



Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Vol. 666

24 December
Desember 2020

No. 44031

PART 1 OF 2

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



AIDS HELPLINE: 0800-0123-22 Prevention is the cure

IMPORTANT NOTICE OF OFFICE RELOCATION**government
printing**Department:
Government Printing Works
REPUBLIC OF SOUTH AFRICAPrivate Bag X85, PRETORIA, 0001 149 Bosman Street, PRETORIA
Tel: 012 748 6197, Website: www.gpwonline.co.za**URGENT NOTICE TO OUR VALUED CUSTOMERS: PUBLICATIONS
OFFICE'S RELOCATION HAS BEEN TEMPORARILY SUSPENDED.**

Please be advised that the GPW Publications office will no longer move to 88 Visagie Street as indicated in the previous notices.

The move has been suspended due to the fact that the new building in 88 Visagie Street is not ready for occupation yet.

We will later on issue another notice informing you of the new date of relocation.

We are doing everything possible to ensure that our service to you is not disrupted.

As things stand, we will continue providing you with our normal service from the current location at 196 Paul Kruger Street, Masada building.

Customers who seek further information and or have any questions or concerns are free to contact us through telephone 012 748 6066 or email Ms Maureen Toka at Maureen.Toka@gpw.gov.za or cell phone at 082 859 4910.

Please note that you will still be able to download gazettes free of charge from our website www.gpwonline.co.za.

We apologise for any inconvenience this might have caused.

Issued by GPW Communications

For purposes of reference, all Proclamations, Government Notices, General Notices and Board Notices published are included in the following table of contents which thus forms a weekly index. Let yourself be guided by the gazette numbers in the righthand column:

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IMPORTANT NOTICE:

THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.

No FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.

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government
printing

Department:
Government Printing Works
REPUBLIC OF SOUTH AFRICA

HIGH ALERT: SCAM WARNING!!!

TO ALL SUPPLIERS AND SERVICE PROVIDERS OF THE GOVERNMENT PRINTING WORKS

It has come to the attention of the *GOVERNMENT PRINTING WORKS* that there are certain unscrupulous companies and individuals who are defrauding unsuspecting businesses disguised as representatives of the *Government Printing Works* (GPW).

The scam involves the fraudsters using the letterhead of GPW to send out fake tender bids to companies and requests to supply equipment and goods.

Although the contact person's name on the letter may be of an existing official, the contact details on the letter are not the same as the *Government Printing Works*. When searching on the Internet for the address of the company that has sent the fake tender document, the address does not exist.

The banking details are in a private name and not company name. Government will never ask you to deposit any funds for any business transaction. GPW has alerted the relevant law enforcement authorities to investigate this scam to protect legitimate businesses as well as the name of the organisation.

Example of e-mails these fraudsters are using:

PROCUREMENT@GPW-GOV.ORG

Should you suspect that you are a victim of a scam, you must urgently contact the police and inform the GPW.

GPW has an official email with the domain as @gpw.gov.za

Government e-mails DO NOT have org in their e-mail addresses. All of these fraudsters also use the same or very similar telephone numbers. Although such number with an area code 012 looks like a landline, it is not fixed to any property.

GPW will never send you an e-mail asking you to supply equipment and goods without a purchase/order number. GPW does not procure goods for another level of Government. The organisation will not be liable for actions that result in companies or individuals being resultant victims of such a scam.

Government Printing Works gives businesses the opportunity to supply goods and services through RFQ / Tendering process. In order to be eligible to bid to provide goods and services, suppliers must be registered on the National Treasury's Central Supplier Database (CSD). To be registered, they must meet all current legislative requirements (e.g. have a valid tax clearance certificate and be in good standing with the South African Revenue Services - SARS).

The tender process is managed through the Supply Chain Management (SCM) system of the department. SCM is highly regulated to minimise the risk of fraud, and to meet objectives which include value for money, open and effective competition, equitability, accountability, fair dealing, transparency and an ethical approach. Relevant legislation, regulations, policies, guidelines and instructions can be found on the tender's website.

Fake Tenders

National Treasury's CSD has launched the Government Order Scam campaign to combat fraudulent requests for quotes (RFQs). Such fraudulent requests have resulted in innocent companies losing money. We work hard at preventing and fighting fraud, but criminal activity is always a risk.

How tender scams work

There are many types of tender scams. Here are some of the more frequent scenarios:

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to a company to invite it to urgently supply goods. Shortly after the company has submitted its quote, it receives notification that it has won the tender. The company delivers the goods to someone who poses as an official or at a fake site. The Department has no idea of this transaction made in its name. The company is then never paid and suffers a loss.

OR

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to Company A to invite it to urgently supply goods. Typically, the tender specification is so unique that only Company B (a fictitious company created by the fraudster) can supply the goods in question.

Shortly after Company A has submitted its quote it receives notification that it has won the tender. Company A orders the goods and pays a deposit to the fictitious Company B. Once Company B receives the money, it disappears. Company A's money is stolen in the process.

Protect yourself from being scammed

- If you are registered on the supplier databases and you receive a request to tender or quote that seems to be from a government department, contact the department to confirm that the request is legitimate. Do not use the contact details on the tender document as these might be fraudulent.
- Compare tender details with those that appear in the Tender Bulletin, available online at www.gpwonline.co.za
- Make sure you familiarise yourself with how government procures goods and services. Visit the tender website for more information on how to tender.
- If you are uncomfortable about the request received, consider visiting the government department and/or the place of delivery and/or the service provider from whom you will be sourcing the goods.
- In the unlikely event that you are asked for a deposit to make a bid, contact the SCM unit of the department in question to ask whether this is in fact correct.

Any incidents of corruption, fraud, theft and misuse of government property in the *Government Printing Works* can be reported to:

Supply Chain Management: Ms. Anna Marie Du Toit, Tel. (012) 748 6292.
Email: Annamarie.DuToit@gpw.gov.za

Marketing and Stakeholder Relations: Ms Bonakele Mbhele, at Tel. (012) 748 6193.
Email: Bonakele.Mbhele@gpw.gov.za

Security Services: Mr Daniel Legoabe, at tel. (012) 748 6176.
Email: Daniel.Legoabe@gpw.gov.za

Closing times for **ORDINARY WEEKLY** **GOVERNMENT GAZETTE** 2021

*The closing time is **15:00** sharp on the following days:*

- **24 December 2020**, Thursday for the issue of Thursday **31 December 2020**
- **31 December 2020**, Thursday for the issue of Friday **08 January 2021**
- **08 January**, Friday for the issue of Friday **15 January 2021**
- **15 January**, Friday for the issue of Friday **22 January 2021**
- **22 January**, Friday for the issue of Friday **29 January 2021**
- **29 January**, Friday for the issue of Friday **05 February 2021**
- **05 February**, Friday for the issue of Friday **12 February 2021**
- **12 February**, Friday for the issue of Friday **19 February 2021**
- **19 February**, Friday for the issue of Friday **26 February 2021**
- **26 February**, Friday for the issue of Friday **05 March 2021**
- **05 March**, Friday for the issue of Friday **12 March 2021**
- **12 March**, Friday for the issue of Friday **19 March 2021**
- **18 March**, Thursday for the issue of Friday **26 March 2021**
- **25 March**, Thursday for the issue of Thursday **01 April 2021**
- **31 March**, Wednesday for the issue of Friday **09 April 2021**
- **09 April**, Friday for the issue of Friday **16 April 2021**
- **16 April**, Friday for the issue of Friday **23 April 2021**
- **22 April**, Thursday for the issue of Friday **30 April 2021**
- **30 April**, Friday for the issue of Friday **07 May 2021**
- **07 May**, Friday for the issue of Friday **14 May 2021**
- **14 May**, Friday for the issue of Friday **21 May 2021**
- **21 May**, Friday for the issue of Friday **28 May 2021**
- **28 May**, Friday for the issue of Friday **04 June 2021**
- **04 June**, Friday for the issue of Friday **11 June 2021**
- **10 June**, Thursday for the issue of Friday **18 June 2021**
- **18 June**, Friday for the issue of Friday **25 June 2021**
- **25 June**, Friday for the issue of Friday **02 July 2021**
- **02 July**, Friday for the issue of Friday **09 July 2021**
- **09 July**, Friday for the issue of Friday **16 July 2021**
- **16 July**, Friday for the issue of Friday **23 July 2021**
- **23 July**, Friday for the issue of Friday **30 July 2021**
- **30 July**, Friday for the issue of Friday **06 August 2021**
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- **13 August**, Friday for the issue of Friday **20 August 2021**
- **20 August**, Friday for the issue of Friday **27 August 2021**
- **27 August**, Friday for the issue of Friday **03 September 2021**
- **03 September**, Friday for the issue of Friday **10 September 2021**
- **10 September**, Friday for the issue of Friday **17 September 2021**
- **16 September**, Thursday for the issue of Thursday **23 September 2021**
- **23 September**, Thursday for the issue of Friday **01 October 2021**
- **01 October**, Friday for the issue of Friday **08 October 2021**
- **08 October**, Friday for the issue of Friday **15 October 2021**
- **15 October**, Friday for the issue of Friday **22 October 2021**
- **22 October**, Friday for the issue of Friday **29 October 2021**
- **29 October**, Friday for the issue of Friday **05 November 2021**
- **05 November**, Friday for the issue of Friday **12 November 2021**
- **12 November**, Friday for the issue of Friday **19 November 2021**
- **19 November**, Friday for the issue of Friday **26 November 2021**
- **26 November**, Friday for the issue of Friday **03 December 2021**
- **03 December**, Friday for the issue of Friday **10 December 2021**
- **09 December**, Thursday for the issue of Friday **17 December 2021**
- **17 December**, Friday for the issue of Friday **24 December 2021**
- **23 December**, Thursday for the issue of Friday **31 December 2021**

LIST OF TARIFF RATES FOR PUBLICATION OF NOTICES

COMMENCEMENT: 1 APRIL 2018

NATIONAL AND PROVINCIAL

Notice sizes for National, Provincial & Tender gazettes 1/4, 2/4, 3/4, 4/4 per page. Notices submitted will be charged at R1008.80 per full page, pro-rated based on the above categories.

Pricing for National, Provincial - Variable Priced Notices		
Notice Type	Page Space	New Price (R)
Ordinary National, Provincial	1/4 - Quarter Page	252.20
Ordinary National, Provincial	2/4 - Half Page	504.40
Ordinary National, Provincial	3/4 - Three Quarter Page	756.60
Ordinary National, Provincial	4/4 - Full Page	1008.80

EXTRA-ORDINARY

All Extra-ordinary National and Provincial gazette notices are non-standard notices and attract a variable price based on the number of pages submitted.

The pricing structure for National and Provincial notices which are submitted as **Extra ordinary submissions** will be charged at **R3026.32** per page.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

The **Government Printing Works (GPW)** has established rules for submitting notices in line with its electronic notice processing system, which requires the use of electronic *Adobe Forms*. Please ensure that you adhere to these guidelines when completing and submitting your notice submission.

CLOSING TIMES FOR ACCEPTANCE OF NOTICES

1. The *Government Gazette* and *Government Tender Bulletin* are weekly publications that are published on Fridays and the closing time for the acceptance of notices is strictly applied according to the scheduled time for each gazette.
2. Please refer to the Submission Notice Deadline schedule in the table below. This schedule is also published online on the Government Printing works website www.gpwonline.co.za

All re-submissions will be subject to the standard cut-off times.

All notices received after the closing time will be rejected.

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Petrol Price Gazette	Monthly	Tuesday before 1st Wednesday of the month	One day before publication	1 working day prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00 for next Friday	3 working days prior to publication
Unclaimed Monies (Justice, Labour or Lawyers)	January / September 2 per year	Last Friday	One week before publication	3 working days prior to publication
Parliament (Acts, White Paper, Green Paper)	As required	Any day of the week	None	3 working days prior to publication
Manuals	Bi- Monthly	2nd and last Thursday of the month	One week before publication	3 working days prior to publication
State of Budget (National Treasury)	Monthly	30th or last Friday of the month	One week before publication	3 working days prior to publication
<i>Extraordinary Gazettes</i>	As required	Any day of the week	<i>Before 10h00 on publication date</i>	<i>Before 10h00 on publication date</i>
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 15h00 - 3 working days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days after submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
North West	Weekly	Tuesday	One week before publication	3 working days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 working days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 working days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 working days prior to publication

GOVERNMENT PRINTING WORKS - BUSINESS RULES

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 working days after submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days after submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days after submission deadline
Mpumalanga Liquor License Gazette	Bi-Monthly	Second & Fourth Friday	One week before publication	3 working days prior to publication

EXTRAORDINARY GAZETTES

3. *Extraordinary Gazettes* can have only one publication date. If multiple publications of an *Extraordinary Gazette* are required, a separate Z95/Z95Prov *Adobe* Forms for each publication date must be submitted.

NOTICE SUBMISSION PROCESS

4. Download the latest *Adobe* form, for the relevant notice to be placed, from the **Government Printing Works** website www.gpwonline.co.za.
5. The *Adobe* form needs to be completed electronically using *Adobe Acrobat / Acrobat Reader*. Only electronically completed *Adobe* forms will be accepted. No printed, handwritten and/or scanned *Adobe* forms will be accepted.
6. The completed electronic *Adobe* form has to be submitted via email to submit.egazette@gpw.gov.za. The form needs to be submitted in its original electronic *Adobe* format to enable the system to extract the completed information from the form for placement in the publication.
7. Every notice submitted **must** be accompanied by an official **GPW** quotation. This must be obtained from the *eGazette* Contact Centre.
8. Each notice submission should be sent as a single email. The email **must** contain **all documentation relating to a particular notice submission**.
 - 8.1. Each of the following documents must be attached to the email as a separate attachment:
 - 8.1.1. An electronically completed *Adobe* form, specific to the type of notice that is to be placed.
 - 8.1.1.1. For *National Government Gazette* or *Provincial Gazette* notices, the notices must be accompanied by an electronic Z95 or Z95Prov *Adobe* form
 - 8.1.1.2. The notice content (body copy) **MUST** be a separate attachment.
 - 8.1.2. A copy of the official **Government Printing Works** quotation you received for your notice. (*Please see Quotation section below for further details*)
 - 8.1.3. A valid and legible Proof of Payment / Purchase Order: **Government Printing Works** account customer must include a copy of their Purchase Order. **Non-Government Printing Works** account customer needs to submit the proof of payment for the notice
 - 8.1.4. Where separate notice content is applicable (Z95, Z95 Prov and TForm 3, it should **also** be attached as a separate attachment. (*Please see the Copy Section below, for the specifications*).
 - 8.1.5. Any additional notice information if applicable.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

9. The electronic *Adobe* form will be taken as the primary source for the notice information to be published. Instructions that are on the email body or covering letter that contradicts the notice form content will not be considered. The information submitted on the electronic *Adobe* form will be published as-is.
10. To avoid duplicated publication of the same notice and double billing, Please submit your notice **ONLY ONCE**.
11. Notices brought to **GPW** by “walk-in” customers on electronic media can only be submitted in *Adobe* electronic form format. All “walk-in” customers with notices that are not on electronic *Adobe* forms will be routed to the Contact Centre where they will be assisted to complete the forms in the required format.
12. Should a customer submit a bulk submission of hard copy notices delivered by a messenger on behalf of any organisation e.g. newspaper publisher, the messenger will be referred back to the sender as the submission does not adhere to the submission rules.

QUOTATIONS

13. Quotations are valid until the next tariff change.
 - 13.1. **Take note:** **GPW**'s annual tariff increase takes place on **1 April** therefore any quotations issued, accepted and submitted for publication up to **31 March** will keep the old tariff. For notices to be published from 1 April, a quotation must be obtained from **GPW** with the new tariffs. Where a tariff increase is implemented during the year, **GPW** endeavours to provide customers with 30 days' notice of such changes.
14. Each quotation has a unique number.
15. Form Content notices must be emailed to the *eGazette* Contact Centre for a quotation.
 - 15.1. The *Adobe* form supplied is uploaded by the Contact Centre Agent and the system automatically calculates the cost of your notice based on the layout/format of the content supplied.
 - 15.2. It is critical that these *Adobe* Forms are completed correctly and adhere to the guidelines as stipulated by **GPW**.
16. **APPLICABLE ONLY TO GPW ACCOUNT HOLDERS:**
 - 16.1. **GPW** Account Customers must provide a valid **GPW** account number to obtain a quotation.
 - 16.2. Accounts for **GPW** account customers **must** be active with sufficient credit to transact with **GPW** to submit notices.
 - 16.2.1. If you are unsure about or need to resolve the status of your account, please contact the **GPW** Finance Department prior to submitting your notices. (If the account status is not resolved prior to submission of your notice, the notice will be failed during the process).
17. **APPLICABLE ONLY TO CASH CUSTOMERS:**
 - 17.1. Cash customers doing **bulk payments** must use a **single email address** in order to use the **same proof of payment** for submitting multiple notices.
18. The responsibility lies with you, the customer, to ensure that the payment made for your notice(s) to be published is sufficient to cover the cost of the notice(s).
19. Each quotation will be associated with one proof of payment / purchase order / cash receipt.
 - 19.1. This means that **the quotation number can only be used once to make a payment.**

GOVERNMENT PRINTING WORKS - BUSINESS RULES**COPY (SEPARATE NOTICE CONTENT DOCUMENT)**

20. Where the copy is part of a separate attachment document for Z95, Z95Prov and TForm03
- 20.1. Copy of notices must be supplied in a separate document and may not constitute part of any covering letter, purchase order, proof of payment or other attached documents.
- The content document should contain only one notice. (You may include the different translations of the same notice in the same document).
- 20.2. The notice should be set on an A4 page, with margins and fonts set as follows:
- Page size = A4 Portrait with page margins: Top = 40mm, LH/RH = 16mm, Bottom = 40mm;
Use font size: Arial or Helvetica 10pt with 11pt line spacing;
- Page size = A4 Landscape with page margins: Top = 16mm, LH/RH = 40mm, Bottom = 16mm;
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

CANCELLATIONS

21. Cancellation of notice submissions are accepted by **GPW** according to the deadlines stated in the table above in point 2. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette. Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.
22. Requests for cancellation must be sent by the original sender of the notice and must be accompanied by the relevant notice reference number (N-) in the email body.

AMENDMENTS TO NOTICES

23. With effect from 01 October 2015, **GPW** will not longer accept amendments to notices. The cancellation process will need to be followed according to the deadline and a new notice submitted thereafter for the next available publication date.

REJECTIONS

24. All notices not meeting the submission rules will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za). Reasons for rejections include the following:
- 24.1. Incorrectly completed forms and notices submitted in the wrong format, will be rejected.
- 24.2. Any notice submissions not on the correct *Adobe* electronic form, will be rejected.
- 24.3. Any notice submissions not accompanied by the proof of payment / purchase order will be rejected and the notice will not be processed.
- 24.4. Any submissions or re-submissions that miss the submission cut-off times will be rejected to the customer. The Notice needs to be re-submitted with a new publication date.

GOVERNMENT PRINTING WORKS - BUSINESS RULES**APPROVAL OF NOTICES**

25. Any notices other than legal notices are subject to the approval of the Government Printer, who may refuse acceptance or further publication of any notice.
26. No amendments will be accepted in respect to separate notice content that was sent with a Z95 or Z95Prov notice submissions. The copy of notice in layout format (previously known as proof-out) is only provided where requested, for Advertiser to see the notice in final Gazette layout. Should they find that the information submitted was incorrect, they should request for a notice cancellation and resubmit the corrected notice, subject to standard submission deadlines. The cancellation is also subject to the stages in the publishing process, i.e. If cancellation is received when production (printing process) has commenced, then the notice cannot be cancelled.

GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY

27. The Government Printer will assume no liability in respect of—
 - 27.1. any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;
 - 27.2. erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by the advertiser;
 - 27.3. any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.

LIABILITY OF ADVERTISER

28. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

CUSTOMER INQUIRIES

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While **GPW** deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

29. Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
30. Requests for Quotations (RFQs) should be received by the Contact Centre at least **2 working days** before the submission deadline for that specific publication.

GOVERNMENT PRINTING WORKS - BUSINESS RULES**PAYMENT OF COST**

31. The Request for Quotation for placement of the notice should be sent to the Gazette Contact Centre as indicated above, prior to submission of notice for advertising.
32. Payment should then be made, or Purchase Order prepared based on the received quotation, prior to the submission of the notice for advertising as these documents i.e. proof of payment or Purchase order will be required as part of the notice submission, as indicated earlier.
33. Every proof of payment must have a valid **GPW** quotation number as a reference on the proof of payment document.
34. Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the Gazette Contact Centre, **Government Printing Works**, Private Bag X85, Pretoria, 0001 email: info.egazette@gpw.gov.za before publication.
35. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and future notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or electronic funds transfer into the **Government Printing Works** banking account.
36. In the event of a notice being cancelled, a refund will be made only if no cost regarding the placing of the notice has been incurred by the **Government Printing Works**.
37. The **Government Printing Works** reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the List of Fixed Tariff Rates, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

PROOF OF PUBLICATION

38. Copies of any of the *Government Gazette* or *Provincial Gazette* can be downloaded from the **Government Printing Works** website www.gpwnonline.co.za free of charge, should a proof of publication be required.
39. Printed copies may be ordered from the Publications department at the ruling price. The **Government Printing Works** will assume no liability for any failure to post or for any delay in despatching of such *Government Gazette(s)*

GOVERNMENT PRINTING WORKS CONTACT INFORMATION**Physical Address:****Government Printing Works**

149 Bosman Street

Pretoria

Postal Address:

Private Bag X85

Pretoria

0001

GPW Banking Details:**Bank:** ABSA Bosman Street**Account No.:** 405 7114 016**Branch Code:** 632-005**For Gazette and Notice submissions:** Gazette Submissions:**For queries and quotations, contact:** Gazette Contact Centre:**E-mail:** submit.egazette@gpw.gov.za**E-mail:** info.egazette@gpw.gov.za**Tel:** 012-748 6200**Contact person for subscribers:** Mrs M. Toka:**E-mail:** subscriptions@gpw.gov.za**Tel:** 012-748-6066 / 6060 / 6058**Fax:** 012-323-9574

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1380

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
c/o Deputy Director: Tenure Systems Implementation
Department of Rural Development and Land Reform

Private Bag X9081, Ermelo, 2350; or 23 Taute Street, Ermelo

File Reference: ET6/5/SH 12344 L

SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	Mhlanga Khabonina Agnes	3608240189081

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
	PORTION 7 OF WELGELEGEN 107 IT	Gert Sibande	T20609-1998	W P C H Trust	N/A



MR. S THOKA

DEPUTY DIRECTOR: TENURE REFORM IMPLEMENTATION

DATE: 24/11/2020

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT**NO. 1381****24 DECEMBER 2020****LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)**

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
 c/o Deputy Director: Tenure Systems Implementation
 Department of Agriculture, Land Reform and Rural Development
 Private Bag X5020, Piet Retief, 2380; 91 Church Street
 Tel: 017 826 4363; Fax: 017 826 4878
 File Reference: ET6/5/SH

SCHEDULE**Applicants:**

No.	Name and Surname	Identity Number
1	Nkosi King Crosh	720302 5447 080
2	Thwala Bafana Daniel	600321 5559 087
3	Mthimkhulu Mvumene Mishack	420915 5253 084
4	Nkosi Khelina Nana	570225 0379 084
5	Hlatshwayo Josiah Samuel	500627 5263 087
6	Hlope Mphikwa Ga	360127 5130 088
7	Mabaso Totoi George	440915 5417 081
8	Zukele Mkobalandeni France	421026 5350 083
9	Mpila Mvembili Jabie	701218 5714 084
10	Hleza Schoeman David	500808 5231 080
11	Mabaso Zazi Titus	650205 5609 084
12	Khumalo Mphini Essau	591005 5443 084
13	Ngwenya Fanie Elmon	741005 6098 084
14	Nkosi King Crosh	720302 5447 080
15	Thwala Bafana Daniel	600321 5559 087
16	Mthimkhulu Mvumene Mishack	420915 5253 084
17	Nkosi Khelina Nana	570225 0379 084

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	Portion 5 (Remaining Extent) of the farm De Goedeverwachting No 57 IT	Albert Luthuli Local Municipality	T143991/2003	Jan-Elma Trust	ABSA Bank Ltd - B2035/2017 - B7154/2011 - B97445/2003

S. Thopka

For **DIRECTOR-GENERAL, DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM**

SIGNED BY: *M.S.D.*

DEPUTY DIRECTOR: TENURE SYSTEMS IMPLEMENTATION / LABOUR TENANTS
DULY AUTHORISED

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1382

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
c/o Deputy Director: Tenure Systems Implementation
Department of Rural Development and Land Reform

Private Bag X5020, Piet Retief, 2380; or 91 Church Street, Piet Retief

File Reference: MPU/SH/8/797

SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	Mxoshwa Jacob Mnisi	520923 5472 083
2.	Phineas Samson	401016 5356 085

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
	Portion 14 of the farm Kleinfontein no 3 HT	Seme	T47394/2003	Vusumuzi Phillip Khanyile	N/A



MR. S THOKA

DEPUTY DIRECTOR: TENURE REFORM IMPLEMENTATION

DATE: 04/12/2020

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1383

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
c/o Deputy Director: Tenure Systems Implementation
Department of Rural Development and Land Reform

Private Bag X5020, Piet Retief, 2380; or 91 Church Street, Piet Retief

File Reference: ET6/5/SH

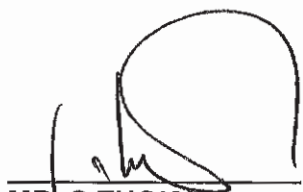
SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	Sipho John Nkambule	630706 5345 087

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
	Portion 1 remaining extent of the farm Karnskop 422 IT	Mkhondo	T1199/2011	Normandied farms Pty Ltd	N/A



MR S THOKA

DEPUTY DIRECTOR: TENURE REFORM IMPLEMENTATION

DATE: 09.12.20

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1384

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
c/o Deputy Director: Tenure Systems Implementation
Department Of Agriculture, Land Reform And Rural Development
District Shared Services Centre: **Gert Sibande, Piet Retief**
Directorate: Tenure Systems and Implementation
Private Bag X5020, Piet Retief, 2380; Tel: 017 826 4363; Fax: 017 826 4186; Web:
www.drdlr.gov.za

SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	NDLANGAMANDLA TIKI DAN	580309 5642 080
2.	DLAKAMANDLA ZANIA ROBERT	270120 5121 081
3.	HLATSHWATO BHEKI ESROM	750917 5515 082
4.	NDLANGAMANDLA BONAKELE	480302 0499 086
5.	HLATSHWAYO MZIBENI ELIAS	540327 5542 083
6.	MBATHA AMON ZWELINJANI	590814 5498 084
7.	MTAMBO GODLELA SARAH	180505 0122 085
8.	MANANA VUSIMUZI BHEKITEMBA	630418 5683 083



Department of Agriculture, Land Reform and Rural Development. Departement van Landbou, Grondherovorming en Landelike Ontwikkeling.
Muhasho wa zwa Vhu- llimi, Mbuedzedzo ya Mavu na Mveledziso ya Mahayani uMnyango Wezolimo, Izinguqoko Kwezomhlaba NokuThuthukiswa
Kwezindawo Zasemakhaya Ndawulo ya Vurimi, Antswiso wa Misava na Nhluvukiso wa Matikotikaya Lilliko Letekulima, Tingucuko Kutemhlaba
Nokutlufukiswa Kwetindawo Tasemaphandleni uMnyango wezokuLima, ukuBuyiselwa kweNarha nokuThuthukiswa kweNdawo zemaKhaya
Kgoro ya Temo, Peakanyoteswa ya Naga le Tihabollo ya Dinaga- magae Lefapha la Temothuo, Kabobotjha ya Naha le Tihabollo ya Dibaka laa
Mahae Lefapha la Temothuo, Pusetsodinaga le Tihabollo ya Metsemagae lSebe lezoLimo, uBuyekezo lwemihlaba noPhuhliso
lamaPhandle

NOTICE TO BE PUBLISHED IN THE GOVERNMENT GAZETTE

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	PORTION 3 (POTION OF PORTION 2) OF FARM VRYEGUNST NO 201 IT	Mkhondo Local Municipality	T3383/2020	NIMM EIENDOMME PTY LTD	N/A

Signed and dated at Piet Retief.



