



CONFIDENTIAL

**LIMPOPO**

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF  
**HEALTH**

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TO: DEPUTY DIRECTORS GENERAL,  
CHIEF DIRECTORS,  
DISTRICT EXECUTIVE MANAGERS,  
DIRECTORS,  
CHIEF EXECUTIVE OFFICERS,  
HEADS OF INSTITUTIONS AND VERTICAL PROGRAMMES

DEPARTMENTAL CIRCULAR NO. 65 OF 2021

RE: SUBMISSION OF ANNUAL PERFORMANCE ASSESSMENT FOR CHIEF DIRECTORS AND DIRECTORS USING ANNEXURE F (DDG) AND ANNEXURE F1 (CHIEF DIRECTOR AND DIRECTOR) TEMPLATE FOR FINANCIAL YEAR 2020/2021.

1. All SMS members are reminded to conduct Annual Performance Assessment for financial year 2020/2021 and submit to Provincial Office PMDS Unit by not later than **31 December 2021**.
2. Deputy Directors General are expected to use a template marked **Annexure F** and Chief Directors and Directors template marked **Annexure F1** as stipulated in Chapter 4 of the SMS Hand Book.
3. You are requested to bring the contents of this circular to the attention of all employees.

  
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HEAD OF DEPARTMENT  
DR MHLONGO FT

15 November, 2021  
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DATE

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# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

## DEPARTMENT OF HEALTH

### CHIEF DIRECTOR AND DIRECTORS ANNUAL PERFORMANCE ASSESSMENT TEMPLATE

Name of the SMS member	Province (if applicable)
Personal number	Performance cycle
Name of the Supervisor	Period under Assessment
Name of Department	April - March

#### EMPLOYEE PERFORMANCE: KEY RESULT AREAS

KRA NO 1	PERFORMANCE MEASURES		SMS Rating	Supervisor Rating	Moderated Rating
	TARGET	ACTUAL ACHIEVEMENT/EVIDENCE			

KRA NO 2	PERFORMANCE MEASURES		SMS Rating	Supervisor Rating	Moderated Rating
	TARGET	ACTUAL ACHIEVEMENT/EVIDENCE			

Initials: \_\_\_\_\_



[Departmental logo]

## ANNUAL PERFORMANCE ASSESSMENT TEMPLATE FOR DEPUTY DIRECTOR-GENERAL

Name of the SMS member	Job title
Personal number	Performance cycle
Name of the Supervisor	Period under Assessment
Branch Name	April - March
Province (if applicable)	

## EMPLOYEE PERFORMANCE: KEY RESULT AREAS

KRA NO 1:	PERFORMANCE MEASURES		SMS Rating	Supervisor Rating	Agreed Rating	Moderated Rating
	TARGET	ACTUAL ACHIEVEMENT/EVIDENCE				
	ACTIVITIES					

KRA NO 2:	PERFORMANCE MEASURES		SMS Rating	Supervisor Rating	Agreed Rating	Moderated Rating
	TARGET	ACTUAL ACHIEVEMENT/EVIDENCE				
	ACTIVITIES					

Initials: \_\_\_\_\_

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