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TO: ALL HEADS OF DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS

SUBJECT: APPROVED DIRECTIVE ON DISCIPLINE MANAGEMENT IN THE PUBLIC SERVICE

1. The purpose of this circular is to inform Heads of Department and Provincial Administrations about the *Directive on Discipline Management* ("Directive") issued by the Minister for the Public Service and Administration (MPSA) to be implemented from 01 April 2024.
2. The Directive aims to address gaps in the disciplinary process identified during the development of the Discipline Management Strategy and supports the goals of the National Framework towards the Professionalisation of the Public Sector of strengthening existing policy frameworks and developing new ones to decisively address consequence management in the public sector.
3. The objective of the Directive is to:
 - 3.1 Direct effective norms and standards in the application of discipline in the Public Service;
 - 3.2 Direct uniform standards to manage abscondments; and
 - 3.3 Direct a process to strengthen oversight and monitoring of compliance with time frames stipulated for disciplinary process.
4. The Directive therefore introduces a standardised approach to discipline management, by clearly stating the principles and standards of discipline management to guide decision making on discipline management in the Public Service.

5. The key areas addressed in the Directive are: the management of legal representation, mitigating cases of precautionary suspensions or transfer, abscondment from duty, resignations and records management.

6. The Public Administration Ethics, Integrity and Disciplinary Technical Assistance Unit will provide implementation support to departments in the form of workshops to those employees who are responsible for the implementation of the Directive.

Your cooperation will be highly appreciated.

Kind regards.

Signed by: Yoliswa Makhasi
Signed at: 2024-04-04 10:37:54 +02:00
Reason: I approve this document



Ms. Yoliswa Makhasi
Director-General

Date: 04/04/24