URhulumente
weNtshona Koloni

ISebe leMfundo leNtshona Koloni
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Inombolo yefayili: 3/3/3/1/1
Isalathiso: 20220224-140

INgcaciso eMfutshane yeCandelo loLawulo lwaBasebenzi ngoBuchule: 0004/2022

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziiNtloko, kuBalawuli, kumaSekela Balawuli, kuBaphathi beeSekethe, kwiiNtloko zoLawulo nokuPhathwa kwamaZiko, kwiiNtloko zokuNika iNkxaso kwiKharityhulam (kwizithili), kwiiNtloko zokuNika iNkxaso kuBafundi (kwizithili), kwiiNqununu nakubo bonke abasebenzi benkonzo karhulumente

Isihloko: ISistim yoLawulo noPhuhliso lweNtsebenzo yaBasebenzi ukwenzela u-2022/23

1. ISistim yoLawulo noPhuhliso lweNtsebenzo yaBasebenzi (*SPMDS*) kwiSebe leMfundo leNtshona Koloni yinkqubo yentsebenziswano eqhubekeka okoko ephakathi komsebenzi nomphathi/nesuphavayiza yakhe ekhokela ulawulo nophuhliso lwentsebenzo yomsebenzi kumjikelo wentsebenzo opheleleyo.

2. Umjikelo we-*SPMDS* uqala nge-01 Apreli ukuya kwi-31 Matshi kuye nawuphi na unyaka-mali ochaphazelekayo yaye unala macandelo (*elements)* mane:

   - Ukucwangcisela intsebenzo nemvumelwano;
   - Ukubeka esweni, ukujongisiswa nokuhlolwa kwentsebenzo;
   - Ukumodareyithwa kwentsebenzo; kunye
   - Nokulawulwa kweziphumo nokuhlolwa kwentsebenzo.

3. Kubalulekile ukuba amacandelo asetyenziswe ngokungaguqu-guqukiyo ngabaphathi babasebenzi/ziisuphavayiza/ngabaqeshwa kumjikelo wokuhlolwa kwentsebenzo uphela.

4. Abaphathi babasebenzi/iisuphavayiza/abaqeshwa bayakhuthazwa ukuba bathathele kubo ubumnini nokuthatha inxaxheba ngokuyimpumelelo kwinkqubo yolawulo nophuhliso lwentsebenzo.

5. Umphathi wabasebenzi/isuphavayiza inoxanduva lokuqeqesha abaqeshwa ukuqinisekisa intsebenzo egqwesileyo. Oku kuquka ukunxibelelana nabo rhoqo ukubanceda nokubanika inkxaso ekwenzeni imisebenzi yabo, ukusombulula iingxaki ngokuyimpumelelo, ukuqwalasela nokusingatha iimfuno zophuhliso lwezakhono.

6. Abaphathi babasebenzi/iisuphavayiza kufuneka bangakuphephi ukuba neencoko ezibalulekileyo/ezintsonkothileyo kunye nabaqeshwa babo ukuzisa utshintsho kwindlela yokuziphatha eyamkelekileyo, ukunika inkxaso uphuhliso nentsebenzo yomqeshwa. Abaqeshwa kufuneka bacacelwe ngento emayilindeleke, ngendlela abenza ngayo umsebenzi nophuhliso lwezakhono oluyimfuneko.

7. Le theyibhili ilandelayo ichaza imihla yokuvalwa kwesistim i-*Performance Management Information System* (*PERMIS*) yecandelo ngalinye lenkqubo:

Umsebenzi	Imihla esikiweyo
Ukugqitywa kokuhlolwa kwentsebenzo yonyaka ngo-**2021/22** nokufakwa ekhompyutheni kweemvumelwano zentsebenzo zango-**2022/23** kwisistim i-*PERMIS*	01 Matshi ukuya kowe-20 Meyi 2022
Ukusayinelwa kohlolo lwaqho ngonyaka lwango-**2021/22** kwisistim i-*PERMIS*	15 Apreli 2022
Ukungeniswa kwemihla yeentlanganiso ze-*Intermediate Review Committee* (*IRC*) kwiCandelo loLawulo lwaBasebenzi ngoBuchule	18 Apreli ukuya kowe-29 Apreli 2022
Ukuqukunjelwa kweentlanganiso ze-*IRC* zenkqubo yango-**2021/22**	03 Meyi ukuya kowe-31 Meyi 2022
Ukusayinelwa kweemvumelwano zentsebenzo zango-**2022/23** kwisistim i-*PERMIS*	20 Meyi 2022
Ukuqukunjelwa kweerivyu zaqho ngeenyanga ezintandathu kwisistim i-*PERMIS*	28 Oktobha 2022
Ukuqukunjelwa kokuhlolwa kokugqibela namanqaku kwisistim i-*PERMIS*	15 Apreli 2022

8. Isistim i-*PERMIS* ayisayi kufumaneka emva kokuphelelwa kwale mihla ingentla yaye naso nasiphi na isicelo, sokuvula isistim asisayi kwamkeleka ngaphandle kwesizathu esibambekayo esisuka kumphathi wabasebenzi ochaphazelekayo.

9. Abaqeshwa mabasayine yaye bangenise imvumelwano yentsebenzo ngelo thuba limiselweyo.

10. Ukungathotyelwa kokuqukunjelwa kwangethuba nokungeniswa kweemvumelwano zentsebenzo lilo naliphi na iqela elichaphazelekayo, kuya kujongwana nako ngokomgaqo wokuziphatha kunye nemigaqo yenkonzo karhulumente.

11. Abasebenzi abasezikolweni/abakumaziko abangekayisebenzisi isistim i-*PERMIS* kufuneka apho kusebenzayo oku, bazalise izihlomelo ezingamaphepha A, B, C1, C2, E, F, nezatifikethi eziqinisekisa ukugqitywa kwee-apreyizali zentsebenzo (*performance appraisals*) zabaqeshwa kunye neerivyu zesiqingatha sonyaka.

12. Kucelwa nazise okukule ngcaciso imfutshane bonke abaqeshwa abaphantsi kolawulo lwakho ukuze bakuthathele ingqalelo.

ISAYINWE: NGU-LJ ELY
USEKELA MLAWULI-JIKELELE WEENKONZO ZEZIKO
UMHLA: 2022-03-28