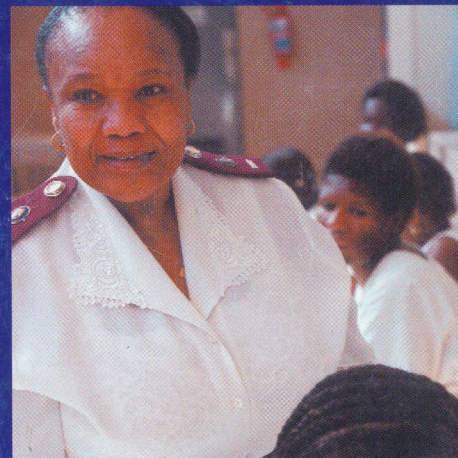
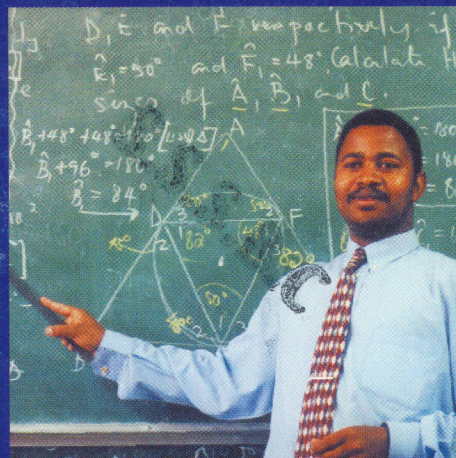
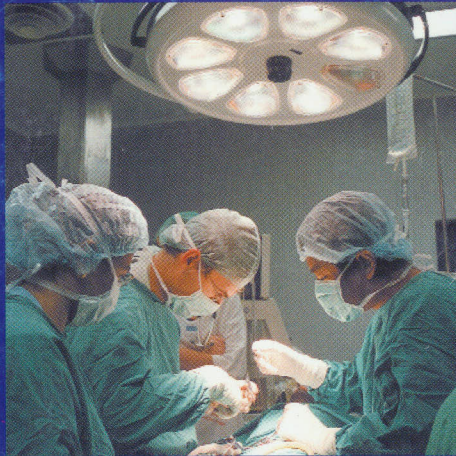


Public Service Co-ordinating Bargaining Council



Annual Report June 2001

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**Annual Report of the
Public Service Co-ordinating
Bargaining Council
June 2001**





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Executive Summary

The Public Service Co-ordinating Bargaining Council (PSCBC) is established in terms of Section 35 and 36 of the Labour Relations Act, No 66 of 1995.

The PSCBC Constitution was registered on 13 October 1997.

The PSCBC may perform all functions of a bargaining council in respect of those matters that:

- (a) are regulated by uniform rules, norms and standards that apply across the public service; or
- (b) apply to terms and conditions that apply to two or more sectors; or
- (c) are assigned to the State as employer in respect of the public service that are not assigned to the State as employer in any sector.

The LRA established the PSCBC to maintain sound labour relations in the public service. The Council provides a platform for the parties – the State as employer and the unions, representing approximately 1 million employees – to engage constructively over matters of mutual concern. Given the commitment and co-operation of the parties, the PSCBC forms a strategic vehicle to facilitate the re-structuring and transformation of the public service.

This report gives an overview of the achievements of the PSCBC, from June 2000 – May 2001.



The PSCBC Executive Committee (left to right) Standing: Shamira Huluman (Secretary to Council), Dr. Stephen Hendricks (Employer: Health & Welfare), Pule Rameetse (Vice chairperson: Labour), Manoko Nchwe (Chief Negotiator: DPSA), Kenny Govender (Vice chairperson: Employer), Neville Peterson, replacing Noluthando Sibiyi (Labour, Health & Welfare). Sitting: Vusi Dlangalala, replacing Victor Ningi (Safety & Security: Labour), M. Shaba (Employer: Education), Khumbula Ndaba (Employer: General Public Service), Richard Pretorius (Labour: Education) and Mannie de Clercq (Labour: General Public Service)



Objectives of Council

- (a) To generally enhance labour peace in the public service;
- (b) To promote a sound relationship between the State as employer and its employees;
- (c) In terms of the Act and the constitution, to negotiate and bargain collectively to reach agreement on matters of mutual interest to the employer and employees represented by admitted trade unions in the Council;
- (d) To provide mechanisms for the resolution of disputes between the employer and unions admitted to the Council, and perform dispute resolution functions between the employer and employees within the registered scope of the council, where the employer has the requisite authority to resolve such disputes;
- (e) To conclude, supervise and enforce collective agreements;
- (f) To comply with its duties and functions in terms of the Act and the Constitution; and
- (g) To consider and deal with such other matters as may affect the interest of the parties to the Council.



Council in session



Chairperson's Foreword



Edwin Molahlehi, Chairperson of the PSCBC.

Introduction

This annual report provides an overview of the activities of the PSCBC for the period June 2001 to June 2001, and a financial report for the period 1 April 2000 to 31 March 2001. I have completed two terms of office as the chairperson since the establishment of the PSCBC and have been proud to be associated with the Council.

The PSCBC is now approaching its fifth year of operation and has performed beyond the expectations of the role players in the Public Service and labour relations arena. PSCBC has successfully met the objectives it set itself during the last year.

Job Summit

2000/ 2001 has been a momentous year, with the PSCBC planning and convening the Jobs Summit in the Public Service, the first bargaining council to host such a summit. It was my pleasure and privilege to chair the Summit that hosted dignitaries, including the Deputy President, the Minister of Public Service and Administration, trade union leadership, ambassadors and other important role players in the public service.

The historic Job Summit Framework agreement demonstrated the parties' commitment to face the twin challenge of transforming the public service to improve the reach, depth, efficiency and quality of social service delivery, whilst at

the same time improving the conditions of service, quality and sustainability of jobs for employees of the public service.

The agreement provided for frameworks on transformation and restructuring of the public service, including processes and procedures to be followed at sectoral and departmental levels, labour relations policy in the public service, socio-economic policies for the public service. The framework agreement is attached to this report for easy reference.

