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Education Department
ULAWULO LWEPHONDO INTSHONA KOLO
ISEBE leMfundo

CIRCULAR 0104/99

TO :

ALL CHIEF DIRECTORS, DIRECTORS, DEPUTY DIRECTORS, HEADS OF SECTIONS, AREA AND CIRCUIT MANAGERS, HEADS OF ALL INSTITUTIONS

CODES OF REMUNERATION AND THE OCCUPATIONAL CLASSIFICATION SYSTEM: PUBLIC SERVICE STAFF

In terms of the new Public Service Regulations, 1999, which came into effect on 1 July 1999, the Minister for Public Service and Administration shall issue a code of remuneration (CORE) for all occupational categories.

Investigations and studies of the human resource practices of the public service have repeatedly confirmed that its pay structure needed transformation. Hence a unique payment system has been developed for the Public Service in South Africa, which is called the Code of Remuneration (CORE).

The establishment of CORE's is a radical change from the Personnel Administration Standards (PAS). Since the utilisation of the PAS's in 1982/83 human resource management and remuneration in particular has changed drastically both inside and outside the Public Service, but the PAS-system stayed the same. Its shortcomings were that:

- * it was very prescriptive, especially on appointments and promotions;
- * it over-emphasized formal qualifications;
- * it neglected knowledge and skills;
- * job descriptions dictated work organisation centrally;
- * lower level/unskilled workers had no access to career paths; and
- * there was no provision for a system where salaries are linked to job weights.

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The CORE remedies these shortcomings. A CORE for each occupational category will contain, for each salary range in the applicable salary scale the –

- * job weight,
- * salary code,
- * broad description of outputs expected,
- * desirable competencies, and
- * advice on requirements for employment and promotion.

The new CORE-system reduces the current number of occupational classes from 320 to 21.


The new system reclassifies occupational categories for example thus (the following is just an excerpt of a number of occupational classes):

Classification according to old PAS-system	Classification according to new CORE-system	
	CORE CLASSIFICATION	OCCUPATIONAL CATEGORY
Accounting Clerk	Management and General Support Personnel	Financial clerks and credit controllers
State Accountant	Management and General Support Personnel	Financial and related professionals
Personnel Officer	Management and General Support Personnel	Human resources clerks
Provisioning Administration Clerk	Management and General Support Personnel	Material-recording and transport clerks
Provisioning Administration Officer	Management and General Support Personnel	Logistical support personnel
Administration Clerk	Administrative Line Function and Support Personnel	Other administrative and related clerks and organisers
Administrative Officer	Administrative Line Function and Support Personnel	Other administrative policy and related Officers
General Assistant	Agricultural Related and Support Personnel	Cleaners
Household Aid	Health Associated Sciences and Support Personnel	Household and laundry workers
Housekeeping Supervisor	Health Associated Sciences and Support Personnel	Household and laundry workers

Most of the occupational categories were electronically translated to the Core by PERSAL on 7 August 1999. The salary advice slips will in future however still reflect each employee's rank as is currently utilised.

The CORE is also a management tool whereby job descriptions will be developed for every post classification to promote career development and meet possible training needs. The contents of these job descriptions will in turn form the basis for a new performance management system which can accurately measure the level each employee's performance.

With the implementation of the new Public Service Regulations, 1999, and the CORE, human resource management has become a reality in the public service and every line manager will be responsible for it. You will be kept informed of developments to do with the management tools which are based on the CORE, as well as those which are prescribed by the new Public Service Regulations. Timely notice will also be given of the dates on which these management tools come into effect.


for HEAD: EDUCATION
DATE: 1999-09-14