No. 729

## 19 September 2014

# **PROMOTION OF ACCESS TO INFORMATION ACT, 2000**

# **DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Tshililo Michael Masutha, Minister of Justice and Correctional Services, hereby publish under section 15(2) of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000), the descriptions submitted to me in terms of section 15(1) of the said Act by the –

# **PUBLIC SERVICE COMMISSION**

As set out in the Schedule

Mart

# TSHILILO MICHAEL MASUTHA, MP (ADV) MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES

# FORM D

## AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS: (Section 15 of the Promotion of Access to Information Act 2000 (Act no. 2 of 2000)) [Regulation 5A]

| DESCRIPTION OF CATEGORY OF RECORDS   | MANNER OF ACCESS TO RECORDS      |
|--------------------------------------|----------------------------------|
| AUTOMATICALLY AVAILABLE IN TERMS OF  | (e.g. website)(SECTION 15(1)(a)) |
| SECTION 15(1)(a) OF THE PROMOTION OF |                                  |
| ACCESS TO INFORMATION ACT, 2000      |                                  |

## FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):

| 2014: |  | All PSC reports that are published and tabled in<br>Parliament and the Provincial Legislatures become |
|-------|--|---|
| •     | Citizens Talk II: A Summary Report on a Citizen<br>Satisfaction Survey | automatically available on the PSC website (www.<br>psc.gov.za).                                      |
| ۰     | Report on the Roundtable Discussions on the                            |   |
|       | State of Human Resource, Grievance and                                 |   |
|       | Discipline Management in the Public Service                            |   |
| ۰     | Report on the Assessment of the Effectiveness of                       |   |
|       | the Batho Pele Policy in Public Service Delivery                       |   |
|       | Report of the Roundtable Discussion on the                             |   |
|       | Implementation of PILIR in the Public Service                          |   |
| ۲     | Fact Sheet on the financial disclosure framework                       |   |
|       | for the 2011/2012 financial year                                       |   |
| 2013: |  |   |
|       | Fact Sheet on Finalised Cases of Financial                             |   |
|       | Misconduct for the 2011/2012 Financial Year                            |   |
| •     | A Comparative Study between South Africa and                           |   |
|       | Selected Countries on the Management of                                |   |
|       | Conflicts of Interest Through Financial                                |   |

|       | Disclosures                                       |  |
|-------|---|--|
| •     | PSC Annual Report 2012/2013.                      |  |
|       |   |  |
| 2012: |   |  |
|       |   |  |
|       | Report on the Evaluation of Grievances to         |  |
|       | Identify Good Practices                           |  |
| 9     | Report on Financial Misconduct for the            |  |
|       | 2009/2010 Financial Year                          |  |
| •     | Assessment of the Human Resource                  |  |
| •     | Development Practices in the Public Service       |  |
|       |   |  |
| 9     |   |  |
|       | Performance Management and Development            |  |
|       | System for Senior Managers in the Western         |  |
|       | Cape Province                                     |  |
|       | Strategic Plan of the PSC for 2012/2013 -         |  |
|       | 2016/17   |  |
| •     | PSC Annual Performance Plan for 2012/2013         |  |
| •     | Citizens Talk: A Citizen Satisfaction Survey      |  |
|       | Report  |  |
|       | Consolidated Monitoring and Evaluation Report     |  |
|       | on the Offices of the Premier: Evaluation Cycle   |  |
|       | 2010/2011   |  |
|       | Report on the Evaluation of the Role of           |  |
|       | Agencification in Public Service Delivery         |  |
|       | An Assessment of the State of Professional        |  |
|       | Ethics in the North West Provincial Government    |  |
| ۲     | Measuring the Effectiveness of the National Anti- |  |
|       | Corruption Hotline: Third Biennial Report.        |  |
|       | · · ·   |  |
| 2011: |   |  |
|       |   |  |
|       | Evaluation of the Impact of the Policy and        |  |
|       | Procedures on Incapacity Leave and III-Health     |  |
|       | Retirement (PILR) on Sick Leave Trends in the     |  |
|       | Public Service                                    |  |
|       | Consolidated Report on Inspections of Primary     |  |
|       |   |  |
|       | Health Care Delivery Sites: Department of Health  |  |
| 0     | PSC Annual Report 2010/2011                       |  |
| 0     | National Anti-Corruption Forum: Report on the     |  |

|      | Implementation of Resolutions made by   |  |
|------|---|--|
|      | Parliament and its Committees on Corruption   |  |
| 0    | Report on Management of Precautionary   |  |
|      | Suspension in the Public Service  |  |
| 0    | The Assessment of Recruitment and Selection   |  |
|      | Practices in respect of Section 57 Managers and   |  |
|      | Municipal Managers  |  |
| •    | A Meta-Evaluation of a Review of Land   |  |
|      | Redistribution for Agricultural Development   |  |
|      | (LRAD) Project Performance (2001- 2006)   |  |
| 9    | The Trend Analysis on Complaints Lodged with  |  |
|      | the PSC: 2005/2006 - 2009/2010 Financial Years  |  |
| 0    | Profiling and Analysis of the most Common   |  |
|      | Manifestations of Corruption and its related Risks  |  |
|      | in the Public Service   |  |
| •    | Seventh Consolidated Public Service Monitoring  |  |
|      | and Evaluation Report Evaluation: Cycle   |  |
|      | 2009/2010   |  |
| •    | Medium Term Strategic Plan.   |  |
|      |   |  |
| 2010 |   |  |
|      |   |  |
| 0    | State of the Public Service Report 2010   |  |
| 0    | Evaluation of the Impact of the Policy and  |  |
|      | Procedures on Incapacity Leave and III-Health   |  |
|      | Retirement (PILR) on Sick Leave Trends in the   |  |
|      | Public Service  |  |
| 0    | Consolidated Public Service Monitoring  |  |
|      | Evaluation Report on the Department of Housing  |  |
|      | (Human Settlements) Evaluation Cycle 2009/2010  |  |
| •    |   |  |
|      | Consolidated Report on Inspections of Primary<br>Health Care Delivery Sites: Department of Health |  |
| •    | Overview of the Implementation of the Financial   |  |
| 0    | Disclosure Framework: Financial Year 2008/2009  |  |
| •    | PSC Annual Report 2009/2010   |  |
|      | Consolidated Public Service Monitoring  |  |
| ø    | Evaluation Report for the North West Province   |  |
|      | 2009/2010 Evaluation Cycle  |  |
|      | An Assessment of the State of Professional  |  |
|      |   |  |