MR S.H. THOKA

DEPUTY DIRECTOR: TENURE SYSTEMS & IMPLEMENTATION

DATE: 27/12/2020

For DIRECTOR-GENERAL: DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT



Department of Agriculture, Land Reform and Rural Development / Departement van Landbou, Grondhervorming en Landelike Ontwikkeling
 Muhasho wazwa Vhu- lindi, Mbuedzedzo ya Mavu na Mveledziso ya Mahayani uMnyango Wezollimo, izinguquko Kwezomhlaba Nokuthuthukiswa
 Kwezindawo Zasemakhaya Ndzawulo ya Vurimi, Antswiso wa Misava na Nhluvukiso wa Matikoxikaya- Liliko Letekutima, Tingucuko Kutemhlaba
 Nekututukiswa Kwetindzawo Tasemaphandleni uMnyango wezokuLima, ukuBuyiselwa kweNarha nokuThuthukiswa kweNdawo zemaKhaya
 Kgoro ya Temo, Peakanyoleswa ya Naga le Tihabollo ya Dinaga- magae iLefapha la Temothuo, Kabobotjha ya Naha le Tihabollo ya Dibaka tsa
 Mahae iLefapha la Temothuo, Puseisodinaga le Tihabollo ya Metsemagae iSebe lezoLimo, uBuyekezo lwemihlaba noPhuhliso
 la maPhandla

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1385

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General**c/o Deputy Director: Tenure Systems Reform****Department of Rural Development and Land Reform**

Nkangala District Shared Services Centre,

Private Bag X 7261

Witbank

1035,

Fax: (013) 656 03 75 1035,

Tel: (013) 655 1110 Fax: (013) 656 03 752

2nd Floor, Shop no: E8, Saveways Crescent, Cnr OR Tambo & Mandela Street, Die Heuwel.

SCHEDULE**Applicants:**

No.	Name and Surname	Identity Number
1.	MLOYI AARON TSHABANGU	300502 5139 086

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	Portion 4 of the farm Geluk 348 JT	Nkangala	T3320/1904	1. NATIONAL GOVERNMENT OF THE REPUBLIC OF SOUTH AFRICA	

 **For DIRECTOR-GENERAL: DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM**

SIGNED BY: Han' Nematanden

DEPUTY DIRECTOR: TENURE SYSTEMS REFORM, DULY AUTHORISED

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1386

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General
c/o Deputy Director: Tenure Systems Implementation
Department Of Agriculture, Land Reform And Rural Development
District Shared Services Centre: **Gert Sibande, Piet Retief**
Directorate: Tenure Systems and Implementation
Private Bag X5020, Piet Retief, 2380; Tel: 017 826 4363; Fax: 017 826 4186; Web:
www.drdir.gov.za

SCHEDULE**Applicants:**

No.	Name and Surname	Identity Number
1.	Hadebe Bibiza Joshua	260708 5197 085
2.	Msibi Juku Elias	491022 5304 084
3.	Khumalo Piet Smotos	410701 5605 081

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	Portion 0 (R.E) The Farm Bloemhof No 118 HT	Pixley Ka Seme Local Municipality	T17562/1984	Hans Moolman trust	N/A

NOTICE TO BE PUBLISHED IN THE GOVERNMENT GAZETTE

Signed and dated at Piet Retief.



MR S.H. THOKA

DEPUTY DIRECTOR: TENURE SYSTEMS & IMPLEMENTATION

DATE: 27/12/2020

**For DIRECTOR-GENERAL: DEPARTMENT OF AGRICULTURE, LAND REFORM
AND RURAL DEVELOPMENT**

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT**NO. 1387****24 DECEMBER 2020****LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)**

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:

The Director General**c/o Deputy Director: Tenure Systems Reform****Department of Rural Development and Land Reform**

Nkangala District Shared Services Centre,

Private Bag X 7261

Witbank

1035,

Fax: (013) 656 03 75 1035,

Tel: (013) 655 1110 Fax: (013) 656 03 752

2nd Floor, Shop no: E8, Saveways Crescent, Cnr OR Tambo & Mandela Street, Die Heuwel.

SCHEDULE**Applicants:**

No.	Name and Surname	Identity Number
1.	LESHATA GEELBOOI RAMPISA	291017 5193 083
2.	PIET MDHULI	401005 5202 084
3.	JEREMIAH KOOS NGOMA	621202 5450 086
4.	ELIAS J. MABJE	550827 5245 089
5.	ADAM M MAKHUBELA	550919 5647 081
6.	SHADRACK MYBEG	490124 5591 081
7.	WILLAM T. STATO	520914 5799 088
8	JEREMIA K. NGOMA	621202 5450 086

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	PORTION 8 (REMAINING EXTENT) OF THE FARM VANGGATFONTEIN NO. 251 IR.	VICTOR KHANYE LOCAL MUNICIPALITY	T8550/2019	1. KEATON MONING PTY LTD	


 For DIRECTOR-GENERAL: DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

SIGNED BY: *Hani Nematondani*

DEPUTY DIRECTOR: TENURE SYSTEMS REFORM, DULY AUTHORISED

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT**NO. 1388****24 DECEMBER 2020****LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)**

Notice is hereby given, in terms of Section 17 (2) (c) of the Land Reform (Labour Tenants) Act, 1996 (Act No 3 of 1996) ("the LTA"), that an Application for acquisition of land was lodged with the Director General of the Department of Land Affairs by the Applicants, and in respect of the Property set out in the Schedule.

Any party who may have an interest in the above-mentioned Application is hereby invited to make written representations to the Director General, within 30 days from the publication of this Notice. The representations must be forwarded to:


The Director General
c/o Deputy Director: Tenure Systems Reform
Department of Agriculture, Land Reform And Rural Development
 Nkangala District Shared Services Centre,
 Private Bag X 7261
 Witbank
 1035
 Tel: 013 655 1000

SCHEDULE**Applicants:**

No.	Name and Surname	Identity Number
1.	Titana Troffel Matshiya	631012 5326 089 ;
(Hereinafter referred to as "the Applicants")		

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
1	Portion 06 of the farm Bankfontein 264 JS	Nkangala	T9420/2020	1. WET HANS JACOB DE	


 For **DIRECTOR-GENERAL: DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT**
 SIGNED BY: NEMATANDANI I.D
 DEPUTY DIRECTOR: TENURE SYSTEMS REFORM, DULY AUTHORISED

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1389

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

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The Director General
c/o Deputy Director: Tenure Systems Implementation
Department of Rural Development and Land Reform

Private Bag X9081, Ermelo, 2350; or 23 Taute Street, Ermelo

File Reference: ET6/5/SH

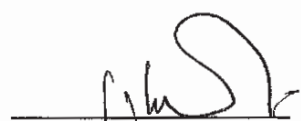
SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	Ntuli Happy Luka	5306245189085

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
	PORTION 6 (RE) OF THE FARM VYFHOEK 335 IT	Gert Sibande	T8320/2014	ARNOLDI STEFAN VAN BLERK	N/A



MR. S THOKA

DEPUTY DIRECTOR: TENURE REFORM IMPLEMENTATION

DATE: 24/11/2020

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. 1390

24 DECEMBER 2020

LAND REFORM (LABOUR TENANTS) ACT, 1996 (ACT NO. 3 OF 1996)

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Department of Rural Development and Land Reform

Private Bag X9081, Ermelo, 2350; or 23 Taute Street, Ermelo

File Reference: ET6/5/SH

SCHEDULE

Applicants:

No.	Name and Surname	Identity Number
1.	Nkosi Elias	6606175486081
2.	Vilakazi Rotha Johan	6103175438080

Property:

No.	Property Description	Locality (District)	Current Title Deed No	Current Owner	Bonds and Restrictive Conditions (Interdicts)
	PORTION 0 (RE) OF THE FARM VLAKFONTEIN 367 IT	Gert Sibande	T670/2019	AZUSOLVE PTY LTD	N/A


MR. S THOKA

DEPUTY DIRECTOR: TENURE REFORM IMPLEMENTATION

DATE: 24/12/2020

DEPARTMENT OF HIGHER EDUCATION AND TRAINING

NO. 1391

24 DECEMBER 2020

NATIONAL QUALIFICATIONS FRAMEWORK ACT, 2008 (ACT NO. 67 OF 2008)

DETERMINATION OF THE SUB-FRAMEWORKS THAT COMPRISE THE NATIONAL
QUALIFICATIONS FRAMEWORK

I, Bonginkosi Emmanuel Nzimande, Minister of Higher Education, Science and Innovation, in terms of section 8(2)(e) of the National Qualifications Framework Act, 2008 (Act No. 67 of 2008), after having considered the advice from the South African Qualifications Authority (SAQA), hereby determine the three sub-frameworks that comprise the National Qualifications Framework with effect from the date of publication of this notice.

The previous determinations in Government Notice No. 1040 of 2012 published in Government Gazette No. 36003 of 14 December 2012 and Government Notice No. 891 of 2013 published in Government Gazette No. 36803 of 13 August 2013 respectively, are hereby repealed.



DR BE NZIMANDE, MP

MINISTER OF HIGHER EDUCATION, SCIENCE AND INNOVATION

DATE:

29/11/2020

DETERMINATION OF THE SUB-FRAMEWORKS THAT COMPRISE THE NATIONAL QUALIFICATIONS FRAMEWORK

THE NATIONAL QUALIFICATIONS FRAMEWORK AND ITS SUB-FRAMEWORKS

1. The National Qualifications Framework Act, 2008 (the Act) in terms of section 7 read with sections 24 to 26 thereof, provides for the National Qualifications Framework (NQF) as a single integrated system for the classification, registration, publication and articulation of quality-assured national qualifications (s 4) comprising three co-ordinated qualifications sub-frameworks, each developed and managed by a Quality Council, viz.:
 - a) The General and Further Education and Training Qualifications Sub-Framework under the Quality Council for General and Further Education and Training (Umalusi), contemplated in the General and Further Education and Training Quality Assurance (GENFETQA) Act, 2001 (Act 58 of 2001);
 - b) The Higher Education Qualifications Sub-Framework under the Council on Higher Education, contemplated in the Higher Education Act, 1997 (Act 101 of 1997); and
 - c) The Occupational Qualifications Sub-Framework under the Quality Council for Trades and Occupations, contemplated in the Skills Development Act, 1998 (Act 97 of 1998).
2. The Act also provides for Quality Councils to each:
 - a) develop and manage its Sub-Framework, and make recommendations thereon to the Minister in terms of section 27(e); and
 - b) in terms of section 27(f), in consultation with the SAQA, advise the Minister on matters relating to its Sub-Framework.
3. The three Quality Councils, through extended consultative processes, have developed and published their Sub-Frameworks.
4. SAQA is co-ordinating the Sub-Frameworks in terms of section 11(c) of the Act.

DETERMINATION OF THE SUB-FRAMEWORKS

5. The three NQF Sub-Frameworks are determined as follows:
 - a) The General and Further Education and Training Qualifications Sub-Framework (GFETQSF) comprise NQF Levels 1 to 4 with general and vocational purposes;
 - b) The Higher Education Qualifications Sub-Framework (HEQSF) comprise NQF Levels 5 to 10, and includes qualification types with general, professional and vocational purposes; and
 - c) The Occupational Qualifications Sub-Framework (OQSF) comprise NQF Levels 1 to 8 with occupational purposes.

THE SOUTH AFRICAN NATIONAL QUALIFICATIONS FRAMEWORK LEVELS AND QUALIFICATION TYPES

6. The following table reflects the determined qualification types on the NQF:

NQF Sub-Framework/ Quality Council	NQF Level	NQF Sub-Framework and Qualification Type		NQF Sub-Framework/ Quality Council
Higher Education Qualifications Sub-Framework (HEQSF)/ Council on Higher Education (CHE)	10	Doctoral Degree Doctoral Degree (Professional)	Specialised Occupational Diploma Advanced Occupational Diploma Occupational Diploma Advanced Occupational Certificate Higher Occupational Certificate National Occupational Certificate Intermediate Occupational Certificate Elementary Occupational Certificate General Occupational Certificate	Occupational Qualifications Sub-Framework (OQSF) Quality Council for Trades and Occupations (QCTO)
	9	Master's Degree Master's Degree (Professional)		
	8	Bachelor Honours Degree Post Graduate Diploma Bachelor's Degree		
	7	Bachelor's Degree Advanced Diploma		
	6	Diploma Advanced Certificate		
	5	Higher Certificate		
General and Further Education and Training Qualifications Sub-Framework (GFETQSF)/ Umalusi	4	National Certificate		
	3	Intermediate Certificate		
	2	Elementary Certificate		
	1	General Certificate		

7. The minimum credits that may be awarded at each level of the NQF to qualifications across the sub-frameworks are 120 credits per level.
8. SAQA will register part-qualifications at any level of the NQF.

ARTICULATION, RECOGNITION OF PRIOR LEARNING AND CREDIT ACCUMULATION AND TRANSFER

9. Articulation between different programmes and qualifications within and between the sub-frameworks is essential to advance the objectives of the NQF.
10. Each qualification will by design have clear articulation rules and pathways aligned to the purpose and scope of the qualification.
11. The Quality Councils must, in consultation with curriculum developers and providers, produce articulation pathway maps for each registered qualification and part-qualification both within and between sub-frameworks.
12. SAQA and the Quality Councils must ensure the alignment and implementation of all Articulation, Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer (CAT) policies.

IMPLEMENTATION AND TRANSITIONAL ARRANGEMENTS

PRE - 2009 QUALIFICATIONS (UNDER THE SAQA ACT, 1995)

13. The registration end date for Pre-2009 qualifications and unit standards registered on the OQSF shall be 30 June 2023.
14. The last date of first-time learners enrolling for Pre-2009 qualifications and unit standards registered on the OQSF shall be 30 June 2024.

15. The last date of achievement for learners enrolled for Pre-2009 qualifications and unit standards on the OQSF shall be 30 June 2027.
16. The registration end date for all Pre-2009 qualifications and unit standards registered on the GFETQSF shall be 30 June 2023.
17. The last date of first-time learners enrolling for Pre-2009 qualifications and unit standards registered on the GFETQSF shall be 30 June 2024.
18. The last date of achievement for learners enrolled for the Pre-2009 qualifications and unit standards registered on the GFETQSF shall be 30 June 2025.
19. The registration end date for non-aligned qualifications on the GFETQSF shall be 30 June 2023. The last date for first-time students entering the qualifications that are not aligned to the GFETQSF will be 30 June 2024. The last date of achievement shall be 30 June 2025.
20. The Quality Councils must ensure that the accreditation periods for the Pre-2009 qualifications coincide with this Ministerial Determination.

QUALIFICATIONS NOT ALIGNED TO THE NQF LEVEL DESCRIPTORS

21. All qualifications registered on the NQF must be aligned to the NQF Level Descriptors by 30 June 2023, to ensure coherence in learning, and to enable the allocation of qualifications to particular levels in order to assess their comparability and parity of esteem.

GENERAL

22. The Minister of Higher Education, Science and Innovation may, on the advice of the SAQA and/or a Quality Council, publish exceptions on the Determination from time to time.

NATIONAL SCHOOL OF GOVERNMENT

NO. 1392

24 DECEMBER 2020



A National Implementation Framework towards the Professionalisation
of the Public Service

8 December 2020

EXECUTIVE SUMMARY

Globally, public services are seized with the issues of professionalism and the professionalisation of their employees and operations. South Africa is no exception, with various initiatives undertaken to ensure that the Public Service is pertinent for democracy and the envisaged developmental state. The draft National Implementation Framework combines various sources as well as views shaping the discourse on professionalisation in public administration and governance.

Chapter 10 of the *Constitution of the Republic of South Africa (1996)* (hereafter, referred to as the Constitution) states that one of the basic values and principles governing public administration requires that a high standard of professional ethics must be promoted and maintained. These values and principles are applicable to administration in every sphere of government; organs of state; and public enterprises. Section 239 of the Constitution defines an “organ of state” as any department of state or administration in the national, provincial or local sphere of government; or any other functionary or institution exercising a power or performing a function in terms of the Constitution or a provincial constitution; or exercising a public power or performing a public function in terms of any legislation but does not include a court or judicial officer. The framework document uses the terms “public service”, “public sector” and “public administration” interchangeably – and has to be understood in the context of the Constitution in defining public administration and organs of state.

Section 197 of the Constitution stipulates that public service is within public administration, which is a broad body with multiple institutional arrangements, consisting of the Public Service and other related institutions. By implication then, a public servant is defined broadly as someone who works in public administration. This framework document will use the term ‘public servant’ to refer to employees in any institution within public administration. Moreover, such employees will inevitably have varied conditions of service, responsibilities, levels of accountability and different tenure arrangements.

The framework document draws an important distinction between being *professional* and *professionalism* (which are the practices, conduct, values and behaviour regardless of training, qualifications and levels of responsibility) with the concept of *professionalisation* (which is about changing individual attitudes, behaviour and performance towards serving the public). It is a values aspect which is about observing and serving people with empathy in accordance with the Constitution, *Batho Pele* and the *Public Service Charter*. Professionalising also means having qualified people who know what they are doing and are fully equipped to perform their jobs with diligence. This entails continuous development, which makes public servants more competitive by sharpening their “know-how”.

Importantly, this also requires the professionalisation of certain categories of occupations in the public service, over and above what is already recognised through statutory professional bodies. In the same way that health workers are recognised as a sector and belong to professional bodies which regulates their trade, the state needs to expand this to cover other public service occupations. In furtherance of this initiative, pre-entry exams and compulsory integrity tests must be introduced across levels and sectors.

Professionalising the Public Service requires a non-partisan approach. For this to be realised, the Public Service must be depoliticised and government departments must be insulated from the politics or political parties. The bureaucracy must continue to loyally and diligently implement the political mandate set by voters and the party, but to refrain from being political actors themselves. To achieve this distinction would require a few decisive reforms, including extending the tenure of Heads of Department (HoD), creating the post of Head of the Public Service, implementing occupation specific competency assessments (not just the generic competency assessments currently in use), ensuring rotation of HoDs every 7 years (while at the same time, implementing the revolving door policy and making secondment policy more flexible) and involving the Public Service Commission (PSC) or their nominated experts in the interviews of Deputy Directors-General (DDGs) and Directors-General (DGs).

DRAFT

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SECTION 1: INTRODUCTION

1. PURPOSE AND OBJECTIVES OF THE NATIONAL IMPLEMENTATION FRAMEWORK

1.1 The purpose of this document is to develop a national implementation framework towards the professionalisation of the Public Service. Under the leadership of the Minister for the Public Service and Administration (MPSA) and mandated through the Governance, State Capacity and Institutional Development (GSCID) Cluster, the Department of Public Service and Administration (DPSA) and the National School of Government (NSG) have been instrumental in conceptualising this document and undertaking consultations thus far.

1.2 Finally, the framework was also tabled at the Cabinet meeting held on 18 November 2020, and the decision of Cabinet was as follows:

“Cabinet approved publication of the draft national implementation framework towards the professionalisation of the Public Service. This is in line with the commitment made by the sixth administration to create a capable, ethical and developmental Public Service. The framework proposes five critical professionalisation pillars which will be led by the National School of Government (NSG), in partnership with various institutions of learning. The five pillars include pre-entry recruitment and selection within the public service; induction and onboarding; planning and performance management; continuous learning and professional development, and career progression and career incidents”.

1.3 The objectives of the framework are as follows:

- a. Entrenching a dynamic system of professionalisation in the Public Service.
- b. Strengthening and enabling the legal and policy instruments to professionalise categories of occupations in the Public Service.
- c. Enhancing and building partnerships and relationships with professional bodies.
- d. Ensuring meritocracy in the recruitment and career management of public servants, which are in line with National Development Plan and the Medium Term Strategic Framework.
- e. Initiating consequence management for material irregularities through the transgression mechanisms available to professional bodies and the *Public Audit Amendment Act* of (Act 5 of 2018)

1.4 While public servants who belong to professions such as teaching, nursing, auditing, engineering, law, medicine etc. have the dual benefit, or burden, of navigating their way through detailed codes of conducts that are externally managed, the majority of public servants whose occupations are not regulated by any independent professional association place reliance on the existing generic framework used by the Public Service. This is notwithstanding the lack of clarity and mechanisms on how the Public Service is leveraging the benefits of external professional membership to enhance the professionalism of its employees, where applicable. The existence of externally managed/moderated professions as well as ‘non-professionalised’ professions within the Public Service, if not systematically addressed, has the potential to derail debates and processes to professionalise the Public Service.

- 1.5 This framework provides the State with an opportunity to develop key actions and systems to ensure the professionalisation of the Public Service. The ultimate outcome is to ensure a responsive, meritocratic and professionalised public administration in the service of the people.

2. INTRODUCTION

- 2.1 In recent years, and, in particular, since the adoption of the *National Development Plan: (NDP: Vision 2030)*, there has been a substantive amount of discussion about the professionalisation of the Public Service. However, it can be argued that despite the studies carried out around professionalisation, there is little or no clarity as to exactly what it means and how it can be implemented. There seems to be a varying set of thoughts, expressed in insular terms, each one of which seeks to explain definitively what the concept of the professionalisation of the Public Service means.

According to chapter 13 of the *National Development Plan*, “the public service should attract highly skilled people and cultivate a sense of professional common purpose and a commitment to developmental goals”. To achieve this, according to chapter 13,

“South Africa needs a two-pronged approach to building a more professional public service from the top and the bottom” and to “increase the pool of skilled people by ensuring that the public service and local government become careers of choice for graduates who wish to contribute to the development of the country”.

- 2.2 The current *Medium Term Strategic Framework (MTSF 2019-2024)* of Government, commits explicitly to the professionalisation of the Public Service as an imperative for the building of a capable, ethical and developmental state. The work of professionalising the Public Service is part of a bigger project of strengthening state capacity – thus it must be seen as one element of such. Other elements of this bigger project, which are all interlinked are: (i) the *White Paper process on the Transformation and Modernisation of Public Administration*; and (ii) appointment of a Head of the Public Service.

“A professional Public Service is one where people are recruited and promoted on the basis of merit and potential, rather than connections or political allegiance. This requires rigorous and transparent recruitment mechanisms. However, the Public Service will not be effective if it is elitist and aloof.

Public servants need to have an in-depth understanding of the sections of society with which they work. A highly skilled public service should also be representative of, and connected to, the communities it serves” – chapter 13 of the NDP

- 2.3 There is an assumption that professionalism is or should be an inherent characteristic in public representatives and public servants alike. However, experience has shown that this is merely wishful thinking and there is often little professionalism evident. Notwithstanding the reality, it is a justifiable expectation that a person who works as a public representative or a public servant must present a professional attitude at all times when dealing with the issues and concerns of those that he/she is expected to serve. There is also an assumption that people who have academic qualifications or are taken through some form training on the Code of Conduct and other programmes will demonstrate the required levels of professionalism in any profession, including those contained within the Public Service. However, there is adequate evidence from both the public and private sectors that

qualifications, in isolation from other essential elements of professions such as academic and social values, are the worst predictors of professionalism. Hence, in addition to meritocratic appointments and promotions, the Constitutional Values and Principles are the cornerstone upon which to build a Public Service that is ethical, responsible and accountable.



- 2.4 Professionalism is not only conduct that people adopt daily as they venture out to work or serve, in the way that the Constitution demands of public representatives and public servants. Professional conduct also includes such elements as how one speaks to others – co-workers, customers, or members of the public in the course of performing their duties. Respect, dignity, integrity, courteous behaviour, treating people with equality and observing non-racialism are all elements of professional conduct. So, while someone in the Public Service may be expected to be inherently imbued with the qualities of professionalism, it cannot be taken as a given that this behaviour will be routinely displayed. Standards and approaches should be entrenched and public representatives and public servants ought to be trained or taught to take the right decisions and actions that will reflect their professional conduct.
- 2.5 The following are some of the more pronounced concepts on the matter of the professionalisation of the Public Service:
- a. Professionalisation of the Public Service means that all public servants become a composite group of workers, subject to a single dispensation of professional registration and regulation, which is predicated on the view that they all work for the State in order to deliver a range of services to the people. This concept is seen as inextricably linked to the notion of the establishment of a single Public Service¹ across national and provincial government departments, municipalities and their entities.
 - b. Professionalisation of the Public Service simply refers to the subscription by all public servants to the values espoused in the *Public Service Charter*. In this context, public servants are required to live the commitment of upholding the

principles of *Batho Pele* by showing empathy towards the plight of the citizenry, especially those who rely on government goods and services for their daily living.

- c. Professionalisation of the Public Service refers to the uninterrupted career longevity of public servants who are there to do their job, regardless of any changes of Ministers, Members of the Executive Council or Councillors within the governing party in charge of the administration, or changes to political parties after elections. In this context, professionalisation is considered as the creation of an environment of integrity that insulates public servants from any political interference, which in turn, is viewed as a precondition for Government becoming an employer of choice by people who wish to pursue their job careers for a life time.
- d. The professionalisation of the Public Service is about according full recognition of the various professional categories within the Public Service, and subjecting them to registration with externally regulated professional bodies and associations. It also refers to the creation of additional professional categories of workers who are linked to some form of training, which leads to the external regulation of such categories of workers according to a particular standard, code of conduct and ethical framework.

One element of professionalisation is to help competent people with the know-how to sharpen State administration and governance.

2.6 It may be necessary to consider whether to treat these concepts as insular, stand-alone perspectives on this complex and dynamic matter, or to take a combination of the best elements of each of them, without according superiority of one over the others. The value system embraced by the *Constitution of the Republic of South Africa (1996)* is the starting point of every public administration and public service practice. It is the realisation of the fundamental rights and values in the Constitution that is the essence of South Africa's concept of professionalism which public servants and public administrators are duty bound to pursue with a strong nationalist vigour. Consistent with this value system, the Constitutional Values and Principles in section 195 of the Constitution prescribe a particular kind of governance and public leadership for the Public Service. Section 195 is authoritative in the sense that every public official must adhere to these values and principles without fail. However, creating and sustaining a professional Public Service cannot and should not be a compliance driven process but rather a higher calling driven by adherence to the Constitution.

2.7 In the 26 years of democratic public service, there has not been any decisive interventions in the professionalisation of the Public Service. There is a greater fixation on compliance, whilst neglecting to determine how compliance impacts on matters of professionalisation and performance. In the 6th Administration, there is recognition for a call to strategic and decisive interventions to professionalise the Public Service by setting the bar far higher than that of achieving clean audit outcomes. Lack of professionalism can have detrimental consequences (viz. fruitless expenditure and service delivery protests characterised by violence and fatalities) and manifests in, for example, nepotism in the absence of formal and relevant qualifications, political interference, rivalries, lack of accountability, low staff morale, serious and growing corruption, to name but a few of the consequences (Auditor-General of South Africa, 2010: 3).



