



CHIEF DIRECTOR CORPORATE STRATEGY MANAGEMENT

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**TO: OFFICE OF THE HONOURABLE MEC
ACTING HEAD OF DEPARTMENT
ALL DDG'S
CHIEF FINANCIAL OFFICER
ALL CHIEF DIRECTORS
ALL DIRECTORS
SALARY LEVEL 1 – 12 EMPLOYEES**

FROM: DDG – CORPORATE SERVICES

**SUBJECT: POSTPONEMENT OF THE PERFORMANCE MANAGEMENT
DEVELOPMENT SYSTEM SEMESTER REVIEWS AND
ACCOUNTABILITY SESSION**

DATE: 21 OCTOBER 2022

1. This memo serves to notify all Salary level 1 -12 employees on the postponement of the scheduled PMDS semester review and accountability session which was scheduled for the 25th to 28th of October 2022.
2. As mandated by the PMDS policy employees are required to submit semester reviews at the end of each semester, Human Resource Development had planned a semester review and accountability session for all Salary level 1 -12 employees during the submission of reviews.
3. The semester review and accountability session were to ensure that all Salary level 1 -12 employees review their semester performance as well as ensuring that all Salary level 1 -12 employees comply with the PMDS policy.
4. However, due to competing programmes the session will be postponed to a later date to be announced.
5. All performance reviews are to be submitted on or before 28 October 2022 to the PMDS office. These submissions are to be made per chief directorate/Directorate
6. Apologies for any inconveniences that may have been caused.

Yours in Quality Education

25/10/2022

**N. FIKENI
ACTING DDG – CORPORATE SERVICES**