|       | Ethics in the Western Cape Provincial            |
|-------|--|
|       | Government                                       |
| •     | Key Drivers of Citizen Satisfaction with Public  |
|       | Service Delivery: Pilot Report 2009/2010         |
| •     | Report on the Assessment of the Effectiveness of |
|       | Thusong Service Centres in Integrated Service    |
|       | Delivery   |
|       | Report on the Implementation of the              |
| -     | Performance Management and Development           |
|       | System for Senior Managers in the Limpopo        |
|       | •  |
|       | Province   |
| 0     | Template for Developing Guidelines on Public     |
|       | Participation.                                   |
|       |  |
| 2009: |  |
|       |  |
|       | National Anti-Corruption Forum: Report on the    |
|       | Implementation of Resolutions made by            |
|       | Parliament and its Committees on Corruption      |
|       | Report on the Effectiveness of Public Service    |
| •     |  |
|       | Leadership in the Promotion of                   |
|       | Intergovernmental Relations                      |
| •     | Assessment of the State of Human Resource        |
|       | Management in the Public Service                 |
|       | Fact Sheet: Grievance Resolution for the         |
|       | 2008/2009 Financial Year                         |
| •     | An Evaluation of Integration and Coordination in |
|       | the Integrated Sustainable Rural Development     |
|       | Programme  |
|       | -  |
| •     | Report on the Assessment of the Public Sector    |
|       | Education and Training Authority's Contribution  |
|       | Towards the Development of Skills and Career     |
|       | Progression Prospects in the Public Service      |
| ۲     | Consolidated Report on Inspections of Service    |
|       | Delivery Sites: South African Police Service     |
| •     | Evaluation of Supply Chain Management            |
|       | Practices Within the R200 000 Threshold          |
|       | Medium Term Strategic Plan 2009/2010 -           |
| -     | 2011/2012  |
|       |  |
| ۲     | An Assessment of the Impact of the Work of the   |

|       | DOO an Dublic Delieu and Depaties in Occut       |
|-------|--|
|       | PSC on Public Policy and Practice in South       |
|       | Africa   |
| •     | Report on the Assessment of the Quality of       |
|       | Support provided by the Department of Health to  |
|       | Emergency Medical Service Practitioners          |
| •     | Overview of the Implementation of the Financial  |
|       | Disclosure Framework: Financial Year 2007/2008   |
|       | A Meta-Evaluation of the Mid-Term Review of the  |
|       | Expanded Public Works Programme                  |
| •     | Report on the Evaluation of the Implementation   |
|       | of the Batho Pele Principle of Courtesy          |
| •     | Report on Financial Misconduct for the           |
|       | 2007/2008 Financial Year                         |
| •     | An Assessment of the State of Professional       |
|       | Ethics in the Limpopo Provincial Government      |
| •     | Report on the Evaluation of the Implementation   |
|       | of the Batho Pele Principle of Information       |
| •     | State of the Public Service Report 2009.         |
|       |  |
| 2008: |  |
|       |  |
| •     | Measuring of the Effectiveness of the National   |
|       | Anti-Corruption Hotline: Second Biennial Report  |
| •     | Management of Job Applicants with a Criminal     |
|       | Record in the Public Service                     |
| •     | Report on the Evaluation of Service Delivery at  |
|       | the Department of Home Affairs: Visa             |
|       | Applications and Port Control                    |
| •     | Report on the Analysis of Performance            |
|       | Agreements as an Effective Performance           |
|       | Management Tool                                  |
|       | Report on the Assessment of Public Participation |
|       | Practices in the Public Service                  |
|       | Report on the Implementation of the              |
|       | Performance Management and Development           |
|       | System for Senior Managers in the Northern       |
|       | Cape   |
| 1     | Cape   |
|       | -  |
| •     | Report on Grievance Trends in the Public         |
| ø     | -  |

| • | Founding Document on Organisational              |
|---|--|
|   | Performance Assessment in the Public Service     |
| • | Fact Sheet: Monitoring Compliance with the       |
|   | Requirements of the Financial Disclosure         |
|   | Framework for the 2007/2008 Financial Year       |
|   | Consolidated Report on Inspections of Service    |
|   | Delivery Sites: Departments of Education         |
| • | Audit of Selection Processes                     |
| • | PSC Annual Report 2007/2008                      |
|   | A Report on Strategic Issues Emanating from the  |
|   | Evaluation of Heads of Department                |
| ٠ | The Turnover Rate of Heads of Department and     |
|   | its Implications for the Public Service          |
| • | Monitoring Fact Sheet on Complaints Lodged       |
|   | with the PSC during the 2007/2008 Financial      |
|   | Year   |
| • | Evaluation of the Consistency of Sanctions       |
|   | Imposed for Misconduct in the Public Service     |
|   | Fifth Consolidated Public Service Monitoring and |
|   | Evaluation System Report - Research Cycle        |
|   | 2007/2008  |
|   | Report on the Evaluation of the National School  |
|   | Nutrition Programme                              |
| • | Assessment on Disability Equity in the Public    |
|   | Service  |
| • | Citizen Satisfaction Survey: Provincial          |
|   | Agricultural Services                            |
|   | Guidelines for the Evaluation of Heads of        |
|   | Department                                       |
| • | State of the Public Service Report 2008          |
| 0 | Report on the Management of Gifts in the Public  |
|   | Service  |
|   | Report on the Implementation of the              |
|   | Performance Management System for Senior         |
|   | Managers in the North West Province              |
| 0 | The Payment of Performance Incentives to         |
|   | Heads of Department without Annual               |
|   | Performance Evaluations Conducted                |
| • | Report on the Evaluation of the Training Needs   |
|   | of Senior Managers in the Public Service         |

