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HRP & EMPLOYMENT PRACTICES: CIRCULAR NO 10 OF 2020

TO: ALL HEADS OF NATIONAL DEPARTMENTS, PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

CERTIFIED DOCUMENTS THAT ACCOMPANY APPLICATIONS FOR EMPLOYMENT

1. Public Service Regulation 57(1) (c) of the Public Service Regulations, 2016 sets out that an Executive Authority must subject an employee or candidate for employment to personnel suitability checks as directed by the Minister for the Public Service and Administration.
2. Following the announcement by the President of the national state of disaster due to the spread of the COVID-19 virus in the country, a number of initiatives have been introduced to manage the spread of the virus. One of these measures relates to reducing the number of people gathered in one venue and keeping social distances. Police stations are normally experiencing high volumes and in a number of cases people are visiting police stations for the certification of documents.
3. It is against this background that you are reminded of Circular 35 of 2019 (attached). You are requested to consider your internal requirements in relation to the expiry dates of certified documents. Departments are advised to adjust closing dates for advertisements that have been affected by the nation-wide lockdown to enable applicants to submit their applications once the situation has normalized.
4. Your co-operation will be appreciated.

Ms Yoliswa Makhasi
Director-General

Date: 25/03/2020