



## social development

Department:  
Social Development  
REPUBLIC OF SOUTH AFRICA

Enquiries: Mr D Chinappan  
Tel No: (012) 312-7504  
Fax No: (012) 312-7533  
Ref No: S2/P

Private Bag X901, Pretoria, 0001, 134 Pretorius Street, HSRC Building, Pretoria  
Tel: (012) 312 7500, Toll free line: 0800 60 10 11 www.socdev.gov.za

**TO: ALL SOCIAL WORKERS AND COMMUNITY DEVELOPMENT PRACTITIONERS.**

### STAFF CIRCULAR MINUTE NO G3 OF 2009

#### **OCCUPATIONAL SPECIFIC DISPENSATION (OSD) FOR SOCIAL SERVICE PROFESSIONS (SSP) AND RELATED OCCUPATIONS**

On 4 June 2009, the Employer and Organised Labour have signed a Collective Agreement in the Public Health and Social Development Sectoral Bargaining Council (PHSDSBC), Resolution 1 of 2009 effectively paving the way to implement the OSD as soon as possible.

In summary the approved OSD provides for the following as illustrated in the attached spreadsheets:

##### **Unique Remuneration Structure:**

The unique remuneration structure introduces a 3% increment between notches every second year. The current 1 to 16 notches linked to the 16 salary levels will no longer be applicable.

##### **Different Career Streams:**

The OSD introduces different career streams within the Social Work and Community Development Practice occupational categories. It provides for production and policy streams with different work levels. In the production stream one would also find an auxiliary/assistant and management work levels.

##### **Pay Progression:**

A new two yearly pay progression has been introduced within the limits of the relevant salary scales, on condition that the relevant employee has maintained at least a satisfactory (fully effective) level of performance. This would imply that the current 1% notch increments falls away and the first notch increment of 3% will be in July 2010, subject to a performance assessment result of at least satisfactory.

##### **Improved Career Paths:**

Career paths have been improved through the introduction of a set of salary grades attached to a post. For example a social worker post will now have 4 grades and progression through the grades will be through demonstrated levels of performance which allows for officials who consistently perform above expectation to progress faster between the grades. Progression between grades is subject to the employee meeting the progression requirements for grade progression.

**Recognition of Relevant Experience:**

Currently no provision exists for recognising relevant experience. With the introduction of the OSD, relevant experience will be recognised for all new appointments as well as serving officials in Production work and Supervisors up to end of grade 1. This therefore implies that the salary position of all serving officials will be recalculated to ensure that all relevant experience has been taken into account.

It is appreciated that this may sound technical and new to most of us. All this information and advice is available from the Directorate: Human Resource Management, however I would humbly request that you allow them the space to finalise the implementation which is of critical importance right now, so that we ensure that all staff are translated to the OSD fully and correctly.

**Implementation:**

Implementation of the OSD is being done on a central basis by task teams comprising members of the National Department of Social Development, Department for Public Service and Administration and the Human Resource colleagues of the Provincial Departments.

Colleagues, this is by no means an easy task and I can assure you that all parties concerned are working extremely hard to ensure that target dates are met.

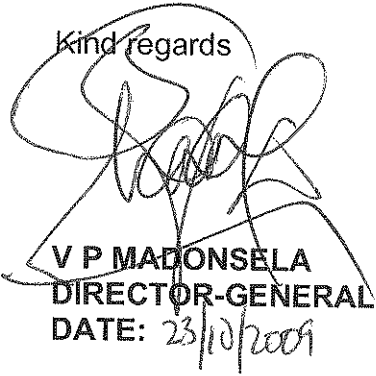
The process of implementing the OSD is on track despite the unintended delays being experienced. It was anticipated that all processes will be finalised by August 2009 and implementation would have been done programmatically on Persal. Unfortunately, the Department has not met the aforementioned timelines. The reason for the target dates not being met is due to the fact that the quality assurance of the spreadsheets which had to be submitted to PERSAL took longer than anticipated. This delay was partly due to the integrity of information in the spreadsheets and the quality assurance of the spreadsheets was extended from a sample to a full scale quality assurance of all entries and cost implications. This approach was adopted in the best interest of officials since it would be in everyone's interest to implement the OSD correctly albeit later, than to have implemented incorrectly earlier with overpayments and subsequent inconvenience to those overpaid.

The tedious task of quality assurance has been finalised and all spreadsheets have been signed off by the respective Heads of Departments. The spreadsheets have been sent to the Department of Public Service and Administration for onward transmission to PERSAL. At this stage the actual date for implementation cannot be confirmed since PERSAL has advised that priority attention is being given to implement the recently concluded General Salary Adjustment for 2009/10. Indications are that the OSD will be implemented during the month of November 2009, since the implementation of the General Salary Adjustment would be concluded by 29<sup>th</sup> October 2009.

In order to prevent any further delays in implementing the OSD as well as from a technical implementation point, the 2009/10 General Salary Adjustments for those affected by the OSD will be implemented immediately after the OSD is implemented. This in effect means that all employees affected by the OSD will not receive the salary adjustment like other employees at the end of October 2009, but will receive it on the new OSD salary after implementation.

Thanking you for your understanding and patience.

Kind regards



V P MADONSELA  
DIRECTOR-GENERAL  
DATE: 23/10/2009