



higher education & training

Department:
Higher Education & Training
REPUBLIC OF SOUTH AFRICA

Private Bag X174, PRETORIA, 0001. 123 Francis Baard Street, PRETORIA, 0002, South Africa
Tel: (012) 312 5911, Fax: (012) 321 6770
Private Bag X9192, CAPE TOWN, 8000, 103 Plein Street, CAPE TOWN, 8001, South Africa
Tel: (021) 469 5175, Fax: (021) 461 4761

HUMAN RESOURCES CIRCULAR NO. 40 OF 2020

**TO: TVET College Principals
TVET College Deputy Principals Corporate Services
TVET College Human Resources Managers
All TVET Staff**

**CC: ACTING DDG: TVET
TVET College Council Chairpersons**

CLARIFICATION ON CIRCULAR 30 OF 2020 REGARDING MORATORIUM FOR AND DEFERMENT ON THE FILLING OF ANY NEW VACANT POST(S) AND THE TERMINATION OF CONTRACTS ASSOCIATED WITH THE PPN MODEL AND STANDARDIZED COLLEGE STRUCTURE IN TVET COLLEGES

It has come to the attention of the Department that some colleges have terminated contracts of staff delivering Ministerial Programmes, as well as continue to advertise or request to advertise posts related to the implementation of the PPN Model and standardized structure despite the issuing of Circular 30 of 2020.

To clarify, the purpose of the moratorium outlined in Circular 30 of 2020 is to ensure that:

1. All staff identified as offering Ministerial Programmes and therefore eligible for placement, migration or redeployment into posts in the standardized college structure are ring-fenced, and remain in the sector until the completion of the PPN implementation process. This relates to staff employed on both the college and Persal payrolls currently.

2. All posts with new 'naming conventions / job titles' and functions related to posts on the standardized college structure are not to be recruited for, until the formal implementation processes for the PPN allocations and standardized structures begins.
3. Advertising of posts vacated as a result of natural attrition must be processed as outlined in Circular 30 of 2020 irrespective of the delegation associated with the post, to verify whether or not the proposed post to be advertised is deemed to be related to the new PPN model and standardized structure or not.

In view of the above, this circular serves to reinforce and clarify the existing moratorium on the filling of any new vacant post(s) associated with the approved PPN model and standardized structure in TVET colleges, as well as the deferment of termination of existing contracts of staff delivering ministerial programmes, (employed both via the Persal or College payrolls), until due processes around the PPN implementation is completed. Any existing recruitment drives related to such posts are to be deferred until formal approval of the PPN Policy and Implementation Procedure manual is published.

Please ensure that you refer to the full details of the moratorium as outlined in Circular 30 of 2020 in conjunction with the contents of this circular to ensure compliance. College Management is also advised that no recommendations for appointments that are against the spirit and intent of Circular 30 of 2020 on the Moratorium will be considered. Failure to adhere to the content of both circulars will be deemed a deviation from a Departmental directive which will be dealt with in terms of the Public Finance Management Act (PFMA), applicable Public Service Regulations and Labour Relations prescripts.

Your compliance and cooperation with the above will be greatly appreciated.

Yours sincerely



Ms LC Mbobo
Deputy Director-General: Corporate Services

Date: 08 December 2020