SECTION 2: THE NEED FOR PROFESSIONALISING THE SOUTH AFRICAN PUBLIC SERVICE

3. THE NATIONAL DEVELOPMENT PLAN: VISION 2030

- 3.1 In order to enable sustainable and inclusive development, the NDP places emphasis on the key developmental interventions of creating jobs and livelihoods; expanding infrastructure; transforming urban and rural spaces; improving education and training; building a capable state; fighting corruption and enhancing accountability. A capable state is an essential precondition for South Africa's development. According to the NDP, "there needs to be a uniformity of effort and competence across the entire public service" or else there is a "real risk that South Africa's national plan could fail because the state is incapable of implementation."
- 3.2 The *Diagnostic Overview (2011)* outlined the need to improve the skills of public servants – but also noted the following:
- a. The erosion of the State's role in producing skilled professionals (e.g. the closure of teacher and nursing colleges).
 - b. This erosion also applies to the training of engineers, planners and artisans. Past practices of engaging professional institutes in the training, selection and development of senior managers have largely been unsuccessful, while bodies like the Institute of Municipal Finance Officers and Municipal Engineers have little influence over appointments to critical positions in the Public Service.
 - c. The result has been a reduction in the number of professionals available to the State, and a looming crisis in the generational reproduction of professional expertise as the ageing cohorts with expertise and knowledge continue to leave the system.
- 3.3 The NDP further notes that the search for rapid solutions has resulted in attention being shifted from the primary priorities, specifically, skills shortages and a lack of professionalism which affects all aspects of the Public Service. At the executive management echelon levels, reporting and recruitment structures have allowed too much political interference in selecting and managing senior staff. The result of this has been unnecessary turbulence in senior positions, which has undermined the morale of public servants and, more importantly, the citizens' confidence in the state, resulting in negative public trust in governance and administration. At junior levels, there has been insufficient focus on providing stimulating career paths that ensure the reproduction of skills and foster a sense of professional shared purpose. The State needs a clear vision as to

CHAPTER 13 OF THE NATIONAL DEVELOPMENT PLAN:

Skills, a professional ethic and a commitment to public service, should be recognised and valued at all levels of the Public Service and local government.

Many skills can only be developed "on the job", but staff are often **promoted too rapidly**, before acquiring the experience needed for senior posts. This is, in part, a reflection of skills shortages in broader society; but **specific interventions within the Public Service** can help ameliorate this.

Services cannot be delivered without people with the **necessary specialist skills and knowledge** – whether they are nurses, doctors, engineers, planners, artisans or others.

There is a **shortage of professional skills in Government**, particularly at the local level. Government requires engineers to build, maintain and operate infrastructure. Even when these functions are contracted out, Government needs to have the technical expertise to commission and oversee contractors.

where the next generation of public servants will emerge from and how specialist professional skills will be reproduced for the future.

- 3.4 Moreover, the NDP states that reforms are essential to enable public office-bearers and functionaries to perform duties competently, efficiently, and masterly (professionally) by strengthening skills, enhancing morale, clarifying lines of accountability and building an ethos for the Public Service. Thus, from a public service perspective, the identification of service delivery constraints are paramount and are addressed in Chapter 13 of the NDP. As such, the NDP (2012: 364) states that irregular public service performance could be attributed to skills deficits and inappropriate staffing, amongst others. More importantly, the aforementioned document noted that there is a lack of a clear vision as to where the next generation of public servants will emanate from and how specialist/professional skills will be reproduced (NDP, 2012: 364). However, an aspect that is not touched on is the nature of the hypothetical professional skills that would be required by the Public Service cadre as well as how they would be acquired.
- 3.5 The NDP (2012: 371) furthermore recommends that careers in the Public Service should be deemed as careers of choice by professionals. Once again, this recommendation is made without identifying the professional skill set that would be needed to build a capable and competent labour force as well as the mechanism that would need to be utilised to achieve this. In an attempt to address the above-mentioned deficit and in the quest to build a capable and developmental state, the NDP has identified eight areas that need attention, namely to:
- a. Stabilise the political-administrative interface;
 - b. Make the Public Service and local government administration careers of choice;
 - c. Develop technical and specialist professional skills;
 - d. Strengthen delegation, accountability and oversight;
 - e. Improve inter-departmental coordination;
 - f. Take a proactive approach to improving relations between national, provincial and local government;
 - g. Strengthen local government; and
 - h. Clarify the governance of State Owned Entities.

According to the NDP, progress in these eight areas would contribute to the professionalisation of the Public Service.

4. MEDIUM TERM STRATEGIC FRAMEWORK 2019-2024

- 4.1 In support of the *NDP Vision 2030*, the *Medium Term Strategic Framework 2019 – 2024 (DPME, 2019)* sets out Government's strategic outlook for the next five years by focusing on the following priorities:

Priority 1: A Capable, Ethical and Developmental State

Priority 2: Economic Transformation and Job Creation

Priority 3: Education, Skills and Health

Priority 4: Consolidating the Social Wage through Reliable and Quality Basic Services

Priority 5: Spatial Integration, Human Settlements and Local Government

Priority 6: Social Cohesion and Safer Communities

Priority 7: A Better Africa and World.

- 4.2 Professionalisation of the Public Service is addressed through Priority 1 which underpins all seven priorities of the MTSF. Priority 1 puts forward a vision of strong leadership, a focus on people and an improved capability to implement Government plans. Facilitating this vision into action will involve a transition to a more functional and integrated Government, which is capacitated with professional, responsive and meritocratic public servants to strengthen relations and efficiency (MTSF 2019 – 2024: 29).
- 4.3 In further unpacking professionalism, the MTSF asserts that a developmental and meritocratic state has to develop professional capabilities in the areas of knowledge and skills, financial management, governance and accountability, infrastructure/facilities and equipment, operational (business process and practice) as well as ICT. The strategic framework also explains that an ethical State strengthens governance and accountability between citizens and Government. Key characteristics that should be demonstrated are honesty, ethical behaviour and integrity. Further required actions are to strengthen democratic institutions and the capability of the state to fight corruption while ensuring compliance with constitutional values and *Batho Pele* principles.
- 4.4 Outcome 3 (professional, meritocratic and ethical public administration) of Priority 1 requires the following outputs to be delivered:
- a. A compulsory in-service training framework that is approved by 2020 and eight compulsory programmes rolled out by 2022
 - b. The recognition of professionals in the public sector by a professional body by 2023 (working in partnership with the Department of Public Service and Administration).
- 4.5 Professionalising means having a Public Service that is non-partisan. And for it to be non-partisan it must be depoliticised. In other words, departments must be insulated from the politics - the mandate of the bureaucracy is to loyally and diligently implement the political mandate, but not to be political actors themselves. To achieve this requires a few decisive reforms, including extending the tenure of HoDs, creating the post of Head of the Public Service, implementing occupation specific competency assessments (not just the generic competency assessments currently in use), rotation of HoDs every 7 years and at the same time implementing the revolving door policy (moving between academic and private institutions for limited periods in order to get more experience for the public service position), making secondment policies more flexible, and involving the Public Service Commission or their nominated experts in the interviews of DDGs and DGs.

5. ETHICS AND PSYCHOMETRIC TESTING

- 5.1 The ethical conduct of public servants is a foundational component of professionalism. From a systemic approach it is not adequate to only address the issue once the individual has been appointed. Dutelle and Taylor (2018:191) assert that ethical conduct needs to be considered during the recruitment process with specific reference to the following:
- a. How are the new recruits/employees tested to ensure a proper foundation in ethics-based decision making?
 - b. If testing is conducted, is it oral in nature, computer-based or written?
 - c. Does there appear to be a relationship between the age of recruits/ new employees and ethics violations?
 - d. What is the size of the organisation?
 - e. Are new recruits/employees assigned a mentor? If yes, did these employees display any incident of less/more ethics-based violations?
- 5.2 Gilman (2005) mentions that the *Stewart-Sprinthall test* was developed and applied to understand the distribution of ethical development in the public services in Russia, Poland and the United States. This diagnostic test suggested that each country required different elements within either an ethics code or a code of conduct. The variance detected was based on differing hierarchies of values (not different values) and historical experiences. The importance of this work, as well as the social psychology research at the Centre for the Study of Ethical Development at the University of Minnesota, has led to the uncovering of various key elements to deepen the understanding of what must go into an ethics code and why these will work. The first lesson is that individuals approach ethics problems with “different” lenses and therefore an ethics code must be able to address multiple levels of meaning. To clarify this, some individuals only want to know “what will happen to them” if they violate the code, others want to understand the rule. And still others want to know which principles underlie the specific rule(s). Good ethics codes should address all of these levels.
- 5.3 Because of value multiplicity in the public sector in Denmark, the authors set out to present and discuss value classifications in a typology of four modes of governance (hierarchy, clan, network, and market). Based on a survey of public managers by Andersen, Jorgensen, Kjeldsen, Pedersen and Vrangbæk (2012), a principal component analysis showed (and a confirmatory factor analysis validated) that public values can be classified in seven dimensions: the public at large, rule abidance, balancing interests, budget keeping, efficient supply, professionalism, and user focus. While these dimensions can be related to the four modes of governance mentioned above, it is also evident that the four modes of governance do not capture the full complexity of public managers’ world of values. In particular, the study revealed that political loyalty forms an additional value dimension together with being able to interpret the political climate, balance interests, and make networks. This result suggests that public managers perceive politicians as one societal actor amongst others and not as the ultimate superior in a hierarchical system. The perceived role of a public manager therefore is more that of a mediator than a loyal civil servant.

6. NOTION OF PROFESSIONALISATION

- 6.1 The multi-dimensional nature of the concept of professionalisation and the notion that professionalising the Public Service is a complex issue, linked to various schools of thought, is obvious in any study of the available literature. This literature review provides notes on the concepts of professionalism and professionalisation within the public service context and regulatory framework, followed by a synthesis of relevant public service sources on professionalism, initiatives to promote professionalism in other countries, and possibilities of professionalisation of public administration in South Africa. Evident in literature on the professionalisation of the Public Service is a nuanced discussion on the importance of work ethics, skills development initiatives, performance management and good governance in supporting professionalism.
- 6.2 It is important to acknowledge that professionalisation of the Public Service is mandated by the Constitution, relevant legislation and various policies. Hence, a discourse on notions relating to the professionalisation cannot fall outside the context of the Constitution and the NDP.
- 6.3 Professions began in the Middle Ages and are a subject of much sociological debate (See Abbott 1998; Freidson 2001). According to Davidson-Shivers and Barrington (2004), the degree to which an occupation is classified as a profession is subjective and evolves over time, hence a profession emerges when work becomes systematised and people must acquire relevant education and training to perform the work to a satisfactory standard and must also adhere to specific codes of conduct as they perform that work. This explains why law, medicine, the clergy and university professorates were historically regarded as “learned professions” and professions that emerged from industrialisation such as engineering, nursing, school teaching, accountancy and social work were classified as “occupational professions” (Davidson-Shivers and Barrington, 2004). However, these distinctions have become insignificant in the twenty first century because of (a) new forms of specialisation and their professionalisation within well-established professions, (b) the emergence of new occupations and professions such as those related with Information Technology, and (c) the interdependence of multiple professions and stakeholders in dealing with complex challenges. Equally, within the public sector context, a lot has been written about traditional (Mosher, 1978), hybrid (Colley & Guery, 2015) and new (Broadbent & Laughlin, 2002) professions in the Public Service, hence the cliché that the Public Service is a ‘profession with professions.’ So what does it mean for being a professional, and professionalism, in the Public Service?
- 6.4 Within the context of a profession, in its ordinary meaning, to be professional means to work and project oneself in a way that demonstrates superior levels of acquired knowledge, skills and competence as well as exemplary conduct, commitment to the profession and its associated code of ethics and service to the community.² Professionalism is therefore about the qualities and behaviour that one exhibits and the manner in which one conducts oneself in the work environment, whether it is in the public or private sector. Professionalism entails a high standard of work ethic and adherence to standards and principles pertaining to specific work, discipline and context and includes qualifications, skills, competencies and values.

- 6.5 Contrary to narrow conceptions that emphasise one or a few variables such as qualifications or experience, *professionalism is a multi-dimensional concept, process and outcome* that exists at the individual, organisational and societal level. At the individual level, it relates to traits such as skills, qualifications and experience in a given area coupled with the individual's own value system. In the second dimension, organisational ethos and their accompanying values and norms help bind members of an organisation to a common understanding of the organisation's mandate, culture and professional mission. The values and norms at both the individual and organisational level are influenced by the broader societal value system of the nation state, patriotism and the specific values and principles that bind people as a nation. Locating these levels in the South African constitutional context with specific reference to the public administration and public service means that being professional and professionalism is anchored on the Constitutional Values and Principles so as to realise the fundamental rights and values enshrined in the Constitution.
- 6.6 Although such levels of professionalism ought to be inherent in the Public Service, it is not innate to every public servant but has to be nurtured and cultivated through appropriate processes and systems within the broader public administration. To achieve this requires leadership, sound policies, skilled managers and workers, clear lines of accountability, appropriate systems, the consistent and fair application of rules and the strict adherence to the Constitutional Values and Principles in section 195 of the Constitution.
- 6.7 When the Constitutional Values and Principles are read purposefully and contextually, it becomes clear that their geneses are in fact the fundamental values in the Constitution and can be synthesised into human dignity, the achievement of equality and the advancement of human rights and freedoms. The synergy and nexus between the fundamental values and principles in section 195 of the Constitution is that the two represent the building blocks of a developmental state and a capable and professional public service. However, a development oriented public administration and a capable and professional public service as envisaged by the Constitution and the NDP will struggle to flourish if the foundational values underpinning it have not taken root. It is therefore incumbent upon the public administration and the public service to go beyond the simple textual interpretation of the Constitutional Values and Principles and reflect on the aspirations and transformative nature of the Constitution. It is only when Constitutional imperatives become second nature to every public servant and public representative that one can confidently assert that professionalism is inherent in the Public Service and that the delivery of services is in accordance with the fundamental rights and values of the Constitution.
- 6.8 Professionalism in the Public Service is more than the sum total of the qualifications, skills, experience and attributes that an individual possesses. Further, it is more than elementary compliance to the Code of Conduct and the *Batho Pele* Principles. To be professional and to exhibit professionalism in the public service requires the internalisation of the fundamental rights and values in the Constitution. In order to actualise these rights, values and principles, public officials must go beyond simple administrative competence and leadership. It would further require an effective public leadership to incorporate transformative constitutionalism into their decision making, which, in turn, requires the presence of transformational leaders who inspire their staff

to achieve outcomes that improve the capabilities of people in society so that they can also become active participants in shaping and consolidating South Africa's democracy. Building a capable and professional public service can only be realised through a form of public leadership in which public officials and public servants become stewards of the rights, values and principles in the Constitution. This level of public value orientation and leadership must be collective in nature with the obligation of senior administrators to shift their thinking toward the mobilisation and empowerment of others to create a governance system based on the fundamental Values and Principles of the Constitution that they live by.

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SECTION 3: UNDERSTANDING PROFESSIONALISATION - THE CONSTITUTIONAL AND LEGISLATIVE CONTEXT

7. CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1996

7.1 The *Constitution of the Republic of South Africa, 1996 (as amended)* is the supreme law of our country and provides the legal foundation for the existence of the Republic, sets out the rights and duties of its citizens, and defines the structure of the Government (Department of Justice and Constitutional Development, 2020). In this regard, South Africa is a constitutional democracy. Both the Constitution and the *National Development Plan (Vision 2030)* envisage a public service that is professional, accountable and developmental in building a capable state. The *Public Service Act, 1994*, as promulgated, the *Public Administration Management Act (Act 11 of 2014)* and the *Medium Term Strategic Framework 2019 - 2024* are all in line with the Constitution.

7.2 Section 195 (1) of the Constitution provides the basic values and principles of public administration, which includes a common ethos and value set in order to engender 'a high standard of professional ethics'. Such professional conduct includes the people-oriented and participatory manner in which policies are developed; transparency, efficiency and impartiality in rendering services; as well as accountability and integrity in management and institutional governance. Public administration also requires that good human resource management and career development practices be cultivated to maximise human potential.

7.3 The following clauses from section 195 of the Constitution provides an understanding of the Constitutional Values and Principles:

7.3.1 ***A high standard of professional ethics must be promoted and maintained***

On the surface, *ethics* appears to be a simple concept but delving deeper, it can be quite hard to grasp and even harder to practice. Whereas *values* determine what is "right" and what is "wrong" within a particular society, ethics is about *doing* what is right as a group or as an individual. It is a normative concept and the exercise of ethical judgement is based on the shared values embedded in a society. The *King IV Report (2016)* describes ethics as follows:

Considering what is good and right for the self and the other, and it can be expressed in terms of the golden rule - to treat others as you would like to be treated yourself. In the context of organisations, ethics refers to ethical values applied to decision making, conduct, and the relationship between the organisation, its stakeholders and the broader society.

Two things are significant in this description. Firstly, ethics is not about the self in isolation. It has a social quality that is relational to a given problem, situation or person. Secondly, in thinking and acting in an ethical manner, and to "treat others as you would like to be treated", the individual subjects him/herself to the cornerstone constitutional value of human dignity. In essence, ethics and the exercise of ethical judgment have, at their core, respect for the inherent dignity of others.

7.3.2 ***The promotion of efficient, economic and effective use of resources***

Government departments are entrusted with taxpayers' money to deliver services so they must ensure that funds are used specifically for the purposes they are voted for and within the given prescripts. This principle must be promoted and upheld to avoid the risk of public funds being diverted away from the priorities of government, thus compromising the positive impact on the lives of citizens. The efficient and effective use of resources contributes to improved service delivery and improving people's lives (providing quality education, better health services and improved access to services). It emphasises the provision of affordable services that are of an acceptable level and quality, and in this way, reflects the needs and priorities of citizens and the wider community.

7.3.3 ***Public administration must be development-oriented***

Understanding the development orientation of public administration requires a fuller comprehension of the aspirations of the Constitution. It is often said that South Africa's Constitution is transformative in nature as it inspires us as a nation, as a people and as a society to redesign our country's landscape in a manner that makes respect for the fundamental values it enshrines become a daily part of life. The fundamental values in the Constitution are explicitly stated and thus implicitly represent the building blocks of a capable developmental state. In many respects, this is the essence of transformative constitutionalism.

The Government of South Africa is not only obliged to ensure that all citizens benefit equally from its growth and development initiatives but also to create and implement the conditions in which substantive equality is realised. In efforts to reduce the socio-economic inequalities and fulfil expectations from previously disadvantaged citizens, the Government must commit itself to rapid socio-economic development by placing the alleviation of poverty, inequality and unemployment at the centre of its developmental agenda within a human rights discourse. In the case of public administration, development orientation refers to capacitated public administration institutions which can maintain an effective administration design and the implementation of developmental programmes. Another important dimension of development orientation is the mobilisation of all societal stakeholders behind the developmental agenda. This includes, on the one hand, partnerships with the private sector, and on the other hand, placing development in the hands of communities so that they take the initiative for their own development. It includes the need to promote patriotism and general benevolence amongst stakeholders from the private sector and communities.

7.3.4 ***Services must be provided impartially, fairly, equitably and without bias***

The values of human dignity, equality and advancement of human rights are behind the principle that requires public services to be provided impartially, fairly, equitably and without bias. This principle has a number of pre-suppositions which include elements of the fairness of the procedure applied in the delivery of services, and that where services require pre-application, these should be subjected to the same fairness and impartiality, especially fairness in respect of the quality of services. It requires that services should comply with the standards of quality and quantity and that they should be delivered without undue preferential treatment and discrimination of any form and kind.

7.3.5 *People's needs must be responded to and public participation must be encouraged*

The government's key objective is to provide a better life for all. This can be achieved through responding effectively to people's needs. People's needs refer to government services which are further entrenched in the *Bill of Rights* and therefore should be treated as rights, not privileges. Public participation should become an integral part of service delivery in the Public Service. In this respect, the Public Service needs to work proactively with the citizenry to ensure that the voices of the widest possible public are heard and considered during the delivery of services. We should not perceive citizens only as consumers or beneficiaries of Government services, but as active role players in determining which services are to be delivered and how such services should be made available. As such, planning formats must allow for the voice of citizens to translate into Public Service programmes. The involvement of communities in decision-making enables them to own the process, creates the necessary buy-in and credibility, and lends legitimacy to decision-making.

7.3.6 *Public administration must be accountable*

The *Preamble to the Constitution of South Africa (1996)* states that there is a need for "a system of democratic government to ensure accountability, responsiveness and openness". The Public Service should be a servant of the people, accessible, transparent and capable of providing excellent quality services. Accountability refers to the obligation of public servants, or an institution, to account for its activities, provide information about decisions and actions, explain and justify decisions as well as exercising discretion, accepting responsibility for these activities, disclosing the results in a transparent manner, be answerable for their actions, and most importantly, that there are consequences when duties and commitments are not met. It also includes the responsibility for cost effective financial, human and physical resources utilised by that individual or institution in pursuit of his/her or its objectives. The principle incorporates both external accountability, which requires that the relationship with the public is transparent, consultative, participative and democratic, and internal accountability which requires full accountability in terms of the reporting lines in an organisation.

7.3.7 *Transparency must be fostered by providing the public with timely, accessible and accurate information*

This value is protected by the *Promotion of Access to Information Act (PAIA, 2000)* and lays the foundation for a democratic and open society in which Government is based on the will of the people and every citizen is equally protected by law. At the heart of this principle is the obligation to ensure that the citizens of the country have access to any information held by the State as well as any information that is required for the exercise or protection of any rights that is held by another person. A complementary requirement to PAIA in promoting transparency is the *Promotion of Administrative Justice Act (PAJA, 2000)* which requires the provision of reasons for administrative actions (i.e. by revealing "both sides of the coin" to citizens who request it). A public body is not necessarily transparent when it is effective and fast in answering requests for information from the public, but when it provides substantial

information without being requested to do so by the public, this indicates a real commitment to transparency.

7.3.8 *Good human-resource management and career-development practices must be cultivated to maximise human potential*

The success of the public service depends on its capabilities to maintain a sound administration, deliver services to citizens and design and implement development programmes. These capabilities, in turn, depend on the skills, performance, integrity and motivation of the public service personnel corps.

Best personnel administration practices, suited to the South African context, need to be pursued. These include recruitment, career management, performance management and continuous professional development. In evaluating the effectiveness of personnel practices, important considerations are firstly, the purpose of the practice, and secondly, compliance with all personnel administration prescripts and labour agreements.

In committing him/herself to a career in the public service, a public servant is bound by the democratic nature of the state and the values that underpin it. In addition, an institutional system must be created that nurtures and manages the public servant to enable him/her to serve his/her country, contribute meaningfully to the betterment of the lives of his/her fellow citizens, be innovative in the development of new approaches to public administration and other technologies, and last but not least, have a productive and fulfilling work life.

7.3.9 *Public administration must be broadly representative of the South African people, with employment and personnel management practices based on ability, objectivity, fairness, and the need to redress the imbalances of the past*

One of the priorities of the democratic government in 1994 was to establish a credible and legitimate public service that was free from employment inequalities and was broadly representative of the people of the country. The *White Paper on the Transformation of the Public Service (WPTPS)* of 1995 defines Affirmative Action as laws, programmes or activities designed to redress past imbalances and ameliorate the conditions of individuals and groups who have been disadvantaged on the grounds of race, colour, gender or disability in the workplace. Affirmative Action can therefore be seen as a means to ensure representivity and equality in employment. It also means that specific provision is made to accommodate people with disabilities.

Besides requiring a Public Service incumbent to have the correct qualifications, this principle requires objectivity, fairness and the need to redress the imbalances of the past to achieve a broader representation. In this respect, emphasis has largely been placed on achieving nominal targets when appointing people, whilst underplaying the candidates' public value orientation, integrity and professionalism. It is now important to ensure that the transformation of public administration practices reflects our unique needs, aspirations and societal conditions and that it is designed for our specific context in a holistic manner. The Public Service should therefore reflect a representative society in all its richness, including the use of all official languages, organisational culture, symbols and the internalisation of the Constitutional Values and Principles, especially in relation to how these shape the way we treat vulnerable groups

in society, deal with any form of discrimination and manage state resources for the benefit and good of the public – in spite of the strengths and/or weaknesses of the applicable prescripts.

8 LEGISLATIVE CONTEXT

- 8.1 *Section 195(3) of the Constitution of South Africa (1996)* provides that national legislation (in this case the *Public Administration Management Act (PAMA, 2014)* must ensure the promotion of the values and principles of public administration – this provision also contextualises the legal provisions for the professionalisation of public administration. The professionalisation of public administration should ideally cover every sphere of government, organ of state and public enterprise – if read in conjunction with section 195(2) of the Constitution.
- 8.2 Various pieces of legislation put emphasis on having a professional public administration and ensuring that its practices and principles epitomise the humane delivery of services. It should be noted that the administrative arm of the state has become a profession in its own right. And as it develops as a profession it is expected at all times to espouse the values of probity, neutrality and fairness, amongst many other values. The Public Service has embraced the merit-based principle of setting up career structures from recruitment to the various levels of promotion. It acknowledges that the administrative machinery should be run as an institution that supports decision-making and implements the policies and programmes of the government of the day, wherein public servants are expected to play a vital role in the sustainable development and governance of a nation. Further, as an institution, the Public Service ensures the stability of administration between transitions of power, which are the hallmarks of modern-day democracy. Given these crucial roles, the nation expects its public service to demonstrate professionalism and ethics in fulfilling its main role of delivering services to the people.
- 8.3 Professionalising the Public Service involves engendering a credible system in all practices, including appointments and filling of posts. Measures have been put in place with the *Public Service Act of 1994, (as amended)*, as well as the *Public Service Regulations of 2016*, to ensure that the imperatives of the Constitution are realised. These can be noted in *Section 11(2) of the Public Service Act*, which states that “in the making of any appointment in terms of section 9 in the Public Service:
- a) all persons who applied and qualify for the appointment concerned shall be considered; and
 - b) the evaluation of persons shall be based on training, skills, competence, knowledge and the need to redress, in accordance with the *Employment Equity Act, 1998 (Act 55 of 1998)*, the imbalances of the past to achieve a Public Service broadly representative of the South African people, including representation according to race, gender and disability.”

The above therefore suggest a meritocratic Public Service based on competence and meeting the requirements of posts when appointments are being considered. Furthermore, the Public Service Regulations and sub-ordinate policy instruments, such

as Directives and Determinations issued by the MPSA aim to re-inforce professionalism in all respects.

- 8.4 Regulations 74-77 of the *Public Service Regulations of 2016* deal specifically with training in order to make sure that public servants are kept informed of recent developments in their various fields of practice. This is aimed at ensuring that their skills are kept “sharpened” so that they can deliver professional services to citizens. The rationale behind professionalism, as indicated above, is that public servants should be neutral, impartial, fair, competent and that they serve the public interest in an unbiased way when carrying out their duties.
- 8.5 Section 4 of the *Public Administration Management Act (PAMA) (Act No. 11 of 2014)* deals with the basic values and principles governing public administration, which are fundamental to professionalising the Public Service and which require each administrative body to institutionalise these values and principles. In terms of norms and standards, PAMA deals with the authority to set these values and principles in section 16 as well as establishing the office of standards and compliance in section 17. Furthermore, sections 11, 12 and 13 of the PAMA deal with capacity development and the ways in which professionalisation in the Public Service can be implemented. The following should be noted:
- a. Firstly, the NSG must deliver education and training that promotes the progressive realisation of the values and principles governing public administration and enhance the quality, extent and impact of the development of human resource capacity in institutions. This should include the professionalising of public servants and public sector institutions;
 - b. Secondly, the NSG must provide education and training or cause such education and training to be provided, or conduct or cause such examinations or tests to be conducted. The successful completion of specified education, training, examinations or tests should be seen as a prerequisite for specified appointments or transfers; and are compulsory in order to meet the development needs of any category of employees; and
 - c. Thirdly, the NSG must interact with and foster collaboration among training institutions, Higher Education Institutions (HEIs), Further Education and Training Institutions (FETs) and private sector training providers in furtherance of education and training initiatives.