| •     | Report on the Implementation of the Batho Pele     |  |
|-------|--|--|
|       | Principle of Openness and Transparency in the      |  |
|       | Public Service                                     |  |
| 0     | Basic Concepts in Monitoring and Evaluation        |  |
| •     | National Anti-Corruption Forum Annual Report       |  |
|       | 2006/2007  |  |
| •     | Medium Term Strategic Plan 2008/2009 -             |  |
|       | 2010/2011  |  |
| •     | Forging a Formidable Legacy to Anchor our          |  |
|       | Democracy: The Public Service Commission           |  |
|       | 1199   |  |
| •     | Overview on Financial Misconduct for the           |  |
|       | 2006/2007 Financial Year.                          |  |
|       |  |  |
| 2007: |  |  |
|       |  |  |
| 0     | Conceptual Framework for Meta-Evaluation           |  |
| •     | Toolkit for the Management of Poor Performance     |  |
|       | in the Public Service                              |  |
| •     | Fourth Consolidated Public Service Monitoring      |  |
|       | and Evaluation Report – Research Cycle 2006        |  |
|       | /2007  |  |
| •     | Protocol for Summonsing of Witnesses               |  |
| •     | An Assessment of Professional Ethics in the        |  |
|       | KwaZulu-Natal Provincial Administration            |  |
| •     | Oversight Report on the Verification of            |  |
|       | Qualifications in the Public Service               |  |
| •     | Report on the Indebtedness of Public Servants      |  |
| •     | Report on the Implementation of Fraud              |  |
|       | Prevention Plans in the Public Sector              |  |
| •     | Report on the Evaluation of Government's           |  |
|       | Poverty Reduction Programme                        |  |
| •     | Report on the Audit on Vacancy Rates in            |  |
|       | National and Provincial Departments                |  |
| •     | Report on the Proceedings of the International     |  |
|       | Human Resource Management Conference               |  |
|       | Report on the Evaluation of the Batho Pele         |  |
|       | Principle of Value for Money in the Public Service |  |
| •     | Report on the Evaluation of the Implementation     |  |
|       | of the Batho Pele Principle of Consultation        |  |

| • | Trend Analysis of Complaints Lodged with the   |
|---|--|
|   | PSC during the 2006/2007 Financial Year  |
| • | Report on Grievance Trends in the Public   |
|   | Service  |
|   | Implementation of the Promotion of Access to   |
|   | Information Act, (Act 2 of 2000) in the Public                                       |
|   |  |
| • | Citizen Satisfaction Survey 2006/2007:   |
|   | Department of Home Affairs, Department of  |
|   | Trade and Industry, Transport Services by  |
|   | Provincial Departments   |
| • | Protocol on Announced and Unannounced Visits   |
| • | Consolidated Report on Inspections of Public   |
|   | Service Delivery Sites   |
| • | Report on the Management of Poor Performance   |
|   | in the Public Service  |
|   | Report on the Investigation into the Management                                      |
|   | of Public Servants in Terms of Prevailing<br>Provisions who are elected as Municipal |
|   | Councillors in the Limpopo and Western Cape  |
|   | Provinces  |
|   | National Anti-Corruption Forum Annual Report   |
|   | 2005/2006  |
|   | State of the Public Service Report 2007  |
|   | Report on the Audit of Reporting Requirements  |
|   | and Departmental Monitoring and Evaluating   |
|   | Systems within National and Provincial   |
|   | Government   |
|   | Report on Senior Management Compliance with  |
|   | Performance Agreements in the Eastern Cape   |
|   | Provincial Administration  |
|   | Report on the Management of Conflicts of   |
|   | Interest through Financial Disclosures   |
| • | An Assessment of Professional Ethics in the Free                                     |
|   | State Third Consolidated Public Service  |
|   | Monitoring and Evaluation Report   |
|   | Report on an Audit of Government's Poverty   |
|   | Reduction Programmes and Projects  |
| 0 | Report on Financial Misconduct for the   |
|   | 2005/2006 Financial Year   |

- Measuring the Effectiveness of the National Anti-Corruption Hotline
   Guide on Performance Management for Social Development Departments
   PSC Annual Report 2006/2007
- Content Report on First Biennial Labour Relations conference for the Public Service
- Report on Role Clarification and Relationships at the Executive Interface
- Report on the Audit into the Granting of Performance Rewards in the Departments of Education at both the National and Provincial Levels
- Content Report on First Biennal Labour Relations
   Conference for the Public Service.

- Trend Analysis on Complaints Lodged with the PSC during 2004/2005 and 2005/2006 Financial Years
- Compliance with the Promotion of Administrative Justice Act, 2000 (Act No.3 of 2000)
- National Anti-Corruption Hotline Toolkit
- Gender Mainstreaming Initiatives in the Public
   Service
- Citizen Satisfaction Survey: Economic and Infrastructure Services Sector
- Overview of Financial Misconduct for the 2004/2005 Financial Years
- Report on a Guideline on School District
   Management
- A Guideline on School District Management
- Report on Managing Conflicts of Interest in the Public Service
- Report on the Evaluation of the Policy Framework on Managing HIV and AIDS in the Public service
- State of the Public Service Report 2006
- Consolidated Report on the KwaZulu-Natal and

