



FOR PSA MEMBERS: DEPARTMENT OF CORRECTIONAL SERVICES (DCS)

17-04-2025

Normalisation of salary notches in Department of Correctional Services

The PSA has taken note of the Department of Correctional Services (DCS) circular announcing the implementation of revised conditions of service and the normalisation of salary notches for employees on salary levels 1 to 12 appointed under the *Correctional Services Act 111 of 1998 (CSA)*. In line with PSCBC Resolution 1/2025, all public servants are entitled to a 5.5%-salary increase. However, the DCS has indicated that employees appointed under the CSA may receive a higher increase as part of the salary-notch normalisation exercise. This initiative seeks to close salary gaps and ensure the maintenance of a required 1.5% margin between notches. As a result, some affected employees may receive increases above the general 5.5%. The PSA has consistently championed the call for salary-notch adjustments and has been at the forefront in raising concerns about the failure to correct misaligned notches. These discrepancies have caused long-standing ripple effects, with previous cost-of-living adjustments being calculated on incorrect salary notches. Whilst the PSA supports the rectification process, it has requested a special Departmental Chamber meeting to ensure transparency and fairness.

The PSA calls on the DCS to present a detailed breakdown of the methodology used to calculate the additional increases. This is necessary to ensure that corrections result in proper alignment without leading to either underpayments or future overpayments that the DCS may attempt to recover from employees. It is imperative that the DCS implements this process fairly, transparently, and provides each employee with the opportunity to confirm whether they have been fully compensated. The PSA must also be afforded the opportunity to verify that a consistent and fair set of criteria has been applied and that all eligible employees have benefited from the adjustment. The PSA is committed to protecting the rights and interests of members, and to ensuring that all public servants are treated fairly in the workplace.

Members will be updated on developments.

Employees who wish to join the PSA can do so by visiting the PSA's website, contacting a PSA shop steward, or visiting the nearest PSA Provincial Office.

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GENERAL MANAGER