The challenge facing Council now is to ensure that the Job Summit Framework Agreement is implemented to its letter and spirit. All signatories to the agreement must take this responsibility seriously and its principles should be demonstrated in all our practices.

I would like to take this opportunity to thank organisations/persons/structures that contributed to the success of the Summit, namely members of the Job Summit Planning Committee, Nedlac, the facilitators, the Public Service Commission for the drafting of agreements, the sponsors, sectoral bargaining councils, the event manager, Sisane-Mkhari & Associates and the PSCBC secretariat who together with her staff worked with dedication and perseverance to co-ordinate all the service providers to ensure a well organised event.

Resolution 7 of 2000

Among the other achievements of the PSCBC during 2000/2001 is Resolution 7 of 2000, which set the framework for restructuring of conditions of services and human resource management in the public service. Besides providing for the annual general increase the resolution addressed strategic issues for instance the development of HIV/AIDS policy in the public service.

The resolution established joint task teams to investigate the restructuring of benefits and allowances, including a new pay progression system for the public service. These task teams are expected to report back to Council soon.

The 2000/2001 wage negotiations were not only protracted but in certain respect very adversarial. Outside assistance to facilitate the negotiations was sought and in this regard Tefo Raditapole and Charles Nupen provided the needed facilitation. Accordingly, and as a result of this process, Council adopted Resolution 7/2000. NEHAWU, POPCRU and NUPSAW did not participate in this voluntary process as they had declared a formal dispute, which was successfully conciliated by both Tefo Raditapole and Charles Nupen. The agreement reached between the three unions and the employer was incorporated into, and forms part of, Resolution 7/2000, by resolution of Council.

Dispute Resolution in the Public Service

The Public Service Bargaining Councils have made significant strides in the dispute resolution arena. The PSCBC and sectoral bargaining councils have been receiving dispute referrals from 1 June 2000 and were accredited on the 14 September 2000.

A total of 136 dispute resolvers have been appointed and accredited onto the PSCBC panel. A total of 2765 disputes have been referred to the public service bargaining councils for the period 1 June 2000 to 31 May 2001.

PSCBC has also appointed a panel of interpreters that are utilised by all sectoral bargaining councils.

Council is currently finalising rules for conciliation and arbitration hearings, which will provide dispute resolvers and the Councils with guidelines to improve systems and operations.

Clearly policies, procedures and systems have been put in place to ensure effective and efficient dispute resolution in the public service. A shift of focus should now be towards dispute prevention strategies. This challenge faces both employer and trade unions parties. Capacity needs to be developed amongst managers in the public service to resolve grievances and labour problems at speedily as possible. In this regard, Council is currently negotiating a new grievance procedure, which should ensure a speedy resolution of grievances.

Transformation of the Bargaining Relationship

Parties to Council have also committed themselves to seeking alternative deadlock-breaking mechanisms during mutual interest negotiations, in the recent Misty Hills Manifesto. Parties to Council developed a Code of Good Practice for bargaining, setting ground rules for engagement. I am proud to note that parties have committed themselves to improve the bargaining relationship and work towards developing trust between themselves. A mutual gains approach will surely ensure that a balance between government's priorities to improve service delivery and the need for the unions to secure jobs and improve conditions of their members is achieved. The vehicle to achieve this is through constructive and collaborative engagement.

The parties have committed themselves in the Job Summit Framework Agreement to a common vision of the provision of improved, quality service delivery to the South African community. The parties to the PSCBC need to intensify their efforts to find creative solutions to meet the needs of the public service without disadvantage to the employer or employees.

Challenges for the Forthcoming Year

Council has performed considerably well in the last year. One of the key challenges facing Council in the near future is agreeing on a new Constitution. Processes have begun in the Constitutional Amendments Task Team, facilitated by two panelists, Dawie Bosch and Nomsa Mbileni. The proposed amendments provide for improving relationship between PSCBC and sectoral bargaining councils, structuring PSCBC's co-ordinating role, alignment of dispute resolution procedures and a possible increase to threshold for admission of trade union parties to Council. Some of these issues are sensitive and contentious and therefore require again the parties' commitment to engage constructively.

The Constitutional Amendments will facilitate the efficient and effective functioning of Council.

Other challenges facing the PSCBC include:

- Developing the trust and improving the bargaining relationship between parties;
- Finding mechanisms to monitor and enforce implementation of Council agreements;
- Developing and implementing dispute prevention mechanisms;

- Improving relationships with sectoral bargaining councils and fulfilling its co-ordinating role; and
- Establishing structures at provincial level and providing necessary support and resources.

Conclusion

At the end of my second term of office (four years) I am proud to be associated with the leaders in the collective bargaining terrain. PSCBC has outshone other bargaining councils in its operational functioning and for this my appreciation goes to the Secretary of Council, Shamira Huluman and her professional and highly efficient team.

I also thank the Executive Committee of Council which has managed the affairs of Council in a proficient manner.

I extend gratitude to the two Vice Chairpersons, Kenny Govender (employer) and Pule Rameetse (labour), who have always supported me and filled in when I have not been available.

I wish all the best to my successor in chairing, facilitating meetings of Council and giving strategic direction to the parties and secretariat.

Edwin Molahlehi
PSCBC Chairperson
June 2001



Secretary's Message



Shamira Huluman, Secretary to the PSCBC.

A Message from the Secretary to Council

This annual report covers an operational report of the activities of Council from June 2000 to May 2001 and a financial report from 1 April 2000 to 31 March 2001. The report is presented to Council at its fourth Annual General Meeting.

The period under review has been eventful with significant achievements, demonstrating once again the commitment and co-operation of the parties to public service restructuring and transformation. In this regard Council has reached important resolutions and has put in place processes for restructuring of benefits and allowances and other key human resource practices in the public service. To this extent, Resolution 7 of 2000 created a number of task teams that Council has set up to investigate, research and make proposals on restructuring of benefits. These task teams have kept Council extremely busy since October last year and require parties to dedicate substantial time, capacity and resources to carry out their functions. Council has, however, appointed facilitators to assist the task teams.

