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Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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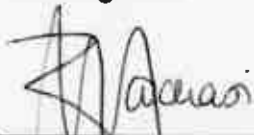
TO: ALL HEADS OF DEPARTMENT AND PROVINCIAL ADMINISTRATIONS

Subject: Directive on other categories of employees designated to disclose their financial interests and the form, date, and financial interests to be disclosed

1. The purpose of this circular is to inform Heads of Department (HODs) and Provincial Administrations about the Directive on other categories of designated employees to disclose their financial interests, the form, date, and financial interests to be disclosed (Directive) issued by the Minister for the Public Service and Administration (MPSA) (**Tag A**).
2. In April 2016, the MPSA issued the Public Service Regulations (PSR), 2016, which became effective from 01 August 2016. The PSR, 2016, empowers the MPSA to designate other categories of employees to disclose their financial interests. Furthermore, the MPSA has the power to determine the form, date, and financial interests to be disclosed. It is against this background that the Directive is issued.
3. Kindly note the following regarding implementation of the Directive:
 - 3.1 employees appointed at and those earning an equivalent of salary levels 11, 12, and higher through Occupation Specific Dispensation, employees responsible for Supply Chain Management and Financial Accounting, Ethics Officers, eDisclosure Department Administrators, and officials of the Public Service Commission responsible for financial disclosure, are required to disclose their financial interests for the 2020/21 disclosure period;

- 3.2 the eDisclosure system will be opened from **01 June – 31 July 2021**, for the categories of designated employees mentioned in paragraph 3.1, to disclose their financial interests;
- 3.3 employees appointed at salary levels 9 and 10, and those earning an equivalent of salary levels 9 and 10 through OSD, will be required to disclose their financial interests from **01 June – 31 July 2022**, to allow time for their orientation and registration as users on the eDisclosure system; and
- 3.4 the verification period is extended to 30 November of each year and reporting on compliance and conflict of interest management should be done by end of January of the following year.
4. The Public Administration Ethics, Integrity, and Disciplinary Technical Assistance Unit will provide **implementation** support to departments. Queries regarding this Directive should be directed to the enquirer.

Kind regards.



MS. YOLISWA MAKHASI
DIRECTOR-GENERAL

DATE: 30/06/2021