



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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EMPLOYMENT MANAGEMENT CIRCULAR 45 OF 2025

TO ALL HEADS OF NATIONAL / PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

INVITATION TO PARTICIPATE IN THE 2025/2026 SURVEY ON THE IMPLEMENTATION OF THE DIRECTIVE ON HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT FOR PUBLIC SERVICE PROFESSIONALISATION, VOLUME 1

1. Under Section 3(2) of the Public Service Act, 1994, the Minister for the Public Service and Administration (MPSA) issued the Directive on Human Resource Management and Development for Public Service Professionalisation, Volume 1 (Directive Volume 1).
2. Directive Volume 1, which became operational on 1 April 2024, gives practical expression to the National Framework Towards the Professionalisation of the Public Service and provides the foundation for monitoring implementation across national and provincial departments.
3. The Department of Public Service and Administration (DPSA), in line with its statutory mandate, is responsible for monitoring and reporting on the implementation of Directive Volume 1 throughout the public service.
4. To facilitate this process, the DPSA has developed a Microsoft Forms-based tool for completion by all national and provincial departments, including government components. The tool covers the implementation period from 1 April 2025 to 31 December 2025.
5. The purpose of the monitoring exercise is to evaluate departmental compliance with Directive Volume 1 during the 2025/2026 financial year up to 31 December 2025 and to generate evidence-based information for reporting to oversight structures, identifying good practices, and addressing implementation challenges.

6. Completion of the monitoring tool is mandatory. All departments must complete the online form by 30 January 2025 using the following link: <https://forms.office.com/r/qvCS2U4q2j?origin=IprLink>
7. To uphold data integrity, the Director-General or Head of Department must complete and sign the attached Accountability Return Monitoring Tool (Annexure A).
8. Departments that do not comply with the requirement of fully completing the form will be reflected as non-compliant in the consolidated report submitted to the relevant oversight structures.
9. For enquiries, please contact Mr Bafana Malaza on Tel No: (012) 336 1644/084 648 3232, e-mail address: Bafana.Malaza@dpsa.gov.za

Yours sincerely,



MR WILLIE VUKELA
ACTING DIRECTOR-GENERAL
DATE: 13/10/25