|        | Free State Procurement and Distribution of           |  |
|--------|--|--|
|        | Learner and Teacher Support Material                 |  |
|        | An Audit of Affirmative Action in the Public Service |  |
| _      |  |  |
| •      | The Verification of Qualifications of Middle         |  |
|        | Managers on Levels 11 and 12 in the Public Service   |  |
| •      | Report on Measuring the Efficacy of the Code of      |  |
|        | Conduct for Public Servants                          |  |
| 0      | Guide on Performance Management for Social           |  |
|        | Development Departments                              |  |
| 0      | Guideline on the Management of Suspensions           |  |
|        | PSC Annual Report 2005/2006.                         |  |
|        |  |  |
| 2005:  |  |  |
| •      | The Evaluation of Service Standards in the           |  |
|        | Public Service                                       |  |
|        | Citizens' Forums: Case Studies from the Eastern      |  |
| -      | Cape and Mpumalanga                                  |  |
| •      | The Review of Sector Policing and the SAPS'          |  |
|        | Role in Community Crime Prevention Initiatives       |  |
|        | Citizen Satisfaction Survey: Overview Report of      |  |
|        | the Criminal Justice Sector                          |  |
|        | Assessing the Role of Labour Relations Officers      |  |
|        | in the Public Service                                |  |
| •      | The Evaluation of Heads of Department for the        |  |
|        | 2001/2002 Financial Year                             |  |
| •      | Report on the Management of State Housing            |  |
| •      | State of the Public Service Report 2005              |  |
|        | Guidelines: Verification of Qualifications in the    |  |
|        | Public Service                                       |  |
| •      | Report on Financial Misconduct 2002/2003 and         |  |
|        | 2003/2004 Financial Years                            |  |
|        | PSC Annual Report 2004/2005.                         |  |
|        |  |  |
| 2004:  |  |  |
| 200 11 |  |  |
| 9      | Report on the State of Performance Management        |  |

|       | Procedure for Conducting Public Administration   |  |
|-------|--|--|
|       | Investigations                                   |  |
| •     | Implementing Financial Disclosure Requirements   |  |
|       | - A Comparative Desk Study on Best Practices     |  |
|       | concerning the Implementation of Financial       |  |
|       | Disclosure Frameworks                            |  |
| 0     | Report on the Management of the Subsidized       |  |
|       | Motor Transport Scheme                           |  |
| 0     | Investigation into the Re-Employment of Persons  |  |
|       | due to III-Health                                |  |
| ٠     | Remunerative Work Outside the Public Service     |  |
|       | The Abilities of Departments to deal with        |  |
|       | Devolved Authority regarding Remuneration and    |  |
|       | Conditions of Service                            |  |
| •     | State of the Public Service Report 2004          |  |
| •     | PSC Annual Report 2003/2004.                     |  |
|       |  |  |
| 2003: |  |  |
|       |  |  |
| •     | Audit of Anti-Corruption Capabilities of         |  |
|       | Departments                                      |  |
| •     | Report on Establishment of a Whistle blowing     |  |
|       | Infrastructure for the Public Service            |  |
| •     | Investigation into the Management of Discipline  |  |
|       | in the Public Service                            |  |
| •     | The Causes and Effects of Mobility amongst       |  |
|       | Senior Management Service and Professional       |  |
|       | Staff in the Public Service                      |  |
| •     | The Dispute Resolution Mechanisms in the         |  |
|       | Public Service                                   |  |
| •     | Best Practices on Risk Management Frameworks     |  |
|       | for the Public Service                           |  |
|       | PSC Annual Report 2002/2003                      |  |
|       | A Toolkit on Recruitment and Selection           |  |
| •     | Report on the Evaluation of the National Housing |  |
|       | Subsidy Scheme                                   |  |
| 0     | Report on the Evaluation of the Service Delivery |  |
|       | Innovation of the Creation of Agencies at the    |  |
|       | Department of Transport                          |  |
| 0     | Report on the Evaluation of the Department of    |  |

|       | Transport and its Agencies   |  |
|-------|--|--|
|       | Report on Financial Misconduct   |  |
| •     | Report on the Evaluation of Land Administration  |  |
|       | in the Eastern Cape  |  |
| •     | Citizen Satisfaction Survey: Overview Report 2001/2002.                                |  |
| 2002: |  |  |
| •     | The Review of Departments' Annual Reports as   |  |
|       | an Accountability Mechanism  |  |
| 0     | Monitoring and Evaluation System Pilot Study in the Northern Cape                      |  |
| •     | Monitoring and Evaluation of the Provincial Multi-<br>Purpose Community Centres: MPCCs |  |
|       | State of the Public Service Report 2002  |  |
| •     | Framework for the Evaluation of Heads of   |  |
|       | Department   |  |
| •     | Explanatory Manual on the Code of Conduct  |  |
| •     | Effective Management of National Hotlines  |  |
| •     | Integrated Risk Management   |  |
| •     | Report on Black Listing  |  |
| •     | Evaluation of Fleet Management in the Eastern Cape                                     |  |
| 9     | Report on the Management of Senior Managers'<br>Performance Agreement                  |  |
| 9     | Report on Disability Equity in the South African<br>Public Service                     |  |
| 0     | Report on the Sick Leave Trends in the Public Service                                  |  |
|       | PSC Annual Report  |  |
|       | Guidelines on the Management of Suspensions  |  |
| •     | Survey on the Handling of Appeals  |  |
| 9     | Report on Risk Management: A Provincial<br>Perspective                                 |  |
| 9     | Report on the Effective Management of Hotlines.  |  |
|       |  |  |
|       |  |  |

# 2001:

- Guidelines to Follow when Considering the Merits of an Appeal Case of Misconduct
- Ethics Survey 2001: Ethics in Practice
- PSC Annual Report 2001/2002
- State of the Public Service Report 2001
- Verification of Qualifications of Senior Managers in the Public Service
- Report on the Management of Suspensions
- A Review of South Africa's National Anti-Corruption Agencies.

