MEMORANDUM

TO :  DEPUTY DIRECTORS-GENERAL
      CHIEF DIRECTORS
      DIRECTORS
      ALL SCHOOL PRINCIPALS
      ALL SCHOOL-BASED EDUCATORS

CC :  ALL HRA&P UNITS AT HEAD OFFICE AND DISTRICT OFFICES
      PROVINCIAL SECRETARIES: LABOUR UNIONS

FROM :  ACTING SUPERINTENDENT-GENERAL

DATE :  15 NOVEMBER 2016

IQMS NOTCH PROGRESSION WITH EFFECT FROM 1 JULY 2016

1. Please be informed that it was brought to my attention that all School-based Educators
   who qualify for notch progression in the 2015 IQMS review period, i.e. Educators –
   1.1 that were in employment for the full duration of performance cycle namely 1 January
       2015 – 31 December 2015;
   1.2 whose IQMS evaluation scores were captured on PERSAL;
   1.3 who qualify for the payment of IQMS notch progression benefits; and
   1.4 who were not on probation during the performance cycle,

will be paid their notch progression benefits retrospectively with effect from 1 July 2016
during a supplementary PERSAL scheduled for tomorrow evening (16 November 2016).

2. Please also note that –
   2.1 the nett payment amount will reflect in bank accounts on Monday 21 November 2016;
       and
   2.2 a reconciliation will be done after the payment process to address and correct the
       position of Educators whose evaluation scores have been captured late on PERSAL.

I also wish to extend a word of appreciation to all our Educators “going the extra mile”
to ensure successful educational outcomes for our learners,

SN NETSHILAPHALA
ACTING SUPERINTENDENT GENERAL

15 November 2016