

FOR PSA MEMBERS: LIMPOPO DEPARTMENT OF HEALTH

06-09-2023

Late submissions of performance agreements

Members are aware that the Department of Health issued *Departmental Circular 4/2023*, which directed employees to conclude performance agreements and submit these to Human Resources by 31 March 2023. Further, the employer indicated that those who failed to comply with the date of March 2023 would not be considered for pay progression and, in many cases, it would also affect the qualifying period for grade progression. Subsequently, those who failed to comply with the circular were issued with a written warning, forcing some employees to approach the PSA for intervention.

The PSA engaged the employer, challenging the circular, which contradicted the PMDS policy. It remains the informed view of the PSA that the circular cannot supersede the policy. Whilst the circular could assist with administration processes, it should be in line with the policy. According to the policy, all employees must enter and sign performance agreements before 30 April of the new cycle.

The employer agreed with the PSA's view that the circular cannot supersede the policy. It is therefore, illogical to refuse processing performance agreements that were submitted after 31 March but before 30 April as it complies with the PMDS policy. The allegation of late submissions and the consequent written warning must be withdrawn as employees are not guilty of any misconduct. The employer indicated that the circular was meant to assist in ensuring quality control for performance agreements, thus allowing time for parties to make corrections in time for final submission by 30 April as per the policy. The PSA, however, remains resolute that the control measures cannot be outside the policy provisions. The Department could ensure correctness of the performance agreements by undertaking training to ensure that mistakes are minimised without unduly punishing employees by introducing policy through a circular.

The PSA demanded that all written warnings given to employees for non-compliance with the circular, despite complying with the policy, must be withdrawn. Affected members can refer their enquires or grievances to the PSA Provincial Office to lucky.kganyago@psa.co.za for assistance.

Employees who wish to join the PSA can contact Lawrence Muvhango on 082 880 8995 / lawrence.muvhango@psa.co.za or Paulina Moloto on 082 880 8957 / paulina.moloto@psa.co.za.

GENERAL MANAGER