From a capacity development intervention, these clauses in PAMA provide sufficient authority to institutionalise professionalisation in the Public Service.

- 8.6 In the sphere of local government, the *Municipal Systems Act (Act No 32 of 2000)* stipulates principles for municipal administration, entrenching the fact that local public administration is governed by the democratic values and principles embodied in the Constitution. All municipalities are expected to make an effort to establish their administrations in a professional way, as far as is possible within their administrative and financial capacity. The Act stipulates that a municipality must establish and organise its administration in a manner that enables it to, *inter alia*:

- Be responsive to the needs of the local community.
- Facilitate a culture of public service amongst staff.
- Be performance orientated and focussed on the objects and developmental duties of local government as set out in the *Constitution of South Africa (1996)*.

8.7 These indicate the level of professionalism expected in municipalities as they deliver services to citizens. It is also expected that each municipality will develop its own human resource capacity to a level that enables it to perform its functions and exercise its powers in an economical, effective, efficient and accountable way. Sections 38-45 of the *Municipal Systems Act (2000)* deal with the performance management aspects of municipalities. Performance management is an important component of ensuring good performance and continuous development which can achieve the desired goals of professionalism that is expected when delivering services to the public. Furthermore, section 51 highlights that a municipality must within its administrative and financial capacity: establish and organise its administration in a manner that would enable the municipality to be responsive to the needs of the local community; facilitate a culture of public service and accountability amongst its staff; be performance orientated and focused on the objects of local government as set out in section 52 of the Constitution and its developmental duties as required by section 153 of the Constitution. Schedule 1 and 2 of the *Municipal Systems Act* further details the Code of Conduct for councillors and officials within a municipality (*Code of Conduct for Municipal Staff Members*) (2000), as well as expectations with regard to ethical conduct. All the above are ways of entrenching professionalism in local administration.

8.8 The *South African Qualifications Authority (SAQA) (Act No 58 of 1995)* also sets the professionalisation agenda by providing for learnerships that lead to recognised occupational qualifications; the financing of skills development by means of a levy-grant scheme and a *National Skills Fund*; the regulation of employment services; and for matters connected to the National Qualifications Framework (NQF), which sets out an institutional framework to devise and implement national, sector and workplace strategies to develop and improve the skills of the South African workforce and integrate those strategies within the National Qualifications Framework. The NQF is therefore a set of principles and guidelines by which records of learner achievement are registered to enable the national recognition of acquired skills and knowledge, thereby ensuring an integrated system that encourages Life Long Learning, which, in turn, contributes to the professionalisation of those who embark on this career path. Furthermore, the Act aims to provide opportunities for those in the South African workforce to gain recognised occupational qualifications as set out in the *Quality Council of Trade and Occupations (Act No 97 of 1998)*. It also aims to provide financing for skills development and provides for and regulates employment services. By implementing this Act, Government aims to improve the skills and productivity of its workforce.

8.9 Another piece of legislation that is significant within the professionalisation agenda in South Africa is the *Skills Development Act (1998)* which aims to expand the knowledge and competencies of the labour force in order to improve productivity and employment. The main aims of the Act are: to improve the quality of life of workers, their prospects of work and labour mobility; to improve productivity in the workplace and the competitiveness of employers; to increase the levels of investment in education and

training in the labour market and to improve the return on that investment; to promote self-employment; and to improve the delivery of services.

- 8.10 Accompanying the *Skills Development Act* is the *Skills Development Levy Act (1999)* which imposes a levy to encourage learning and development in South Africa and is determined by an employer's salary bill. The funds are expected to be used to develop and improve the skills of employees. The Act provides for the Public Service employer in the national and provincial spheres of government to budget at least one percent of its payroll for the education and training of its employees and to contribute funds to a Sector Education and Training Authority (SETA) where necessary. The primary aim of the *Skills Development Act* is to provide an institutional framework for implementing national, sector and workplace strategies to develop and improve the skills of the South African workforce. This is aimed at capacitating employees to be competent and professional in delivering services.
- 8.11 Critical to the professionalisation agenda is the responsible use of public funds, which is regulated by the *Public Finance Management Act (Act No 1 of 1999)* and the *Municipal Finance Management Act (2003)*. These Acts advocate for a professional utilisation of public funds, which is critical to basic economic governance and essential in establishing the performance, legitimacy and accountability of functional entities. Public financial management has to do with the effective administration of funds collected and spent by national and provincial government whilst the *Municipal Finance Management Act* deals with securing sound and sustainable management of the financial affairs of municipalities and other institutions in the local sphere of government; establishing treasury norms and standards for the local sphere of government; and providing for matters connected therewith.
- 8.12 Section 53 of the Local Government *Municipal Finance Management Act (Act No 56 of 2003)* indicates that the annual performance agreements as required in terms of section 57(1)(b) of the *Municipal Systems Act* for the municipal manager and all senior managers who comply with the Act in order to promote sound financial management are linked to the measurable performance objectives approved together with the budget and the service delivery and budget implementation plan; and are concluded in accordance with section 57(2) of the *Municipal Systems Act*. Furthermore, in order to ensure that professionalism is maintained at all times, section 78 indicates that senior managers and each official of a municipality exercising financial management responsibilities must take all reasonable steps within their respective areas of responsibility to ensure that the system of financial management and internal control established for the municipality is carried out diligently; that the financial and other resources of the municipality are utilised effectively, efficiently, economically and transparently; that any unauthorised, irregular or fruitless and wasteful expenditure and any other losses are prevented; that all revenue due to the municipality is collected; that the assets and liabilities of the municipality are managed effectively and that assets are safeguarded and maintained to the extent necessary; that all information required by the accounting officer for compliance with the provisions of the Act is timeously submitted to the accounting officer; and that the provisions of the Act are complied with.

9 PUBLIC SERVICE CHARTER

- 9.1 In ensuring that officials within the Public Service conduct themselves in a professional manner, a social contract has been entered into between the employer and workers, which is called the *Public Service Charter (PSCBC Resolution 1 of 2013)*. This is an agreement between the State and public servants in the form of a written and signed commitment which sets out their respective roles and responsibilities to improve performance, enhance and fast track the delivery of services to improve the lives of the people. Included in the Charter are values that govern public administration, as set out in Chapter 10 of the Constitution, which include professional ethics; transparency; accountability and good human resources management. The legislative context to the Charter includes the *1997 Batho Pele White Paper on Transforming Public Service delivery*.
- 9.2 Within the *Public Service Charter* is a *Code of Conduct for Public Servants*. This includes prohibitions on abusing positions of authority and a commitment to the optimal development of public servants. Officials are expected to be creative in their jobs and senior managers are expected to be prepared to serve the State at all times. The *Code of Conduct* requires that people are well dressed at work, that they not engage in transactions for personal gain, and that they are sober, honest and impartial. All information about personal gain is to be disclosed. This transparency is seen as a form of professional conduct as officials are expected to serve with diligence and impartiality.

10. CODES OF CONDUCT AND CODES OF ETHICS

- 10.1 One of the early signposts of intended professionalisation was the adoption of codes of good practice. Mpehle and Qwabe (2008) noted that to stimulate ethical behaviour and professionalism the South African government enacted a comprehensive legislative framework including, *inter alia*, the *Executive Member's Act, 1998 (Act 82 of 1998)* and the *Code of Conduct for Public Servants*. The first mentioned frameworks provide directives specifically to executive members of government on how to act in good faith and in the best interest of good governance. The *Code of Conduct for Public Servants* provides guidelines to all public office bearers and functionaries and also emphasises the use of public resources in an efficient, effective, transparent and accountable manner (Mpehle & Qwabe, 2008).
- 10.2 Although codes of conduct and codes of ethics are often seen as synonymous, they are different. Codes of Conduct and Codes of Ethics diverge in their content, aim and even in the administrative ethos that inspires them (Bar Cendon, 2000: 67). Codes of Conduct usually set provisions to define right and wrong behaviour, and even establish specific punishments for wrong conduct. They could be legal acts promulgated as parliamentary laws or executive regulations. They are prescriptive and give little autonomy for public officials, focussing on the core functions of the institution, rather than on general ethical ideals or principles. Hence the *South African Code of Conduct for Public Servants* acts as a guideline to public servants outlining what is ethically expected of them (as individuals and in their relationship with the legislatures, the executive, colleagues and members of the public). The Code contributes towards developing acceptable ethics and accountability in public officials and promotes

exemplary conduct. Officials are guilty of misconduct in terms of Section 20(t) of the *Public Service Act (Proclamation 103 of 1994)* if they fail to comply with any provisions of the Act.

- 10.3 Codes of Ethics, on the other hand, are a set of principles and standards that serve as guiding norms for the behaviour of public officials. They generally include ethical values and principles that are the basis of the institution they govern, recommend conduct and normally have a juridical character inferior to that of the law. Both Codes of Conduct and Codes of Ethics are necessary to promote public trust and confidence in the ethical performance of political office bearers and public officials, eliminating or reducing unethical behaviour, providing guidelines to public officials in their relationships with fellow public officials, political office bearers and with members of the public and sensitising both serving and aspiring public officials to the ethical foundations of Public Administration. As Clapper (1999: 387) argues, the importance of Codes of Ethics and Codes of Conduct is in their aspiration to channel the public official's personal morality and technical skills towards public service aims - in other words, public service "right-doing".
- 10.4 Such instruments also have limitations, evident in Public Administration literature, specifically as broad principles are often difficult to apply to particular situations as well as to the whole public sector, they are difficult to enforce (often lacking enforcement mechanisms), they are often ineffective in dealing with systematic maladministration (specially where internal practices encourage contradictory behaviour), and on their own they are not sufficient to promote ethical and professional conduct.



SECTION 4: Progress to Date and Benchmarked Studies

11. INTRODUCTION

- 11.1 This section provides a progress analysis of the initiatives on professionalisation in the Public Service of South Africa and other selected countries. It provides notes on the concepts of professionalism and professionalisation within the South African Public Service context and regulatory framework. This is followed by a synthesis of relevant public service sources on professionalism, initiatives to promote professionalism in other countries, and the possibilities of achieving the professionalisation of public administration in South Africa. The literature provides a nuanced discussion on the importance of work ethics, skills development initiatives, performance management and good governance in supporting professionalism. Relevant literature from the NPC, DPSA, PSC and the NSG is reviewed in this framework. In addition, a comparative overview of initiatives to promote professionalism in the public service in specially selected countries is provided.
- 11.2 The initiatives to professionalise the Public Service have been undertaken through various projects and emphasis since democracy in 1994. The Presidential Review Commission (PRC), officially called *The Commission of Inquiry Regarding the Transformation and Reform of the Public Service*, was established in 1996 with a Terms of Reference that was inclusive of a quest for a professional Public Service. Furthermore, the *White Paper on the Transformation of the Public Service (1995)* also focused on the 'development of a professional work ethic' and 'elimination of corruption'. South Africa continued to grapple with professionalisation when they adopted the policy guidelines in the form of white papers, plans and policies which are discussed elsewhere in this framework.

12. SYNTHESIS OF RELEVANT PUBLIC SERVICE SOURCES ON PROFESSIONALISM

- 12.1 A review of programmes, documents, and reports from the DPSA, PSC, the NSG, DPME, and Local Government Sector Education and Training Authority (LGSETA) accentuating the professionalisation of the Public Service. Although their primary focus is not necessarily on 'professionalism', they provide important professional guidelines and are relevant to the professionalisation of the Public Service.

12.1.1 **Senior Management Service (SMS)**

The *Senior Management Service (SMS) Programme* was developed out of the recognition of the critical role that management plays in the effective and efficient functioning of the Public Service. Chapter 5 of the *Public Service Regulations, 2016 (PSR)* provides for the establishment of the SMS to:

- a. Promote a public service management culture of excellence based on the values and principles in section 195(1) of the Constitution and the provisions of the Act.
- b. Facilitate co-operation amongst management structures of departments.
- c. Transfer organisational, managerial, professional and strategic expertise across the Public Service.
- d. Provide an organised network for the dissemination of policy, strategy and expertise.

The purpose of the *SMS Handbook (2003 and as amended)* is to set out, in clear and concise terms, the conditions of employment and the roles of SMS members (DPSA, 2003). The handbook is meant to be an invaluable tool to guide and inform, not only senior managers in the Public Service – particularly those new to the SMS, but also other sectors and those who aspire to join this cadre of leaders in delivering a better life for the people of our nation (DPSA, 2003).

The *2016 Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for members of the Senior Management Service* was necessitated by a need to address poor levels of performance and lack of training, resulting in inadequate service delivery. The purpose of this directive is three-fold:

- a. To determine the compulsory days of training for SMS members - currently 18 days over three years.
- b. To provide for pre-entry to the SMS course.
- c. To determine required qualifications for SMS posts.

The purpose of the SMS Pre-Entry Programme is to strengthen the recruitment process at Senior Management Service level and to ensure that senior managers are competent in their job role (NSG, 2018). The course is applicable to public servants and citizens who wish to apply for a position in the SMS of the Public Service provided that certain minimum requirements, qualifications and years of experience are met. The Directive recognises the importance of professionalisation by means of qualifications, experience and training. In fulfilment of the Directive, the *Pre-Entry to SMS course (Nyukela)* is being offered by the NSG since 1 April 2020.

12.1.2 **Public Service Internship programme**

The *Public Service Internship programme* is a Public Service graduate work experience programme targeting unemployed graduates with the objective of providing them with workplace experience or an opportunity to practice the work skills that they have studied and will practice in future.

12.1.3 **The Handbook for the Appointment of Persons to Boards of State and State Institutions**

The *Handbook for the Appointment of Persons to Boards of State Controlled Institutions or State-Owned-Enterprises* was approved by Cabinet on 17 September 2008. It was developed in response to the Cabinet's expectations that clear guidelines be developed for appointing persons to boards, including an explanation as to how Executive Authorities (Ministers) can deal with such appointments as well as a specification of the approval processes to be followed (DPSA, 2009). The purpose of the Handbook is to provide best practice guidelines to promote uniformity in the appointment of persons to boards of state and state controlled institutions. This supports government initiatives to promote transparency, accountability, sound administration and good governance practices in all organs of state, and builds on the good governance principles and practices provided for in the PFMA (DPSA, 2009), ensuring that members of the boards in state owned companies carry out their fiduciary duties professionally.

- 12.2 Circulars relevant to professionalising the public service include, *Integrity and Ethics Management, Conditions of Service, Corporate Governance, Human Resource Management and Development, and Delegations*. For instance, the circular on Integrity and ethics management gives approval to guides on implementation of the ethics committee (DPSA, 2019), the reporting of unethical conduct, corruption and non-compliance in the *Public Service Act, 1994* and *Public Service Regulations, 2016*, managing gifts in the public service, and others (DPSA, 2019). Furthermore, the circular gives effect to the directive on conducting business with an organ of State (DPSA, 2017) and the directive on other remunerative work outside the employee's employment in the relevant departments (DPSA, 2019).
- 12.3 The PSC is mandated in terms of the sections 195 and 196 of the *South African Constitution, 1996*, to promote and maintain a high standard of *professional ethics* throughout the Public Service. Its unambiguous tasks include investigating, monitoring, and evaluating the Public Service organisation and administration, as well as assessing the achievements and deficiency of Government programmes. In addition, the PSC must promote measures aimed at effective and efficient Public Service performance, and promote the values and principles of public administration espoused in the Constitution. Since 2014, the PSC has published several reports on the professionalisation of the Public Service, of which the following can be noted:
- 12.3.1 The report on *Building a Capable, Career-Orientated and Professional Public Service to Underpin a Capable and Developmental State in South Africa* (PSC, 2016), is a discussion document published by the PSC in May 2016. The report expounds on the key changes that the South African Public Service needs to make in order to build a capable, career-oriented and professional Public Service to underpin a developmental State. The document outlines the elements of building a capable, career-oriented and professional Public Service in terms of the following: a values driven Public Service, recruitment, promotion and career pathing, performance management, competencies of Public Service leadership, and a clear political administrative interface.
- In terms of a *values driven public service*, the discussion document emphasised the pivotal role of values, noted what the public service represents and set out clearly what the public should expect from public administration. The central theme and responsibility of the Public Service is the promotion of constitutional values outlined in Sections one and nine of the *Bill of Rights* as well as the public administration values in Section 195. It is consequently recommended that all public servants undergo a module of training on the values-base of Public Service; for which the PSC would need to advise the NSG on the curriculum content of such a module.
- 12.3.2 With regard to public service careers, the discussion document acknowledged that the NDP identified a number of proposals around the professionalisation of the Public Service. More specifically, the PSC (2016) explained that in order for South Africa to become a developmental state, a Public Service cadre able to design, implement and evaluate developmental programmes would be required. This cadre would require underscoring skills related to financial modelling, policy analysis, evaluation and process design, to mention but a few. As stated in the report, this type of work is mostly outsourced by the Public Service. It further stated that these skills are not

developed incidentally and long term careers, where these skills are developed in a structured and systematic manner, are required.

The discussion document further noted some weaknesses in the career system in the public service wherein firstly, it has previously been characterised as fragmented with decision making dispersed throughout the Public Service. Determining the inherent requirements of a job was delegated to executive authorities (Ministers) so no uniform objective appointment requirements were set and even these were inconsistently applied by thousands of selection committees. Secondly, it was noted that the careers were unstructured with no standardised probation, task proficiency, promotion and continued professional development requirements. The career system was an open system with all senior posts advertised outside the Public Service, with neither internal nor external candidates tested against objective criteria. Under these conditions, individuals build their careers by applying for posts everywhere, rather than having departments build a pool of skills in a structured manner and promoting candidates from that pool. Staff are not building careers in specific departments, whilst at the same time experiential learning is not structured well enough to enable the transfer of skills from one department to another. People move from one job to the other in the Public Service, many times through promotion, before becoming proficient in specific areas of professionalisation.

Owing to the above mentioned weaknesses in the Public Service career system, the discussion document (PSC, 2016) recommended that the *open career system with advertisement of all posts outside the public service will have to be changed to one where preference is given to promotions from a pool of candidates who have undergone a prescribed training programme and are certified to be able to perform a predetermined scope of work.*

Key recommendations in this regard included the following:

- a. Introducing a structured internship for candidates aspiring to the middle and senior management service;
- b. Dropping the requirement that all senior posts should be advertised outside the public service;
- c. Requiring that career paths should be structured by setting (and testing) task proficiency, promotion, continued professional development and prescribed training requirements; and
- d. That a promotion exam for entry into the middle and/or senior management service (rather than an exam at entry level because an entry examination may unfairly discriminate between candidates with highly unequal educational backgrounds) or a prescribed course (or courses) in relevant fields of study, designed by the National School of Government, be considered as a requirement for promotion into the MMS and SMS.

12.3.3 With regard to performance management the document asks the question whether the current system makes any difference to work performance and service delivery in the Public Service. Performance management in the Public Service, on both organisational and individual levels, is fundamentally flawed, mainly because measurable performance standards are not set and accountability has been eroded.

Poor day-to-day management of performance by supervisors – including poor supervision, poor people management, and poor operations management – contributes towards the failure of formal performance assessment.

It is recommended that the system be reviewed. A review of the performance management system cannot be done outside the context of accountability frameworks and it is consequently recommended that such frameworks be reviewed, especially in the context of service delivery units such as police stations and health districts, to better align responsibility, authority and accountability.

12.3.4 ***Competencies of Public Service leadership***

Competency assessment has been introduced for members of the SMS. However, the competency framework contains generic management competencies and does not test candidates against the functional or task requirements of the job. Also, in South Africa the results of the competency assessments have only been validated for development interventions and not for selection purposes. The framework is only to a limited degree aligned with the competency requirements for Public Service leadership in a developmental state. This calls for a review of the competency tools. It is consequently recommended that:

- The *South African Public Service SMS Competency Framework* be reviewed in order to incorporate competencies, indicators and behavioural attributes for the following competency dimensions: economic competencies; political competencies; and technical and/or functional competencies.
- Based on a representative sample of assessments, appropriate training programmes to fill competency gaps identified in the SMS group be designed and offered by the NSG.

12.3.5 The *Report on the Roundtable of the Professionalisation of the Public Service in South Africa* (PSC, 2018) explores the discussions during a roundtable that the PSC hosted on 25 September 2018 on the topical issue of the professionalisation of the Public Service and the efforts to build a career-oriented, capable and professional Public Service. The purpose of the roundtable was to assess the progress made thus far with the professionalisation of the Public Service since the adoption of the NDP, and to propose concrete initiatives that can be undertaken to deepen and consolidate the professionalisation process. A record of issues discussed during this roundtable were documented in the *Roundtable report* (PSC, 2018). The contributions made by various experts and stakeholders, as noted in the report, recognises the multi-dimensional nature of the concept of professionalisation, and the importance of context in its conceptualisation. A summary of findings presented in this report noted the following:

- a. The professionalisation of the Public Service cannot be discussed outside the context of the Constitution and the NDP (PSC, 2018). The report noted that the Constitution directs the public service to be professional, accountable and developmental while the NDP drives this imperative by promoting certain values and principles.
- b. Amidst the many definitions of professionalisation (depending on context) certain dimensions that were identified. That is, professionalism refers to skills and

- competencies, values and norms, code of conduct, and secondly meritocracy (PSC, 2018). Meritocracy sums up the issue of knowledge, skills and values. All this resonates very well with the NDP when it refers to a professional Public Service as one where persons are recruited on the basis of merit and potential rather than connection or political allegiance.
- c. A further important finding is that the institutional context also plays a role as there can be no development of the national goals, values and principles that are enshrined in the Constitution without a professional Public Service. In the absence of people who have the requisite skills, knowledge and commitment the implementation of the developmental agenda will not be attained.
 - d. Also, the report noted that throughout the discussions it was emphasised that the necessary tools exist for a professional Public Service in the form of policies, the Constitution as well as the NDP, but the caveat remains one of implementation of a professionalised Public Service.
 - e. There is therefore a critical need for training and development based on an appropriate curriculum that will speak to the NDP. The NDP has set targets to be achieved by 2030 in this regard. In respect of top level appointments, the hybrid system, where the PSC and the Administrative Head of the Public Service work together, was endorsed as requiring fast tracking. Furthermore, the decision of the Cabinet to introduce compulsory programmes, amongst others, those involving “evidence based policy making and implementation” was noted as crucial and the programmes must therefore be implemented.
- 12.4 As a way to ensure that the public servants carry themselves in a manner appropriate for the government sector, the NSG offers education, training and development exclusively for public servants in the hope of professionalising the Public Service. A qualitative study on *Professionalising the Public Sector: A South African Case* (NSG, 2019c) explores professionalisation in South Africa with reference to BRICS countries and an additional two African countries (the sample includes Brazil, Russia, India, China, South Africa as well as Botswana and Rwanda). The findings include the fact that South Africa and other selected countries experience corruption, ethical challenges and maladministration which are the antithesis of professionalism. However, all countries, especially Botswana, are lauded for the strength of the rule of law. Essentially, the conducive environment characterised by law and right intentions can lead to good possibilities of success on professionalisation. Attempts on professionalisation are convincing and evident, specifically regarding the existence of criteria such as required minimum qualifications, codes of conduct with relevant laws and relevant institutional establishments. As such, professionalism can be institutionalised given an enabling environment.
- 12.5 A research report, *Considerations on the NSG Role and Contribution to Public Sector Capacity Building from Selected Policy Documents and Oversight Reports* (NSG, 2018b), highlighted specific areas in oversight documents and reports that could be addressed through NSG interventions. The most common issues emanating from the reports, and those that should be addressed, relate to findings on: failures to comply with supply chain management (SCM) prescripts, failures to comply with laws and regulations; material adjustments to financial statements submitted for audits; material findings on the usefulness of performance information; material findings on the reliability of indicators and targets for performance reporting; the status of internal controls such as leadership, financial and performance management and governance;

consequence management; as well as aspects that had deteriorated and require intervention. In essence this report provides important preliminary information required for the rollout of mandatory programmes and the identification of relevant departments and entities which would require these programmes.

- 12.6 The NSG programme offering includes more than one hundred courses for public servants, ranging from induction to management and leadership. The *Compulsory Induction Programme (CIP)* which is compulsory for every newly appointed government employee, from entry level to middle-management levels, serves to introduce the employee to the Public Service, and also educate the employee about ethics and professionalism in the Public Service. Implementation of the *Compulsory Induction Programme* followed from a Directive issued on 31 October 2012 by the Minister for Public Service and Administration on the implementation of the *Compulsory Induction Programme (NSG, 2018a)*. The CIP programme is aimed at building a Public Service cadre that demonstrates developmental values, zeal, knowledge, skills and commitment to serving the ordinary citizens of South Africa. The programme challenges new entrants to embrace the values and mandate of the South African democratic state. It is mandatory for all new entrants to the Public Service to attend the CIP during the first twenty-four months of employment. Failure to successfully complete the CIP will result in the non-confirmation of permanent appointment in the Public Service, and illegibility to qualify for an annual pay progression incentive. Other induction programmes target senior managers in a differentiated manner that reflects a specific focus on the Director and Chief Director cohort and the cohort of Deputy-Director-General and Director-General.
- 12.7 Cabinet also approved, on 5 September 2018, a list of compulsory training programmes to be delivered by the NSG. The objectives of these programme offerings are to support efforts to create a highly competent and professionalised Public Service. The decision specifies compulsory training programmes to be attended and completed by all employees as listed below:
- i. The *Compulsory Induction Programme* (salary levels 1 – 14);
 - ii. The *Executive Induction Programme* (salary levels 15 – 16);
 - iii. The *Khaedu Training and Deployment to Service Delivery Sites* (salary levels 13 – 16);
 - iv. The *Senior Management Service (SMS) Pre-entry Programme* (applicants for positions on levels 13 – 16);
 - v. *Ethics in the Public Service* (salary levels 1 – 16);
 - vi. *Managing Performance in the Public Service* (salary levels 6 – 12);
 - vii. *Supply Chain Management for the Public Service* (salary levels 9 – 16);
 - viii. *Financial Management Delegations of Authority* (salary levels 9 – 16); and
 - ix. *Re-orientation in the Public Service* (salary levels 1 – 16).

Moreover, it should be noted that the training suites offered by the NSG mostly focus on Programme 1 (Administration) training interventions, for example Human Resources Management, Supply Chain Management to mention a few. However, the *National Development Plan Vision 2030 (2012: 423)* refers to the development of “technical and specialist professional skills”. The shortage of professional skills in

government, particularly at the local level, is of great concern with a dire need for appropriate intervention.

Furthermore, the definition of professionalism encompasses being competent, efficient, masterly and qualified. This implies that professionalism is an ongoing process of development (Edwards, 2008: 79). As such, continuous professional development is a pivotal aspect of professionalism and most professional bodies institute a system of continuous professional development points (CPD) as a prerequisite for registration to the body. The training interventions offered by the National School of Government are not related to continuous professional development as most training interventions are cross-sectional in nature (viz. once off interventions without progressive repeat or advancement in training levels).

