



OFFICE OF THE DIRECTOR: HUMAN RESOURCE PLANNING & INFORMATION SYSTEMS

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032, Bhisho, 5605 REPUBLIC OF SOUTH AFRICA:

Enquiries: **Mr L.J. Komle**. Tel: **040 608 4494**. Fax :**040 608 4277**. Email: **lindumzi.komle@ecdoe.gov.za**

Website: **www.eceducation.gov.za**

INTERNAL MEMORANDUM

**TO : ALL DISTRICT DIRECTORS
ALL CMC MANAGERS
DEPUTY DIRECTOR HRA &P
SCHOOL PRINCIPALS
SCHOOL GOVERNING BODIES**

FROM : HEAD OF DEPARTMENT

DATE : 25 MARCH 2024

**SUBJECT : ALLOCATION OF 264 GRADE R POST LEVEL 1 UNDER
PROGRAM 5: 2024 ACADEMIC YEAR**

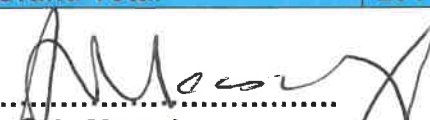
The Head of Department in consultation with Social Partners has agreed to allocate the 299 Grade R Posts into two phases in the 2024 academic year. The first phase will be implemented with effect from 01 May 2024 and the second phase on 01 July 2024.

A total of 264 Grade R posts will be distributed to Public Ordinary schools. The following criteria was used as agreed upon with by parties:

1. Only qualified practitioners who are currently receiving government stipend and are in possession of National Diploma in Grade R teaching (NQF level 6) or Bachelor of Education Degree in Foundation Phase (NQF level 7) will qualify for appointment.
2. An allocation of 13 posts to the districts that have Practitioners with Bachelor of Education in the Foundation Phase (ANW, AE, CHE, CHW, ORTI, ORTC &SB)
3. 11 Districts will receive **21 posts from the 264** except for **Nelson Mandela that will receive 20 posts** since only 20 practitioners as at end March 2024 are qualified in line with paragraph 1 in the district. This means that **251 posts** will be distributed to all 12 Districts.

4. The DTT are requested to allocate the posts to schools that have an **enrolment of 25 learners and above.**
5. The Chairperson of District Task Team (DTT) will have to convene a special DTT meeting for the allocation of these posts in their respective districts on the following dates: **02 to 10 April 2024. Please adhere to these dates.**
6. Human Resource Administration (HRA) in the district should ensure that the recommendation for appointment of the Grade R educator is **done by the School Governing Body, which is consistent with the PAM Chapter B 5.1.2.**
7. District Directors should submit the names of schools to which posts were allocated and the names of appointed practitioners **on/before 15 April 2024** to the office of Director HRP *for attention* unathi.nqatha@ecdoe.gov.za & sybil.nolatsho@ecdoe.gov.za.
8. **HRP directorate must ensure that these posts are correctly created under subcomponent 00018 with the expenditure under programme 5.**
9. The appointed incumbents should assume duties on the month of May 2024.
10. Here below is a table illustrating the allocation of the grade R posts per District.

DISTRICTS	NQF LEVEL 6 POSTS	NQF LEVEL 7 POSTS	TOTAL
ALFRED NZO EAST	21	0	21
ALFRED NZO WEST	21	3	24
AMATHOLE EAST	21	1	22
AMATHOLE WEST	21	0	21
BUFFALO CITY	21	0	21
CHRIS HANI EAST	21	1	22
CHRIS HANI WEST	21	1	22
JOE GQABI	21	0	21
NELSON MANDELA BAY	20	0	20
O R TAMBO COASTAL	21	3	24
O R TAMBO INLAND	21	2	23
SARAH BAARTMAN	21	2	23
Grand Total	251	13	264



Ms S.A. Maasdorp
ECDOE HEAD OF DEPARTMENT (ACTING)
 DATE 26/03/2024

Toll Free Number: 080 1212 570 | Email: citizencentre@ecdoe.gov.za | USSD: *134*2570* | Sikuncede Njani App
 Twitter: ECDOEZA | Youtube: Eastern Cape Department of Education | Facebook Page: Eastern Cape Department of Education | Website: eceducation.gov.za



264 GRADE R POSTS LEVEL 1 UNDER PROGRAM 5 FOR 2024 ACADEMIC YEAR.