



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

Private Bag X916, PRETORIA, 0001 Tel: (012) 336 1000, Fax: (012) 326 7802
Private Bag X9148, CAPE TOWN, 8000 Tel: (021) 467 5120, Fax: (021) 467 5484

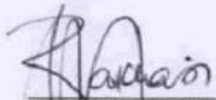
Enquiries: Mr Lawrence Tsipane, e-mail:
Lawrencet@dpsa.gov.za or Tel: 012 336 1208

CIRCULAR HRD03/01

TO ALL HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS

URGENT UPDATING OF QUALIFICATION FIELDS ON PERSAL FOR MEMBERS OF THE SENIOR MANAGEMENT SERVICE (SMS) IN THE PUBLIC SERVICE

1. It has come to the attention of the DPSA that there are departments that are not capturing or updating the NQF qualifications related information on the Persal system. As a result of this, DPSA is unable to access reliable information for planning and reporting purposes.
2. Therefore, Heads of Department are implored to update such information on the PERSAL system by 30 April 2021 for level 13-16 (Senior Management Service) and 28 May 2021 for levels 1-12. A report will be drawn by DPSA to confirm that the updates have taken place immediately after closing period.
3. Departments are requested to prioritise as only data reflected on the PERSAL system is regarded as the accurate and reliable.


MS YOLISWA MAKHASI
DIRECTOR-GENERAL
DATE: 15/04/2021