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Aan: Adjunk-direkteurs-generaal, Hoofdirekteure, Direkteure, Kringbestuurders, Hoofde van alle opvoedkundige inrigtings en Voorsitters van beheerliggame

Kort opsomming: *DSA-direktief oor die Vooraftoelatingsertifikaat vir die Senior Bestuursdiens (SBD).*

Onderwerp: Implementering van die vooraftoelatingsertifikaat vir die Senior Bestuursdiens

1. Die direktief oor verpligte kapasiteitsontwikkeling, opleidingsdae en minimum toelatingsvereistes vir senior bestuursdiens (SBD)-lede is op 01 April 2015 ingestel en is deur die Departement van Staatsdiens en Administrasie gewysig.
2. Die vooraftoelatingskursus: **Toelatingsertifikaat tot die SBS** sal vanaf 01 April 2020 'n minimum vereiste wees in die werwings-, keurings- en aanstellingsproses.
3. Die vooraftoelatingsertifikaat sal verseker dat potensiële aansoekers vir SBD-poste die staatsdiensomgewing verstaan, met inagneming van die bevoegdheids wat vir 'n SBD-pos vereis word.
4. Die direktief is van toepassing op:
 - 4.1 Werknemers wat aansoek doen vir senior bestuursposte; en
 - 4.2 Bestaande senior bestuurders wat graag binne die SBD na hoër vlakke bevorder wil word.
5. Meer inligting oor die vooraftoelatingsertifikaat kan verkry word in die bylae wat hierby aangeheg is.

GETEKEN: BK SCHREUDER
HOOF: ONDERWYS
DATUM: 2020-03-10



the dpsa

Department:
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TO ALL HEADS OF NATIONAL AND PROVINCIAL DEPARTMENTS

IMPLEMENTATION OF THE PRE-ENTRY CERTIFICATE FOR THE SENIOR MANAGEMENT SERVICE (SMS)

1. The Directive on compulsory capacity development, mandatory training days and minimum entry requirements for members of the senior management service (SMS) was introduced on 1 April 2015 and has been amended based on the continuous feedback received from departments during its implementation.
2. One of the minimum entry requirements for SMS is the pre-entry certificate as indicated under paragraph 10.3 of the Directive. It should be noted that the said requirement takes effect on 1 April 2020. The National School of Government in conjunction with the Department of Public Service and Administration have finalised the design and development of the on-line course for the certificate for entry into the Senior Management Service. There was also a pilot process which the Department of Public Service and Administration assisted with.
3. The name of the pre-entry course is ***Certificate for entry into the SMS*** and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>.
4. The individual applicant or user is expected to pay for the course and may enrol for it at a cost of R 265.00. This course is available for all potential applicants, including public and private sectors. The duration of the course is 120 hours.
5. Departments are required to ensure that the all SMS post advertisements in the media include the link above. The DPSA shall also ensure that the Public Service Vacancy Circular provides the said link for users to access.

6. For any further information related to the on-line course, please contact nyukela@thensg.gov.za .

Your co-operation is sincerely appreciated.



PROFESSOR R LEVIN
DIRECTOR-GENERAL

DATE: 29/11/19