The following table indicates the number of meetings held from June 2000 to May 2001.

Full Council Meetings	10
Special Meetings	8
Task Teams/Committee Meetings	105

In addition to the above, Council also convened and organised the Public Service Job Summit from 29-31 January 2001. This required months of planning and preparation, commitment, co-operation and dedication of the parties and Secretariat. The PSCBC views this event with pride and as a success of the parties, a joint venture embarked on by government and public service trade unions that culminated in a landmark framework agreement. The organising of the summit has

given me a wealth of experience. A detailed report on the Job Summit is covered on page 18.

Another significant achievement in the last year has been the accreditation of PSCBC and sectoral bargaining councils in September 2000. The year before this was spent in laying the foundations for implementing dispute resolution procedures. Panels were appointed, policies agreed to, the case management system deployed by the CCMA and other relevant resources put in place. Public Service Bargaining Council has been receiving disputes since 1 June 2000 (non- parties were required to consent the jurisdiction of the relevant bargaining council prior to accreditation). From June 2000 to May 2001, PSCBC and sectoral bargaining councils received 2 765 dispute referrals. Conciliation settlement rates have been low except for the ELRC, hence the move of some sectoral bargaining councils to provide for joint con-arb processes. Caseloads have exceeded our expectations especially in the GPSSBC, which has been experiencing backlogs due to limited staff and resources. Temporary staff have been appointed, while an organisational structure analysis is being conducted to indicate the number of posts required to carry out dispute resolution functions effectively and efficiently. A detailed dispute resolution report with the relevant statistics is covered on page 70.

With regard to the secretariat of PSCBC and sectoral bargaining councils, current post structures have been filled. However, the huge workload has led to Council conducting an organisational structure analysis to determine required staffing levels. In addition, Council has appointed Global Edge Consulting (KPMG) to conduct a job evaluation exercise and develop a suitable grading system for PSCBC and sectoral bargaining councils. In the process a review of conditions of service and related HR policies will be conducted.

We boast a representative workforce at all levels and we are proud of our diversity. As Secretary to PSCBC one of my key priorities has been the skills development of staff. Staff have been attending numerous courses, while study loans and bursaries have also been granted. A detailed report on staff training and development is covered later. Recently the PSCBC and Sector secretariat participated in a team-building program, which sought to forge a more co-operative, supportive and collaborative relationship between PSCBC and Sectors. In addition the executive committees of PSCBC and sectoral bargaining councils also held a workshop to clarify relationships, roles, powers and functions. The workshop resolved to incorporate the agreed principles into the PSCBC Constitution. These principles include the co-ordinating of PSCBC in relation to the designated sectors. In this regard, a Constitutional Amendments Task Team has been established to draft a new constitution that will address the above, and in addition the alignment of dispute resolution procedures, address new admission requirements and other weaknesses.

During December 2000 we moved into our own office space in Lyttleton, Centurion. This move is temporary to allow the permanent accommodation project team to finalise the acquisition of our permanent offices, which will also provide bargaining and dispute resolution facilities. This will hopefully allow us to function optimally using our available resources.

In the past year, PSCBC has performed its functions well within resources. The implementation of dispute procedures, sectoral allocations for running costs of sectoral bargaining councils, establishment and resourcing of provincial chambers has however placed greater strain on the budget. The current budget clearly indicates that Council's income is insufficient to carry out its functions optimally. Fincom has made recommendations to increase the levy agreement, which is still under consideration by Council. Council continues to maintain strict financial management through its financial policies and procedure manual. In this regard I

take this opportunity to thank Fincom members and the finance department of PSCBC for their effective financial management.

Whilst the PSCBC and its designated sectoral bargaining councils are fairly young organisations and we have learnt valuable lessons from our successes and failures. I am confident, however, that our innovation, dedication and diversity will help us find solutions to the challenges facing our increasingly changing and growing organisations.

My appreciation goes to the Executive Committee for their collective wisdom and direction in the day-to-day management of Council. My sincere gratitude is also extended to the Chairperson, Edwin Molahlehi, who has been my principal mentor over the last few years. I thank him for his support and guidance. I also thank the Vice-Chairpersons, Kenny Govender (employer) and Pule Rameetse (labour), for their selfless contributions to Council.

The staff of PSCBC must be commended for all their efforts. I salute your dedication, commitment and performance.

In conclusion I am confident that a common vision for all the public service bargaining councils will pave the way for even greater achievements.