- PSC Annual Report
- Evaluation of the Department of Home Affairs
- Case Study on the South African Post Office: Improving Customer Service
- Dismissals as a Result of Misconduct
- Evaluation of Department's Annual Reports as an Accountability Mechanism
- Policy on Annual Reporting
- Career Management in the Public Service
- Management of Probationary Appointments within the Public Service Departments at National Level
- The State of Representativeness in the Public
   Service
- Home Affairs *Batho Pele* and Management Audit
   Investigations
- Investigation into Land Administration, Geographic Information System Fleet Management in the Eastern Cape
- Survey of Compliance with Batho Pele Policy
- Half Yearly Report to Parliament
- PSC Annual Report 2000/2001.

| 1999 |  |
|------|--|
| •    | Evaluation of the Department of Home Affairs                                       |
| •    | Report on the Management of Leave in the   |
|      | Public Service   |
|      | Report on the Management of Remunerated  |
|      | Overtime in the Public Service   |
| •    | Evaluation of Annual Reports as an   |
|      | Accountability Mechanism   |
|      | Report on the Investigation into Dismissals as a                                   |
|      | Result of Misconduct   |
| •    | PSC Annual Report 1998/1999.   |
|      |  |
| 2.2  | Information about the PSC:   |
| •    | Vision and Mission   |
| •    | Functions  |
| •    | Structure  |
| •    | Mandate  |
| •    | Key Performance Areas  |
| •    | Contact details  |
| •    | Legislation  |
| •    | Guidelines and Rules   |
| •    | Forms  |
| •    | Press releases   |
| 0    | Speeches   |
| •    | Document pertaining to Access to Information (i.e<br>Manual and Section 15 Notice) |
|      | Vacancies  |
| •    | Conferences hosted.  |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
| L    |  |

| FOR PURCHASING IN TERM  | IS OF SECTION 15(1)(a)(ii):      |
|---|----------------------------------|
|   |                                  |
| FOR COPYING IN TERMS  | OF SECTION 15(1)(a)(ii)          |
|   |                                  |
|   | I TERMS OF SECTION 15(1)(a)(iii) |
| <ul> <li>2013:</li> <li>Fact Sheet on Finalised Cases of Financial Misconduct for the 2011/2012 Financial Year</li> <li>A Comparative Study between South Africa and Selected Countries on the Management of Conflicts of Interest Through Financial Disclosures</li> <li>PSC Annual Report 2012/2013.</li> </ul> |                                  |

# 2012:

- Report on the Evaluation of Grievances to Identify Good Practices
- Report on Financial Misconduct for the 2009/2010 Financial Year
- Assessment of the Human Resource Development Practices in the Public Service
- Report on the Implementation of the Performance Management and Development System for Senior Managers in the Western Cape Province
- Strategic Plan of the PSC for 2012/2013 2016/17
- PSC Annual Performance Plan for 2012/2013
- Citizens Talk: A Citizen Satisfaction Survey
  Report
- Consolidated Monitoring and Evaluation Report on the Offices of the Premier: Evaluation Cycle 2010/2011
- Report on the Evaluation of the Role of
   Agencification in Public Service Delivery
- An Assessment of the State of Professional Ethics in the North West Provincial Government
- Measuring the Effectiveness of the National Anti-Corruption Hotline: Third Biennial Report.

- Evaluation of the Impact of the Policy and Procedures on Incapacity Leave and III-Health Retirement (PILR) on Sick Leave Trends in the Public Service
- Consolidated Report on Inspections of Primary Health Care Delivery Sites: Department of Health
- PSC Annual Report 2010/2011
- National Anti-Corruption Forum: Report on the Implementation of Resolutions made by Parliament and its Committees on Corruption
- Report on Management of Precautionary

|       | Suspension in the Public Service                   |
|-------|--|
|       | The Assessment of Recruitment and Selection        |
| -     | Practices in respect of Section 57 Managers and    |
|       | Municipal Managers                                 |
|       | A Meta-Evaluation of a Review of Land              |
| •     | Redistribution for Agricultural Development        |
|       | (LRAD) Project Performance (2001- 2006)            |
|       | The Trend Analysis on Complaints Lodged with       |
| -     | the PSC: 2005/2006 - 2009/2010 Financial Years     |
|       | Profiling and Analysis of the most Common          |
| -     | Manifestations of Corruption and its related Risks |
|       | in the Public Service                              |
|       | Seventh Consolidated Public Service Monitoring     |
|       | and Evaluation Report Evaluation: Cycle            |
|       | 2009/2010  |
| •     | Medium Term Strategic Plan.                        |
|       |  |
| 2010: |  |
|       |  |
| •     | State of the Public Service Report 2010            |
| •     | Evaluation of the Impact of the Policy and         |
|       | Procedures on Incapacity Leave and III-Health      |
|       | Retirement (PILR) on Sick Leave Trends in the      |
|       | Public Service                                     |
| •     | Consolidated Public Service Monitoring             |
|       | Evaluation Report on the Department of Housing     |
|       | (Human Settlements) Evaluation Cycle               |
|       | 2009/2010  |
|       | Consolidated Report on Inspections of Primary      |
|       | Health Care Delivery Sites: Department of Health   |
|       | Overview of the Implementation of the Financial    |
|       | Disclosure Framework: Financial Year 2008/2009     |
|       | PSC Annual Report 2009/2010                        |
| •     | Consolidated Public Service Monitoring             |
|       | Evaluation Report for the North West Province      |
|       | 2009/2010 Evaluation Cycle                         |
| •     | An Assessment of the State of Professional         |
|       | Ethics in the Western Cape Provincial              |
|       | Government   |
|       | Key Drivers of Citizen Satisfaction with Public    |

