



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

Private Bag X916, PRETORIA, 0001 Tel: (012) 336 1000, Fax: (012) 326 7802
Private Bag X9148, CAPE TOWN, 8000 Tel: (021) 467 5120, Fax:(021) 467 5484

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

DPSA CIRCULAR NO. 26 OF 2025

MONITORING COMPLIANCE TO DPSA'S DETERMINATION AND DIRECTIVE ON ICT AND KNOWLEDGE MANAGEMENT IN THE PUBLIC SERVICE

The above matter herein refers.

1. In the 2021-2022 financial year, the Minister for the Public Service and Administration (MPSA) approved the determination and directive on ICT Service Continuity in the Public Service.
2. In the 2023-2024 financial year, the Minister approved the determination and directive on the Implementation of Knowledge Management in the Public Service.
3. The Director General of the Department of Public Service and Administration (DPSA) issued related circulars informing all departments to implement the determinations and directives in accordance with sections 3(1)(f) and (g) of the Public Service Act, 1994.
4. All departments have been allocated 12 months to execute the determinations and directives. Consequently, the DPSA must oversee and ensure compliance.
5. The compliance monitoring process will be as follows:

	PERIOD	ACTIVITY	ROLE PLAYER
1	April-June 2025	Preparation and Pre-assessment phase	DPSA
2	Jul-Sep 2025	Submission of compliance data by all departments on the online platform (compliance portal)	All Departments
3	Oct 2025 – Feb 2026	Assessment and consultation/ feedback phase	DPSA & All Departments
4	March 2026	Compilation of overall compliance reports and submission to DPSA's Director General for approval	DPSA
5	April 2026	Publishing of final assessment reports and post-assessment technical support	DPSA

6. The compliance monitoring plans are attached to guide the departments on the key performance areas assessed for each determination and directive. (**Annexure A & B**).
7. Departments must upload their compliance information on the online DPSA compliance portal (https://www.dpsa.gov.za/resource_centre/compliance-reporting/). Departments must submit their compliance information **before 30 August 2025**; however, we encourage departments to submit their information sooner to allow for moderation and feedback.
8. The DPSA will conduct an orientation workshop on the portal for Knowledge Management.
9. Departments must contact the following DPSA officials for login details to access the compliance portal.
 - a) Ms. Tebogo Kabai, (012) 336 1034 / 071 952 8443, email tebogo.kabai@dpsa.gov.za
 - b) Ms. Sebenzile Zibani, (012) 336 1033/ 073 265 1587, email sebenzile.zibani@dpsa.gov.za



MR WILLIE VUKELA
DIRECTOR-GENERAL (Acting)
DATE: 13/06/25