**NATIONAL ASSEMBLY**

**QUESTIONS FOR WRITTEN REPLY**

**2070. Mr C H H Hunsinger (DA) to ask the Minister of Small Business Development:**

(1) Whether each Head of Department (HOD) of her department signed a performance agreement since their appointment; if not, (a) what is the total number of HODs who have not signed performance agreements, (b) what is the reason in each case, (c) what action has she taken to rectify the situation and (d) what consequences will the specified HOD face for failing to sign the performance agreements; if so, (i) when was the last performance assessment of each HOD conducted and (ii) what were the results in each case;

(2) whether any of the HODs who failed to sign a performance agreement received a performance bonus since their appointment; if not, what is the position in this regard; if so, (a) at what rate and (b) what criteria were used to determine the specified rate;

(3) whether any of the HODs who signed a performance agreement received a performance bonus since their appointment; if so, (a) at what rate and (b) what criteria were used to determine the rate?

NW2381E

**Written Reply:**

1. The HOD signed a performance agreement (PA) for the 2016/2017 performance management cycle. The PA was signed and submitted to the Department of Performance Monitoring and Evaluation within the due date.

(a) N/A. There is one HOD and she was compliant

(b) N/A. The HOD was compliant

(c) N/A. The HOD was compliant

(d) N/A. The HOD was compliant

1. The last assessment that was conducted for the HOD was for the period 23 September 2015 until 31 March 2016 at the Department of Small Business Development (DSBD) – The Director General was appointed in the Department of Small business Development on 23 September 2015.
2. The outcome of the assessment at DSBD: 142%, Above Expectation. The employee will qualify for notch progression on condition that the following requirements were met:
* Submission of her Performance Agreement at the beginning of the cycle by the due date (this must be confirmed and relevant documents must be submitted by the previous Department); and
* The submission and moderation of her first bi-annual appraisal (must be confirmed and relevant documents must be submitted by the previous Department).

No outcomes have yet been processed for the HOD by the DBSD. Also, the HOD will not be paid a cash bonus, since the DPSA has not yet issued any directive for HODS in respect of this matter.

(2) No. The HOD was compliant with submission of performance agreement and no performance bonus has been received since appointment.

(a) N/A

(b) N/A

(3) The HOD has not received a performance bonus since her appointment at the DSBD.

The HOD for DSBD did sign and submit her 2015/2016 and 2016/2017 Performance Agreements. No outcomes have yet been processed (see response at Question (1) (d) (ii)).

(a) N/A

(b) N/A