



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO: ALL HEADS OF DEPARTMENT AND PROVINCIAL ADMINISTRATIONS

SUBJECT: DEVIATION FROM THE DETERMINATION ON OTHER CATEGORIES OF EMPLOYEES TO DISCLOSE THEIR FINANCIAL INTERESTS AND DIRECTIVE ON THE FORM, DATE AND FINANCIAL INTERESTS TO BE DISCLOSED


1. The purpose of this circular is to inform you of the decision by the Minister for the Public Service and Administration (MPSA) to grant a deviation from paragraph 7 of the *Determination on other categories of employees to disclose their financial interests and Directive on the form, date and financial interests to be disclosed* (Determination and Directive), issued in March 2017 and amended in September 2018. Paragraph 7 of the Determination and Directive prescribes the period to disclose financial interests by other categories of designated employees and verification of such disclosure.
2. Departments made a request to the MPSA to grant deviation to allow all designated employees below Senior Management Service to disclose for two months (from 01 June – 31 July 2021). Among the reasons stated was that:
 - a. Employees are required to utilise all their previous annual leave days by 30 June of each year otherwise they will forfeit it.
 - b. Some employees who are furthering their studies take study leave for their mid-year examinations in June/July.
 - c. Employees on salary level 11 and 12, because of the Occupational Specific Dispensation (OSD), are not always certain about their salary levels, which affect the disclosure period.
3. This deviation is one-off and applicable only for the 2020/21 disclosure period, which will commence on 01 June – 31 July 2021. It also applies to employees responsible for the Cooperative Incentive Scheme and the Black Business Supplier Development Programme in the Department of Small Business Development and employees on salary levels nine and ten in the

North West Department of Finance, who are designated under different Directives.

4. The deviation does not affect the implementation of paragraph 11.3 of the Determination and Directive requiring the HODs to, not later than 31 December 2021, report to the MPSA on-
 - a. the number of employees who failed to disclose their financial interests as stipulated in paragraph 7 of the Determination and Directive, including the description of steps taken against those employees. If no steps were taken, reasons thereof; and
 - b. the number of employees who were found to have a conflict or potential conflict of interest, the description of the steps taken to remove the conflict, and if no steps were taken, the reasons thereof.

5. To support the disclosure process:
 - a. the eDisclosure system will be kept open until 31 July 2021 for all categories of designated employees; and
 - b. HODs should ensure that the eDisclosure Department Administrators and Ethics Officers are available to provide the necessary support to the employees during the disclosure period.

Kind regards,


MS. YOLISWA MAKHASI
DIRECTOR-GENERAL
DATE: 2021/6/15