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HEADS OF ALL NATIONAL AND PROVINCIAL DEPARTMENTS/PROVINCIAL ADMINISTRATIONS

ABOLISHING OF PERSAL TABLES (KEY SCALES) 225 AND 232: TRANSLATION OF AFFECTED PERSONNEL TO AN APPROPRIATE PERSAL (TABLE) KEY SCALE

1. Prior to the introduction of Occupation Specific Dispensations (OSDs), personnel on salary levels 1 to 12 were remunerated on PERSAL Tables 225 and 232 respectively (Table 225 for salary levels 1 to 10; Table 232 for salary levels 11 and 12).
2. The new salary grading system for employees not covered by OSDs was introduced with effect from 1 April 2009 (PERSAL Tables 264 and 265 respectively).
3. At that stage, not all OSDs were implemented yet, with the result that those employees in respect of whom it was anticipated that they would qualify for translation to an appropriate OSD, remained on PERSAL Tables 225 and 232 as interim measure. It was the intention to abolish the old salary grading system (PERSAL Tables 225 and 232) once all the OSDs have been implemented, and the remaining employees translated to their respective OSDs.
4. It transpires that about 7 400 employees, who were initially earmarked for translation to OSDs, have not been translated to an appropriate OSD and, hence, are still remunerated on PERSAL Tables 225 and 232. The DPSA did not implement the 1 April 2014 and 2015 cost-of-living adjustments to these employees.
5. In order to phase-out the old (interim) salary grading system (PERSAL Tables 225 and 232), the DPSA advises departments as follows:
 - 5.1. Assess whether any of the employees who currently are on PERSAL Tables 225 and 232, and who were in service on 31 March 2009, were indeed eligible for translation to an appropriate OSD.

- 5.2. Translate employees identified in terms of the above process to the appropriate OSD in terms of prescribed OSD translation measures and processes, effective from the effective date of the OSD.
- 5.3. Translate remaining employees **who were in service on 31 March 2009** on PERSAL Tables 225 and 232 respectively to the new salary grading system (PERSAL Tables 264 and 265) in terms of the translation measures contained in DPSA Circular 2 of 2009, effective from 1 April 2009.
- 5.4. In respect of those employees who were appointed to PERSAL Tables 264 and 265 **with effect from 1 April 2009 and thereafter**, translation to the next higher available notch/Total Cost-to-Employer package on the new salary grading system (PERSAL Tables 264 and 265), effective from date of appointment.
6. The backdating of translation of those employees who were in service on 31 March 2009 to 1 April 2009, and of new appointees since 1 April 2009 to date of appointment, is necessary to ensure that they are not prejudiced against their peers. This means that departments must reconcile the salary of each affected employee since date of translation until the recent 1 April 2015 cost-of-living adjustment.
7. Departments are afforded until 31 March 2016 to translate affected employees to an appropriate salary dispensation. PERSAL will abolish the old salary grading system (PERSAL Tables 225 and 232) with effect from 1 April 2016.
8. National Treasury confirmed that departments must cover the expenditure emanating from the translation of employees from their current baselines.


PP **DIRECTOR-GENERAL**
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