



the dpsa

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**TO ALL HEADS OF NATIONAL/PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS**

**CLARIFICATION PERTAINING TO THE SIGNING OF PERFORMANCE AGREEMENTS BY MEMBERS OF SENIOR MANAGEMENT SERVICE IN THE EVENT A NATIONAL AND PROVINCIAL ELECTION OCCURS WITHIN THE FIRST THREE MONTHS OF ANY FINANCIAL YEAR**

1. DPSA circular minute 15/4/9 paragraph 3.2 dated 5 June 2009 refers.
2. For purposes of the 2014/2015 performance cycle which falls in an election year, the due date for the filing of PAs of SMS members with the respective HR Components is on or before 31 August 2014.
3. The purpose of this circular is to alert departments to the election year submission deadline and to ensure that during the 3 month period, SMS members work towards having a draft PA that could be quickly finalised and filed with their HR on or before 31 August 2014.
4. SMS members who do not comply with the due date of 31 August 2014 shall not qualify for any performance incentive, including pay progression for the relevant performance cycle.
5. Any queries relating to the contents of these circular should be directed to Ms P L Maila.
6. Your cooperation is appreciated.

**Mr. M Diphofa**  
**Director-General**

**Date:** 23/05/2014