Shamira Huluman
Secretary to PSCBC
June 2001



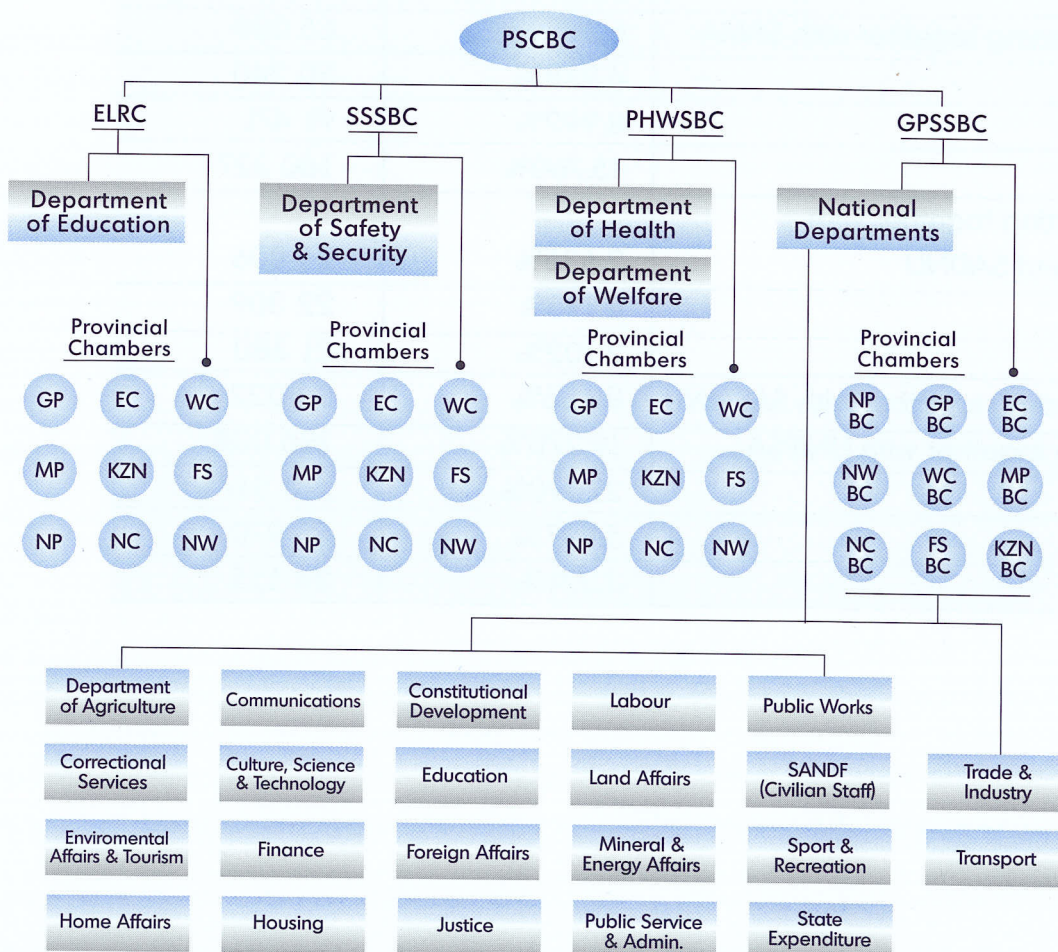
PSCBC Organisation

Establishment of Council

During 1997 the founding parties of the central chamber (established in terms of the Public Service Labour Relations Act, 1994), the National Negotiating Forum (established in terms of the South African Police Regulations, 1995) and the Education Labour Relations Council (established in terms of the Education Labour Relations Act, 1993) negotiated a constitution for the PSCBC. The Commission for Mediation, Conciliation and Arbitration (CCMA) played a critical role in the establishment of the Council as required by Schedule 1 of the LRA (1995), and facilitated the process of negotiating the constitution for the PSCBC.

The PSCBC Constitution was registered on 13 October 1997.

Collective Bargaining Structures in the Public Service



Parties to Council

The PSCBC consists of equal representation of the employer and employee organisations. The employer represents 50 per cent of votes in Council and labour holds the other 50 per cent. An agreement must have support from the employer plus at least 51 per cent of the labour vote.

The employer's negotiations team includes the Chief Negotiator from the Department of Public Service and Administration (DPSA), the employer's chief negotiators in the sectoral councils and representatives of provincial departments.

During 2000–2001 12 trade union organisations were represented in the PSCBC. To participate, a union has to have at least 20 000 members – 2 per cent of public-service employees. Unions may act together to make up the necessary membership.

The following unions are represented in PSCBC:

Labour Participation in the PSCBC for 2000/2001

Union	Vote Weight	Membership
DENOSA acting together with SAMA	6.393%	65 039
HOSPERSA	4.938%	50 240
NAPTOSA	8.992%	91 471
NEHAWU	15.760%	160 327
NPSWU acting together with PUSEMO and SADNU	2.635%	26 806
NUPSAW	2.193%	22 309
PAWUSA	2.102%	21 380
POPCRU acting together with SASAWU	8.456%	86 022
PSA acting together with UNIPSA	19.270%	196 038
SADTU	21.090%	214 547
SAPU	5.797%	58 970
SAOU	2.374%	24 155



PSCBC Achievements

Resolutions of Council

In demonstrating the parties' commitment to restructuring and transforming the public service, the PSCBC reached 12 agreements in 2000 (six in the latter half of the year) and two in the first half of 2000.

The following resolutions were passed from June 2000 to May 2001:

6/2000: The appointment of panel of conciliators and arbitrators

7/ 2000: Improvement in the conditions of services of Public Service Employees for 2000/2001 financial year

8/2000: Amendment to Resolution 3 of 2000

9/2000: Senior management service (SMS)

10/2000: Amendment to Resolution 3 of 1999; Payment of Leave Gratuities

11/2000: Agreement of Medical Assistance to employees who are stationed abroad or who are on official visit abroad

12/2000: Framework for the management of personnel in the process of incorporation of teacher education into higher education.

1/2001: Amendment to Resolution 7 of 2000: Timeframes of task teams

A/2001: Appeal Proceedings: PSA/Western Cape Bargaining Council vs PSCBC: Case No. J5108/00

2/2001: Amendment to the Constitution: Domicilium Clause



Council in session

Summary of Major Resolutions

2000

Resolution 7 of 2000: Improvement of Conditions of Services of Public Service Employees for 2000/2001 Financial Year

The objectives of this agreement between parties to Council were to establish processes to develop new, more equitable benefits, career paths and pay progression for all employees in the public service, to establish a frame work for restructuring in the public service, and to provide for the annual wage increase for public service employees in the 2000/2001 financial year.

Restructuring of Benefits

The resolution established joint task teams to investigate, research and submit proposals on the following benefits/ issues:

- Medical Aid Restructuring
- Policy on HIV/ AIDS
- Housing and Accommodation Restructuring
- Pension Restructuring
- Common Pay date for public servants

Reports on these task teams are addressed later in this report.

Leave Dispensation

The resolution also provides for new leave dispensation covering annual leave, normal sick leave, disability management leave, leave for occupational injuries and diseases, parental

Wage Increase for 2000/1 Financial Year

2000/2001 Resolution 7 of 2000	
Level 1/2/3	7% all sectors
Level 4/5/6/7/8	6.5% all sectors
Level 9/10/11/12	6% all sectors
Level 13/14	6% only professional
Managers as per Ministers discretion regarding individual performance agreement	

leave, special leave, leave for office bearers or shop stewards of recognised employee organisations, and unpaid leave.

