



the dpsa

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TO ALL HEADS OF NATIONAL/PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

DPSA CIRCULAR NO 15 OF 2019

REVISED QUALITY ASSURANCE CHECKLIST FOR PERFORMANCE AGREEMENTS OF MEMBERS OF THE SENIOR MANAGEMENT SERVICE EXCLUDING HEADS OF DEPARTMENT

1. On 04 June 2014, the Minister for the Public Service and Administration (MPSA) approved the methodology for quality assurance of performance agreements (PAs) for members of the Senior Management Service (SMS). The methodology outlines the process to be followed in the development and quality assurance of PAs. It also provides a Quality Assurance Checklist for PAs of SMS members.
2. On 16 February 2019, the MPSA approved the new directive on the Performance Management and Development System (PMDS) for members of the SMS who are not Heads of Department, which has come into effect from 01 April 2018. The Quality Assurance Checklist has been updated and revised to include the new elements introduced by the revised PMDS for SMS members.
3. SMS members and Human Resource Units are required to use the updated quality assurance checklist for their PAs with effect from the 2019/2020 performance cycle. You may direct all enquiries relating to this matter to Mr T Shabane whose contact details are above.
4. Your cooperation is appreciated

Professor Richard Levin
Director-General

Date: 12/04/19