



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

Ref: 28/1/2/3

ALL HEAD OF NATIONAL DEPARTMENTS, PROVINCIAL ADMINISTRATIONS, AND PROVINCIAL DEPARTMENTS

DATES FOR THE 2014 PUBLIC SERVICE WOMEN MANAGEMENT WEEK: 25-31 AUGUST 2014

1. The Head of Department's 8-Principle Action Plan for Women's Empowerment and Gender Equality in the Public Service (herewith referred to as the 8-principle action plan) was launched in 2007, and institutionalized for implementation in 2008. The 8-principle action plan provides a framework for the advancement of women in the workplace and for evaluation of progress made in this area. Through this programme, the HOD is expected to systematically create an enabling environment for women empowerment and gender equality in the workplace. Departments are reminded that this year's programme takes place at a very important time of our history, the celebration of the 1954's Women's Charter and articles 2 provides for, "The right to full opportunities for employment with equal pay and possibilities of promotion in all spheres of work". The 2013 PSWMW meetings should be used to popularise the charter and its articles.
2. The Public Service Women Management Week (PSWMW) which is held during the last week of August each year, provides space to review progress made in the empowerment of women and achievement of gender equality. The Public Service is currently at 39.8% of the required 50% equity representation for women at SMS levels. There is therefore a need for individual departments to increase efforts to address under representation of women at SMS levels and achieve gender transformation in the workplace.


Staatsdiens en Administrasie . Ditirelo tsa Puso le Tsamaiso . Ditshebeliso tsa Mmuso le Tsamaiso . uMnyango wemiSebenzi kaHulumeni nokuPhata

Muhasho wa Tshumelo ya Muvuso na Vhulanguli . Kgoro ya Ditirelo tša Mmušo . Ndzawulo ya Vutirela-Mfumo na Valawuri

LiTiko le Tebasebenti baHulumende nekuPhatsa . ISebe leNkonzo kaRhulumente noLawulo . UmNyango wemiSebenzi kaRhulumente nokuPhata

3. This year the dates for the PSWMW meetings are the **25-31 August 2014**. The Head of Departments and Directors-General are required to:
 - 3.1. Host a meeting with female senior managers (SMS) during this week.
 - 3.2. Use the 8-principle action plan exclusively as the agenda of the meeting.
 - 3.3. Evaluate progress made by the department in the empowerment of women and achievement of gender equality using the 8-principle action plan.
 - 3.4. Provide a report that reflects progress on what was reported in 2013. Also use the 2013 Report feedback from DPSA to address the reporting gaps that were identified for your department.
4. Departments are further required to report on the overall progress made or lack thereof in the implementation of the 8-principle action plan. This report should integrate progress made in all programmes within the department, and should be submitted to the DPSA using the attached template (annexure A). The report should reach the DPSA on or before the 31 October 2014.
5. In the Provinces, the Office of the Premier is required to coordinate submission of departmental reports and then submit to the DPSA. This is to enhance their monitoring role and to note non-compliant departments.
6. Further enquiries can be directed to Ms Mr. Tebogo Monye at 012 336 1200, email: tebogom@dpsa.gov.za.

Regards


MR MASHWAHLE DIPHOFA
DIRECTOR-GENERAL
DATE: 14/07/2014