



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO: ALL HEADS OF DEPARTMENT AND GOVERNMENT COMPONENTS

Dear Colleague,

RE: GUIDE ON THE REPORTING OF UNETHICAL CONDUCT, CORRUPTION AND NON-COMPLIANCE TO THE PUBLIC SERVICE ACT, 1994 AND PUBLIC SERVICE REGULATIONS, 2016 IN THE PUBLIC SERVICE

This circular serves to remind HODs that the Public Service Regulations, 2016 (PSR, 2016) require of Public Service employees to report unethical conduct, corruption and non-compliance to the Public Service Act, 1994 (PSA) and PSR, 2016:

Regulation 13 (e) – *“Ethical conduct: An employee shall— immediately report to the relevant authorities, fraud, corruption, nepotism, maladministration and any other act which constitutes a contravention of any law (including, but not limited to, a criminal offence) or which is prejudicial to the interest of the public, which comes to his or her attention during the course of his or her employment in the public service;”*

Regulation 14 (q) – *“Ethical conduct: An employee shall— immediately report any non-compliance of the Act to the head of department.”*

This requires of departments to have systems and procedures in place to guide Public Service employees to report unethical conduct, corruption and non-compliance to the PSA and PSR, 2016.


To assist departments, and to ensure the implementation of regulations 13(e) and 14(q), the DPSA has drafted the *Guide on the reporting of Unethical Conduct, Corruption and Non-Compliance to the Public Service Act, 1994 and Public Service Regulation, 2016 in the Public Service*.

It is believed that this Guide will not only draw attention to the reporting obligation resting upon Public Service employees, but that it will encourage Public Service employees to report unethical conduct, corruption and non-compliance to the PSA and PSR, 2016; as they will be informed of the protection afforded to them in terms of the law when reporting such. The Guide will also assist departments to develop the necessary policy, outlining the requisite

systems and procedures needed for reporting. Through this Guide, the DPSA seeks to encourage a workplace culture that is conducive to managing ethics in the Public Service.

Herewith attached, please find the Guide. If you have any queries, your office is welcome to contact Mr Asaph Chuene on 012 336 1437 or Asaph.Chuene@dpsa.gov.za.

Kind regards,

A handwritten signature in black ink, appearing to read 'R. Levin (actg)', is written over a horizontal line. The signature is stylized and cursive.

Professor Richard Levin

Director-General

Date: 6/9/2018