

**MINISTER IN THE PRESIDENCY: REPUBLIC OF SOUTH AFRICA**

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**NATIONAL ASSEMBLY**

**WRITTEN QUESTION FOR WRITTEN REPLY**

**QUESTION NUMBER: 1075**

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**Dr M M Gondwe (DA) to ask the Acting Minister in The Presidency:**

With reference to the performance agreements concluded with Directors-General (DGs) and/or Heads of Department (HoDs), what (a) measures will be put in place to ensure that DGs and/or HoDs submit their performance agreements within the stipulated time frame, (b) action will be taken against DGs and/or HoDs who fail to submit their performance agreements within the stipulated time frame and (c) action, consequence management or otherwise, will be taken against DGs and/or HoDs who perform poorly in terms of their performance agreements? NW1262E

**REPLY:**

1. The Director – Generals and /or Heads of Departments are most Senior officials in Government and are expected to be exemplary by submitting on time. However, Department of Planning, Monitoring and Evaluation sends reminders of the submission deadlines. In addition, the conclusion of Performance Agreements of Director-Generals and Heads of Departments are part of Performance Agreements of Ministers.
2. Section 7.2 of the Directive on Performance Management for Heads of Department state that the DG/HoD will forfeit their performance incentives (bonus and pay progression) if they do not comply with the submission date of their performance agreements. As stated above Ministers will also be assessed on this.
3. The Senior Management Service policy for the management of poor performance is also applicable to the HoDs. Annexure I to the PMDS for HoDs outlines the process to be followed in cases of poor performance. The process entails that if it is the first occurance then the reasons for non-performance will be explored and a performance improvement plan should be developed and implemented. If the non-performance is not the first time then the process of warnings and disciplinary hearings must be instituted which could result in sanctions, extension of notice period, demotion, transfer or dismissal.

**Thank You.**