- 12.8 Another important aspect that should be taken into consideration is that the majority of professions within the South African context are regulated by professional bodies and or associations with non-statutory bodies. For example, all health care workers (e.g. medical practitioners, psychologists, dentists, etc.) must be registered with the Health Practitioners Council of South Africa. Social workers, nursing personnel, human resources practitioners, auditors, chartered accountants, to mention a few, must be registered with their respective professional bodies. Training in terms of continuous professional development is regulated by the professional bodies and not subject to the work environment of the practitioner. Thus, regardless whether the practitioner is working in the private sector or the public service, the continuous professional development requirements will be similar and regulated by the professional body. The NSG does not have the mandate to train within these professions without the necessary accreditation by the professional bodies. So currently, if training does occur, CPD points will not necessarily accrue for the trainee.

13. PROFESSIONALISATION IN LOCAL GOVERNMENT

- 13.1 The *Local Government Sector Education and Training Authority (LGSETA, 2020)* provides an environment to facilitate the training and up-skilling of various employees and people involved in local government structures, as well as unemployed South Africans. This entails creating and implementing a variety of skills development interventions such as the *Sector Skills Plan (SSP)* and learning programmes aimed at local government employees and others working within spheres such as traditional leaders and ward councillors. Reports compiled by the LGSETA on professionalism are discussed as follows.
- 13.2.1 The report entitled: “*Professionalising/repositioning the Local Government Sector*” was compiled for the LGSETA in 2018. A summary of the final conclusions and recommendations encompass, for example, that skills shortages and administrative ineptitude are some of the major impediments to professionalism in local government. Patronage, lack of political leadership and political interference are also governance challenges faced by local government. Furthermore, awareness of ethical values underpinning HRD policies and strategies are deficient. A general lack of departmental plans and monitoring of the implementation thereof can be seen from the research reported on by the LGSETA.

13.2.2 Furthermore, a study on *‘Improving professionalism in South African local government’* was documented by Kroukamp and Cloete (2018). To improve the performance and professionalism in the South African local government, this study proposed that particular competencies and capabilities be acquired by employees to promote more professional conduct; that an environment of more responsiveness, high performance and clear accountability be created; a culture of really putting people first be inculcated; financial sustainability and management be ensured; and that institutional capacity be improved through direct and indirect support interventions (Kroukamp & Cloete, 2018).

13.2.3 The study on *“Improving professionalism in South African local government”* (Kroukamp & Cloete, 2018) identified the values of loyalty, neutrality, transparency, diligence, punctuality effectiveness, impartiality, as well as other values that may be specific to the public services of individual countries. Kroukamp and Cloete (2018) further stated that *“Public Service professionalism embraces the notion that those who join the Public Service need to be inculcated with shared values and trained in basic skills to carry out professionally their official duties.”*

14. COMPARATIVE OVERVIEW WITH OTHER COUNTRIES

14.1 This section presents an overview of initiatives to promote professionalism in the public services of different countries, including the countries that are characterised as developmental states. Countries compared herein include Malawi, Brazil, Botswana, Russia, India and China. Lastly, the existence of the practice of ethics and psychometric testing is briefly reviewed.

14.2 Malawi

14.2.1 In Malawi, post the 1994 multi-party elections, the resulting government launched a public sector reform programme, called the *Institutional Development Project*, with the World Bank (United Nations, 2000). One aftermath of the elections was an increasing pressure for the public service to demonstrate neutrality, integrity, courtesy, expertise and dedication (United Nations, 2000). A *Public Service Act* was promulgated in 1994 to provide equal access to public employment, merit based recruitment and promotion, and an increased predictability, accountability, and transparency in civil service policies and practices. In addition, an *Anti-Corruption Bureau and the Ombudsman’s Office* were established. Further, an effort to trim the civil service was instigated in order to reduce the public sector wage bill as both the size and the costs had been growing at an alarming rate. The essence of the civil service reform in Malawi was to improve personnel management and control, reduce its size, establish a performance-and-skills based salary structure and increase remuneration of senior public servants to reflect parity with those in the private sector, within budgetary constraints. Malawi also reported a focus on improving human resources management by establishing a performance and skills related salary structure. With the assistance of the World Bank, the country has been increasing the remuneration of skilled staff at middle and senior levels. The goal of these reforms was to improve the efficiency of service delivery (United Nations, 2000).

14.2.2 Currently, the *Malawi Public Service Management Policy (2018 to 2022)* has been developed to guide Public Service management for an efficient and effective Public Service that will consistently deliver high quality services to its citizens and effectively implement policies and programmes to accelerate the growth and development of the country (Republic of Malawi, 2018). The policy has been developed to reposition the public service so that it can better serve the people of Malawi. Priority areas covered by this policy include, Entrenching Public Service Guiding Principles, Values and Ethos, and Improving Productivity and Performance in Public Service Institutions. Policy Priority Area 2 is aimed at the alignment of the Public Service to the National Development Agenda structure and size of the Public Service, allocation of resources to MDAs, and staffing in the Public Service. Priority Area 3 aims at enabling a policy, legislative and institutional environment. Priority Area 6 aims at improving public sector governance through combating corruption, fraud, theft and abuse of public resources; promoting inter-sectoral and multi-stakeholder collaboration, institutionalising meritocracy in appointments, promotions and deployment of public servants; promoting inclusiveness and equity; improving strategic leadership capacity in the Public Service; and improving records management in the Public Service.

14.3 Brazil

14.3.1 The Brazilian public administration has previously been characterised by patrimonialism and bureaucracy which disregarded efficiency. However, its public administration has gone through various reforms culminating in the current state of managerialism, aimed at bringing more transparency and accountability to public administrations over the last two decades (Puppim de Oliveira, 2017). However, some signs of patrimony and bureaucracy still exist in the public administration. Brazil has been hailed for reducing its high levels of poverty and inequality, and its strong industrial performance beginning in the mid-1990s is attributed to the fact that it has become a capable developmental state (PSC, 2018).

14.3.2 Recruitment into the Brazilian Public Service is based wholly on merit. Although Ministers in Brazil have discretionary powers to appoint those in the *Direcao e Assessoramento Superiores* (DAS) or Senior Management categories, the trend is to appoint technocrats, based on experience and qualifications (PSC, 2018). The positions in the DAS system are discretionary appointments, are not part of the career civil service and are not permanent positions (PSC, 2018). Furthermore, the Brazilian state implements open, transparent competitive entrance examinations as the criterion for selection and appointment of public servants (PSC, 2018). These examinations are administered centrally by the Ministry of Planning, Budget and Management, but the examination itself is outsourced to statutory agencies and private sector organisations. With regard to promotion and career paths, candidates are hired at the entry level and they then move up in their occupational categories as they acquire seniority. This does not apply to those in the DAS system and commissioned positions (PSC, 2018). Thus, vacancies in the Public Service, except at entry point, are not open to outsiders. In a report by the PSC (2018) similar practices are described in other developmental states such as China, India, Malaysia, Mauritius, Singapore and Japan, wherein public servants have predictable career paths in the Public Service, based on experience and performance. Public servants are therefore appointed on a permanent basis until retirement subject to completion of probation periods.

14.3.3 The Brazilian National School of Public Administration (*Escola Nacional de Administração Pública – ENAP*) was established in 1986 and is linked to the Ministry of Planning, Budget and Management, with the main priority of enhancing the government capacity for managing public policies by developing competency amongst civil servants. The School offers training to public administration executives at high level. The courses offered are categorised under managerial development, Induction and specialisation. Located within managerial development is leadership development and manager development, which offers human resource management, public logistics, pluriennial plan management, and public budget and finance. There is also e-learning which offers 26 free courses under ethics, public budget and finance, human resource management, information technology and information (IT&C), and procurement legislation. Within induction is the career induction courses and development courses for career progression. And lastly within the specialisation suite are programmes that qualify civil servants to exercise competencies related to areas relevant to the State.

14.4 Botswana

14.4.1 Botswana is also characterised as a developing state with high levels of poverty and inequality, but is doing exceptionally well on rule of law. Rule of law is the driving force behind good corruption scores, especially since its performance regarding freedom of the press is more mediocre, and on e-citizens it only scores 3 (which still makes it the second best performer of the 22 African countries in the index) according to Sebudubudu, Khatib and Bozzini (2017: 32). Botswana's government system is an electoral democratic system, with its ruling party Botswana Democratic Party (BDP) having been in power since the country's independence in 1966. Botswana has a Code of Conduct for its Public Service that requires all government employees to behave in an ethical manner. The Code of Conduct applies to all employees, including those employed on a contractual basis, and also for those on senior and middle management level. Their Code of Conduct is designed in a way that will assist everyone to have a relationship with each other that is productive and fair.

14.4.2 In advancing the professionalising of its Public Service, Botswana Public Service College (BPSC) offers public officials an opportunity to enhance their administration and leadership skills to ensure that Botswana's reform agenda is effectively implemented (BPSC, 2020). The BPSC's main objective is to provide capacity building in the Public Service of Botswana. In order to achieve this, the College is divided into three centres, namely, Centre for Leadership Development, Centre for Public Administration and Management, and Centre for Organisational Excellence. Programmes offered by the College include: *Executive Leadership Programme*; *Senior Management Programme*; *Public Service Induction*; *Supervisory Induction*; *Project Management in the Public Service*; *Project Management for Executives*; *Finance for Non-Finance Managers*; *Budgeting in the Public Service*; and *Customer Service*.

14.4.3 In terms of some of the characteristics of Public Services in developmental states, Botswana has a merit-based recruitment system. Ministers are not involved in the appointment of public servants and do not sit on interviews (PSC, 2018). Instead interviews are conducted by the Appointment Boards established for each line department (PSC, 2018). Botswana has an open recruitment system wherein all positions are advertised to include outside candidates. With regard to a competency

framework for public service leadership in Botswana, senior management officers (inclusive of Deputy Directors, Directors and executive leaders) are required to undergo a competency assessment before they can be appointed or promoted. The generic leadership competencies emphasised by the Leadership Competency Framework and the BPSC include-: leadership; mastering complexity, a drive for results and stakeholder engagement. Technical competencies are addressed by the respective ministries (PSC, 2018).

14.5 The Russian Federation

14.5.1 The decree by the President of the Russian Federation (2012) on the main directions for improving the public administration system outlines initiatives with regard to the reformation and development of the civil service as follows:

- a. Provides the opportunity for the participation of the representatives of public councils under the government of the Russian Federation in the activities of competitive and evaluation committees of these bodies on a par by 1 September 2012.
- b. Based on standard procedure, provides suggestions for improving the remuneration system of civil servants which takes the labour market into account, including specific professional groups, and encourages them to work on an anti-corruption basis by 1 December 2012.
- c. Organises training for civil servants involved in providing public services to the population by 1 February 2013.

14.5.2 Russia's MGIMO University - School of Governance and Politics is mainly focused on creating a new generation of public officials who will be able to thrive in a highly competitive environment, a generation that is fluent in foreign languages and expert in strategic, innovation and crisis management, with a profound understanding of the current national and international political processes. The School of Governance and Politics specialises in *Public and Municipal Administration*, *Political Science* and *International Relations*. Students choose any one of these three special programmes during the application process, but third year students are given the opportunity to select a programme curriculum with a variety of disciplines, scientific research topics and an internship option. Within the Public and Municipal Administration are programmes such as *Federal and Regional Administration*, *Federal and Regional Property Management*, and *Economic Politics*. With Political Sciences, students choose between *Technologies of Public Policy*, *GR and International Lobbying* and *Political Conflictology*. The *International Relations Programme* also includes *Global Politics* as part of its offering. The School of Governance and Politics offers a Master's degree programmes that include *International Public and Business Administration*, a double degree programme linked with Macerata University in Italy, *Management of International Projects*, *Governance in State-owned Corporations*, *International Political Consulting*, *GR and International Lobbying*, *Internal Humanitarian Cooperation* and *External Relations of Regions*.

14.5.3 Russia's *Global Code of Conduct* includes a number of guiding principles grouped into five categories, namely, working with one another, working with clients and others,

acting with professional integrity, maintaining objectivity and independence, and respecting intellectual capital.

- 14.5.4 Russia appears to emphasise anti-corruption in the Public Service as the country is signatory to a number of international anti-corruption conventions such as the *OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions*; the *Council of Europe Criminal Law Convention on Corruption*; The *Strasbourg Convention of 1999*; the *UN Convention against Transnational Organised Crime of 2000* and the *UN Convention against Corruption of 2003*. These have been supplemented by the *1993 Constitution*, especially Articles 24(2) and 29(4), the *Federal Law on Counteraction against Corruption No 273-FZ*; the *Administrative Offences Code*; Articles 19.28 and 19.29 of the *Code of the Russian Federation on the Administrative Offences, No 195-FZ*, as well as *Federal Law No. 149-FZ on Information, Information Technologies and Information Protection* and *Federal Law No. 8-FZ on Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government*. Despite the emphasis on combating corruption, and notwithstanding all these efforts mentioned above, corruption evidently remains part and parcel of the public sector in Russia (Sayeed & Mantzaris, 2017: 97).

14.6 Peoples Republic of China

- 14.6.1 China developed a centralised, uniform system of bureaucratic administration capable of governing a huge population, with a system of impersonal, and merit-based bureaucratic recruitment (see discussion on Fukuyama in Thoma, 2011). The Chinese government opposes the system of electoral democracy as a way of selecting political leaders at higher levels of government. Instead, the Chinese government affirms “political meritocracy” described as the idea that the political system should aim to select and promote public officials with above average ability and virtue by such means as examinations and performance evaluations at lower levels of government (Bell, 2018). Bell argues that there is a large gap as corruption and lack of checks against abuses of power are obvious threats to political meritocracy. As such, the main task would be to reduce this gap.
- 14.6.2 The responsibility of unethical practices in the Public Service rests upon the Central Disciplinary Committee and the Ministry of Supervision, in addition to Auditing Bureaux, Corruption Inspection Offices for Financial and Fiscal Discipline, Corruption Reporting Centres, as well as internal and external corruption monitors. Penalties for crimes against these institutions include “steep fines, confiscation of property, imprisonment and/or the death penalty” (Sayeed & Mantzaris, 2017: 99).
- 14.6.3 Appointments to the Public Service in China are influenced by party membership and loyalty. The ruling party holds absolute power over cadres because political positions and civil service positions are fused into one, although it has ensured that those deployed are qualified and have the ability to perform the job they do (PSC, 2018). To ensure meritocracy in public administration and to manage nepotism, China implemented *Public Administration Civil Service Exams* for centuries (Dechsler, 2015: 113-116). Previously known as the *Imperial Examination System*, the exam was introduced in the second century BC (Emperor Wu of Han) and applied with mixed consistency, but from the sixth century it made possible the selection of the most

talented officials for government office, lasting more than 1300 years (from the Sui Dynasty in 587 AD, to the end of Qing Dynasty in 1904). Thereafter, the relatively modified civil-service exam continued up to this era. This is considered as the longest continuing public administration exam in the world, largely consisting of an open written examination entailing formal discussion of Confucianism and the link made between traditional Chinese education and politics. Note that Confucius was known as the first “teacher” in China and made teaching available as a vocation to be practised broadly in order to open up education to more people. Confucius was also known for his establishment of ethical, moral and social standards that later became known as Confucianism.

14.6.4 The Chinese Academy of Governance (CAG), previously known as China National School of Administration, was established in 1994 and was aimed at providing training for civil servants at the ministerial and provincial level who were at the department and bureau level. The CAG also provides training to Macao and Hong Kong’s civil servants. In addition, the CAG conducts scientific research, especially in the field of public administration and innovation.

14.6.5 The China Executive Leadership Academy Pudong (CELAP) is a national institution funded by the central government and aimed at leadership training and development (CELAP, 2013). The CELAP is jointly approved by the Central Committee of the Communist Party of China and State Council and was officially open in March 2005. The target participants of CELAP include a variety of senior executives including upper and middle-level Party and government officials, business executives, senior professionals, diplomats and military officers. The core competency training for target participants of CELAP focusses on the following (PSC, 2018):

- a. Economic development (i.e. the ability to mobilise resources, the ability to co-ordinate public services and the ability to learn and adapt as situations dictate).
- b. Values education, political ideology and moral education (what socialism is, awareness-building on the historical and current socio-economic development path adopted by China, cultural needs, why a clean government is needed, why the people’s standards of living need to improve).
- c. Capacity-building (financial innovation, strategic macro-economics, depending on the official’s area of responsibility).
- d. Leadership (fully understand party documents and government strategy).
- e. Behaviour-orientation (psychology, leadership styles, addressing the media, grooming, interpersonal skills, how to make a speech and organise a press conference).

14.7 India

14.7.1 In India, the examinations are administered to recruit public administrators for specific purposes (Tummala, 2015: 278-279). Exams for entry into the civil service, open for all citizens, are available for candidates who have a university degree and are at least 21 years old but not exceeding 30 years. The upper age limit for Scheduled Caste/Scheduled Tribes (SC/ST) and Other Classes (OBCs) candidates is 35 years in order to address previous inequalities. The exam for higher civil servants consists of three parts: Part 1 is a multiple-choice based aptitude test. Here unsuccessful

candidates do not continue with the rest of the process. Part 2 involves essay writing and Part 3 is a personality test. While each state has its own cadre of civil servants, the central administration has the Central Services (over 20, in all), divided into Groups and there is also the unique cadre, the All-India Services, serving both the Centre and the states. The Union Public Service Commission (UPSC) is responsible for recruitment and selection of personnel to both the All-India Services and the non-technical Central Services.

14.8 Selected other examples

- 14.8.1 The contextual application of examination for recruitment and promotion in various countries additional to those discussed above will now be covered. The overall underlying purpose of such initiatives, involving entry exams and continuous development training programmes is to professionalise public administration. The Republic of Korea (South Korea) have applied a system of examinations for public administration that is similar to the Chinese system. Other countries, like France, do not have general exams for citizens prior to entry to the public administration but they use competitive competency based exams to recruit officials, combined with interviews for advertised positions. In the example of France, civil servants are generally recruited through a range of competitive exams (specific qualifications, professional experience and age; and internal exams reserved for certain positions).
- 14.8.2 The starting point of professionalisation for the civil service of the former Eastern bloc country, Estonia, had a different trajectory from their Western counterparts as the state institutions and civil service system was built from scratch and there were no traditional public service professions in need of replacement. However, the changes and challenges affecting the development of senior civil servants in transition periods have been similar to other countries. As the focus of the competency model of the Estonian senior civil service is primarily on (self-) development, the centrally coordinated interventions have also been related to training and development. Multi-staged development programmes, specific trainings, master classes and workshops as well as individual activities such as mentoring or consulting, have been put in place. (Jarvalt, p14).
- 14.8.3 Based on the results of the assessment of the top officials' competencies, and by taking into account Estonia's strategic objectives in sustainable development, a program called "*Global Development Trends and a Future Estonia*" was designed and implemented for the secretary generals by the State Chancellery. With three main competencies in focus (having a vision, innovation and developing the network of cooperation) and following other countries' experience with similar programmes, the programme comprises of four modules, consisting of theoretical seminars conducted in Estonia as well as study trips to countries with the greatest experience in these particular fields (Jarvalt, p14).
- 14.8.4 Two other long-term development programmes have also been created for the Estonian Civil Service. The first one, called *Integro*, is for new senior managers who have been working in their current positions for less than two years. The other, *Tempora programme*, is designed for experienced senior managers who have been in office for more than five years. Both programmes have a similar structure, comprising workshops on management issues, trainings and master classes) as well as individual

development activities (e.g. mentoring and consulting). Each of these programmes includes a one-year *Policy Innovation Programme*, designed to increase the professionalism of Deputy Secretary Generals and Directors General of agencies in developing, implementing and analysing policies.

- 14.8.5 In Hungary, which is another former Soviet Eastern bloc country, a three-tier training system was introduced that includes a general examination in public administration aimed at updating the professional knowledge of officials already in place prior to the 1993 transition. The examination contents includes basic subjects such as institutions, the general principles of functioning of the administration, administrative procedure, principles of public finance, management and data protection. This examination system reflects the willingness to reinforce the unity of the public sector and is obligatory for all public service officials. Those who fail the examination must leave the administration.³
- 14.8.6 The professional public administration examination must be taken by all Public Service officials (with some exceptions) at a given moment in their career. This is a more practical examination than the general examination mentioned above, and covers a number of management principles as well as certain elements relating to the laws of the European Union (EU). The aim of this examination is to confirm the professional competence of Public Service officials and to prepare them for carrying out general tasks in the administrative area. Those who fail remain in the lower grades (e.g. employee II, junior clerk II, administrator II or referee II), which denies them access to numerous financial benefits, in particular the bonuses awarded to higher categories. Finally, high-level seminars are organised with the co-operation of international organisations and foundations. The Phare Programme of the EU is one of the most important of these training partnerships. A fairly large number of public officials attend these seminars, which allows them to expand their professional horizons internationally and advance significantly in their careers.

SECTION 5: Proposals for Professionalising the Public Service

15. PROPOSED VALUE CHAIN FOR PROFESSIONALISING THE PUBLIC SERVICE

15.1 Professionalism and professional ethics within the Public Service cannot be promoted and institutionalised solely through a generic *Code of Conduct* because each profession or non-professionalised emerging occupation has its own peculiarities and each public sector institution has its unique ethical dilemmas. Therefore, every profession and department must have a foundational and effective system to observe, give feedback on, discuss ethical issues and promote professional behaviour. Interventions will have to become much more solution-driven to solve such dilemmas in the specific context of departments. Solutions will also have to address the practical steps that managers can take to establish a serving and caring culture that is appropriate to the differing contexts of each particular department.

15.2 In order to professionalise the Public Service, there is a need to develop and employ a more comprehensive and systematic approach. To support such a dynamic approach, the proposed value chain is outlined below:



15.3 Pre-Entry, Recruitment & Selection

15.3.1 This foremost pillar has to be influenced by pre-set education and training (provided by higher education institutions (HEIs) or other recognised institutions. It is also supported by a pre-public service entry training, test or exam (Section 4 of the *Public Service Act* – mandated to NSG). The NSG rollout of the *Nyukela programme* – a mandatory pre-entry vehicle to the Senior Management Service (SMS) – is being successfully rolled out and serves as part of the professionalisation of the SMS. This programme is also applicable to serving SMS members. Government has set minimum competency requirements for the SMS & MMS in national and provincial government, and MMs and managers in municipalities. The *DPSA Directive (2011)* provides for the existing SMS to be subjected to competency assessments for purposes of identifying skills / developmental gaps which can then be incorporated into personal development plans, yet it may not be fully implemented and followed up. Proposed new initiatives in this pillar will include:

- Engagements with HEI such as universities and universities of technology, especially departments/schools that deal with public management/administration and related fields in order to influence curriculum.
- Introduction of compulsory Public Service pre-employment orientation for people who aspire to join the Public Service (*applicable to those not in the Public Service yet*).
- Tightened pre-entry requirements informing meritocratic appointments, particularly at middle and senior management levels.

- Integrity tests, as part of the overall competency assessment.
- Involvement of the PSC and external experts during interview processes of DDGs and DGs – i.e. insulation from political influence or interference. Thereafter, proposals of recommended candidates to be made to executive authorities for consideration and recommendation to Cabinet.
- Appointment of a Head of Public Service to manage the political-administrative interface and the career incidents of HODs.
- Activation of the revolving door policy when specialist or technical skills are required in the Public Service.
- Defining a clear policy on succession planning in the Public Service, without creating opportunities for nepotism, favoritisms, etc.
- The Internship Programme needs to be ramped up - currently interns are in the system for two years and then released. A way needs to be found to harness their skills and create a link aimed at employing them when there are vacancies.

15.4 Induction and On-Boarding

15.4.1 Induction into the Public Service must take place at the same time as Workplace Orientation is conducted. It is important that employees undergo a workplace orientation process to enable them to better understand the workplace and dynamics. The current experience of being inducted months or years after appointment does not add value. Whilst the *Compulsory Induction Programme (CIP)* and the *Executive Induction Programme (EIP)* remain key programmes towards professionalisation, the reality is the time period from appointment to CIP/EIP registration to CIP/EIP completion is long. There needs to be faster workplace orientation. Perhaps there is a need for an immediate commencement of CIP/EIP even before taking up a public administration position (as with the induction models of China and India). Alternatively, there may also be a need for mentorship programmes (especially SMS, specialist and technical positions) in the first six months of appointment.

15.4.2 An alternate option could be that the induction curriculum is covered as part of the pre-appointment/promotion training programmes. This could be availed online and a directive be made that prospective public servants need to complete this prior to applying to the Public Service - similar to the *Nyukela Programme* for prospective SMS members. There is also a need for occupation- specific knowledge sharing (e.g. engineers in government sharing knowledge amongst each other - otherwise known as a “community of practice”).

15.5 Planning and Performance Management

15.5.1 The third pillar of the value chain builds on induction and onboarding towards an effective performance management system. Key aspects of professionalisation must be emphasised in the planning, performance management and appraisal systems, including performance standards and assessment instruments for different categories of employees. Performance management can also be aligned with professional body/association registration. The performance management system must also create the space for innovation and risk taking. Given that studies conducted by the PSC have confirmed that the existing performance management system has major weaknesses and often results in non-alignment between individual performance and organisational

performance, there is a need for the DPSA to review the performance management tools to make them fit for purpose.

15.6 Continuing Learning and Professional Development

15.6.1 In this aspect of professionalisation, we use the analogy of the “airline pilot returning to the simulator” - cross referenced with the DPSA directive for SMS to be periodically assessed against the SMS competency framework. We have to make a determination for a certain category of employees (including SMS, specialist, technical and some key functions of SCM, HR, Finance and Planning) to be professionalised and thereby gaining certification with professional bodies. For example, an engineer employed in the Public Service may be qualified in her/his field but because he/she is not professionalised through the Engineering Council he/she will not be able to certify or sign off certain projects. This hindrance must be addressed and changed in our public service.

15.6.2 Considering the PSC's recommendations, the NSG must determine the appropriate training and learning pathways to assist in the professionalisation of these categories of employees. A Continuous Professional Development (CPD) points system allied to further studies is recommended. Legislation (and the *Public Service Charter*) is clear that public servants must avail themselves for training, and this must, as far as possible, be compelled of them to achieve within a certain timeframe.

15.7 Career Progression and Career Incidents

15.7.1 The State must address the meritocratic public service within a democratic public administration. The MTSF 2019-2024 determines a professional, meritocratic and ethical public administration that has to develop professional capabilities in the following areas:

- Knowledge and skills;
- Financial management;
- Governance and accountability;
- Infrastructure/facilities and equipment;
- Operational (business process and practice);
- ICT; and
- Project Management.

15.7.2 The *Revolving Door Policy (2008)* provides for the movement of SMS between private sector, academia and the public sector to inculcate “fresh, current and inspirational learning and innovative ideas”. The enablers of the Revolving Door relationships are:

- Secondment of an SMS/HOD to an academic or other institution;
- Secondment of candidates from academia or other institutions to Public Service; and
- Granting of sabbatical leave to the SMS/HOD levels (and other levels of employees in the form of special leave, e.g. legally trained people who want to be admitted as attorneys/advocates).

15.8 Consequence management in the Public Service can be augmented through the mechanisms available to professional bodies when action needs to be taken against unprofessional behavior, misconduct and material irregularities. Non-adherence to the codes governing personal, professional and financial conduct can in the last resort result in de-registration of members, which has the additional penalty of preventing the ex-member from further practice within that profession as it is governed by the professional body. These codes of conduct would also apply to Public Service officials who belong to professional bodies and therefore serve as a powerful deterrent to the commitment of professional or material transgressions.

