



# education

Department:  
Education  
PROVINCE OF KWAZULU-NATAL



ENQUIRIES: MRS N.V HLONGWANE

REFERENCE: 4/5/2

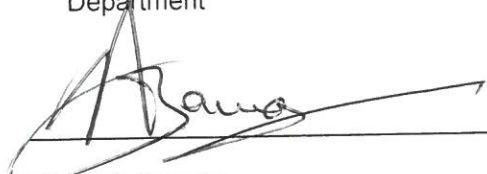
Date: 19/02/2018

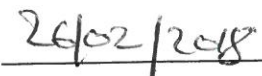
TO : DEPUTY DIRECTOR GENERALS  
CHIEF DIRECTORS  
DISTRICT DIRECTORS  
DIRECTORS  
CES CIRCUIT MANAGERS  
CIRCUIT MANAGERS  
HEADS OF SECTIONS/ COMPONENTS  
ALL OFFICE BASED EDUCATORS

## HRM CIRCULAR NO. 12 OF 2018

### IMPLEMENTATION OF ELRC COLLECTIVE AGREEMENT NO. 3 OF 2017- EDUCATION MANAGEMENT SERVICE: PERFORMANCE MANAGEMENT AND DEVELOPMENT SYSTEM (EMS: PMDS) AS WELL AS COLLECTIVE AGREEMENT NO. 4 OF 2017- JOB DESCRIPTIONS FOR OFFICE BASED EDUCATORS

1. This serves to inform all Office Based Educators in the Department that during October 2017, Collective Agreement No. 3 and No. 4 of 2017 were finalized and signed by Labour Unions and the Employer at the Education Labour Relations Council. The agreements provide a revised framework for the Performance Management and Development System and Job descriptions for Office Based Educators.
2. Parties to the Council agreed that the current Performance Management and Development scheme (PMDS) for Office Based Educators as contained in Collective Agreement No. 3 of 2002 be replaced by the Education Management Service (EMS): Performance Management and Development System (PMDS).
3. In terms of EMS: PMDS, Office Based Educators are required to enter into Performance Agreements with their Supervisors from the 1<sup>st</sup> of April 2018. Such Agreements must also include a Work Plan and a Personal Development Plan to be valid.
4. Trainings and workshops will be conducted to provide necessary support and guidance to all Office Based Educators and their Supervisors for the correct implementation of the system in the Department.
5. Kindly ensure that the contents of this Circular is brought to the attention of all Office Based Educators in the Department

  
DR E.V. NZAMA

  
DATE

HEAD OF DEPARTMENT: EDUCATION

...Championing Quality Education - Creating and Securing a Brighter Future

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