Pay Progression

The resolution also provided for the termination of the present rank and leg promotion system by 1 July 2001, if a new pay progression system is agreed to by this date. Educators received a once-off, non-pensionable bonus of R850-00 in addition to the annual general increase as compensation for lack of pay progression system. If a new pay progression is not agreed to and implemented by 1 July 2001, other public service employees will also received R 850-00, increased in subsequent years according to inflation. The backlog of promotion will be paid within four years. The resolution also states that the employer shall fund research, development and related costs in respect of a new progression system and for the definition of career paths in sectors.

Payment of Birthday Bonus

Employees whose birthdays fall between January and March of each year shall receive their 13th cheque on their birthday month and not in April of each year. This shall be phased in over a period of three years.

Payment of 13th Cheque to Employees

The resolution provided for the 13th cheque to be equal to one month's salary and all contribution obligations on the parties in this regard shall lapse.

Wage Increase for 2000/2001 Financial Year

Parties agreed to an average annual wage increase of 6.5% of which 0.5% shall be paid on a sliding scale.

Nehawu, Popcru and Nupsaw declared a dispute during the 2000/2001 wage negotiations, and an agreement on improvements in conditions of service was entered into between these union and the employer at the conciliation process. Council has been deliberating on consolidating Resolution 7/2000 and the conciliation agreement.

Resolution 9 of 2000: Senior Management Service

This resolution extends Resolution 13 of 1998 that sets the framework for managers to agree to individual performance agreements. It provides for the translation of the remuneration of senior managers and professionals to a more transparent total cost to employer basis ("clean wage") as of 1 January 2001. The clean wage is based on the principle of flexible remuneration, which enables individual senior managers/professionals to structure a portion of their income, which includes all existing benefits.

The intention of this resolution is to retain high calibre senior managers and professionals, improve their training and development, career paths, employment framework and promote high standards of ethical conduct amongst senior managers and professionals in the public service.

Resolution 12 of 2000: Framework for the management of personnel in the process of incorporation of teacher education into higher education

This resolution provides a framework for state employees employed at Colleges of Education who are affected by the incorporation of teacher education into higher education institutions. It provides for procedures to be followed in the absorption of employees affected by the incorporation into provincial education departments.

It also provides procedures to be followed by Higher Education Institutions in employing personnel. In this regard advertising processes, selection processes and the granting of a mutually agreed to severance package (MASP) are provided for. The secondment of employees to an HEI is also addressed in the resolution.

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Public Service Job Summit: 29 – 31 January 2001

University of the North, Pietersburg



The Public Service Job Summit was held from 29-31 January 2001 at the University of the North, Pietersburg.

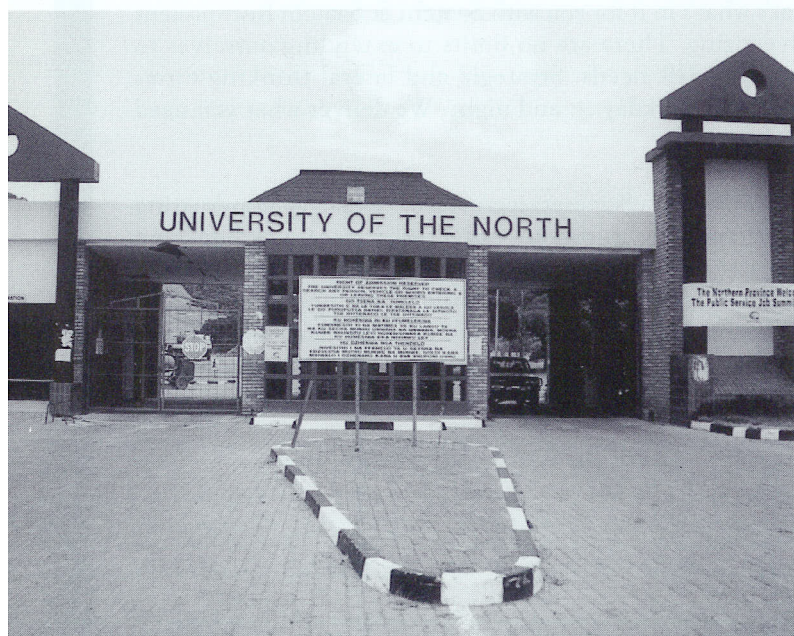
The Public Service Job Summit was organised by the Public Service Co-ordinating Bargaining Council (PSCBC), in an attempt to implement the Presidential Job Summit agreement on sector summits. The need for a job summit also arose out of the negotiation process on improvement of conditions of service for 2000/2001, where parties agreed that matters related to the restructuring of the public service would be dealt with at the Public Service Job Summit.

The purpose of the Summit was to establish joint mechanisms related to issues of transformation, employment practices and socio-economic development in the public service.

Planning

PSCBC established a Job Summit Planning Committee in April 2000, which worked consistently to plan and prepare for the job summit. The committee consisted of employer representatives from DPSA, sectors and provinces, together with labour representatives from federations (COSATU and FEDUSA), as well as the independent unions. Nedlac was also represented in the committee and contributed significantly in the planning of the event. Nedlac convened a Political committee consisting of the Minister of Public Service and Administration and the leadership of labour, that gave political direction to the planning committee.

An event manager, Sisane-Mkhari & Associates, was appointed to organise the logistical arrangements for the event.



The Planning Committee consisted of the following members:

- Edwin Molahlehi – Chairperson: PSCBC
- Pule Rameetse – Vice-Chairperson: PSCBC
- Shamira Huluman – Secretary: PSCBC
- Manoko Nchwe – DPSA
- Khumbula Ndaba – DPSA
- Mnledisi Magwentsh – DPSA
- Nkrumah Mazibuko – SAPS
- Khumbu Magudulela – COSATU
- Neville Petersen – FEDUSA
- Success Mataitsane – Independent Unions
- Khanya Mjiyako – Nedlac

The Planning Committee elected a communications sub-committee to develop a communications strategy for the summit. This sub-committee developed guidelines for communicating with media during the summit.

