



PERFORMANCE AGREEMENT FOR DEPUTY DIRECTOR-GENERAL

SMS member's name	Ms. Lydia Bici
Persal number	18649726
Supervisor's name	Adv. Sam Vukela
Branch name	Professional Services
Province (if applicable)	
Performance cycle	1 April 2020-31 March 2021
Job title	

Please identify dates for half-yearly and annual performance assessments

Mid-year performance review & assessment date:	October 2020
Annual Performance assessment date:	April 2021

Dispute resolution mechanism

Disputes on the signing of PAs will be dealt with in terms of Regulation 72(4) (5) & (6) of the Public Service Regulations, 2016. Any disputes about the assessment, shall be mediated by a person agreed to by the SMS member and the Supervisor.

Name of Mediator: _____

Signature of SMS Member (DDG)

Date: 27 Sept 2020

Signature of Supervisor]

30 September 2020

Date: _____

Categories	Key Result Area	Batho Pele Principles	Weighting
Individual Performance	Ensure the development National Framework for Capacity Building, related policies, strategies, guidelines, norms and Standards	Redress, Set service standards	10%
	Ensure the alignment and the implantation of Professional Services Capacity Building Programmes for the Public Works the Sector.	Redress, Set service standards	15%
	Ensure the establishment and effective management of the Public Works Academy.	Redress, Set service standards	30%
	Ensure the establishment of Framework for the development of State Capacity for the Infrastructure delivery.	Redress, Set service standards	20%
	Develop a national database for unemployed built environment professionals including learners and apprentices.		15%
	Ensure effective management of the Professional Services Branch human and financial resources.	Openness, Value for Money	10%
Note: the sum of the weightings of KRAs must add up to 100%			
KRAs Total Weighting			60%
Auditor General	This component will focus on the measurement of the extent of the departmental financial and legislative compliance. There should be no material findings on con-compliance with legislation and the financial statement should be free from material misstatements.		20%
Total Weighting: Auditor Generals Findings & Opinions (apply to DDGs)			20%
Organisational Performance	This component will focus on assessing the organisational performance based on the predetermined target in the Annual Performance Plan (APP) and the audited Annual Report (AR) will be used to establish the extent in which the objective in the APP has been achieved.		20%
Total weight: The organisational performance (apply to DDGs)			20%
GRAND TOTAL: KRAs + Auditor-General + Organisational Performance (APP)			100%

Generic Management Competencies: Personal Development Plan

No	Core Management Competencies	Process Competencies	Dev. Required
			Yes/No
1	Strategic Capability and Leadership	<ul style="list-style-type: none"> Knowledge Management 	No
2	Project and Programme Management	<ul style="list-style-type: none"> Service Delivery Innovation 	No
3	Financial Management	<ul style="list-style-type: none"> Problem solving and analysis 	No
4	Change Management	<ul style="list-style-type: none"> Client Orientation and Customer focus 	No
5	People Management and Empowerment	<ul style="list-style-type: none"> Communication 	No
Other developmental areas identified			

1	Talent management		
2	Total Quality Management		
3			

Signature (DDG):  Date: 27 Sept 2020

Supervisor's Signature:  Date: 30 September 2020



WORKPLAN FOR DEPUTY DIRECTOR-GENERAL

KEY RESULT AREAS	KEY ACTIVITIES	PERFORMANCE MEASURES		RESOURCE REQUIRED	ENABLING CONDITION
		TARGET	TARGET DATE		
Completed policies submitted the EXCO for approval	Oversee the development of Capacity Building Policies: <ul style="list-style-type: none"> - Draft policies developed; - Internal inputs and discussions effected on draft policies; - Sourcing of inputs from relevant stakeholders; - Submission of policies to EXCO for consideration and approval. 	Capacity Building Policies developed and submitted to EXCO for approval: <ul style="list-style-type: none"> - Framework for Capacity Building; - Schools; - Bursary Scheme; - Young Professionals; 	28 February 2021	Internal resource	Quorating of HR EXCO, DBC schedule, EXCO
Number of Beneficiaries participating in DPWI's Skills Pipeline Intervention Programmes	Ensure effective management and implementation of DPWI's Skills Pipeline Programmes.	A total of 1395 beneficiaries participate in DPWI's Skills Pipeline Programmes	31 March 2020	Internal resource	Industry research
Percentage implementation of the Provincial Departments of Public Works Capacity Building Programmes	Ensure roll-out and uniform implementation of Skills Pipeline Capacity Building Programmes within the Public Works Sector:	A 50% of Public Works Sector implementation of Skills Pipeline applied uniformly: <ul style="list-style-type: none"> - Conduct Baseline study on BE programmes within the Public Works Sector; - Set targets for implementation in line with BE Skills Pipeline Strategy 	31 August 2020	Internal and external resources	Responsiveness and cooperation of Provinces

State Capacity to deliver on infrastructure	Ensure the development of interventions to build the state capacity to deliver on infrastructure	<p>Following initiatives implemented:</p> <ul style="list-style-type: none"> - Initiate research on BE throughput to establish gaps in the pipeline; - Develop a national database for unemployed professionals and graduates - Develop intervention programmes to address the skills gap 	31 March 2021	Research capacity	Cooperation of relevant stakeholders
Approved Business case for Professionalisation of Property Profession	Oversee professionalisation of property profession	<p>Following initiatives implemented:</p> <ul style="list-style-type: none"> - Business Case approved and signed-off; - MOU/s signed off on identified private sector partnerships; - Property Training Programmes approved for implementation 	30 September 2020	Internal resources	Participation and cooperation of relevant branches/units
Regulatory compliance in the implementation of Modular Bailey Bridges Programme	Ensure application of regulatory instruments in the implementation of the bridges programme:	<p>Bridges projects (completed and/under construction) compliant to:</p> <ul style="list-style-type: none"> - Water regulations; - Environmental Assessment regulations; - File documentation for each project 	30 September 2020	Internal resources	Participation and cooperation of relevant branches/units
Creation of access to amenities for deserving communities	Ensure installation of modular bridges in prioritized provinces:	<p>A total of 13 modular bridges to be installed, ensuring:</p> <ul style="list-style-type: none"> - Signing of MOAs; 	31 March 2021	External resources	Identification of priority bridge and confirmation of bridges by relevant



		<ul style="list-style-type: none"> - Prioritisation of bridges and confirmations of budgets; - Deployment of SANDF members; - Monitoring & evaluation 			Provincial Departments of Transport
Management of Professional Services Branch	Ensure effective management of the Professional Services Branch's human and financial resources:	Reporting on operational and financial management of the Branch ensuring: <ul style="list-style-type: none"> - compliance with asset management, supply chain, procurement regulations and policy requirements; - performance and reporting according to relevant prescripts. - Training and development of employees 	Quarterly	Internal resources	Branch Operational Unit

Initials: _____



Initials: _____

ANNEXURE C

PERSONAL DEVELOPMENTAL PLAN FOR DEPUTY DIRECTOR-GENERAL

NO	DEVELOPMENTAL AREAS	TYPES OF INTERVENTIONS (MENTORING/COURSE/WORKSHOP/SEMINARS)	TARGET DATE
	Talent Management	Talent Management /Economics short course/ seminars/ conferences	31 March 2020

	Total Quality Management	TQM short course / seminars / conferences	31 March 2020
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DDG Signature:  Date: 27 Sept 2020

Supervisor's Signature:  Date: 30 September 2020