



home affairs

Department:  
Home Affairs  
REPUBLIC OF SOUTH AFRICA

**AGREEMENT BETWEEN THE  
MINISTER OF HOME AFFAIRS,  
DR PA MOTSOALEDI,  
AND THE  
DEPUTY MINISTER OF HOME  
AFFAIRS, MR NB NZUZA,  
ON THE DIVISION OF TASKS IN  
THE MINISTRY OF HOME  
AFFAIRS**

**1. PURPOSE:**

To clearly define the division of tasks between the Minister and Deputy Minister in respect of the Ministry of Home Affairs.

**2. INTRODUCTION**

- 2.1 The Ministry is moving from a point where we have a clear and common understanding of the mandate of this term of governance and the extent of the task when considering areas of responsibility to be shared between the Minister and the Deputy Minister.
- 2.2 The priorities that we have identified for home affairs are critical to that decision. This also means that the Strategic Plan of the department is central to our work.
- 2.3 We considered policy, legislation, cabinet committee processes, key national stakeholders, economic, political, cultural interests, international relations, the country's trade policy, interdepartmental coordination and Presidential projects, when we divided tasks in the Ministry.

**3. GUIDING PRINCIPLES**

The following principles have been agreed upon as a basis for the division of tasks:

- 3.1 The Minister is principally responsible for all executive functions.
- 3.2 Responsibilities delegated by the Minister to the Deputy Minister must be exercised with full ministerial authority.
- 3.3 The Deputy Minister must regularly report to the Minister on areas of delegated responsibility, as per agreed-upon schedule.
- 3.4 The Minister reserves the right to intervene in any of the delegated areas after consultation with the Deputy Minister.
- 3.5 The Deputy Minister will play the role of Executive Authority supervision on behalf of the Minister on delegated matters.
- 3.6 Managers at National and sub-national levels will report to the Deputy Minister, as per areas of delegation.
- 3.7 The Deputy Minister will be responsible for the approval and management of Performance Management Agreements of officials in delegated areas in consultation with the Director General.
- 3.8 The Deputy Minister will be responsible for the development and submission to the Minister for approval of proposals of policy, plans, budgets and legislation in delegated areas.
- 3.9 The Deputy Minister will be free to mobilise technical support and other resources from outside of the department for the execution of

## ***Division of tasks between the Minister and Deputy Minister of Home Affairs***

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the mandate for the implementation of delegated responsibilities. This will be done in consultation with the Minister.

### **4. RATIONALE AND SCOPE**

4.1 Delegations focus on matters that are strategic, operational, national and sub-national in character.

4.2 The Deputy Minister will focus on:

4.2.1 Matters that provide support to major political tasks of the Minister.

4.2.2 Program support.

4.2.3 Monitoring and evaluation of delegated areas.

4.2.4 Program planning and budgeting for delegated areas.

### **5. POWERS OF THE MINISTER AND DELEGATIONS TO THE DEPUTY MINISTER**

The Deputy Minister is delegated the following responsibilities and functions:

5.1 School ID and birth registration programme

5.2 Deal with backlog of Late Registration of Birth and IDs Programme

5.3 Hospital birth certificate programme for every baby delivered in each of the 1445 public health facilities where births are taking place and also in private facilities which deliver babies.

### **6. REPORTING AND ACCOUNTABILITY ARRANGEMENTS**

The Deputy Minister will regularly report to the Minister on the delegated functions as follows:

6.1 Weekly updates as per agreed scheduled for verbal and/or written updates.

6.2 Monthly reports on selected priority programs.

6.3 Quarterly review of the Program of Action

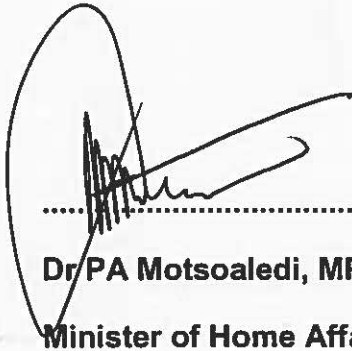
6.4 Annual report to Minister for submission to the Office of the President.

7. This division of tasks has been discussed and agreed upon between the Minister, Dr PA Motsoaledi and the Deputy Minister, Mr NB Nzuza.

**Division of tasks between the Minister and Deputy Minister of Home Affairs**

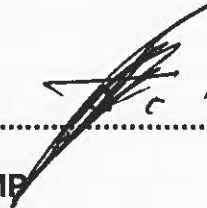
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Signed on this the 10<sup>th</sup> - January - 2020 In Kimberley, Sol Plaatje by:



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**Dr PA Motsoaledi, MP**  
**Minister of Home Affairs**

and



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**Mr. NB Nzuza, MP**  
**Deputy Minister of Home Affairs**