15.8.1 The *Public Audit Amendment Act (Act 5 of 2018)* gives additional authority to the Auditor General to identify material irregularities in an audit outcome, to recommend that legal or disciplinary action is taken by the Department and then to refer the matter to Parliament and a law enforcement agency if the department fails to take the recommended action. Further to this, the AG is also bestowed the power to appropriate the personal finances of the Accounting Officer of the department or institution in which material irregularities have been identified. This would serve as a further deterrent to acts of financial misconduct in the Public Service

16. PROFESSIONAL RECOGNITION OF A CATEGORY OF FUNCTIONS IN THE PUBLIC SERVICE

16.1 According to the South African Qualifications Authority (SAQA), the following definitions are relevant with regard to professional recognition:

- **Professional body** means any statutory or non-statutory body that sets professional standards and registers individual expert practitioners in an occupational field.
- **Professional designation** means a title or status conferred by a professional body in recognition of a person's expertise and/or right to practice in an occupational field.
- **Community of expert practitioners** means a group of knowledgeable or appropriately skilled practitioners in a formalised and well-defined profession or occupation.
- **Occupational qualification** means a qualification associated with a trade, occupation or profession resulting in learning in and for the workplace.

16.2 Furthermore, citing from Mokwele (2019), professional bodies maintain and develop professionalism, thus securing high quality services for society. According to the *Professional Associations Research Network (PARN)*, as cited by Mokwele (2019:3), professional bodies can be divided into the following types: (i) professional association; (ii) regulatory bodies; and (iii) learned societies.

16.3 Currently, the SAQA sets the policy and criteria for recognising a professional body and registering a professional designation. There is currently a schedule of statutory and non-statutory bodies registered with SAQA.

- 16.4 The partnerships and relationships between the State and professional bodies (statutory and non-statutory) is critical in the professionalisation of the Public Service. It puts in place the checks and balances to ensure that public servants fulfil their duties in a professional manner.

17. PROPOSED IMPLEMENTATION FRAMEWORK

- 17.1 The approach towards professionalising the Public Service is an immense task but a necessary one. Fundamentally, it is about giving full effect to professionalism and professionalisation in line with the basic values and principles articulated in section 195(1) of the Constitution. Part of the immensity of the task is the scope of applicability and the parameters of the national framework. It is a view that the framework must apply to administration in every sphere of government; organ of state and public enterprises – to which the basic values and principles of public administration apply, as provided for in section 195(2) of the Constitution.
- 17.2 In order to professionalise the Public Service, it is necessary to diversify its approach moving forward. There is a need for a broader policy framework for professionalisation of public administration, including setting norms and standards for identified categories of disciplines. In this regard, there is a need for consultations with government departments (e.g. Department of Co-operative Governance, and Department of Public Enterprises, and other entities which have direct reporting lines to members of the executive) as well as the South African Local Government Association (SALGA).
- 17.3 Given the significant amount of work already undertaken, this framework must be clear on what more is going to be done. Further engagements must be undertaken with other state institutions to determine what work they are doing, and also to determine the role of all state academies (national, provincial, local) in professionalisation. Additional issues for consideration include some of the following:
- Identify professional bodies and associations that are operating within the various disciplines to collaborate with government departments and institutions of higher learning.
 - Measures within public sector institutions to promote an environment that will be conducive for employees to thrive as professionals for the benefit of the Public Service and to enhance productivity.
 - Determine Recognition of Prior Learning (RPL) as part of professionalisation.
 - Consider competency testing in the public service, as well as curricula that can address professionalisation.
- 17.4 A proposed implementation framework over the short, medium and long-term is articulated below:

Professionalisation Pillar	Intervention	Responsibility
Pre-Entry, Recruitment & Selection	Introduce compulsory Public Service pre-employment orientation for people who aspire to join the Public	National School of Government

Professionalisation Pillar	Intervention	Responsibility
	Service (<i>applicable to those not yet in the Public Service</i>).	
	Engagements with HEIs such as universities and universities of technology, especially departments/schools that deal with public management/administration and related fields in order to influence their curriculum.	National School of Government
	Integrity tests, as part of the competency assessment. Furthermore, competency assessment to test technical and specialist skills.	Department of Public Service and Administration Department of Co-operative Governance Department of Public Enterprises
	Involvement of the PSC and external experts during interview processes of DDGs and DGs – i.e insulation from political influence or interference. Proposals of recommended candidates to executive authorities for consideration and then recommendation to Cabinet.	Department of Public Service and Administration Office of the Public Service Commission
	Pre-Entry, Recruitment & Selection can also be aligned with professional bodies/ associations registration.	National School of Government Department of Public Service and Administration
Induction and On-Boarding	There is a need for an immediate commencement of CIP/EIP even before taking up a public administration position (e.g. induction models of China and India). Review of the Induction Programme is required.	National School of Government Department of Public Service and Administration
	Investigate the option for mentorship programmes (especially SMS, specialist	National School of Government

Professionalisation Pillar	Intervention	Responsibility
	and technical positions) in the first six months of appointment.	Department of Public Service and Administration
	Induction and on-boarding can also be aligned with professional bodies/associations registration.	National School of Government Department of Public Service and Administration
Planning and Performance Management	In order to address the poor alignment between individual performance and organisational performance, there is a need for the DPSA to review the performance management tools.	Department of Public Service and Administration
	Performance management can also be aligned with professional bodies/associations registration.	National School of Government Department of Public Service and Administration
Continuing Learning and Professional Development	Sign the determination for compulsory programmes which address such issues as ethics, gender mainstreaming, anti-corruption, values (how public servants deal with/ behave when serving the public)	National School of Government Department of Public Service and Administration
	Need to make a determination for a certain category of employees (including SMS, specialist, technical and some key functions of Supply Chain Management (SCM), Human Resources (HR), Finance, and Planning) to be professionalised and be entitled to receive certification with relevant professional bodies.	Department of Public Service and Administration
	Considering the PSC's recommendations, the NSG must determine the	National School of Government

Professionalisation Pillar	Intervention	Responsibility
	appropriate training and learning pathways to assist in the professionalisation of these categories of employees.	
Career Progression and Career Incidents	Appointment of a Head of Public Service to manage the political-administrative interface and the career incidents of HODs	Department of Public Service and Administration
	Refresh the <i>Revolving Door Policy (2008)</i> which provides for the movement of SMS between private sector, academia and the public sector to provide them with “fresh, current and inspirational learning and innovative ideas”.	Department of Public Service and Administration
	Career Progression and Career Incidents can also be aligned with professional bodies/ associations registration.	National School of Government Department of Public Service and Administration

17.5 Other key activities and issues for consideration supporting the implementation of the framework include:

- Initiating pilots to test the functionality of and modalities for assisting selected categories of public servants to be recognised/registered by professional bodies; and
- Determining the implications of professionalisation on current conditions of service and transition measures.
- Whilst the framework places emphasis on the SMS, it will eventually cascade throughout the entire public sector. It may be prudent for some category of public servants to rather start at the lower levels and cascade upwards. Therefore the framework will not focus exclusively on the SMS.
- The consultations with identified professional bodies and all other stakeholder engagements, as well as on scoped modalities of introducing integrity testing, must be undertaken. In this regard, consultations with the Council for Built Environment (CBE) and the Justice College have commenced, whilst other bodies are being identified for consultation.
- Other identified bodies and stakeholders already identified for consultation include: organised labour; the Engineering Council, the South African Institute for Chartered Accountants (SAICA), the Legal Practice Council, the South African Association of Public Administration and Management (SAAPAM) and the South African Qualifications Authority (SAQA).

- Public values and ethics to be introduced as part of the school and tertiary curriculum to build a cohort of citizens and public servants who are ethical and values driven. Similarly, the public must be included in ethics awareness programmes and in the promotion of Constitutional Values and Principles.
- The Constitutional Values and Principles must be embedded in the pre-employment training and development of all aspiring public servants and public representatives to ensure a level of professionalism that is consistent with the Constitution.
- Integrity tests should form part of the pre-employment process.
- Public Service occupations should be mapped/catalogued in order to identify the well established and emerging professions that exist in the Public Service, as well as the levels and benefits of external professionalisation linkages. The existing 'salary' classification system (SMS, MMS, OSD, etc.) is not effective for the purpose of professionalising the public service professions.
- Promotions into leadership positions in the public service should be grounded on principles of technical competence (qualifications plus proven effective experience), integrity, responsibility, accountability, transparency and commitment to the eradication of poverty, unemployment and inequality. Therefore, recruitment and selection instruments should be broadened to address the different elements of professionalism.
- Ethical standards must be effectively communicated to employees and employees must undergo continuous training on ethical challenges that confront their departments and professions. Ethics training is necessary to integrate ethical decision-making into the organisational culture and to reinforce ethical choices and accountability.
- The *Public Service Code of Conduct* should be supported with a framework to deal with corrective action because if unprofessional conduct is not sanctioned or punished, it gets elevated to a position of acceptable/tolerable behaviour and this gets repeated because of such indirect reinforcement. Therefore, consequence management is important to deter unethical conduct and other forms of unprofessional conduct.

18. CONCLUSION

- 18.1 The South African government remains committed towards professionalising the Public Service in order to ensure effective governance and efficient service delivery. This is evident in the work already undertaken towards professionalisation and the further work that is contained in this framework document. The matter of professionalism or professionalising the Public Service seems to be a complex issue due to a plethora of definitions and uncertainty as to the implementation thereof. Professionalism is a multi-layered concept and may be defined according to the scope of the profession concerned. Although there is no agreement on the definition of professionalism, there is an acknowledgement in literature that certain elements assist in the classification of an occupation as a profession (Theletsane, 2013: 178). Those elements include but are not limited to, relevant academic qualifications, code of ethics, formal training programmes, and a body regulating entry into a profession. Pugh (1989: 1) identified six elements of professionalism in public administration as, a conscious self-awareness of distinctive, shared attributes among a group of people, based on an explicit written knowledge base, commitment to apply this knowledge for the social good, according to a strictly adhered-to code of ethics and conduct, formalised within an organisational structure of sorts and formal recognition of outstanding performance.

- 18.2 Other elements that could contribute to a sound definition of professionalism are reflected in the purported specific professions. There is variation on the issue of a body that regulates the profession as belonging to a Public Service as an employer could be perceived as a body. Hence, the need to interpret professionalism within various contexts with the majority of defining elements in mind.
- 18.3 In modern times, professionalism denotes exclusive mastery of a body of knowledge with the debunked notion of a divine duty that was advanced during the medieval era (Panomariov and McCabe, 2017: 82). In essence, professions are earned primarily on the basis of competence and inherent commitment. In the medical field, for example, professionalism has been defined as a collection of attitudes, values, behaviours and relationships that act as the foundation of the health professional's contract with society (Barnhoorn, 2015).
- 18.4 Professions such as law, medicine and psychology have proven to qualify on the basis of many if not all elements. However, the public servants or civil servants are a complex category or a myriad of categories. The notion of professionalism in the Public Service is compounded by many professions within a profession that could result in the lack of unified and effective operations (Thornhill & Hanekom cited in Theletsane, 2013: 184). However, public services are on a quest to be professional. Noordegraaf (2007) cited in Kroukamp & Cloete (2018: 65) argues that managers work on the professionalisation of their activities. The need to professionalise applies to the broad spectrum of public administrators.
- 18.5 The United Nations: Department of Economic and Social Affairs (2000: 5) somehow accommodates Public Service as a profession when public sector professionalism was defined as the overall value that encompasses all the other values that guide the Public Service. Kroukamp and Cloete (2018) identified the necessary values for local government to be loyalty, neutrality, transparency, diligence, punctuality effectiveness, impartiality, as well as other values that may be specific to the Public Services of individual countries. Notably, people who become public servants must be introduced to shared values and training to enhance professional operations (Kroukamp & Cloete, 2018). As such, professionalism also embodies skills, competence, efficiency, and effectiveness (Mle, 2004). Importantly, public services, in spite of their unique circumstances of having a number of professions with the sector, has elements like values, common services, principles and many bodies, not a unified body, within it. Professionalism goes beyond a mere image, but also encompass how the incumbents carry themselves and provide service delivery in terms of academic, extra-curricular, and professional endeavours. Professionalisation is a process of being a professional who subscribes to a contextually defined professionalism.
- 18.6 One could therefore assume that "professionalism" is concerned with the competence, work practices, ethos, behaviour and attitudes that should typically be displayed by members of a specific profession. Professionalisation should, as a result of this, be seen is a process by which a particular occupation transforms itself into a fully-fledged profession, exhibiting the kind of characteristics enunciated in the discussion about Codes of Conduct and Codes of Ethics (see discussion in following section). If one understands professionalism as the qualities associated with a profession, especially the competencies, knowledge and skill amongst others, then this concept is, in part, borrowed from the private sector, and it requires the public servant to fulfil his/her role

efficiently with competence and precision, including a commitment to an ethic of product and service quality, and a need to be innovative. Distinctly, ethics are broadly applied to help unify, while professionalism helps to instil pride of place to the specific vocation of each profession.

The closing date for public comments is 26 February 2021. All comments to be submitted to this email address:

Professionalisation@thensg.gov.za

DRAFT

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DEPARTMENT OF SPORTS, ARTS AND CULTURE

NO. 1393

24 DECEMBER 2020

CALL FOR NOMINATION OF CANDIDATES TO SERVE ON THE HERALDRY COUNCIL, 2021–2023

Heraldry Act, 1962 (Act No 18 of 1962), section 6

Members of the heraldry sector and the public are hereby invited to nominate suitable candidates to be considered for appointment to the Heraldry Council, Pretoria. The Council will consist of the State Herald and at least six other members who will be appointed by the Minister of Sport, Arts and Culture for a period of 3 years, from 1 January 2021 to 31 December 2023. The Council will be reconstituted after 3 years. The Council convenes at least twice a year at a venue determined by the Chairperson. A member of the Council who is not in the full-time employment of the State will be paid for his or her services as a member of the Council such allowances as the Minister, in consultation with the Minister of Finance, may determine.

The Bureau of Heraldry, established by section 3 of the Heraldry Act, 1962, registers heraldic representations, names, special names and uniforms, and also performs other functions such as the popularisation and protection of national symbols.

The core functions of the Council are to:

- Determine policy to be applied to heraldic matters
- Consider and decide on such matters as the State Herald or the Heraldry Committee may refer to it
- Consider appeals noted under section 9 of the Act; and
- Carry out such other duties as may be assigned to the Council by the Minister.

Nominees should represent stakeholders who have the necessary skills to assist the Bureau of Heraldry in achieving its goals. Apart from being a South African citizen and resident, a nominee should have the following attributes:

- Extensive knowledge of African symbolism, totems, idioms and cultures, with emphasis on oral tradition (to facilitate the further development of a local heraldic idiom).
- Knowledge of and/or an interest in heraldry, the related fields of genealogy and vexillology (study of flags), and honours and awards (within the African context)
- A feel for aesthetics, art and design, particularly as applied to heraldry
- Knowledge of South African history
- Knowledge of indigenous systems.

Anyone wishing to nominate a person to serve on the Heraldry Council should submit the following information to the Department of Sport, Arts and Culture (contact details below):

- A letter containing the full names and full contact details of the nominator, the motivation for the nomination and the names and contact details of three referees for the nominee.
- The nominee's written acceptance of the nomination (the prescribed nomination form is available on request).
- A brief CV of the nominee, explaining his/her suitability for appointment and providing information under all of the following headings: * Title and full names * ID number * Citizenship * Full contact details * Current occupation and name of employer * Academic qualifications * Relevant experience * Fields of expertise * Membership of associations, boards, etc (past and present) * Past and present service on boards * Gender * Race.

The closing date for nominations is: 31 December 2020.

Nominations and enquiries should be addressed to: Mr Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, tel. 066 302 5395, e-mail: thembam@dsac.gov.za

DEPARTEMENT VAN SPORT, KUNS EN KULTUUR

NO. 1393

24 DESEMBER 2020

**BENOEMING VAN KANDIDATE OM TE DIEN OP DIE RAAD VIR
HERALDIEK, 2021–2023**

Heraldiekwet, 1962 (Wet No 18 van 1962), artikel 6

Lede van die heraldiekgemeenskap en die publiek word hiermee versoek om geskikte kandidate te benoem vir die oorweging vir aanstelling in die Raad vir Heraldiek, Pretoria. Die Raad bestaan uit die Staatsheraldikus en minstens ses ander lede wat deur die Minister van Sport, Kuns en Kultuur vir 'n tydperk van **drie jaar van 1 Januarie 2021 tot 31 Desember 2023** aangestel word. Die Raad word na vyf jaar heringestel. Die Raad vergader minstens twee keer per jaar op 'n plek deur die Voorsitter bepaal. 'n Lid van die Raad wat nie voltyds in diens van die Staat is nie, word vir sy of haar dienste as 'n lid van die Raad die toelaes betaal wat die Minister, in oorleg met die Minister van Finansies, bepaal.

Die Buro vir Heraldiek ingestel by artikel 3 van die Heraldiekwet, 1962, registreer heraldiese voorstellings, name, spesiale name en uniforms en verrig ook ander werksaamhede soos die popularisasie en beskerming van nasionale simbole.

Die kernwerksaamhede van die Raad is om:

- Beleid te bepaal aangaande heraldiese aangeleenthede
- Die aangeleenthede wat die Staatsheraldikus of die Heraldiekkomitee na hom verwys, te oorweeg en daaromtrent te beslis
- Appèlle kragtens artikel 9 van die Wet aangeteken, te oorweeg; en
- Die ander pligte wat die Minister aan die Raad opdra, te verrig.

Benoemdes moet belanghebbers verteenwoordig wat die nodige vaardighede het om die Buro vir Heraldiek by te staan in die bereiking van sy doelwitte. Behoudens sy of haar Suid-Afrikaanse burgerskap en verblyf, moet 'n benoemde oor die volgende eienskappe beskik:

- 'n Breë kennis van Afrikasimbolisme, -totems, -idiome en -kulture, met nadruk op mondelinge tradisie (om die verdere ontwikkeling van 'n plaaslike heraldiese idioom te fasiliteer).
- Kennis van en/of belangstelling in heraldiek, die verwante velde genealogie en vlagkunde (studie van vlag), en eerbewyse en toekennings (in die Afrika-konteks).
- 'n Aanvoeling vir die estetiese, kuns en ontwerp, veral wat heraldiek betref.
- Kennis van die Suid-Afrikaanse geskiedenis.
- Kennis van inheemse stelsels.

Enigiemand wat 'n persoon wil benoem om op die Raad vir Heraldiek te dien, moet die volgende inligting by die Departement van Sport, Kuns en Kultuur indien (kontakbesonderhede hieronder):

- 'n Brief wat die volle naam en volledige kontakbesonderhede van die benoemer bevat, die motivering vir die benoeming en die name en die kontakbesonderhede van drie referente vir die benoemde
- Die benoemde se skriftelike aanvaarding van die benoeming (die voorgeskrewe benoemingsvorm is op versoek verkrygbaar)
- 'n Kort CV van die benoemde, wat sy of haar geskiktheid vir aanstelling verduidelik en inligting verskaf onder al die volgende opskrifte: * Titel en volle naam * ID-nommer * Burgerskap * Volledige kontakbesonderhede * Huidige beroep en naam van werkgever * Akademiese kwalifikasies * Toepaslike ervaring * Velde van kundigheid l Lidmaatskap van verenigings, rade, ens (huidige en vorige) * Huidige en vorige diens op rade * Geslag * Ras.

Die sluitingsdatum vir benoemings is: 31 Desember 2020.

Rig benoemings of navrae aan: Mnr Themba Mabaso, Die Staatsheraldikus, Buro vir Heraldiek, Privaatsak X236, Pretoria 0001, tel. 066 302 5395, e-pos: thembam@dsac.gov.za

**XIRHAMBHO XO HLAWULA VAYIMERI VO TIRHA EKA HUVO YO HLAYISA
HLAYISA NDZHAKA, 2021–2023**

Nawu wo Hlayisa Ndzhaka, 1962 (Nawu wa 18 wa 1962), xiyenge xa 6

Swirho swa xiyenge xo hlayisa ndzhaka na vaaki va rhambiwa ku hlawula vayimeri lava ringaneleke ku thoriwa eka Huvo yo Hlayisa Ndzhaka, Pitori. Huvo yi ta vumbiwa hi Xiyenge xo Hlayisa Ndzhaka xa Mfumo na kwalomu ka tsevu wa swirho swin'wana leswi nga ta thoriwa hi Holobye wa Mintlangu, Vutshila na Mfuwo eka nkarhi wo ringana **malembe 3 ku suka hi 1 Sunguti 2021 ku fika 31 N'wendzambahala 2023.** Huvo yi ta vumbiwa hi vuntshwa endzhaku ka ntlhanu wa malembe. Huvo yi hlangana kwalomu kambirhi hi lembe eka ndhawu leyi nga ta bohiwa hi

mutshamaxitulu. Xirho xa Huvo lexi nga riki mutirhi wa nkarhi hinkwawo wa Mfumo xi ta hakeriwa eka ntirho wa xona tanihi xirho xa Huvo tihakelo teto tanihi Holobye hi ku tihlanganisa na Holobye wa Timali a nga bohaka.

Byuro ya Ndzhaka, leyi vumbiweke hi xiyenge xa 3 xa Nawu wa ku Hlayisa Ndzhaka, 1962, yi rhijisitara vuyimeri bya nhlayiso wa ndzhaka, mavito, mavito yo hlawuleka na tiyunifomo, no tlhela yi endla mintirho yin'wana ku fana no swi tivisa na nsirhelelo wa mimfungho ya tiko.

Mintirho ya nkoka ya Huvo ku tava ku:

- boha pholisi leyi faneleke ku tirhisiwa eka timhaka ta nhlayiso wa sa ndzhaka
- langutisa no teka xiboho eka timhaka teto tanihi ndzhaka ya mfumo kumbe komiti yo hlayisa ndzhaka yi nga swi hundziselaka
- langutisisa swivilelo leswi kumiweke ehansi ka xiyenge xa 9 xa Nawu; na ku
- endla mintirho yeyo tanihi leswi nga bohiwaka hi Huvo hi ku tihlanganisa na Holobye.

Vahlawuriwa va fanele ku yimela vanghenisi va xiavi lava nga na vuswikoti byo pfuna Byuro ya Ndzhaka eku fikeleleni swikongomelo swa yona. Handle ko va muaka tiko wa Afrika Dzonga na mutshami, muhlawuriwa u fanele ku va na swihlawulekisi leswi landzelaka:

- Vutivi byo enta bya swivuriso, swivulavulelo, swiyimeri na mimfuwo, hi ku tshikilela eka xintu xo vulavuriwa hi nomu (ku kondletela nhluuvukiso wo yisa emahlweni wa xivulavulelo xa Ndzhaka xa muganga)

- Vutivi bya na/kumbe ku tsakela eka nhlayiso wa ndzhaka, tindhawu ta dyondzo leti fanaka ta dyondzo ya matimu ya mindyangu na dyondzo ya vexillology (dyondzo ya mijeko), na masagwati (kuya hi mhaka ya Afrika)
- Vutitwi bya ku saseka ka ntumbuluko, vutshila na vukhavisu, ngopfu-ngopfu tanihi leswi tirhswaka eka nhlayiso wa ndzhaka
- Vutivi bya matimu ya Afrika Dzonga
- Vutivi bya tindlela ta swa xintu.

Mani na mani loyi a tsakela ku hlawula munhu ku tirha eka Huvo ya Nhlayiso wa ndzhaka u fanele ku yisa vuxokoxoko lebyi landzelaka eka Ndzawulo ya Mintlangu, Vutshila na Mfuwo (vuxokoxoko bya vutihlanganisi byi laha hansi):

- Papila leri nga na mavito hi xitali na vuxokoxoko bya vutihlanganisi hi xitalo bya loyi a hlawulaka, xibumabumelo xo hlawula, na mavito na vuxokoxoko bya vutihlanganisi bya tirheferense tinharhu bya loyi a hlawuriweke
- Papila leri tsariweke ra loyi a hlawuriweke ro amukela ku hlawuriwa (Fomo leyi bohiweke ya kumeka loko yi komberiwa)
- CV yo koma ya muhlawuriwa, yi hlamusela ku ringanela ka yena ku thoriwa no nyika mahungu ehansi ka tinhlokomhaka leti landzelaka: * Nhlokomhaka na mavito hi xitalo * Nomboro ya Pasi * Vuakatiko * Vuxokoxoko bya vutihlanganis lebyi heleleke * Ntirho wa sweswi na vito ra muthori * Minthwaso ya xikolo * Ntokoto lowu faneleke * Ntokoto wa swo karhi * Vuxirho bya minhlangano, tihuvo, na swin'wana (swa khale na swa sweswi) * Vukorhokeri bya khale na sweswi eka tihuvo * Rimbewu * Rixaka.

Siku ro pfala ra ku yisa mavito ku hlawuriwa i: **31 N'wendzambahala 2023.**

Ku hlawuriwa na swivutiso swi fanele ku rhumeriwa eka: Nkul. Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, riq. 066 302 5395, imeyili: thembam@dsac.gov.za

**ISIMEMO SOLONYULO LWABONYULWA ABAZA KUSEBENZA
KWIBHUNGA LEHERALDRI (HERALDRY COUNCIL) (IBHUNGA ELISEBENZA
NGEMBASA YESIZWE), 2021–2023**

UmThetho weHeraldri, 1962 (UmThetho oyiNombolo ye-18 ka-1962),
icandelo lesi-6

Amalungu ecandelo leheraldri kunye noluntu ayamenywa ukuba onyule abantu abafanelekileyo ukuba bathathelwe ingqalelo yokonyulelwa kwiBhunga leHeraldri, ePitoli. IBhunga liza kuba neHeraldri kaRhulumente kunye namanye amalungu amathandathu ayakuqeshwa nguMphathiswa weSebe leImidlalo, lezobuGcisa neNkcubeko ixesha leminyaka 3, ukusukela kumhla woku- 1 Januwari 2021 ukuya kowama-31 Disemba 2023. IBhunga liyakumiselwa kwakhona emva kweminyaka emihlanu. IBhunga lihlalanga okungenani kabini ngonyaka kwindawo emiselwa ngusihlalo. Ilungu leBhunga elingekho kwingqesho ephelileyo kaRhulumente liyakuhlawulelwa iinkonzo zalo njengolungu leBhunga izibonelelo ezinjalo njengoko zinokumiselwa nguMphathiswa edibene noMphathiswa wezeMali.

ICandelo le-Heraldri (Bureau of Heraldry), esekwe licandelo lesi3 lomThetho weHeraldri, 1962, libhalisa izindululo zeheraldri, amagama, amagama akhethekileyo kunye neeyunifom, kwaye lenza eminye imisebenzi efana nokwenza kwaziwe kwaye kukhuselwe imiqondiso yesizwe.

Imisebenzi engundoqo yeBhunga kuku:

- misela umgaqonkqubo oza kusetyenziswa kwimiba yeheraldri
- thathela ingqalelo nokwenza isigqibo kwimiba enjalo njengoko iheraldri karhulumente okanye ikomiti yeheraldri inokungqinisisa kuyo
- thathela ingqalelo izibheni eziqatshelwe phantsi kwecandelo le-9 lomThetho, kunye
- nokuqhuba eminye imithetho enjalo njengoko inokunikwa iBhunga nguMphathiswa.

Abonyulwa kufuneka bamele abathelelani abanezakhono eziyimfuneko ukuba bancedise iCandelo leHeraldri ekuphumezeni iinjongo zalo. Ngaphandle kokuba ngummi nomhlali waseMzantsi Afrika, umonyulwa kufuneka abe nezi mpawu zilandelayo:

- Ulwazi olunabileyo lwemiqondiso, into ebalulekileyo yesizwe, izaci kunye neenkcubeko, kugxininiswa kumasiko omlomo (ukuququzelela uphuhliso olungaphaya lwezici zengingqi zeheraldri)

- Ulwazi kunye/okanye umdla kwiheraldi, imimandla enxulumeneyo yembali yeentsapho kunye ne-vexillology (ukufunda ngeeflegi), kunye nesidima neembasa (ngokomxholo wase-Afrika)
- Imvakalelo yophononongo ngemithetho kunye nemithetho-siseko yobugcisa, ubugcisa noyilo, ingakumbi xa zisetyenziswa kwiheraldri
- Ulwazi lwembali yoMzantsi Afrika
- Ulwazi lweendlela zolwazi lwemveli.

