



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) 467 5484

① Ms P L Maila Tel: 012 336 1293 Fax: 012 336 1812 PMDS@dpsa.gov.za Ref: 14/4/1/P

TO ALL HEADS OF NATIONAL/PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

DPSA CIRCULAR 5 OF 2017

DETERMINATION AND DIRECTIVE ON THE PERFORMANCE MANAGEMENT AND DEVELOPMENT SYSTEM FOR EMPLOYEES OTHER THAN EMPLOYEES WHO ARE MEMBERS OF THE SENIOR MANAGEMENT SERVICE (SMS)

1. This circular serves to inform departments on the changes to the Performance Management and Development System (PMDS) for employees other than employees who are members of the SMS contained in the Public Service Regulations 2016 (PSR).
2. On the 13 September 2016, the Department of Public Service and Administration (DPSA) conducted a workshop with national departments and Offices of the Premiers (OTPs) on the changes to the Public Service Regulations that came into effect on 1 August 2016, pertaining to performance management. The departments were given an opportunity to provide inputs to be considered in the Determination and Directive. Inputs/comments were received from 3 national departments and 3 OTPs, where applicable, these have been included in the Determination and Directive.
3. Chapter II, Sections 3(1), 3(2) and 41(3) of the Public Service Act, 1994 provides that the Minister for the Public Service and Administration (MPSA) is responsible for establishing norms and standards relating to, among others, employment practices for employees, including performance management. The MPSA can determine these norms and standards by making regulations, determinations and directives.
4. In terms of the PSR, an Executive Authority (EA) shall approve and implement a system for the performance management of employees, other than employees who are members of the SMS, in his or her department. An EA may also establish separate Performance Management Systems for different occupational categories or levels of work.
5. Chapter 4, Part 5 of the PSR contains the areas to be included in the Performance Management and Development Systems of departments. This Determination and Directive seeks to elucidate and supplement the PSR as well as provide guidelines to departments on areas requiring revision in their departmental PMDS policies.

Mr. M Diphoza
Director-General

Date: 15/09/2017