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Date 23 January 2017

To: All Staff Members

CIRCULAR NO. 02/2017


IMPLICATIONS OF THE PUBLIC SERVICE REGULATIONS, 2016 ON EMPLOYEES WHO CONDUCT BUSINESS WITH ANY ORGAN OF THE STATE OR IS A DIRECTOR OF A PUBLIC OR PRIVATE COMPANY CONDUCTING BUSINESS WITH AN ORGAN OF STATE.

1. The Public Service Regulations, 2016 came into operation on 01 August 2016.
2. Regulations 13 (b) of the Public Service Regulations, 2016 states as follows:
 - 2.1 *An employee shall not conduct business with any organ of the state or be a director of a public or private company conducting business with an organ of state, unless such employee is in an official capacity a director of a company listed in schedule 2 and 3 of the Public Finance Management Act.*
3. *Circular EIM 1/2016* (attached hereto as Annexure) issued by the Director-General of the Department of Public Service and Administration on transitional arrangements in conducting business with an organ of the state in the Public Service Regulation, 2016 provide as follows:
 - 3.1 *By 31 August 2016 all employees who are conducting business with an organ of the state disclose such to the HOD. If the employee is an HOD, the disclosure should be made to Executive Authority.*
 - 3.2 *By 31 January 2017, all employees who are conducting business with an organ of state either resign as employee, or submit to the HOD (or in the case of an HOD, to the Executing Authority) proof that the employee has ceased conducting business, or has*

resigned as a director of a company that conducts business with an organ of the state.

4. All staff members are accordingly requested to comply with the above-mentioned provisions.
5. Any non-compliance will be dealt with in terms of the prescribed disciplinary processes.

Thanking you for your co-operation.

A handwritten signature in black ink, appearing to be 'Justice Bekebeke', written over a circular stamp or seal.

**JUSTICE BEKEBEKE
DIRECTOR-GENERAL**