Nabani na onqwenela ukonyula umntu ukuba asebenze kwiBhunga leHeraldi kufuneka angenise olu lwazi lulandelayo kwiSebe leImidlalo, lezobugcisa neNkcubeko (iinkcukacha zoqhagamshelwano zingasezantsi):

- Ileta equlethe amagama apheleleyo kunye neenkcukacha zoqhagamshelwano ezipheleleyo zomonyuli, izizathu zokonyula, kunye namagama neenkcukacha zoqhagamshelwano zabantu abathathu ekunokugqinisiswa kubo umonyulwa
- Ulwamkelo lomonyulwa olubhalwe phantsi lonyulo (ifom yolonyulo emiselweyo iyafumaneka xa iceliwe)
- I-CV emfutshane yomonyulwa, echaza ukufanelekela kwakhe ingqesho kwaye enika ulwazi phantsi kwazo zonke ezi zihloko zilandelayo: * ITayitile namagama apheleleyo * Inombolo yeSAZISI * Ubumi * Iinkcukacha zoqhagamshelwano ezipheleleyo * Umsebenzi owenza ngoku kunye negama lomqeshi * Iziqinisekiso zemfundo * Amava abandakanyekayo * Imimandla yobugcisa * Ubulungu kwimibutho, iibhodi, njl. njl. (ngaphambili nangoku) * Inkonzo yangaphambili neyangoku kwiibhodi * Isini * Uhlanga.

Umhla wokuvala wolonyulo nowe: 31 Disemba 2020.

Ulonnyulo kunye nemibuzo mayibhekiswe ku: Mnu Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, inombolo yomnxeba. 066 302 5395, i-imeyile: thembam@dsac.gov.za

**KHUWELELO YA U TA MIRADO INE YA DO SHUMA KHA KHORO YA
HERALIDIRI (KHORO YA ZWA ZWIGA ZWA LUSHAKA),
2021– 2023**

Mulayo wa Heralidiri , wa 1962 (Mulayo wa vhu 18 wa 1962), Tshipida 6

Mirado ya sekithara ya heralidiri na tshitshavha vha khou rambiwa u ta vhatu vho fanelaho vhane vha do shuma kha Khoro ya Heralidiri, Pretoria. Khoro i do vhumbeba nga mirado ya Heralidiri ya Muvhuso na mirado ya rathi ine ya do tiwa nga Minisita wa Mutambo, Vhutsila na Mvelele lwa tshifhinga tsha 3, u bva nga la 1 phando 2021 u swika nga la 31 Nyendavhusiku 2023. Khoro i do vhumbeba hafhu nga murahu ha minwaha mitanu. Khoro i tangana lu no swika luvhili nga iwaha kha vhupo ho dzudzanywaho nga mudzulatshidulo. Murado wa khoro ane a si vhe mushumeli wa tshifhinga tshothe wa Muvhuso u do badelwa zwi tshi ya nga tshumelo dzawe sa murado wa Khoro kana komiti, mbadelo dzi do itwa u ya nga he Minisita na Minisita wa Gwama vha tendelana ngayo.

Birou ya Heralidiri, yo thomiwaho nga tshipida 3 tsha Mulayo wa Heralidiri wa 1962, i nwalisa zwiimeli, madzina, na yunifomo zwa Heralidiri, na u ita minwe mishumo i fanaho na u divhadza na u tsireledza zwiga zwa lushaka.

Mishumo mihulwane ya khoro ndi ya u:

- ta mbekanyamaitele dzine dza do shumiswa kha mafhungo a zwa heralidiri
- sedza na u dzhia tsheo kha mafhungo ane muofisi wa u vhulunga rekhodo dza zwiga zwa lushaka kana komiti ya zwa heralidiri vha do shuma ngao
- sedza aphili dzo sumbedzwaho kha tshipida 9 tsha Mulayo, na
- shuma minwe mishumo ine ya nga netshedzwa kha Khoro nga Minisita.

Vhane vha do tiwa vha do fanela u imelela na vhafaramikovhe vhane vha vha na vhukoni ha ndeme u itela u thusa birou ya heralidiri u swikelela zwipikwa zwayo. Nga nda ha u vha mudzulapo wa Afrika Tshipembe, muthu ane a do tiwa u fanela u vha na vhukoni vhu tevhelaho:

- Ndivho yo tandavhuwaho ya zwiga zwa Afrika, zwipuka na miri zwa lushaka, maambebe na mvelele, hu tshi tou ombedelwa mvelele ya u

tou amba (u itela u tūtūwedza u isa phanda na mveledziso ya liambele la zwa heraldiri)

- Ndivho/dzangalelo kha zwithu zwa heraldiri, masia a elanaho na ngudo dza divhazwakale ya mita, na ngudo ya fulaga na zwa khuliso na u nea pfufho (kha vhupo ha Afrika)
- Thalukanyo kha zwithu zwavhudi/zwo nakaho, vhutsila na u ola, nga maanda zwi tshi elana na heraldiri
- Ndivho ya divhazwakale ya Afrika Tshipembe
- Ndivho ya sisiteme dzapo.

Muiwe na muiwe ane a tama u ta muthu ane a do shuma kha Khoro ya Heraldiri u fanela u disa zwidodombedzwa zwi tevhelaho kha Muhasho wa Mutambo, Vhutsila na Mvelele (zwidodombedzwa zwa vhukwamani zwo netshedzwa afho fhasi):

- Vhurifhi vhune ha vha na madzina nga vhudalo na zwidodombedzwa zwa vhukwamani nga vhudalo zwa muti, thikhedzo ya u tiwa ha muthu onoyo, na madzina na zwidodombedzwa zwa vhathu vhane vha nga khwathisedza u tiwa ha uyo muthu
- Thendelo yo tou nwalwaho ya muthu a no khou tiwa. (fomo ya u ta i wanala arali khumbelo yo itwa)
- CV pfufhi ya muthu ane a khou tiwa, i talutshedzaho uri ndi ngani o fanela u tiwa na u netshedza zwidodombedzwa nga fhasi ha thoho dzi tevhelaho: * Thaitili na madzina nga vhudalo * Nomboro ya basa * Vhudzulapo * Zwidodombedzwa zwa vhukwamani nga vhudalo * Mushumo une vha khou shuma wone na dzina la mutholi * Ndalukano dza zwa pfunzo * Tshenzhemo yo fanelaho * Masia a vhukoni * Vhura do ha madzangano, dzibodo, nz (zwa kale na zwa zwino) * Tshumelo ya bodo ya kale na ya zwino * Mbeu * Lushaka.

Duvha la u vala u ta ndi: 31 Nyendavhusiku 2020.

Madzina a vhathu vho tiwaho na mbudziso zwi fanela u livhiswa kha: Vho Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, lutingo. 066 302 5395, imeili: thembam@dsac.gov.za

**PITSO HO BONKGETHENG BA TLA SEBETSA LEKGOTLENG LA
MATSHWAO A BOHLOKWA, 2021–2023**

Molao wa matshwao a bohlokwa, 1962 (Molao No 18 wa 1962), karolo ya 6

Ditho tsa lekala la matshwao a bohlokwa di a mengwa ho kgetha baemedi ba nepahetseng hore ba sebetse Lekgotleng la matshwao a bohlokwa, Pretoria. Lekgotla le tla ba le setho sa Mmuso sa matshwao a bohlokwa mmoho le bonyane ditho tse ding tse tsheletseng tse tla kgethwa ke Letona la Dipapadi, Setso le Botjhaba bakeng sa nako ya dilemo tse 3, **ho tloha la 1 Pherekong 2021 ho fihla ka la 31 Tshitwe 2023.** Lekgotla le tla boela le thehwa botjha kamora dilemo tse hlano. Lekgotla le kopana bonyane habedi ka selemo sebakeng se hlwauweng ke modulasetulo. Setho sa Lekgotla se sa sebitseng ka dinako tsohle mmusong se tla lefuwa bakeng sa ditshebeletso tsa sona jwaloka setho sa Lekgotla le ditshwanelo tse ding kamora ho ba Letona le ikopanye le Letona la Ditjhelete ho fana ka dipehelo. Biro ya matshwao a bohlokwa, e theilweng ho latela karolo ya 3 ya Molao wa matshwao a bohlokwa, 1962, e ngodisa boemedi ba matshwao a bohlokwa, mabitso a ikgethileng le seaparo se tshwanang hape e etsa mesebetsi e meng e jwaloka ho tumisa le ho sireletsa matshwao a naha.

Mesebetsi ya bohlokwa ya Lekgotla ke ho:

- bopa le ho hlwaya leano le sebitsanang le dintlha tse amanang le matshwao a bohlokwa
- lekola le ho etsa qeto dintlheng tse amanang le matshwao a bohlokwa a mmuso kapa le ho latela kamoo komiti ya matshwao a bohlokwa e kopileng
- lekola boipelaetso bo hlwauweng tlasa karolo ya 9 ya Molao; hape le ho
- ntshetsapele mesebetsi jwaloka ha Letona le fane ka yona Lekgotleng.

Bonkgetheng ba lokela ho emela ba phehisang hape ba na le boitsebelo ba ho thusa Biro ya matshwao a bohlokwa ho atleha maikemisetsong a yona. Ntle le hore nkgetheng e be MoAforikaborwa ebile e be moahi wa naha ena, nkgetheng o lokela ho ba le semelo se latelang:

- Tsebo e keneletseng ya matshwao a Aforika, matshwao a tlhaho, maele le botjhaba, ka ho toboketsa moetlong wa dipale (ho bebofatsa ntshetsopele ya maelana a selehae a matshwao a bohlokwa)
- Tsebo ya le/kapa kgahleho matshwaong a bohlokwa, le mafapha a amanang le thuto ya nalane ya malapa mmoho le thuto ya difolaga, ditlotla le dikgau (ntlheng tse amanang le Aforika)

- Kgahleho ya mokgabiso, boiqapelo le ho bopa, haholoholo dintho tse tla sebediswa matshwaong a bohlokwa
- Tsebo ya nalane ya Aforikaborwa
- Tsebo ya ditsamaiso tsa botala.

Motho ofe kapa ofe ya lakatsang ho thonya motho ya tla sebetsa Lekgotleng la Matshwao a bohlokwa o lokela ho romela dintlha tse latelang Lefapheng la Dipapadi, Setso le Botjhaba (dintlha tsa ho iteanya le lona di ngotswe fatshe mona):

- Lengolo le nang le mabitso ka botlalo le dintlha ka botlalo tsa ho iteanya le ya thontseng, mabaka a ho thonya mmoho le mabitso le dintlha ka botlalo tsa dipaki tse tharo tsa nkgetheng
- Lengolo le tswang ho nkgetheng moo a amohelang kgetho eo (Foromo e ikgethileng e a fumaneha ha o etsa kopoe)
- CV ya nkgetheng e hlalosing bokgoni ba hae bakeng sa ho kgethuwa mme ho fanwe ka dintlha ka botlalo tlasa dihloho tsohle tse latelang: * Thaetlele le mabitso ka botlalo * Nomoro ya bukana ya boitsebiso * Bopaki ba ho ba moahi * Dintlha ka botlalo tsa ho iteanya le nkgetheng * Mosebetsi wa hae wa jwale le lebitso la ramosebetsi * Mangolo a Thuto * Boiphihlelo bo nepahetseng * Lekala la boitsebelo * Dintlha tsa botho mekgatlong, dibotong, jj (tsa nako e fetileng le hona jwale) * Ditshebeletso tsa hae dibotong tse fetileng le hona jwale * Bong * Morabe.

Letsatsi la ho kwala dikgetho ke: 31 Tshitwe 2020.

Dikgetho le dipotso di tlamehile ho romelwa ho: Mr Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, mohala: 066 302 5395, e-meile: thembam@dsac.gov.za

**KGOELETŠO YA DITŠHIŠINYO TŠA BAHLANKEDI GO TLO ŠOMELA
KHANSELE YA TLHAMO YA MASWAO A BOHLOKWA, 2021–2023**

Molao wa Tlhamo ya Maswao a Bohlokwa, 1962 (Molao wa 18 wa 1962), karolo 6 Maloko a Lefapha la Tlhamo ya Maswao a Bohlokwa le setšhaba ba mengwa go šišinya bahlankedi ba maleba gore ba tle ba lebelelwe go bewa go Khansale le Komiti ya Biro ya Tlhamo ya Maswao a Bohlokwa ka Pretoria. Khansale e tla ba le Mohlankedi wa Tlhamo wa Maswao a Bohlokwa wa Mmušo le maloko a ka bago a tshela ao a tlogo bewa ke Tona ya Dipapadi, Bokgabo le Setšo gomme e tla hlangwa semmušo gape ka morago ga mengwaga ye meraro, go thoma ka la **1 Pherekong 2021 go fihla ka la 31 Manthole 2023**. Khansale e kopana bonnyane gabedi ka ngwaga lefelong leo le tla bego le laeditšwe ke modulasetulo. Leloko la Khansale leo le sa šomelego mmušo ka nako tšohle le tla lefelelwa ditirelo tša lona bjalo ka leloko la Khansale diputseletšo tše di tla bego di laeditšwe ke Tona ka ditherišano le Tona ya Matlotlo.

Biro ya Tlhamo ya Maswao a Bohlokwa, e hlamilwe ke karolo 3 ya Molao wa Tlhamo ya Maswao a Bohlokwa, 1962, e ngwadiša baemedi ba tlhamo ya maswao a bohlokwa, maina, maina a a kgethegilego le diyunifomo, gape e phethagatša mešomo ye mengwe ye bjalo ka go tumiša le go šireletša maswao a bosetšhaba

Mešomomegolo ya Khansale ke:

- go laetša maanotshepetšo ao a tlogo šomišwa ka go ditaba tša tlhamo ya maswao a bohlokwa
- go akanya le go tšea sephetho ka ga ditaba tše bjalo ka tlhamo ya maswao a bohlokwa a bosetšhaba goba tšeo komiti ya tlhamo ya maswao a bohlokwa a a ka laetšago go tšona
- go akanya diaphili tšeo di laeditšwego ka fase ga karolo 9 ya Molao; le
- go phethagatša mešomo ye bjalo ka ge e filwe go Khansale ke Tona.

Bašišinywa ba swanetše go emela bakgathatema bao ba nago le mabokgoni a maleba go thuša Biro ya Tlhamo ya Maswao a Bohlokwa go fihlelela dinepo tša yona. Ntle le go ba moagi goba modudi Afrika Borwa, mošišinywa o swanetše go ba le dinyakwa tše di latelago:

- Tsebo ye e tseneletšego ya maswao a Seafrika, meeno, diema le ditšo, go kgatelelo go meetlo (go nolofatša tlabollo ya go ya pele ya diema tša selegae tša tlhamo ya maswao a bohlokwa)
- Tsebo le/goba kgahlego ya Tlhamo ya Maswao a Bohlokwa, mafapha a a sepelelanago a tšienolotši (thuto ya histori ya leloko) le feksiolotši (thuto ya difolaga), le ditlhompho le meputso (ka kamano ya Seafrika)
- Maitemogelo a thuto ya bokgabo, bokgabo le tlhamo, kudukudu bjalo ka ge a šomišwa go Tlhamo ya Maswao a Bohlokwa
- Tsebo ya histori ya Afrika Borwa
- Tsebo ya ditshepedišo tša setšo

Motho yo mongwe le yo mongwe yo a nyakago go šišinya motho yo a tla go šomela Khansele ya Biro ya Tlhamo ya Maswao a Bohlokwa o swanetše go tlatša le go romela tshedimošo ye e latelago go Kgoro ya Dipapadi, Setšo le Bokgabo (Dintlha tša Boikgokaganyo ka fase):

- Lengwalo le le nago le maina ka botlalo le dintlha tša boikgokaganyo ka botlalo tša mošišinyi, mabaka a tšhišinyo, le maina le dintlha tša boikgokaganyo tša batho ba bararo bao ba ka hlatselago mošišinywa
- Kamogelo ya ditšhišinyo ya mošišinywa ya go ngwalwa. (Foromo ya tšhišinyo ye e laeditšwego e hwetšagala ka kgopelo)
- Taodišophelo (CV) e kopana ya mošišinyi, yeo e fago tshedimošo ka ga mošišinywa ka fase ga dihlogo ka moka tše di latelago: * Thaetlele le maina ka botlalo * Nomoro ya Boitsebišo * Boagi * Dintlha tša boikgokaganyo ka botlalo * Maemo a bjale a mošomo le leina la mongmošomo * Mangwalo a thuto * Maitemogelo a maleba * Mafapha a botsebi * Boleloko bja mekgatlo, diboto, bj.bj (bja kgale le bja bjale) * Tirelo ya kgale le ya bjale go diboto * Bong * Morafe.

Letšatšikgwedi la tswalelo ya ditšhišinyo ke: **31 November 2020**.

Ditšhišinyo le dipotšišo di swanetše go ngwalelwa Go: Mna Themba Mabaso;
The State Heraldry, Bureau of Heraldry, Private Bag X236, Pretoria 0001,
Mogala: 066 302 5395, le E-meile: thembam@dsac.gov.za

ISIMEMO SOKUPHAKANYISWA KWAMAGAMA ABAZOQOKELWA UKUBA AMALUNGA OMKHANDLU WE- HERALDRY, 2021-2023

UMthetho We-Heraldry ka-1962 (uMthetho we-18 ka-1962) isahluko sesi-6

Amalungu omkhakha we-heraldry (okuzimpawu okumele, ubuzwe, ukubuthwa, imilando yemindeneni, njll) kanye nomphakathi bayamenywa ukuba baphakamise amagama abafanele ukuqokelwa kuMkhandlu we-Heraldry, Epitoli. Lo Mkhandlu uzokwakhiwa ngosebenzela i-heraldry Namamanye amalungu okungenani ayisithupha azoqokwa nguNgqongqoshe WoMnyango Wezemidlalo, Zobuciko Namasiko ebaqokela isikhathi esiyiminyaka emithathu, ukusukela mhla lu-1 Januwari 2021 ukuya mhla zi-31 Disemba 2023. Umkhandlu wakhiwa kabusha emuva kweminyaka emihlanu. Umkhandlu uhlangana okungenani kabili ngonyaka endaweni enqunywe ngusihlalo. Ilungu loMkhandlu elingaqashiwe ngokuphelele nguhulumeni lizokhokhelwa ukusebenza kwalo njengelungu loMkhandlu izibonelelo ezifanele njengoba uNgqongqoshe ngokuxhumana noNgqongqoshe Wezezimali enganquma.

Ihhovisi le-heraldry elasungulwa ngesaluko sesi-3 soMthetho we-Heraldry ka-1962, libhalisa izethulo ze-heraldry, amagama, amagama akhethekile nemifaniswano, liphinde futhi lenze imisebenzi efana nokumisa futhi kuvikelwe izimpawu zesizwe.

Imisebenzi ebalulekile yoMkhandli:

- ngukunquma umgomo ozosetshenziswa kwimidanti ye-heraldry
- ngukucabangisisa futhi unqume ngemidanti efana nalena njengoba osebenzela i-heraldry noma ikhomidi le-heraldry lingakabuka kuyo
- ukucabangisisa izikhalazo eziqashelwe ngaphansi kwesahluko sesi-9 soMthetho; kanye
- nokwenza eminye imisebenzi njengoba inganikwa uMkhandlu nguNgqongqoshe.

Abaphakanyiswayo kufanele bamele abathintekayo abanamakhono adingekayo okusiza iHhovisi le-heraldry ekuphumeleliseni izinhloso zalo. Ngaphandle kokuba ngowaseNingizimu Afrika nohlala walo, ophakanyiswayo kufanele abe nale zici:

- Ulwazi olwenebe lwezimpawu zamaAfrika, ukwaziswa kwezinto ezithile, izaga namasiko, kugciselelwa kubuciko bomlomo (ukugqugquzela ukuthuthukiswa kwezaga eziluphawu lokuthile)
- Ulwazi kanye/noma uthando lwe- heraldry, izinkundla ezihlobene nobuzukulwane nesifundo smafulegi (vexillology), kanye nokuhlonishwa nemiklomelo (ngokwase-Afrika)
- Ukuba nothando lobuciko, nokuqamba, ikakhulukazi njengoba kusebenza ku- heraldry
- Ulwazi lomlando waseNingizimu afrika
- Ulwazi lwezinhlelo lwendabuko.

Noma ngabe ngubani onesifiso suphakamisa umuntu ukuba abe kuMkhandlu we-Heraldry kufanele adlulisele ulwazi olulandelayo kuMnyango

Wezemidlalo, Zobuciko Namasiko (imininingwane yokuxhumana ingezansi):

- Incwadi equkethe amagama aphelele neminingwane yokuxhumana nowenza isiphakamiso, ukusekela ukuphakamisa, kanye namagama neminingwane yabangathintwa mayelana nophakanyiswayo
- Ukuvuma okubhaliwe phansi kophakanyiswayo laph evuma ukuphakanyiswa. (Ifomu elibekiwe lokwenza iziphakamiso liyatholakala ngesicelo)
- I-CV efinqiwe yophakanyiswayo, echaza ngokufaneleka kwakhe ukuba aqokwe kanye nokunikeza ngolwazi ngaphansi kwalezi zihloko ezilandelayo: * Isikhundla namagama aphelele * Inombolo ye-ID * Ubuzwe * Imininingwane ephelele yokuxhumana * Isikhala somsebenzi engikuso negama loqshashi * Iziqu ngokufunda * Ulwazi olufanele * Ezinye izinkundla zolwazi * Ubulungu bezinhlangano, njll. (obedlule nobamanje) * Ubulungu obedlule nobamanje bamabhodi * Ubulili * Uhlanga.

Usuku lokuvalwa kokwenziwa kweziphakamiso ngumhla ka: 31 Disemba 2020.

Uma ufuna ukwenza isiphakamiso noma unemibuzo kufanele kubhekiswe ku: Mnu Themba Mabaso, The State Herald, Bureau of Heraldry, Private Bag X236, Pretoria 0001, ucingo: 066 302 5395, i-email: thembam@dsac.gov.za

**OFFICIAL NOMINATION FORM
FOR CANDIDATES TO SERVE ON THE HERALDRY COUNCIL
2021 – 2023**

I, (full names),
[Position & institution]
Postal address
Tel. No. Cell No.
Fax No.
Email address]

nominate the following person:

Prof./Dr/Mr/Ms
[Current position and institution]

to be appointed to the Heraldry Council for the period **1 January 2021 to 31 December 2023** My **motivation** for the nomination is attached as **Annexure A**.

SIGNATURE: DATE:

I, (full names), **accept** my nomination for appointment to the Heraldry Council for the period **1 January 2021 to 31 December 2023**. A copy of my **brief CV** is attached (as per prescribed CV format on next page, Annexure B). (*Please do not submit your CV in any other format and please do not exceed six pages.*)

SIGNATURE: DATE:

The closing date for nominations is: December 31. Nominations and enquiries should be addressed to: Mr Themba Mabaso, Bureau of Heraldry, Private Bag X236, Pretoria, 0001, tel. 012-441-3200, email thembam@dsac.gov.za

(Please note that the length of the CV should not exceed six pages.)

**PRESCRIBED FORMAT FOR BRIEF CV OF CANDIDATE NOMINATED FOR
APPOINTMENT TO THE HERALDRY COUNCIL**

FOR THE PERIOD 1 January 2021 to 31 December 2023

Title and full names: _____

ID number: _____

Citizenship: _____

Full contact details:

- **Postal address:** _____
- **Tel. No.:** _____ **(w)** _____ **(h)** _____
- **Cell No.:** _____
- **Fax No.:** _____
- **Email:** _____

Current position and name of employer:

Academic qualifications:

Experience relevant to attributes specified in advert:

Other fields of expertise: _____

Membership of associations, boards, etc. (past and present):

Past or present member of Heraldry Council: Yes/No

(If yes, please specify term served) _____

Gender: _____

Race: _____

Names and full contact details (designation and company included) of three referees:

1. _____
2. _____
3. _____

oOo

DEPARTMENT OF TRANSPORT

NO. 1394

24 DECEMBER 2020

NATIONAL RAILWAY SAFETY REGULATOR ACT, 2002 (ACT NO. 16 OF 2002)**DETERMINATION OF PERMIT FEES UNDER SECTION 23(2) OF THE NATIONAL RAILWAY SAFETY REGULATOR ACT, 2002**

The Minister of Transport, hereby in terms of section 23(2) of the National Railway Safety Regulator Act, 2002 (Act No. 16 of 2002) publishes for comments the determination of the fees that the Railway Safety Regulator must charge for safety permits as indicated in the Schedule.

Interested persons are invited to submit written comments to the Director-General, Department of Transport, within 30 days after the date of publication of this notice, for the attention of:

Director-General: Transport
ATT: Mr Diapo Letsoalo
Department of Transport
Private Bag X 193
PRETORIA
0001

Email: Letsoald@dot.gov.za or E-mail: NgobeniY@dot.gov.za
Tel: (012) 309 3852 Tel: (012) 309 3149

Or

Email: MokubyaS@dot.gov.za
Tel: (012) 309 3540

SCHEDULE

1. Definitions

For the purpose of calculating fees:

“activity” means the activities undertaken by operators on a railway network;

“annual passengers” means the total number of passengers transported aboard railway operator's passenger or commuter rolling stock between two points (i.e. a station of boarding and of disembarkation) with the exception of a train operator's personnel, over the period of an operator's most recently completed financial year;

“annual tons” means the total sum of the mass of dangerous or general goods loaded onto a locomotive by a train operator in the preceding financial year, and transported along the portion of a rail network for which the train operator has a permit to traverse;

“cape gauge” means a type of railway track where the distance between the two rails of the track is 1,067 millimetres in length;

“general freight or passenger operators” means network, train or station operators (or a combination thereof) whose operations include the transportation of passengers and freight that excludes dangerous or mining goods;

“mine operations” means the operations undertaken above surface by train, network, and station operators to support mining activities;

“non-rail related revenue” means revenue generated by Train Operators, Network Operators or Station Operators whose railway operation is incidental to its main business;

“passengers” means people transported by a train between two points (i.e. a station of boarding and of disembarkation) with the exception of a train operator's personnel;

“rail-related revenue” means the gross inflow of cash arising from all rail operating activities of an operator;

“relevant risk-based fee rate” means the rand value equivalent of the risks attributable to rail activities. The units of measurement include R/Kilometres (for network operations), R/number of stations (for station operator), R/passenger kilometres (for passenger operations), and R/ton kilometre (for freight operations);

“standard gauge” railway track where the distance between the two rails of the railway track is 1,435 millimetres in length; and

“tourist passengers” means passengers transported aboard railway operator's rolling stock between two points (i.e. a station of boarding and of disembarkation) for recreational purposes, with the exception of a train operator's personnel and commuter passengers.

