

DEPARTMENT OF TOURISM

MINISTER

QUESTION NO. 328 FOR ORAL REPLY: NATIONAL ASSEMBLY

A draft reply to **Mr D M Gumede (ANC)** to the above-mentioned question is enclosed for your consideration.

Ambassador LM Makhubela
DIRECTOR-GENERAL
DATE:

DRAFT REPLY APPROVED/AMENDED

MINISTER
DATE:

NATIONAL ASSEMBLY

(For oral reply)

QUESTION NO. 328

INTERNAL QUESTION PAPER NO. 35

DATE OF PUBLICATION: 23 October 2012

Mr D M Gumede (ANC) to ask the Minister of Tourism:

Whether, with reference to the Auditor-General's 2011-2012 report, there has been any improvement in the management of leave records in his department; if not, why not; if so, what are the relevant details?

NO3634E

MR D M GUMEDE (ANC)
SECRETARY TO PARLIAMENT
HANSARD
PAPERS OFFICE
PRESS

THE MINISTER OF TOURISM ANSWERS:

- (1) Yes, the Department has implemented various measures in order to address leave management matters raised in the previous audit cycle, with positive results. No audit findings on leave management featured in the final report for the recent audit cycle.

Implemented measures include:

- Deputy Directors General report monthly on leave within their Branches;
- Human Resources Circulars to all end-users provide guidance on the correct procedure to manage leave;
- Adjustment of targets in Human Resources Practitioner's performance agreements ensuring an improved turn-around time for capturing of leave;
- The procedure for the management of personal procedures is included in the contract of appointment for personnel up to salary level 12;
- Information sessions for managers and personnel on human resources matters include guidance on the management of leave.

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