|       | Service Delivery: Pilot Report 2009/2010                                 |
|-------|--|
| •     | Report on the Assessment of the Effectiveness of                         |
|       | Thusong Service Centres in Integrated Service                            |
|       | Delivery   |
| •     | Report on the Implementation of the                                      |
|       | Performance Management and Development                                   |
|       | System for Senior Managers in the Limpopo                                |
|       | Province   |
| •     | Template for Developing Guidelines on Public                             |
|       | Participation.   |
|       |  |
|       |  |
|       |  |
| 2009: |  |
|       |  |
|       | National Anti-Corruption Forum: Report on the                            |
|       | Implementation of Resolutions made by                                    |
|       | Parliament and its Committees on Corruption                              |
|       | Report on the Effectiveness of Public Service                            |
|       | Leadership in the Promotion of   |
|       |  |
|       | Intergovernmental Relations<br>Assessment of the State of Human Resource |
|       |  |
|       | Management in the Public Service   |
| •     | Fact Sheet: Grievance Resolution for the                                 |
|       | 2008/2009 Financial Year   |
| •     | An Evaluation of Integration and Coordination in                         |
|       | the Integrated Sustainable Rural Development                             |
|       | Programme  |
| ٠     | Report on the Assessment of the Public Sector                            |
|       | Education and Training Authority's Contribution                          |
|       | Towards the Development of Skills and Career                             |
|       | Progression Prospects in the Public Service                              |
|       | Consolidated Report on Inspections of Service                            |
|       | Delivery Sites: South African Police Service                             |
| •     | Evaluation of Supply Chain Management                                    |
|       | Practices Within the R200 000 Threshold                                  |
| 0     | Medium Term Strategic Plan 2009/2010 –                                   |
|       | 2011/2012  |
|       | An Assessment of the Impact of the Work of the                           |
|       | PSC on Public Policy and Practice in South                               |
|       |  |

|       | Africa   |  |
|-------|--|--|
| •     | Report on the Assessment of the Quality of       |  |
|       | Support provided by the Department of Health to  |  |
|       | Emergency Medical Service Practitioners          |  |
| 0     | Overview of the Implementation of the Financial  |  |
|       | Disclosure Framework: Financial Year 2007/2008   |  |
| •     | A Meta-Evaluation of the Mid-Term Review of the  |  |
|       | Expanded Public Works Programme                  |  |
|       | Report on the Evaluation of the Implementation   |  |
|       | of the Batho Pele Principle of Courtesy          |  |
| •     | Report on Financial Misconduct for the           |  |
|       | 2007/2008 Financial Year                         |  |
|       | An Assessment of the State of Professional       |  |
|       | Ethics in the Limpopo Provincial Government      |  |
|       | Report on the Evaluation of the Implementation   |  |
|       | of the Batho Pele Principle of Information       |  |
| •     | State of the Public Service Report 2009.         |  |
|       | ·  |  |
| 2008: |  |  |
|       |  |  |
| •     | Measuring of the Effectiveness of the National   |  |
|       | Anti-Corruption Hotline: Second Biennial Report  |  |
| •     | Management of Job Applicants with a Criminal     |  |
|       | Record in the Public Service                     |  |
| •     | Report on the Evaluation of Service Delivery at  |  |
|       | the Department of Home Affairs: Visa             |  |
|       | Applications and Port Control                    |  |
| •     | Report on the Analysis of Performance            |  |
|       | Agreements as an Effective Performance           |  |
|       | Management Tool                                  |  |
| 0     | Report on the Assessment of Public Participation |  |
|       | Practices in the Public Service                  |  |
| •     | Report on the Implementation of the              |  |
|       | Performance Management and Development           |  |
|       | System for Senior Managers in the Northern       |  |
|       | Саре   |  |
| •     | Report on Grievance Trends in the Public         |  |
|       | Service for the periods 1 April 2006 to 31 March |  |
|       |  |  |
|       | 2007 and 1 April 2007 to 31 March 2008           |  |

.

.

•

0

0

.

0

.

.

0

•

0

.

.

0

| Performance Assessment in the Public Service     |
|--|
| Fact Sheet: Monitoring Compliance with the       |
| Requirements of the Financial Disclosure         |
| Framework for the 2007/2008 Financial Year       |
| Consolidated Report on Inspections of Service    |
| Delivery Sites: Departments of Education         |
| Audit of Selection Processes                     |
| PSC Annual Report 2007/2008                      |
| A Report on Strategic Issues Emanating from the  |
| Evaluation of Heads of Department                |
| The Turnover Rate of Heads of Department and     |
| its Implications for the Public Service          |
| Monitoring Fact Sheet on Complaints Lodged       |
| with the PSC during the 2007/2008 Financial      |
| Year   |
| Evaluation of the Consistency of Sanctions       |
| Imposed for Misconduct in the Public Service     |
| Fifth Consolidated Public Service Monitoring and |
| Evaluation System Report - Research Cycle        |
| 2007/2008  |
| Report on the Evaluation of the National School  |
| Nutrition Programme                              |
| Assessment on Disability Equity in the Public    |
| Service  |
| Citizen Satisfaction Survey: Provincial          |
| Agricultural Services                            |
| Guidelines for the Evaluation of Heads of        |
| Department                                       |
| State of the Public Service Report 2008          |
| Report on the Management of Gifts in the Public  |
| Service  |
| Report on the Implementation of the              |
| Performance Management System for Senior         |
| Managers in the North West Province              |
| The Payment of Performance Incentives to         |
| Heads of Department without Annual               |
| Performance Evaluations Conducted                |
| Report on the Evaluation of the Training Needs   |
| of Senior Managers in the Public Service         |
| Report on the Implementation of the Batho Pele   |

|       | Principle of Openness and Transparency in the   |  |
|-------|---|--|
|       | Public Service  |  |
| •     | Basic Concepts in Monitoring and Evaluation   |  |
| •     | National Anti-Corruption Forum Annual Report 2006/2007  |  |
| 0     | Medium Term Strategic Plan 2008/2009 –<br>2010/2011   |  |
| ۲     | Forging a Formidable Legacy to Anchor our<br>Democracy: The Public Service Commission<br>1199           |  |
| •     | Overview on Financial Misconduct for the 2006/2007 Financial Year.                                      |  |
| 2007: |   |  |
| •     | Conceptual Framework for Meta-Evaluation  |  |
| •     | Toolkit for the Management of Poor Performance<br>in the Public Service                                 |  |
| ۵     | Fourth Consolidated Public Service Monitoring<br>and Evaluation Report – Research Cycle 2006<br>/2007   |  |
|       | Protocol for Summonsing of Witnesses  |  |
| •     | An Assessment of Professional Ethics in the<br>KwaZulu-Natal Provincial Administration                  |  |
| 0     | Oversight Report on the Verification of<br>Qualifications in the Public Service                         |  |
|       | Report on the Indebtedness of Public Servants   |  |
| 9     | Report on the Implementation of Fraud<br>Prevention Plans in the Public Sector                          |  |
| 0     | Report on the Evaluation of Government's<br>Poverty Reduction Programme                                 |  |
| 0     | Report on the Audit on Vacancy Rates in National and Provincial Departments                             |  |
| 0     | Report on the Proceedings of the International<br>Human Resource Management Conference                  |  |
| 8     | Report on the Evaluation of the <i>Batho Pele</i><br>Principle of Value for Money in the Public Service |  |
| 0     | Report on the Evaluation of the Implementation of the <i>Batho Pele</i> Principle of Consultation       |  |
|       |   |  |