2. Application Fees

A non-refundable application fee must accompany an application for a safety permit. The fees specified in the categories **Operator category and amount** column of the Schedule shall be payable in respect of the corresponding **application fees for general safety permit** that is applied for as specified in the first column of the Schedule indicated as follows: -

APPLICATION FEES FOR GENERAL SAFETY PERMIT	OPERATOR CATEGORY AND AMOUNT (RANDS)		
	Transportation of Mining Goods	Transportation of Dangerous Goods	Transportation of passengers or General Freight
Group A: Train, Network and Station operators Application Fee	R61 575	R61 575	R61 575
Group B: Train, Network and Station Operators Application Fee	R20 176	R21 176	R 3 645
Group C: Train, Network and Station Operators Application Fee	R8 461	R8 461	R3 640

3. Other Safety Permit Fees For Railway Operations

The fees specified in the categories **OPERATOR CATEGORY AND AMOUNT** column of the Schedule shall be payable in respect of the corresponding **APPLICATION FEES FOR OTHER SAFETY PERMIT** being applied for specified in the first column of the Schedule indicated as follows: -

APPLICATION FEES FOR OTHER SAFETY PERMIT	OPERATORS CATEGORY AND AMOUNT		
	GROUP A	GROUP B	GROUP C
Temporary Safety Permit	R141 272	R113 017	R15 540
Construction Train Safety Permit	R706 361	R91 827	R4 238
Test and Commissioning Safety Permit	R1 412 723	R141 272	R56 510

4. Permit Fee Rates For Non-Rail-Related Revenue Generating Train Operators, Network Operators And Station Operators

4.1 The fees payable will be calculated as follows: -

OPERATOR CATEGORY		Transportation of Mining Goods by rail	Transportation of Dangerous Goods by rail	Transportation of passengers and /or General Freight by rail
NETWORK		Permit fee paid in 2019/20 FY + 4.2% (CPI)		
TRAIN	Private Siding Lines for General Freight/ Dangerous Goods	Flat Rate: R74 037	Flat Rate: R493 770	Flat Rate: R10 826.38
	Private Siding Lines for Tourist / Passengers	NOT APPLICABLE		Flat Rate: R10 826.38
STATION	On and off boarding sites/ zones for passengers	NOT APPLICABLE		Flat Rate: R120 379.13

5. Permit Fee Rates For Rail-Related Revenue Generating Train Operators, Network Operators And Station Operators

5.1 The Operators have been grouped as follows:

(a) Group A: Train Operators, Network Operators and Station Operators

Railway Operators who transport 500 000 tons or more of general goods, 50 000 tons or more of dangerous goods, or passengers are liable to pay railway safety permit fees determined in accordance with the formula below.

(b) Group B: Train Operators, Network Operators and Station Operators

Railway Operators who transport between 200 000 tons and 500 000 tons of general goods, less than 50 000 tons of dangerous goods or tourists are liable to pay railway safety permit fees determined in accordance with the formula below.

(c) Group C: Train Operators, Network Operators and Station Operators

Railway Operators who transport less than 200 000 tons of general goods are liable to pay a flat fee of R10 826.38

5.2 Table below is used as a basis to calculate railway Operators annual safety permit fee:

OPERATOR GROUP	BAND	PERMIT FEE PAYABLE
GROUP A: Train Station Network	Dangerous goods \geq 50 000t General goods \geq 500 000t All passengers	Permit fee paid in 2020/21 FY + 4.2% (CPI)
GROUP B Train Station Network	Dangerous goods < 50 000t General goods \geq 200 000t and < 500 000t All tourists	Permit fee paid in 2020/21 FY + 4.2% (CPI)
GROUP C Train Station Network	General goods < 200 000t	Flat Rate: R10 826.38

Application of Notice

- 6.1 The permit fee rates determined for the 2021/22 financial year shall apply to the following entities:

(a)	Transnet SOC Ltd	R114 630 293.00
(b)	Passenger Rail Agency of South Africa (PRASA)	R34 170 032.00
(c)	Bombela Operating Company	R2 896 604.00
(d)	Non-South African train operators operating in the Republic of South Africa will pay the Permit Fee paid in 2020/21 FY + 4.2% (CPI).	

Short Title

7. This notice is called the Determination of Safety Permit Fees for the 2021/22 financial year, and is published for public comments.

GENERAL NOTICES • ALGEMENE KENNISGEWINGS

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT**NOTICE 735 OF 2020****NOTICE OF INTENTION TO APPLY FOR THE CANCELLATION OF A LOST/DESTROYED BOND**

Notice is hereby given that it is the intention to apply for the cancellation of the registration of **Mortgage Bond SB 2356/2007** dated 2007 passed by **ABSA BANK LIMITED (Registration Number 1986/004794/06)**, for the amount of **R193 500-00 (ONE HUNDRED AND NINETY THREE THOUSAND FIVE HUNDRED RAND)** in favour

of

**The trustees for the time being of
THE GELDERLAND TRUST
Registration Number IT 12485/2006**

in respect of certain

A Unit consisting of

- (a) Section No. 17 as shown and more fully described on Sectional Plan Number SS 11/2007 in the scheme known as EMMANUEL COURT in respect of the land and building or buildings situate at LUIPAARDSVLEI TOWNSHIP, Local Authority: CITY OF JOHANNESBURG, of which section the floor area, according to the said sectional plan is 56 (Fifty Six) square metres in extent and
- (b) An undivided share in the common property in the scheme apportioned to the said section in accordance with the participation quota as endorsed on the said sectional plan.
HELD BY Deed of Transfer Number ST 1413/2007

which has been lost or destroyed.

All persons having objection to the cancellation of the registration of such bond are hereby required to lodge the same in writing with the Registrar of Deeds at the deeds registry in which the bond is registered, within a period of 6 (SIX) weeks after the date of the first publication of this notice.

SOUTH AFRICAN RESERVE BANK**NOTICE 736 OF 2020****THE BANKS ACT, 1990 (ACT NO. 94 OF 1990 – THE BANKS ACT)****CONSENT GRANTED IN TERMS OF SECTION 34 OF THE BANKS ACT FOR A FOREIGN INSTITUTION TO ESTABLISH A REPRESENTATIVE OFFICE WITHIN THE REPUBLIC OF SOUTH AFRICA: CAIXA GERAL DE DEPÓSITOS S.A.**

Notice is hereby given for general information, in accordance with the provisions of section 30(1) of the Banks Act, that Caixa Geral De Depósitos S.A., an institution that lawfully conducts business similar to the business of a bank in Portugal, has been granted permission by the Prudential Authority, in terms of section 34 of the Banks Act, to establish a representative office within the Republic of South Africa, with effect from 9 October 2020. The representative office referred to above is, however, not authorised to conduct the business of a bank in the Republic of South Africa.

DEPARTMENT OF TRADE, INDUSTRY AND COMPETITION
NOTICE 737 OF 2020
INTERNATIONAL TRADE ADMINISTRATION COMMISSION OF
SOUTH AFRICA

SUNSET REVIEW OF THE ANTI-DUMPING DUTIES ON WIRE ROPES AND CABLES OF A DIAMETER EXCEEDING 32 MM ORIGINATING IN OR IMPORTED FROM GERMANY AND THE UNITED KINGDOM (UK) AND ON STRANDED WIRE OF A DIAMETER EXCEEDING OR EQUAL TO 12.7MM ORIGINATING IN OR IMPORTED FROM THE PEOPLE'S REPUBLIC OF CHINA (PRC): FINAL DETERMINATION

In accordance with the provisions in Article 53.1 of the Anti-Dumping Regulations, any definitive anti-dumping duty shall be terminated on a date not later than five years from its imposition, unless the authorities determine, in a review initiated before that date on their own initiative or upon a duly substantiated request made by or on behalf of the domestic industry within a reasonable period of time prior to that date, that the expiry of the duty would be likely to lead to continuation or recurrence of dumping and material injury to SACU industry.

On 8 June 2018, the International Trade Administration Commission of South Africa (the Commission) notified interested parties through Notice No. 326 of 2018 in *Government Gazette* No. 41685, that unless a substantiated request is made indicating that the expiry of the anti-dumping duties against imports of wire ropes and cables of a diameter exceeding 32 mm originating in or imported from Germany and the UK and on stranded wire of a diameter exceeding or equal to 12.7mm originating in or imported from the PRC would likely lead to the continuation or recurrence of dumping and injury and that the anti-dumping duties on wire ropes and cables of a diameter exceeding 32 mm originating in or imported from Germany and the UK and on stranded wire of a diameter exceeding or equal to 12.7mm originating in or imported

from the PRC will expire on 7 August 2019.

The sunset review investigation was initiated pursuant to Notice No. 394 of 2019 in *Government Gazette* No. 42593, published on 26 July 2019. On initiation of the investigation, all known interested parties were informed and requested to respond to the relevant questionnaires and the non-confidential application.

Two responses to the Commission's exporter's questionnaire were received from Casar Drahtseilwerk SAAR GMBH and Diepa Drahtseilwerk Dietz GMBH & CO.KG. Both responses were found to be deficient.

No responses to the Commission's importer's questionnaire were received from importers of the subject product.

On 13 December 2019, essential facts letters were sent to all interested parties, inviting comments on the Commission's considerations prior to the final determination.

On 20 December 2019, comments were received from the Applicant and from the European Commission Directorate-General for Trade.

After considering all interested parties' comments, the Commission made a final determination that the expiry of the anti-dumping duties on wire ropes and cables of a diameter exceeding 32 mm originating in or imported from Germany and the UK and on stranded wire of a diameter exceeding or equal to 12.7mm originating in or imported from the PRC would likely lead to the recurrence of dumping and the recurrence of material injury to the SACU industry.

The Commission therefore decided to recommend to the Minister of Trade and Industry that the anti-dumping duties on wire ropes and cables of a diameter exceeding 32 mm originating in or imported from Germany and the UK and on stranded wire of a diameter exceeding or equal to 12.7mm originating in or imported from the PRC be maintained at 93 per cent; 76,17 per cent and 113,25 per cent respectively for the following sub-tariff headings: 7312.10.17, 7312.10.24, 7312.10.30 and 7312.10.90.

The Commission's detailed reasons for its decision are set out in Commission's Report No. 632: Sunset review of the anti-dumping duties on wire ropes and cables of a diameter exceeding 32 mm originating in or imported from Germany and the UK and on stranded wire of a diameter exceeding or equal to 12.7mm originating in or imported from the PRC: Final determination.

The Minister approved the Commission's recommendation.

Enquiries may be directed to the investigating officers Ms Selma Takacs at email: STakacs@itac.org.za or Ms Mosa Sebe at email: msebe@itac.org.za.

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Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Vol. 666

24 December 2020
Desember

No. 44031

PART 2 OF 2

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



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DEPARTMENT OF TRANSPORT**NOTICE 738 OF 2020****AIRPORTS COMPANY SOUTH AFRICA LIMITED**

AIRPORTS COMPANY ACT, 1993 (ACT No. 44 OF 1993), AS AMENDED

PUBLICATION OF AIRPORT CHARGES

In terms of section 5 (2) (f) of the Airports Company Act, 1993 (Act No. 44 of 1993), as amended, it is hereby published for general notice that as from 1 April 2021, the Airports Company South Africa Limited, Reg. No. 1993/04149/06, will levy the airport charges set out in the Schedule by virtue of a permission granted in terms of section 12 of the said Act.

M MPOFU
CHIEF EXECUTIVE OFFICER

SCHEDULE**AIRPORT CHARGES****1. Liability to pay airport charges**

- (1) Subject to the provisions of these rules, airport charges shall be payable by the operator of an aircraft to the Company.
- (2) Airport charges consist of: -
 - (a) a landing charge, payable at the company airport where a flight terminates;
 - (b) a parking charge, payable at the company airport where an aircraft is parked;
 - (c) a passenger service charge collected by the operator and payable at the company airport where a flight commences.
- (3) Subject to the provisions of these rules, the tariff of landing, parking and passenger service charges shall be as set out in Annexures A, B and C, respectively.

2. Notification of movement of aircraft and payment of charges

- (1) Immediately after an aircraft has landed on a company airport the operator of that aircraft shall give notice to the airport manager, in the form provided by the latter for the purpose, of the time of arrival of that aircraft together with such other information as such operator is required by the airport manager to furnish when completing the notice in the said form.
- (2) Immediately before an aircraft is to take off from a company airport the operator of that aircraft shall give notice to the airport manager, in the form provided by the latter for the purpose, of the expected time of departure of that aircraft, supply such other information as such operator is required by the airport manager to furnish when completing the notice in the said form and pay all airport charges payable to the airport manager, unless such operator has previously entered into an agreement with the Company for payment.

- (3) The aircraft operator who has in terms of sub rules (1) and (2), given notice to the airport manager of the arrival or expected departure of that aircraft, shall, as soon as such operator becomes aware of any variation in the information furnished by him in the said notice advise the airport manager of such variation.
- (4) The operator shall pay the appropriate charges for the landing, taking-off and parking of an aircraft, as set out in the schedules of charges. The operator shall also pay for any supplies, services or facilities provided to him or to the aircraft at the airport by or on behalf of the Company at the charges determined by the Company. All charges referred to in this paragraph shall accrue on a daily basis and shall become due on the day they were incurred and shall be payable to the Company on demand and in any event before the aircraft departs from the airport unless otherwise agreed to by the Company (which agreement may be withdrawn at any time at the sole discretion of the Company) or unless otherwise provided for in terms for payment included in the invoice for such charges.
- (5) Payment shall be made without deductions (including taxes or charges). If the applicable law requires any tax or charge to be deducted before payment the amount shall be increased so that the payment made will equal the amount due to the Company as if no such tax or charge had been imposed.
- (6) All sums due which are not paid on the due date shall bear interest from day to day at prime overdraft rate from the date when such sums were due until date of payment (both dates inclusive).
- (7) Where an aircraft operator has not used the airport in the previous 12 months (as calculated from the date that the operator proposes to commence operations), the airport manager will, require a deposit to be lodged with the Company before any flights by that operator commence. Any such deposit shall be paid to the Company and shall be in such a sum as the airport manager shall consider to be equivalent to the anticipated charges that the aircraft operator shall incur (based on the anticipated frequency and type of aircraft used and type of flight planned) for 3 months by that operator. Such deposit or the balance then remaining shall be refunded to the operator when the operator ceases to operate any flights from the airport subject to the right of the Company (which is hereby reserved) to set off against any such deposit any appropriate charges that have not been settled in accordance with the above provisions.
- (8) The operator shall not without the express written consent of the Company be entitled in respect of any claim he/she may have against the Company or otherwise to make any set off against or deduction from the charges provided for in this notice. He/she must pay such charges in full pending resolution of any claim.
- (9) Any queries relating to invoices should be logged with the credit control department at the relevant airport in writing within sixty days of the invoice date. Contact numbers are shown on all invoices and statements.

3. Data

- (1) The operator or its designated agent shall furnish on demand, in such form as the Company may from time to time determine:
 - a. Information relating to the movements of its aircraft or aircraft handled by the agent at the airport of the Company within 24 hours of each of these movements. This will include information about the total number of passengers per category, embarked and disembarked at the airport, total freight and mail carried in kilograms, IATA/ICAO prefix and local airport SITA address of the operator who is to be invoiced.

- b. Details of the maximum design take-off weight in respect of each aircraft owned or operated by the operator.
 - c. Any changes in the maximum design take-off weight of each aircraft owned or operated by the operator.
- (2) The operator or its designated agent shall also provide to the Company details of all aircraft operators by timely transmission of complete and accurate operational data preferably by automatic electronic means using (and conforming to) IATA messaging and communications standards.
- (3) The required operational data includes:
 - a. aircraft registration (including aircraft substitutions)
 - b. variation to schedule (including flight number, aircraft type, route and scheduled time of operation)
 - c. estimated times of operation
 - d. actual times on and off stand
 - e. stand departure delays greater than 15 minutes
- (4) The Company may request in writing, within 60 days, copies of aircraft load sheets to enable verification of all details with respect to the passengers carried on any or all flights departing from that airport during a specified period and extracts from aircraft flight manuals to enable verification of aircraft weight. The operator shall, following a request in writing made by the Company, supply it with the original copies of such documents.
- (5) The operator shall inform the Company of details regarding the configuration of their aircraft and to notify the Company when any changes to these configurations occur.
- (6) Where the operator, or its handling agent, fails to provide the information required in paragraph 3(1) within the period stipulated herein, the Company shall be entitled to assess, at its sole discretion the charges payable hereunder by the operator by reference to the maximum take-off weight and the maximum passenger capacity of the aircraft type.

4. Landing Charges

- (1) The landing charges set out in paragraph 2 of Annexure A shall only apply to an aircraft engaged in a flight which commenced at an airport within one of the States or territories mentioned in that paragraph and: -
 - (a) where the operator of such aircraft has the right, granted by the South African aeronautical authority, to take on passengers, cargo or mail at the said airport of departure and to discharge those passengers or at that cargo or mail at the company airport where the flight terminated; or
 - (b) where, notwithstanding the provisions of sub rule (2), the flight immediately preceding such flight commenced at an airport within the Republic, irrespective of whether or not the right referred to in subparagraph (a) has been granted to the operator of such aircraft.
- (2) If an aircraft is engaged in a flight between an airport within one of the States or territories mentioned in paragraph 2 of Annexure A and a company airport, and the operator of that aircraft does not have the right referred to in sub rule (1), then the previous airport from where such aircraft took off and where such right has been granted to such operator, shall be deemed to be the airport of departure for the purpose of calculating the appropriate landing charge when landing at that company airport.
- (3) A landing charge in respect of a helicopter shall be 20 per cent of the appropriate landing charge prescribed and set out in Annexure A, for an aircraft of equal maximum certificated mass.

- (4) When a landing is carried out solely for the purpose of aircrew training, the landing charge shall be 20 per cent of the appropriate charge set out in Annexure A.
- (5) When a landing is carried out solely for the purpose of military training, the landing charge shall be 10 per cent of the appropriate charge set out in Annexure A.

5. Parking charges

- (1) A parking charge shall be payable after an aircraft has been parked at a company airport for a period exceeding four hours: Provided that the parking charge payable shall be doubled if such aircraft has been parked at any company airport at a parking bay where a passenger loading bridge is in operation.
- (2) A parking charge shall be calculated for any period of 24 hours or any part thereof from 4 hours for which an aircraft has been parked.

6. Passenger service charges

- (1) The passenger service charge collected and payable by the operator shall be calculated on the basis of the number of embarking passengers on an aircraft and the appropriate tariff applicable to each passenger as set out in Annexure C.
- (2) The following passengers shall not be regarded as embarking passengers:
 - (a) a passenger who does not disembark from an aircraft after such an aircraft has landed at a company airport and who remains on board that aircraft until such aircraft takes off from that company airport; or
 - (b) a passenger who is not older than two years of age.

7. General rules

- (1) Airport charges shall be payable in respect of South African and foreign state aircraft unless other provision has been made by means of an agreement with the Company.
- (2) No airport charge shall be payable in respect of: -
 - (a) an aircraft engaged in any flight for the calibration of any air navigation infrastructure;
 - (b) an aircraft engaged in search and rescue operations; and
 - (c) an aircraft engaged in a test flight, when such flight is required by the Commissioner for Civil Aviation in terms of the regulations made under the Aviation Act, 1962 (ACT No. 74 of 1962), for the purpose of issuing or rendering effective a certificate of airworthiness or after any major modification to an aircraft.

8. Interpretation

For the purposes of these rules, unless the context otherwise indicates: -

- (a) "aircraft" means an aircraft as defined in section 1 of Aviation Act, 1962;
- (b) "air navigation infrastructure" means air navigation infrastructure as defined in section 1 of the Air Traffic and Navigation Services Company Act, 1993 (Act No. 45 of 1993);
- (c) "airport" means an airport as defined in section 1 of the Aviation Act, 1962, and includes a company airport;
- (d) "airport charge" means a landing charge, a parking charge and a passenger service charge;
- (e) "airport manager" means a person designated by the Company for the purpose of these rules;

- (f) "Company" means the Airports Company South Africa Limited.
- (g) "company airport" means a company airport as defined in section 1 of the Airports Company Act, 1993 (Act No. 44 of 1993);
- (h) "crew member" means a person assigned by an operator to do duty on an aircraft during flight time;
- (i) "flight" means a flight as defined in regulation 1.3 of the Air Navigation Regulations, 1976, as amended;
- (j) "helicopter" means a helicopter as defined in regulation 1.3 of the Air Navigation Regulations, 1976, as amended;
- (k) "international flight" means a flight which commences or terminates at an airport outside the Republic;
- (l) "maximum certificated mass" means a maximum certificated mass as defined in regulation 1.3 of the Air Navigation Regulations, 1976, as amended;
- (m) "operator", in relation to an aircraft, means: -
 - 1. a licensee as defined in section 1 of the Air Services Licensing Act, 1990 (Act No. 115 of 1990), or an air carrier as defined in section 1 of the International Air Services Act, 1949 (Act No. 51 of 1949);
 - 2. any airline of another State which operates a scheduled international air transport service in terms of a bilateral agreement as contemplated in section 2 (2) (a) of the International Air Services Act, 1949; or any person who uses an aircraft under an authorisation by the Commissioner for Civil Aviation as contemplated in section 2 (2A) of the said Act;
 - 3. the owner of such aircraft;
- (n) "owner", in relation to an aircraft, means the person in whose name such aircraft is registered and includes any person who is or has been acting as agent in the Republic for a foreign owner, or a person by whom such aircraft is hired at the time;
- (o) "passenger" means any person other than a crew member on board an aircraft in flight;
- (p) "state aircraft" means any state aircraft as contemplated in article 3 of the Convention of International Civil Aviation signed at Chicago on 7 December 1944.

AIRPORT CHARGES: LANDING CHARGES

1. The landing charge in respect of an aircraft which lands at a company airport and which has been engaged in a flight where the airport of departure of the that aircraft was within the Republic:

Maximum Take-off Weight (MTOW) in kg of the aircraft up to and including:-	Per single landing	
	VAT	
	Exclusive	Inclusive
	R	R
500.....	61.01	70.17
1000.....	90.45	104.02
1 500.....	115.64	132.99
2 000.....	139.66	160.60
2 500.....	164.82	189.55
3 000.....	189.99	218.49
4 000.....	265.17	304.95
5 000.....	338.32	389.07
6 000.....	412.28	474.12
7 000.....	488.59	561.88
8 000.....	562.20	646.53
9 000.....	632.56	727.45
10 000.....	710.48	817.06
and thereafter, for every additional 2 000 kg or part thereof.....	107.43	123.54

2. The landing charge in respect of an aircraft which lands at a company airport and which has been engaged in a flight where the airport of departure of that aircraft was within Botswana, Lesotho, Namibia or Swaziland:

Maximum Take-off Weight (MTOW) in kg of the aircraft up to and including:-	Per single landing	
	VAT	
	Exclusive	Inclusive
	R	R
500.....	68.79	79.11
1 000.....	106.60	122.59
1 500.....	150.64	173.23
2 000.....	190.78	219.39
2 500.....	231.70	266.46
3 000.....	273.76	314.82
4 000.....	372.90	428.84
5 000.....	470.92	541.56
6 000.....	568.06	653.27
7 000.....	667.58	767.72
8 000.....	764.33	878.98
9 000.....	861.54	990.77
10 000.....	961.03	1105.19
and thereafter, for every additional 2 000 kg or part thereof.....	159.73	183.68

3. The landing charge in respect of an aircraft which lands at a company airport and which has been engaged in a flight where the airport of departure of that aircraft was within the State or territory other than those mentioned in paragraph 1 and 2:

Maximum Take-off Weight (MTOW) in kg of the aircraft up to and including:-	Per single landing	
	VAT	
	Exclusive	Inclusive
	R	R
500.....	76.75	88.26
1 000.....	123.12	141.58
1 500.....	185.29	213.08
2 000.....	241.14	277.31
2 500.....	298.21	342.94
3 000.....	356.78	410.30
4 000.....	481.49	553.71
5 000.....	603.08	693.54
6 000.....	723.43	831.94
7 000.....	845.80	972.68
8 000.....	965.74	1110.60
9 000.....	1088.51	1251.79
10 000.....	1211.63	1393.37
and thereafter, for every additional 2 000 kg or part thereof.....	212.00	243.80

ANNEXURE B**AIRPORT CHARGES: PARKING CHARGES**

Maximum Take-off Weight (MTOW) in kg of the aircraft up to and including:-	Per 24 hours or part thereof	
	VAT	
	Exclusive	Inclusive
	R	R
2 000.....	46.13	53.05
3 000.....	94.85	109.08
4 000.....	135.06	155.32
5 000.....	185.44	213.25
10 000.....	273.04	313.99
15 000.....	359.02	412.88
20 000.....	452.57	520.46
25 000.....	540.21	621.24
50 000.....	714.62	821.82
75 000.....	889.47	1 022.89
100 000.....	1 066.41	1 226.38
150 000.....	1 341.56	1 542.80
200 000.....	1 618.89	1 861.73
300 000.....	1 850.90	2 128.53
400 000.....	2 331.21	2 680.89
And thereafter, for every additional 100 000 kg or part thereof.....	359.02	412.88

ANNEXURE C**AIRPORT CHARGES: PASSENGER SERVICE CHARGES**

	VAT	
	Exclusive	Inclusive
	R	R
1. Passenger service charge per embarking passenger where such passengers will disembark from the aircraft at an airport within the Republic.....	78.36	90.11
2. Passenger service charge per embarking passengers where such passengers will disembark from the aircraft at an airport within Botswana, Lesotho, Namibia or Swaziland.....	162.47	186.84
3. Passenger service charge per embarking passenger where such passengers will disembark from the aircraft within any State or territory other than those mentioned in paragraphs 1 and 2.....	214.09	246.21

BOARD NOTICES • RAADSKENNISGEWINGS

BOARD NOTICE 165 OF 2020

**AMENDMENT TO BOARD NOTICE NO BOARD NOTICE 140 OF 2020**

Amendment to Board Notice published in the Government Gazette Board Notice No 140 of 01 December 2020 with regards to the Fees and charges are for 2021/22 financial year 1 April 2021 to 31 March 2022 in terms of Section 11(c) (iii) of the Projects and Construction Management Act (Act No 48 of 2000)

Commencement Date: 01 January 2021

The South African Council for the Project and Construction Management Professions hereby prescribes its schedules of fees relating to application fees for validation of CPD Activities for the period 1 January 2021 to 31 December 2021.

The fees prescribed herein include Value Added Tax (VAT)

APPLICATION FEES FOR VALIDATION OF WEBINAR AND CONFERENCE FORMAT CPD ACTIVITIES	
Description	Fees
Activities up to half a day	R2 335.85
Activities up to 1 day	R3 266.35
Activities with minimum period of up to 2 days	R4 355.13
Activities with more than 2 days	R5 171.61
Re-Evaluation of existing Programs/Courses validated by Other Built Environment Councils	R2 137.98
Activities more than 1 week	R5 988.20
Activities more than 2 weeks	R6 933.74

APPLICATION FEES FOR VALIDATION OF COURSES	
Description	Fees
Activities up to half a day	R 8 759,42
Activities up to 1 day	R 12 248,83
Activities with minimum period of up to 2 days	R 16 331,76
Activities with more than 2 days	R 19 393,55
Re-Evaluation of existing Programs/Courses validated by Other Built Environment Councils	R 8 017,42
Activities more than 1 week	R 22 455,80
Activities more than 2 weeks	R 26 001,56

The validation period for webinars and conferences is one year.

BANKING DETAILS

BANK : NEDBANK
 ACC NAME : The SA Council for the Project and Construction Management Professions
 ACC NO : 128 406 4557
 BRANCH : BUSINESS CENTRAL
 BRANCH CODE : 128 405

The document is downloadable from: www.sacpcmp.org.za

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001
Contact Centre Tel: 012-748 6200. eMail: info.egazette@gpw.gov.za
Publications: Tel: (012) 748 6053, 748 6061, 748 6065