The following members served on the Communications Sub-committee:

- Hassen Lorgat – COSATU
- Molantsoa Molaba – COSATU
- Tembela Kulu – DPSA
- Manfred Rothballe – FEDUSA
- R Lubbe – FEDUSA
- Enoch Rabotapi – Independent Unions
- Pauline Legodi – Independent Unions

Funding

A budget for the summit was approved at the PSCBC, and it was agreed that the sectoral bargaining councils would contribute from the transformation funds received from PSCBC, calculated according to the percentage of funds received in terms of PSCBC Resolution 7/1998 after the employer contribution.

The contributions to the summit were as follows:

DPSA – R500 000.00
ELRC – R1000 574.40
GPSSBC – R 71 430.80
PHWSBC – R 71 430.80
SSSBC – R214 428.20

Sponsors

The following organisations also contributed financially to the event:

- NBC
- Old Mutual

- Thuso Information Technologies

Process

The PSCBC appointed four facilitators to facilitate the negotiation process namely:

- Lionel October
- Nomali Tshabalala
- Nerisha Kathawaroo
- Gavin Hartford

The Chairperson and Secretary of the PSCBC briefed the facilitators on 1 December 2000. A pre-summit workshop was held on 7 and 8 December 2000. A bi-lateral was held with the employer party on 18 December 2001. A bi-lateral was held with labour on 11 January 2001.

Pre-summit negotiations were held from 17 January 2001 to date of summit namely 29-31 January 2001. Negotiations on outstanding issues were held during the course of the Summit as well.

The Summit was held over a three-day period. Included in the programme was an opportunity for the delegates to divide into four commissions: health and welfare, education, safety and security and the general public service.

Parties were required to provide position papers from which discussions at the pre-summit workshop emanated.

The negotiations involved the division of the parties into three working groups dealing with: socio-economic matters, labour policies and transformation of the public service.

The facilitators, with the assistance of the drafting team provided from the Public Service Commission, presented draft agreements for negotiation. Agreement was reached in the labour relations and socio-economic working groups. The transformation working group had in principle reached agreement on most issues with the exception of the restructuring of the public service, which was finalised during the Summit in Pietersburg.

Summit

The Summit was attended by about 350 delegates from both labour, the employer and representatives from the public service and

public sector.

The Summit was chaired by the PSCBC Chairperson, Edwin Molahlehi.

On the first day of the Summit the Premier of the Northern Province welcomed delegates to the Northern Province. The Deputy President, Jacob Zuma, opened the summit as guest speaker. The Minister of Public Service and Administration, Geraldine Fraser-Moleketi, addressed the delegates, together with the Director-General of DPSA, Robinson Ramaite, COSATU President, Willie Madisha, Fedusa General Secretary, Chez Milani, and Prof Nzimande representing the independent unions of the PSCBC.

The Framework Agreement was adopted and signed by the Minister of Public Service and Administration and the public service trade unions, and is attached hereto.

Sector Commissions Reports

During the commissions, each sector developed proposed strategies for implementing framework agreements in each sector. Find attached these reports.

Other relevant documentation, including position papers of the various parties, can be located on the PSCBC website:
<http://www.pscbc.org.za>



The Event Manager, Sizane Mchari and associate with three sponsors of the Job Summit – NBC, Old Mutual and Thuso Technologies – held at the University of the North in Pietersburg from 29 – 31 January this year.



The Public Service Job Summit: 29 – 31 January 2001 University of the North – Pietersburg Framework Agreement

The parties to the Public Service Job Summit held at the University of the North, from 29 to 31 January 2001, hereby declare and commit themselves to the implementation of the principles and objectives as set out in the attached framework agreement.

Preamble

The parties to the Public Service Job Summit meet at a time in the history of our country when the challenge of managing a transformation process in the public service is upon each of us. It is a time when the parties face the twin challenge of transforming the public service to improve the reach, depth, efficiency and quality of social service delivery, whilst at the same time improving the conditions of service, quality and sustainability of jobs for employees of the public service.

The parties acknowledge that they share a common commitment to a broader interest of serving the South African nation. Accordingly the parties record their commitment to respect in words and deeds one another, and to live by the spirit and letter of this agreement which shall govern the objectives, principles and procedures for the management of the transformation process.

The parties share the view that the primary objective of economic policy is to promote growth and development in order to create jobs, sustainable employment, and alleviate poverty and reduce inequality. These basic objectives are set out in the RDP. Whilst the parties acknowledge that GEAR is matter of deep contention, in preparing for the Public Service Jobs Summit the focus has been on how to go forward to reach consensus on the transformation process, rather than seeking to persuade each other to endorse GEAR.

In so doing the parties are at one in understanding that the realisation of the strategic objectives of economic policy

requires that the leadership is able to carry out a wide range of structural reforms in both the economic and social dimensions of our economy, which includes the Public Service. These reforms need to be guided by the following four pillars of a job creation programme in the Public Service as adopted by the Presidential Jobs Summit:

1. Job creation in the sectors of the public service
2. Labour market and HRD for job creation
3. Special employment programmes
4. Job creation in the integrated provincial projects



Participants at the Summit at the University of the North, Pietersburg.



President of COSATU Willie Madisha, Dennis George of FEDUSA and Khanya Mjiyako.

A. Framework Agreement for the Transformation and Restructuring of the Public Service

Objectives of the Transformation of the Public Service

The parties to the PSCBC agree on the following objectives to guide the transformation and restructuring of the public service:

1. Forge a development orientation, ensuring that public services are delivered in support of development goals, including alleviating poverty, creating employment, and sustainable livelihoods by such measures as the provision of a social wage through expanding infrastructure, housing, social services and social security, especially in working class communities. Ensure that the restructuring and developmental process bring about greater equality in wealth, skills, economic power, quality jobs and sustainable growth.
2. Effective delivery of public service, ensuring that the necessary services are delivered to communities. Efficient public administration and maximum utilisation of resources. Accelerate the delivery of services in accordance with the principles of public administration espoused in the Constitution and the Batho Pele policy.
3. Advancing the establishment of participatory systems throughout the state and making public service more accountable to elected government and the public. Transparency, of the decision-making process, administrative practice and reasonable disclosure of assets of public officials, including the right of recourse of citizens to protection against unfair administrative practices.
4. Create a patriotic public service culture committed to ethical public administration, adherence to the rule of law and code of conduct and promoting effective mechanisms to reserve and prevent corruption and maladministration.
5. Advance representativity of race and gender in the make-up of the public service and the

way in which decisions reflect the views and aspirations of women and PDI's as well as representative of all stakeholders.

