

# Public Service Commission

## Aim

*The aim of the Public Service Commission (PSC) is to promote the constitutional values and principles of public administration in the public service.*

## Policy developments

The PSC coordinates efforts to rid Government of corruption and maladministration and is developing and improving a policy on ethics for the public service. In 1999, it issued a code of conduct for all employees in the public service. This code sets out the roles and responsibility of public servants in relation to citizens and aims to develop an ethos of good service delivery, a people-first approach and a greater sense of professionalism in the public service.

In January 1999, the Commission incorporated the nine provincial Service Commissions to become a single national department. As a result, budgeted expenditure on the Vote increased from R19,4 million in 1998/99 to R32,2 million in 1999/00. The rationalisation aimed to improve the efficiency of the Public Service Commission, enabling it to deal with grievances and complaints in a more systematic manner.

## Expenditure estimates

**Table 9.1 Expenditure by programme**

R million	Expenditure outcome			Revised estimate	Medium-term expenditure estimate		
	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
Administration	12,3	12,2	9,1	17,2	22,9	23,6	24,3
Functional assistance to the Commission <sup>1</sup>	10,6	11,6	10,3	15,0	28,0	28,8	30,1
<b>Departmental vote</b>	<b>22,9</b>	<b>23,8</b>	<b>19,4</b>	<b>32,2</b>	<b>50,9</b>	<b>52,3</b>	<b>54,4</b>
Public Works <sup>2</sup>							
<b>Total</b>	<b>22,9</b>	<b>23,8</b>	<b>19,4</b>	<b>32,2</b>	<b>50,9</b>	<b>52,3</b>	<b>54,4</b>
Change to 1999 Budget estimate	–	–	–	(18,9)	(2,0)	(2,1)	–

<sup>1</sup> In 1999/00 the PSC incorporated the staff and functions of the nine provincial Service Commissions, which were disbanded thereafter.

<sup>2</sup> Appropriated on Vote 26: Public Works.

- *Administration* comprises remuneration of commissioners, overall management, financial management, personnel and provisioning administration and legal and other support services used in the formulation of policy.
- *Functional assistance to the Commission* includes the services that enable it to exercise its powers, perform its functions and execute its duties effectively.

**Table 9.2 Economic classification of expenditure**

R million	Expenditure outcome			Revised estimate 1999/00	Medium-term expenditure estimate		
	1996/97	1997/98	1998/99		2000/01	2001/02	2002/03
Current							
Personnel <sup>1</sup>	17,0	18,9	16,4	24,6	35,0	36,8	38,6
Transfer payments	–	–	–	–	–	–	–
Other	3,7	3,8	2,8	5,9	14,6	15,2	15,5
Capital							
Transfer payments	–	–	–	–	–	–	–
Acquisition of capital assets	2,2	1,1	0,2	1,7	1,3	0,3	0,4
<b>Total</b>	<b>22,9</b>	<b>23,8</b>	<b>19,4</b>	<b>32,2</b>	<b>50,9</b>	<b>52,3</b>	<b>54,4</b>

<sup>1</sup> In 1999/00 the PSC incorporated the staff and functions of the nine provincial service commissions.

The number of commissioners was reduced from 49 to 14 as part of the process of creating one national commission. The Commission is now based in Pretoria and has nine regional offices. After the consolidation, personnel spending on the national Commission rose from R16,4 million in 1998/99 to R24,6 million in 1999/00, and rises to R38,6 million in 2002/03. However, consolidated personnel expenditure declined, given the number of people who were employed by provincial commissions. Similarly, the new structure has resulted in higher recurrent, non-personnel costs such as communications, travel and administration. Current expenditure other than personnel rises from 14,4 to 33,2 per cent of total spending in 1999/00, but declines marginally to 28,5 per cent in 2002/03.

## Programme 1: Administration

**Table 9.3 Programme expenditure**

R million	Budget estimate	Adjusted appropriation 1999/00	Revised estimate	Medium-term expenditure estimate		
				2000/01	2001/02	2002/03
1999 Budget	26,7	21,1	17,2	27,5	28,1	–
<b>2000 Budget</b>	–	–	–	<b>22,9</b>	<b>23,6</b>	<b>24,3</b>
Change to 1999 Budget estimate	–	(5,6)	(9,5)	(4,6)	(4,5)	–

Policy formulated by the Minister for Public Service and Administration and members of the Commission's management are dealt with under this programme. It involves organising the Commission, rendering centralised administrative and office support services, managing personnel and financial administration, determining working methods and procedures, and exercising managerial control.

The 1999 estimates are revised downwards to R22,9 million in 2000/01, and increase moderately to R24,3 million in 2002/03 owing to the centralisation of administrative functions after the incorporation of the provincial commissions.

## Programme 2: Functional assistance to the commission

**Table 9.4 Programme expenditure**

R million	Budget estimate	Adjusted appropriation	Revised estimate	Medium-term expenditure estimate		
		1999/00		2000/01	2001/02	2002/03
1999 Budget	24,4	20,4	15,0	25,5	26,4	–
<b>2000 Budget</b>	–	–	–	<b>28,0</b>	<b>28,8</b>	<b>30,1</b>
Change to 1999 Budget estimate	–	(4,0)	(9,4)	2,5	2,4	–

The *Functional assistance* programme enables the Public Service Commission to exercise its powers, perform its functions and execute its duties in an effective manner. The increased allocation is due to a higher workload in relation to the investigation of grievances, and monitoring of performance and awareness of the code of conduct.

The programme investigated grievances in the public service and recommended appropriate remedies, reviewed cases on appeal and conducted research related to appeals and grievances. It dealt with 211 cases in 1999, compared with 146 cases in 1996, and 60 cases were referred back to the Department of Public Service and Administration and other parties for consideration.

**Table 9.5 Appeals and grievances**

	1996	1997	1998	1999
Appeals where the PSC gave direction or recommendations	34	31	33	84
Grievances finalised by the PSC	33	53	93	67
Cases referred back to parties	113	71	84	60
Total cases dealt with by the PSC	146	124	177	211

Other activities of the programme include:

- Monitoring adherence to regulations on personnel procedures and transformation policies in the human resource area
- Promoting a high standard of professional ethics in the public service
- Evaluating the management of information technology in the public service
- Monitoring, evaluating and investigating service delivery and related organisational systems and practices in the public service, including at provincial level.

The Commission increased its role as a monitoring agency regarding the transformation of the civil service, its representivity and its human resource capacity.

It conducted eight national and provincial workshops on the code of conduct for civil servants. Several discussions and workshops focused on the practical aspects of fighting corruption at all levels of Government. Numerous departments received advice and legal opinions from the Commission with regard to the implementation of the code of conduct and disciplinary procedures.

