



**the dpsa**

**Department:  
Public Service and Administration  
REPUBLIC OF SOUTH AFRICA**


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## TO ALL HEADS OF DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS

### IMPLEMENTATION OF THE POLICY AND PROCEDURES ON THE MANAGEMENT OF SEXUAL HARASSMENT IN THE PUBLIC SERVICE

1. The Minister for Public Service and Administration approved the Policy and Procedures on the Management of Sexual Harassment in the Public Service on 30 September 2013.
2. Please note that the provisions under 19.2.3 in the policy will be done as per Grievance Rules for the Public Service (Resolution 14 of 2002). This error will be corrected during the policy review process.
3. The policy comes into effect from 1<sup>st</sup> April 2014 and the first implementation report should be submitted to the DPSA on or before 30 April 2015.
4. Provincial departments should submit their reports through the respective Office of the Premier, while national departments will be expected to submit reports individually.
5. The reporting template is also attached to this circular
6. The policy, flowchart of procedures and reporting templates are also available on the DPSA website [www.dpsa.gov.za](http://www.dpsa.gov.za).
7. For further information and assistance please contact Ms Fanani Manugu at 012 336 1271 or [fanani.manugu@dpsa.gov.za](mailto:fanani.manugu@dpsa.gov.za).

  
**DIRECTOR GENERAL: DPSA**  
DATE 01/04/2014

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 tsa Mmuso . Ndzawulo ya Vutirela-Mfumo na Valawuri

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