6. A Public Service that is integrated, accessible and appropriate high quality administrative systems and delivered through effective utilisation of information technology.
7. Accountable, for the process, output and outcome of public administration, as well as the provision of information necessary for citizens to evaluate the efficiency and effectiveness of public services.
8. Building a united, national country through a multi-faceted program that eradicates racialism, tribalism and xenophobia and mobilises communities around common goals of social and economic transformation to eradicate poverty and inequality.
9. Intensify the reconstruction and development programmes to promote urban renewal and integrated rural development, effective service delivery and access to social welfare, health, education and all other government services, conditions for the promotion of job creation and growth.

Principles Underpinning the Transformation and Restructuring Process

The parties agree that the transformation and restructuring of the Public Service must seek to:

- a) Protect and create quality employment within the public service.
- b) Support the key objectives of transformation of the state.
- c) Improve delivery of services to the community, enhancing productivity and performance of the public service to meet the national objectives.
- d) Be conducted in a joint, open and consultative way amongst all stakeholders.
- e) Support all parties rights to have information to assess the impact of transformation.
- f) Ensure that the redeployment of personnel will take place in terms of the framework to be negotiated in the PSCBC.
- g) Ensure that the public service remains the provider of services that constitute the social wage, in order to meet the needs of the poor and provide a foundation for development.

- h) Promote good governance values amongst public servants and in this way build the morale of public service workers.
- i) Actively search for ways to enhance existing services and assets to increase the capacity of the state to provide these services.
- j) Lead in advancing representivity and equity in the public service in terms of race and gender.
- k) Improve the skills base of the public service and in this regard ensure that the public service remains a primary source for such training.
- l) Support less hierarchical, more skilled management and supervision in the public service.
- m) Enhance greater equity in distribution of incomes and wealth.

Framework for Improving Participation in the Budgetary Processes

To generate an informed understanding of budgetary possibilities and constraints; the employer undertakes to promote:

- a. The use of existing structures and processes, to engage on the budget, including Nedlac.
- b. Full and open discussion of proposals that

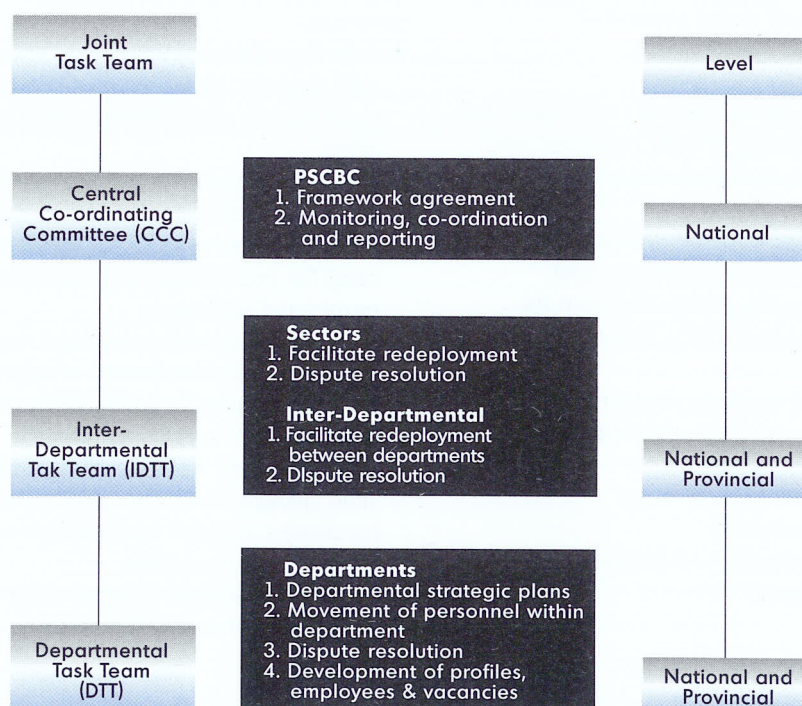
- will affect employees through a process to be agreed in the PSCBC.
- c. Reporting on actual expenditure through the agreed process in the PSCBC.
- d. A budgeting process that is more sensitive to employment, linked to a development strategy, and taking into reality the need to expand the public service in order to meet the social needs.
- e. Scheduling that PSCBC bargaining takes place at a time in the MTEF cycle where it can impact on the drafting of budget.
- f. Budgeting for restructuring costs itself.
- g. Allow departments to define the appropriate mix of personnel and other costs.

Procedures and Processes to Govern the Transformation and Restructuring Process at Department, Sectoral and Central PSCBC Level

In order to manage the transformation and restructuring process in a way that builds the trust relationship between the parties and ensures maximum co-operation and buy-in from employees and managers, the parties agree to the following procedures to govern the transformation and restructuring process at PSCBC level (see attached flowchart):

- 1. A collective agreement will be developed

Flowchart: Transformation and Restructuring of the Public Service



and concluded at the level of the PSCBC which shall provide a framework within which the process of transformation and restructuring takes place.

2. This framework agreement should provide for, amongst other issues:

- a) The procedure to be followed;
- b) The establishment of structures to facilitate the process;
- c) The constructive participation of both the employee and employer parties;
- d) Dispute resolution mechanisms; and
- e) Monitoring, co-ordination and reporting.

