



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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Reference no: 14/1/1/P
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**TO HEADS OF ALL NATIONAL DEPARTMENTS, PROVINCIAL ADMINISTRATIONS,
PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS**


**REMINDER TO SUBMIT THE DEPARTMENTAL ASSESSMENT ON THE ABILITY OF
HUMAN RESOURCE COMPONENTS TO ASSIST THEIR DEPARTMENTS TO
ACHIEVE SERVICE DELIVERY GOALS**

Attention: HR Managers

1. As communicated in the DPSA's circular 14/1/1/P dated 25 November 2009 (copy attached), the Minister for Public Service and Administration has in terms of the Public Service Regulations 2001, Chapter 1, Part III.K issued a directive that the above-mentioned assessment be made by departments on the following basis:
 - 1.1 Departments are to assess their human resource components annually before 31 March by means of a prescribed assessment tool.
 - 1.2 The results of such assessments must be submitted (in the form of the completed tool) to the DPSA annually by 30 April.
2. Should your department already have submitted the assessment results and you haven't received acknowledgement from DPSA, kindly contact Ms Linda Steyn whose contact details appear above. Kindly note that non-submission will result in non-compliance with the HR prescripts. The DPSA will be compiling a report to the MPSA on the assessment results submitted

3. The assessment tool can be accessed on www.dpsa.gov.za under Documents / Employment Practices / Policy /Circular dated 25 November 2009.
4. Your co-operation in this regard will be highly appreciated.

Khumbula Ndaba
Deputy Director-General: Labour
Date:


2016/2/29