

- B.5.2 A head of department may also compensate an employee for acting in a post due to the actual incumbent of the post acting in a higher vacant post, provided that no more than two employees may simultaneously be compensated as a result of a single vacancy.
- B.5.3 An employee shall not act in a higher vacant post for an uninterrupted period exceeding 12 months
- B.5.4 For the purposes of regulation VII B.5.3, any uninterrupted period acted in a higher vacant post immediately before 1 July 1999, shall be taken into account where the employee continues so acting on that date.

C. RECRUITMENT

C.1 Determination of requirements for employment

C.1.1 An executing authority shall determine composite requirements for employment in any post on the basis of the inherent requirements of the job.

C.1.2 An executing authority shall-

- (a) record the inherent requirements of a job;
- (b) ensure that the requirements for employment do not discriminate against persons historically disadvantaged; and
- (c) comply with any statutory requirement for the appointment of employees.

C.1A Time frames for filling funded vacant posts

C.1A.1 All funded posts vacant on 30 June 2007 shall be advertised and filled not later than 30 June 2008.

C.1A.2 A funded vacant post, other than a post referred to in regulation C.1A.1, shall be advertised within six months after becoming vacant and be filled within 12 months after becoming vacant.

C.1A.3 If a department does not comply with regulation 1/VII/C.1A.1 or 1/VII/C.1A.2, the reasons for the non-compliance shall be recorded in writing.

[Regulation C.1A as inserted by Government Notice No. R.111 of 8 February 2008 with effect from 8 February 2008]

C.1B Filling of posts in offices of Executing Authorities and Deputy Ministers

C.1B.1 An executing authority may only fill vacancies in the office of an executing authority or a Deputy Minister by means of-

- (a) an appointment in terms of section 9 for-
 - (i) the term of office of the incumbent executing authority or Deputy Minister which will terminate at the end of the first month after the month in which the term of that executing authority or Deputy Minister terminates for any reason; or
 - (ii) a period not exceeding three years;