



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

Private Bag X916, Pretoria, 0001 Tel: (012) 336 1000, Fax: (012) 326 7802
Private Bag X9148, Cape Town, 8000 Tel: (021) 467 5120, Fax: (021) 465 5484

Enquiries: Ms Fredah Tabane
Tel No. : 012 336 1394
File : 17/8/P

CIRCULAR NO: 38 of 2024

TO HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS THAT FALL WITHIN THE SCOPE OF THE GENERAL PUBLIC SERVICE SECTORAL BARGAINING COUNCIL (GPSSBC)

DETERMINATION AND DIRECTIVE ON SPECIAL LEAVE IN THE GENERAL PUBLIC SERVICE SECTORAL BARGAINING COUNCIL: IMPLEMENTATION OF GPSSBC RESOLUTION 2 OF 2024

1. Following the conclusion of GPSSBC Resolution 2 of 2024 (copy attached) the Minister for the Public Service and Administration has determined and directed in terms of Section 3(5)(a) and 5(6)(b), respectively, of the Public Service Act, 1994, as amended:
 - 1.1. the implementation of the Determination and Directive on Special Leave for employees and departments that fall within the scope of the GPSSBC (hereafter referred to as the Special Leave Determination); and
 - 1.2. that the Special Leave Determination be applied *mutatis mutandis* to members of the Senior Management Service who fall within the registered scope of the GPSSBC.
2. The Special Leave Determination provide for the following categories of special leave:
 - 2.1. leave for purposes of examinations/tests,
 - 2.2. leave for research in support of a post graduate qualification,
 - 2.3. leave for the attendance of classes during working hours,
 - 2.4. leave for training which consists of practical work,
 - 2.5. leave for participation in amateur sport,
 - 2.6. leave for participation in cultural events,
 - 2.7. leave for religious holidays,
 - 2.8. leave for natural or any other unforeseen disasters,
 - 2.9. leave for resettlement,
 - 2.10. leave for rehabilitation from substance abuse,
 - 2.11. leave for instances of sexual harassment,
 - 2.12. leave for events related to community or third party protests, and
 - 2.13. absences from duty which are not recorded as leave.
3. The Special Leave Determination is effective from 11 March 2024 and from the aforementioned date employees and departments that fall within the scope of the General Public Service Sectoral Bargaining Council (GPSSBC) may only be granted the special leave categories as provided for in paragraph 2 above.

4. The Special Leave Determination is attached for your further attention. The Special Leave Determination is also available on the DPSA website at www.dpsa.gov.za.

Signed by:Yoliswa Makhasi
Signed at:2024-05-27 18:41:00 +02:00
Reason:I approve this document



Ms Yoliswa Makhasi
Director-General

Date: 23/05/24