|   | PSC during the 2006/2007 Financial Year           |  |
|---|---|--|
| • | Report on Grievance Trends in the Public          |  |
|   | Service   |  |
| ۲ | Implementation of the Promotion of Access to      |  |
|   | Information Act, (Act 2 of 2000) in the Public    |  |
|   | Service   |  |
|   | Citizen Satisfaction Survey 2006/2007:            |  |
|   | Department of Home Affairs, Department of         |  |
|   | Trade and Industry, Transport Services by         |  |
|   | Provincial Departments                            |  |
|   | Protocol on Announced and Unannounced Visits      |  |
| • | Consolidated Report on Inspections of Public      |  |
|   | Service Delivery Sites                            |  |
| • | Report on the Management of Poor Performance      |  |
|   | in the Public Service                             |  |
| • | Report on the Investigation into the Management   |  |
|   | of Public Servants in Terms of Prevailing         |  |
|   | Provisions who are elected as Municipal           |  |
|   | Councillors in the Limpopo and Western Cape       |  |
|   | Provinces   |  |
|   | National Anti-Corruption Forum Annual Report      |  |
|   | 2005/2006   |  |
| • | State of the Public Service Report 2007           |  |
| • | Report on the Audit of Reporting Requirements     |  |
|   | and Departmental Monitoring and Evaluating        |  |
|   | Systems within National and Provincial            |  |
|   | Government  |  |
|   | Report on Senior Management Compliance with       |  |
|   | Performance Agreements in the Eastern Cape        |  |
|   | Provincial Administration                         |  |
|   | Report on the Management of Conflicts of          |  |
|   | Interest through Financial Disclosures            |  |
| • | An Assessment of Professional Ethics in the Free  |  |
|   | State Third Consolidated Public Service           |  |
|   | Monitoring and Evaluation Report                  |  |
|   | Report on an Audit of Government's Poverty        |  |
|   | Reduction Programmes and Projects                 |  |
|   | Report on Financial Misconduct for the            |  |
|   | 2005/2006 Financial Year                          |  |
|   | Measuring the Effectiveness of the National Anti- |  |
| L |   |  |

ſ

**Corruption Hotline** 

|       | Contaption notatio                                |
|-------|---|
| •     | Guide on Performance Management for Social        |
|       | Development Departments                           |
| •     | PSC Annual Report 2006/2007                       |
|       | Content Report on First Biennial Labour           |
|       | Relations conference for the Public Service       |
| 0     | Report on Role Clarification and Relationships at |
|       | the Executive Interface                           |
| •     | Report on the Audit into the Granting of          |
|       | Performance Rewards in the Departments of         |
|       | Education at both the National and Provincial     |
|       | Levels  |
|       | Content Report on First Biennal Labour Relations  |
|       | Conference for the Public Service.                |
|       |   |
| 2006: |   |
|       |   |
| •     | Trend Analysis on Complaints Lodged with the      |
|       | PSC during 2004/2005 and 2005/2006 Financial      |
|       | Years   |
| •     | Compliance with the Promotion of Administrative   |
|       | Justice Act, 2000 (Act No.3 of 2000)              |
| •     | National Anti-Corruption Hotline Toolkit          |
|       | Gender Mainstreaming Initiatives in the Public    |
|       | Service   |
|       | Citizen Satisfaction Survey: Economic and         |
|       | Infrastructure Services Sector                    |
|       | Overview of Financial Misconduct for the          |
| -     | 2004/2005 Financial Years                         |
|       | Report on a Guideline on School District          |
|       |   |
|       | Management  |
| 0     | A Guideline on School District Management         |
| •     | Report on Managing Conflicts of Interest in the   |
|       | Public Service                                    |
| •     | Report on the Evaluation of the Policy            |
|       | Framework on Managing HIV and AIDS in the         |
|       | Public service                                    |
|       | State of the Public Service Report 2006           |
| •     | Consolidated Report on the KwaZulu-Natal and      |
|       | Free State Procurement and Distribution of        |

| ·     |   |  |
|-------|---|--|
|       | Learner and Teacher Support Material              |  |
| •     | An Audit of Affirmative Action in the Public      |  |
|       | Service   |  |
| •     | The Verification of Qualifications of Middle      |  |
|       | Managers on Levels 11 and 12 in the Public        |  |
|       | Service   |  |
|       | Report on Measuring the Efficacy of the Code of   |  |
|       | Conduct for Public Servants                       |  |
| •     | Guide on Performance Management for Social        |  |
|       | Development Departments                           |  |
| 0     | Guideline on the Management of Suspensions        |  |
| •     | PSC Annual Report 2005/2006.                      |  |
|       |   |  |
| 2005: |   |  |
|       |   |  |
| •     | The Evaluation of Service Standards in the        |  |
|       | Public Service                                    |  |
| •     | Citizens' Forums: Case Studies from the Eastern   |  |
|       | Cape and Mpumalanga                               |  |
| •     | The Review of Sector Policing and the SAPS'       |  |
|       | Role in Community Crime Prevention Initiatives    |  |
| •     | Citizen Satisfaction Survey: Overview Report of   |  |
|       | the Criminal Justice Sector                       |  |
| •     | Assessing the Role of Labour Relations Officers   |  |
|       | in the Public Service                             |  |
| •     | The Evaluation of Heads of Department for the     |  |
|       | 2001/2002 Financial Year                          |  |
| •     | Report on the Management of State Housing         |  |
| •     | State of the Public Service Report 2005           |  |
| •     | Guidelines: Verification of Qualifications in the |  |
|       | Public Service                                    |  |
| •     | Report on Financial Misconduct 2002/2003 and      |  |
|       | 2003/2004 Financial Years                         |  |
| •     | PSC Annual Report 2004/2005.                      |  |
|       |   |  |
| 2004: |   |  |
|       |   |  |
| •     | Report on the State of Performance Management     |  |
|       | Systems in the South African Public Service       |  |
| •     | Procedure for Conducting Public Administration    |  |
|       |   |  |

