



**DEPARTMENT: PUBLIC SERVICE AND ADMINISTRATION
REPUBLIC OF SOUTH AFRICA**

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ALL DEPARTMENTS/PROVINCIAL ADMINISTRATIONS

JOB EVALUATION OF JOBS ON SALARY RANGES 11 AND 12

1. The principles of job evaluation as set out in the Public Service Regulations (PSR) Chapter 1. Part IV. A determine that to ensure that work of equal value is remunerated equally, the Public Service shall increasingly use job evaluation -

(a) to assist in achieving cost effective work organisation; and
to determine appropriate remuneration.

2. With regard to the utilisation of job evaluation in the Public Service, PSR Chapter 1. Part III. B.2(b) and F.(b) determine as follows:

Based on the strategic plan of the department, an executing authority shall grade proposed new jobs according to the job evaluation system determined by the Minister.

Before creating a post for any newly defined job, or filling any vacancy, an executing authority shall, in the case of a newly defined job, evaluate the job in terms of the job evaluation system.

These provisions have, however, not yet become operational as indicated in PSR Chapter 1. Part I. A.1

3. As you are aware, departments were required to evaluate all their Senior Management Service (SMS) jobs by 31 December 2002 in terms of a determination by the Minister for the Public Service and Administration. Although a few departments have not complied with this determination, the evaluation of the majority of SMS jobs have been concluded and it is therefore justifiable to move to the next phase of the implementation of job evaluation in the Public Service.

04#2303#Evaluation leveles 11 and 12 let

4. With regard to this phase, the Minister for the Public Service and Administration has determined that -
- (a) PSR Chapter 1. Part III. B.2(b) and F.(b) come into operation on 1 November 2004; and
 - (b) in terms of PSR Chapter 1. Part IV. B.2(b), executing authorities shall evaluate all jobs on salary ranges 11 and 12 with the job evaluation system determined for the Public Service (Equate) before 30 November 2007.

PSR Chapter 1. Part I. A.1 shall be amended appropriately to provide for the determination indicated in paragraph (a) above, in due course.

5. Departments are requested to provide the following information with regard to the matter:

SALARY LEVEL	NUMBER OF FUNDED POSTS	NUMBER OF JOBS THAT HAVE BEEN EVALUATED TO DATE
Salary range 11		
Salary range 12		

Please note:

- * Information should only be supplied on funded posts.
 - * The information will enable departments to determine the current position on the evaluation of the relevant jobs and can serve as a basis to develop a programme of action to systematically evaluate the jobs in the required time frame.
 - * The information will also enable the DPSA to plan its support to departments.
6. Jobs that have been evaluated previously with the prescribed job evaluation system and of which the contents have not changed substantially, need not be re-evaluated as part of this process. Departments should take cognisance that only funded and filled posts should be evaluated. Posts that are vacant should only be evaluated if it is the intention to fill them. It should be remembered that jobs on salary ranges 11 and 12 are less unique than SMS jobs and it may be possible to evaluate some jobs in these salary ranges on a sample basis, where one job can serve as a benchmark against which other jobs can be graded.
7. With regard to the activation of PSR Chapter I. Parts III.B.2(b) and F.(b) it should be noted that the following definition should be applied to the terms newly defined and new job:

A newly defined/new job is an existing job of which the functions have been amended substantially by, inter alia, adding or removing functions to/from the existing functions of the job, the allocation of higher responsibilities with regard

to the existing functions of the job, or the creation of a job that has not been utilised previously in the department. The amendments to the functions of the job could have the effect that the grading applicable to the job before it was redefined may not be correct anymore.

8. The information requested in paragraph 5 above should be provided to this Department not later than 31 August 2004. The information can be sent to Mr A. Fourie at facsimile 012-3147149 or by email to antonf@dpsa.gov.za.


ACTING DIRECTOR-GENERAL
DATE: 9/7/04

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GOVERNMENT NOTICE**DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION****No. R. 785****28 June 2004****AMENDMENTS OF PUBLIC SERVICE REGULATIONS, 2001**

The Minister for the Public Service and Administration has, under section 41 of the Public Service Act, 1994 (promulgated under Proclamation No. 103 of 1994) and with effect from 1 July 2004, amended the Public Service Regulations, 2001 (published under Government Notice No. R.1 of 5 January 2004), as amended, by the insertion after regulation G.4.2 of Part VII of Chapter 1 thereof, of the following regulation:

"G.4.3 If personnel is transferred from an entity outside the public service to a department, the executing authority shall comply with section 197 of the Labour Relations Act."

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**DEPARTMENT OF LAND AFFAIRS
DEPARTEMENT VAN GRONDSAKE**

No. R. 823

16 July 2004

KWAZULU-NATAL INGONYAMA TRUST ACT, 1994 (ACT No. 3 OF 1994)

Under section 2A(7) of the KwaZulu-Natal Ingonyama Trust Act, 1994 (Act No. 3 of 1994), I, Angela Thokozile Didiza, Minister for Agriculture and Land Affairs, hereby make the regulation as set out in the Schedule.

A T DIDIZA**Minister for Agriculture and Land Affairs**

SCHEDULE

Definition

1. In this Schedule "the Regulations" means the Administrative Regulations published by Government Notice No. R. 1237 of 2 October 1998, as amended by Government Notice No. R. 1198 of 27 September 2002 and Government Notice No. R. 521 of 17 April 2003.

Amendment of regulation 2

2. Regulation 2 of the Regulations is hereby amended by the substitution in subregulation (1) for the date 31 March 2004 of the date 31 March 2005.

No. R. 823

16 Julie 2004

KWAZULU-NATAL INGONYAMA TRUST WET, 1994 (WET No. 3 VAN 1994)

Kragtens artikel 2A(7) van die KwaZulu-Natal Ingonyama Trust Wet, 1994 (Wet No. 3 van 1994), vaardig ek, Angela Thokozile Didiza, Minister vir Landbou en Grondsake, hierby die regulasie uit soos uiteengesit in die Bylae.

A T DIDIZA**Minister vir Landbou en Grondsake**

BYLAE

Woordomskrywing

1. In hierdie Bylae beteken "die Regulasies" die Administratiewe Regulasies gepubliseer by Goewermentskennisgewing No. R. 1237 van 2 Oktober 1998 soos gewysig by Goewermentskennisgewing No. R. 1198 van 27 September 2002 en Goewermentskennisgewing No. 521 van 17 April 2003.

Wysiging van regulasie 2

2. Regulasie 2 van die Regulasies word hierby gewysig deur in subregulasie (1) die datum 31 Maart 2004 deur die datum 31 Maart 2005 te vervang.

**DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION
DEPARTEMENT VAN STAATSDIENS EN ADMINISTRASIE**

No. R. 832

16 July 2004

PUBLIC SERVICE REGULATIONS, 2001: COMMENCEMENT OF CERTAIN REGULATIONS

In terms of regulation A.1 of Part I of Chapter 1 of the Public Service Regulations, 2001 (promulgated under Government Notice No. R. 1 of 5 January 2001), as amended, I, Geraldine Joslyn Fraser-Moleketi, in my capacity as Minister for the Public Service and Administration, hereby determine that regulations B.2(b) and F(b) of Part III of Chapter 1 of the said Public Service Regulations shall come into operation on 1 November 2004.

G. J. FRASER-MOLEKETI**Minister for the Public Service and Administration**

Date: 01/07/04.