



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO DIRECTORS-GENERAL OF NATIONAL DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS

DPSA CIRCULAR 21 OF 2018

REQUEST FOR THE STATUS REPORT ON THE REVIEW AND IMPLEMENTATION OF PERFORMANCE MANAGEMENT AND DEVELOPMENT SYSTEM POLICIES IN LINE WITH PUBLIC SERVICE REGULATIONS 2016 AND THE DETERMINATION AND DIRECTIVE ON THE PMDS OF EMPLOYEES OTHER THAN MEMBERS OF THE SMS

1. As you may be aware, the Public Service Regulations (PSR), 2016 came into effect on 1 August 2016. Regulations 71-73 provides norms and standards on the Performance Management and Development System (PMDS) of employees other than members of the Senior Management Service (SMS) that must be included in departmental PMDS policies.
2. In terms of Regulation 71(1), an Executive Authority (EA) shall approve and implement a system of performance management of employees other than members of the SMS. Furthermore, Regulation 71(2) prescribe that an EA shall approve the department's performance management system in a financial year prior to the cycle in which the system is to be implemented. Any deviation from the provisions of the system during the cycle may be approved by the EA only if such deviations is not to the detriment of any employee.
3. On 15 September 2017, the Minister for the Public Service and Administration (MPSA) has approved the Determination and Directive on the PMDS of employees other than members of the SMS. This Determination and Directive seeks to elucidate and supplement the PSR as well as to provide guidance to departments on areas requiring revision in their departmental PMDS policies. The DPSA conducted workshops with the National departments, Government Components, Offices of the Premiers and provincial departments on the Determination and Directive.
4. Departments were expected to review/amend their PMDS policies and align it to the PSR and the Determination and Directive. The revised PMDS policies were to be implemented with effect from 1 April 2018. Your department is requested to provide feedback on the status of the review and implementation of the PMDS policy for employees other than members of the SMS. It would be appreciated if the feedback can be forwarded using the attached template to the DPSA by 30 October 2018. This can also be e-mailed to the Unit responsible at email pmds@dpsa.gov.za.

Kind regards

PROFESSOR RICHARD LEVIN
DIRECTOR-GENERAL

DATE: 1/20/18

Report on the Status of the review and implementation of the PMDS policy in line with the PSR 2016 and the Determination and Directive on the PMDS for Employees other than members of the SMS

ITEM	RESPONSE YES/NO	EVIDENCE	COMMENTS
Has your department's PMDS policy been reviewed in line with the Public service Regulations 2016 and the Determination and Directive?			
Has the PMDS policy been approved?		(NB: Please provide date of approval)	
Has the PMDS policy been implemented with effect from 1 April 2018?			
Have employees complied with the signing PAs by the due date of 31 May 2018?			
Does your PMDS policy provide for Moderation Structures and has your department began a process to establish it?			
Has your department developed templates for Performance Agreements, Reviews and the Annual Assessments?			