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TO ALL HEADS OF NATIONAL/ PROVINCIAL DEPARTMENTS AND GOVERNMENT COMPONENTS

DPSA CIRCULAR NO 07 OF 2024

CLARIFICATION ABOUT THE SIGNING OF PERFORMANCE AGREEMENTS BY HEADS OF DEPARTMENT AND MEMBERS OF THE SENIOR MANAGEMENT SERVICE IN THE EVENT A NATIONAL ELECTION AND PROVINCIAL ELECTION OCCURS WITHIN THE FIRST THREE MONTHS OF THE FINANCIAL YEAR

1. President Cyril Ramaphosa, under section 49(2) of the Constitution of the Republic of South Africa and section 17 of the Electoral Act of 1998, has set 29 May 2024 as the date for the forthcoming General National and Provincial elections.
2. The Directives on the Performance Management and Development System (PMDS) for Heads of Department (HoDs) and Members of the Senior Management Service (SMS) stipulate that should national and provincial elections take place within the first three months of the financial year, HoDs and SMS members are required to sign and submit their performance agreements within three months after the election month.
3. Therefore, for the 2024/2025 performance cycle, the due date for the signing and submitting of performance agreements for HoDs and SMS members is on or before 31 August 2024. Nothing prohibits members of the SMS from signing and submitting their performance agreement as usual by 31 May 2024, with the understanding that it may be amended should it be required. However, the compliance due date for signing performance agreements for SMS members is effective 31 August 2024.
4. Any enquiries regarding this circular's contents should be directed to Ms PL Maila and Mr TS Shabane.
5. Your cooperation is greatly appreciated.

Yours sincerely,

Signed by: Yoliswa Makhasi
Signed at: 2024-03-01 14:42:11 +02:00
Reason: I approve this document



Ms. Yoliswa Makhasi
Director-General

Date: 01/03/24