



Province of the
EASTERN CAPE
EDUCATION

OFFICE OF THE ACTING HEAD OF DEPARTMENT

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MEMORANDUM

To: All Principals
EDOs
District Directors
Cluster Chief Directors
Branch Heads

IMPLEMENTATION PLAN 2016 PPN POST ALLOCATION

1. Principals, EDOs and District Directors were in the following Circulars/ E-mail requested to inter alia identify Educators who are additional to the 2016 PPN post allocations of Schools and submit returns:

No	Title of the Circular/E-mail	Date	Return Date
1	Filling of School Based Educator Posts: School Year 2016	28/12/2016	14/01/2016
2	E-mail: Final Adopted PPN 2016 Post Administrative Management Plan	03/02/2016	19/02/2016
3	Implementation of Collective Agreement No 2 of 2016 Academic Year	29/02/2016	07/03/2016

2. Apart from the above the various operational layers of the Department were also tasked to implement the 2016 PPN allocations Implementation Plan and then more specifically:
- The absorption of serving Educators into the 2016 PPN post allocation in line with the curriculum offering of the school.
 - Absorb as far as possible previously designated additional educators into the 2016 PPN post allocation.
 - Develop post profiles for identified vacant substantive posts.
 - Identification of Educators absent from the class room for prolonged periods.
3. In the majority of instances assignees neglected to submit the requisite returns and through this neglect and deliration of assigned duties by the various management layers, the Department is unable to correctly identify substantive vacant Educator posts for advertising in a Bulletin as prescribed in the Personnel Administration Measure and ordered by the High Court in the Linkside matter.



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4. The **failure** by departmental management structures and assignees to comply with the said instructions now force the Department to assume that Educators declared additional to the operational requirements in 2015 are still falling within that category. In line with the provisions of Collective Agreement No 2 of 2003 read with Section 11 (1)(b) and(c) of the Employment of Educators Act, 1998, notice letters will be issued to the relevant cohort of 2015-Additional Educators to formally inform of them of their employment status and steps to be taken by such Educators to secure continued employment with the Department.
5. Schools where there are "excess" Educators will thus not be allowed to advertise vacancies under the first Bulletin of 2016.
6. Cluster Chief Directors and District Directors are also requested to provide my office with compressive reports by no later than 15th March 2016 on the consequent management steps taken for non-compliance with the directives issued under the said Circulars.
7. Principals and District Directors are hereby in a final effort to ensure structured recruitment and appointment procedures instructed to submit the requisite returns by 15 March 2016.

S.N. Netshilaphala
Acting Head of Department
9 March 2016