#### Investigations

- Implementing Financial Disclosure Requirements

   A Comparative Desk Study on Best Practices concerning the Implementation of Financial Disclosure Frameworks
- Report on the Management of the Subsidized
   Motor Transport Scheme
- Investigation into the Re-Employment of Persons due to III-Health
- Remunerative Work Outside the Public Service
- The Abilities of Departments to deal with Devolved Authority regarding Remuneration and Conditions of Service
- State of the Public Service Report 2004
- PSC Annual Report 2003/2004.

- Audit of Anti-Corruption Capabilities of Departments
- Report on Establishment of a Whistle blowing Infrastructure for the Public Service
- Investigation into the Management of Discipline in the Public Service
- The Causes and Effects of Mobility amongst Senior Management Service and Professional Staff in the Public Service
- The Dispute Resolution Mechanisms in the Public Service
- Best Practices on Risk Management Frameworks for the Public Service
- PSC Annual Report 2002/2003
- A Toolkit on Recruitment and Selection
- Report on the Evaluation of the National Housing Subsidy Scheme
- Report on the Evaluation of the Service Delivery Innovation of the Creation of Agencies at the Department of Transport
- Report on the Evaluation of the Department of Transport and its Agencies

| •     | Report on Financial Misconduct                                    |
|-------|---|
|       | Report on the Evaluation of Land Administration                   |
|       | in the Eastern Cape   |
| •     | Citizen Satisfaction Survey: Overview Report                      |
|       | 2001/2002.  |
|       |   |
| 2002: |   |
|       |   |
| •     | The Review of Departments' Annual Reports as                      |
|       | an Accountability Mechanism                                       |
|       | Monitoring and Evaluation System Pilot Study in the Northern Cape |
|       | Monitoring and Evaluation of the Provincial Multi-                |
|       | Purpose Community Centres: MPCCs                                  |
|       | State of the Public Service Report 2002                           |
|       | Framework for the Evaluation of Heads of                          |
|       | Department  |
| •     | Explanatory Manual on the Code of Conduct                         |
|       | Effective Management of National Hotlines                         |
| •     | Integrated Risk Management  |
| •     | Report on Black Listing   |
| •     | Evaluation of Fleet Management in the Eastern                     |
|       | Саре  |
| •     | Report on the Management of Senior Managers'                      |
|       | Performance Agreement   |
| •     | Report on Disability Equity in the South African                  |
|       | Public Service  |
| •     | Report on the Sick Leave Trends in the Public                     |
|       | Service   |
| 9     | PSC Annual Report   |
| 9     | Guidelines on the Management of Suspensions                       |
| 9     | Survey on the Handling of Appeals                                 |
| •     | Report on Risk Management: A Provincial                           |
|       | Perspective   |
| •     | Report on the Effective Management of Hotlines.                   |
| 2001: |   |
| 2001. |   |
|       | Guidelines to Follow when Considering the                         |
|       |   |

|       | Merits of an Appeal Case of Misconduct             |
|-------|--|
| •     | Ethics Survey – 2001: Ethics in Practice           |
| •     | PSC Annual Report 2001/2002                        |
| •     | State of the Public Service Report 2001            |
| •     | Verification of Qualifications of Senior Managers  |
|       | in the Public Service                              |
| •     | Report on the Management of Suspensions            |
| •     | A Review of South Africa's National Anti-          |
|       | Corruption Agencies.                               |
|       |  |
| 2000: |  |
|       |  |
| •     | PSC Annual Report                                  |
|       | Evaluation of the Department of Home Affairs       |
| •     | Case Study on the South African Post Office:       |
|       | Improving Customer Service                         |
| •     | Dismissals as a Result of Misconduct               |
| •     | Evaluation of Department's Annual Reports as an    |
|       | Accountability Mechanism                           |
| •     | Policy on Annual Reporting                         |
| •     | Career Management in the Public Service            |
|       | Management of Probationary Appointments            |
|       | within the Public Service Departments at National  |
|       | Level  |
| •     | The State of Representativeness in the Public      |
|       | Service  |
| •     | Home Affairs Batho Pele and Management Audit       |
|       | Investigations                                     |
| •     | Investigation into Land Administration,            |
|       | Geographic Information System Fleet                |
|       | Management in the Eastern Cape                     |
| •     | Survey of Compliance with <i>Batho Pele</i> Policy |
| •     | Half Yearly Report to Parliament                   |
|       | PSC Annual Report 2000/2001.                       |
| -     |  |
| 1999: |  |
|       |  |
|       | Evaluation of the Department of Home Affairs       |
|       | Report on the Management of Leave in the           |
|       | Report on the Management of Leave III the          |

Public Service

- Report on the Management of Remunerated Overtime in the Public Service
- Evaluation of Annual Reports as an Accountability Mechanism
- Report on the Investigation into Dismissals as a Result of Misconduct
- PSC Annual Report 1998/1999.
- 2.3 Information about the PSC:
- Vision and Mission
- Functions
- Structure
- Mandate
- Key Performance Areas
- Contact details
- Legislation
- Guidelines and Rules
- Forms
- Press releases
- Speeches
- Document pertaining to Access to Information (i.e Manual and Section 15 Notice)
- Vacancies
- Conferences hosted.

This gazette is also available free online at www.gpwonline.co.za