of the enrolment.
4. It has come to the attention of the Department that some employees did not enrol with the GEHS because they were not informed properly and timeously by HR Practitioners within their respective Departments, before they exited Government employment. The following categories were identified:

- 4.1 The first category relates to a number of employees who did not enrol with the GEHS because they were not correctly and timeously informed by HR Practitioners within the respective departments. These employees are not able to withdraw their savings as a result of non-enrolment with the GEHS.
- 4.2 The second category relates to employees who were enrolled with the GEHS, have exited the public service and are already off the PERSAL system. These employees cannot be paid due to HR Practitioners not capturing employees' withdrawals on time or providing employees with the relevant documents before they exit their employment.
5. HR Units are now requested to identify those employees who are affected as mentioned in 5.1 and 5.2, the lists must be submitted to GEHS: ILSF. Failure by the departments to submit the lists will result in employees forfeiting their housing allowance savings.
6. The lists must be forwarded to ILSF@dpsa.gov.za by 30 November 2021, no of further extensions will be granted beyond this date.

Yours sincerely



MS YOLISWA MAKHASI
DIRECTOR-GENERAL: DPSA

DATE: 28/10/21