3. Implementation of the framework agreement occurs at the level of departments. Each department must establish departmental task teams consisting of both employer and employee parties. These task teams will:

- a) Receive strategic plans and comment thereon;
- b) Monitor and facilitate the redeployment of employees within departments; and
- c) Deal with disputes emanating from the transformation/restructuring process in the department.

4. Departments will be responsible for the development of strategic plans, inclusive of human resource plans. Norms and standards need to be taken into consideration in the development of strategic plans. There should be constructive engagement between parties on these plans and in the process of implementation.

5. Inter-department or sectoral committees be established consisting of both employer and employee parties at the provincial and national levels to:

- a) Monitor and facilitate the redeployment of employees between departments; and
- b) Deal with disputes emanating from the transformation/restructuring process.

6. The PSCBC, through its structures, shall assist in the process of implementation, including:

- a) Monitoring and co-ordinating;
- b) Advise and guidance;
- c) Capacity development, if necessary; and
- d) Dispute resolution.

B. Framework Agreement on Labour Relations Policy

1. Aims

- The transformation and development of the Public Service;
- An effective labour relations framework and collective bargaining system for the Public Service; and
- Improving service delivery by improving performance and productivity.

In order to achieve these aims the parties agree to a framework of principles in the following areas:

- Collective bargaining framework;
- A negotiations protocol; and
- The improvement of performance and productivity in the Public Service.

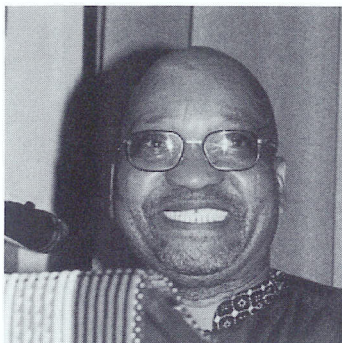
2. Principles

Labour Relations Policy in the Public Service is premised on utilising the human resources so as to give effect to the common goal of quality service delivery to all spheres of the population.

Labour relations policy should, inter-alia, be aimed at managing the creation and retention of jobs in the public service and throughout the economy.

Labour relations policies should further be aimed at:

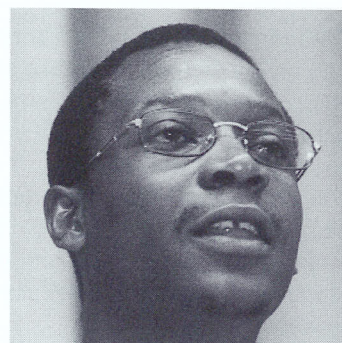
- Creating an environment that encourages and supports rising levels of productivity, good morale and a strong public service ethos.
- Establishing systems and structures for negotiations that balance the need for decentralisation where appropriate and the need for centralisation to maintain national norms and standards.
- Encouraging consultations and negotiations through the establishment of appropriate structures particularly in relation to change management, service delivery improvements, career pathing and grading, skills development and assessment, working conditions and the work environment as well as labour relations.
- Ensuring consistent and fair implementation of the disciplinary and incapacity codes.



Jacob Zuma, Deputy President



Minister Geraldine Fraser-Moleketi



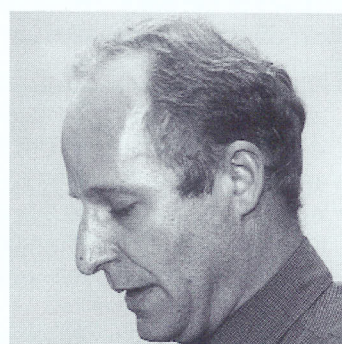
Robinson Ramaite: Deputy-General of DPSA



Willie Madisha: President of COSATU



Prof. Philda Nzimande: Independent Unions



Chez Milani: FEDUSA

3. Negotiations Protocol

Parties to the PSCBC agree to negotiate in good faith at all times and commit themselves to:

- Adhering to and implementing agreements reached; and
- Developing a set of guidelines for communications during the negotiations process.

The provisions of the PSCBC's Constitution in respect of the manner in which parties are to interact and the manner in which collective agreements are dealt with and implemented must be strictly followed.

The PSCBC is to establish a training program aimed at assisting parties to engage in effective and efficient bargaining.

The parties to the PSCBC shall ensure the free flow of information to enable parties to make informed inputs and decisions.

The parties reiterate their commitment to completing negotiations timeously and to adhere to the negotiation timeframes agreed to at the PSCBC.

The sectoral councils shall determine areas requiring joint research and make funding available for this purpose.

The parties agree to discuss, at PSCBC level, the desirability or otherwise of entering into multi-term agreements.

4. Collective Bargaining Framework

It is acknowledged that bargaining currently takes place at central and sectoral level. Transverse issues including salaries and conditions of service are bargained at central level, while sector specific issues are negotiated at sector level.

It is recorded that salary and general conditions of service shall continue to be bargained at central level. Conditions of service pertaining to a specific sector shall be dealt with at sectoral level.

A joint task team shall be established to determine the exact jurisdiction and scope of the current central and sectoral councils in order to clarify whether it is necessary to expand or reduce a council's scope in respect of personnel and issues falling within its jurisdiction.

It is acknowledged that minimum service agreements for designated essential services must be tabled in the relevant sectors as soon as possible.

5. Performance and Productivity

It is acknowledged that a programme is

needed to develop and enhance performance and productivity in the public service. The aim should be to create a workforce that is able to deliver quality service.

It is recognised that various factors impact on performance and productivity. This includes systems of work organization, the capacity of management as well as the use of appropriate technology.

The key measures to improve productivity are included in the Batho Pele programme, the main components of which are:

- Adequate measures to evaluate whether an institution is meeting its objectives and that those objectives accord with national norms and standards;
- Well defined mechanisms to ensure feedback on performance and productivity within an institution, this includes engaging with employees; and
- An evaluation of job requirements.

Current mechanisms that are aimed at measuring performance and productivity should be re-evaluated.

It is recognised that performance and productivity can be improved through the:

- Skilling and reskilling of personnel;
- The establishment of training centres;
- Career pathing that takes account of performance and competency; and
- Effective work organisation.

Poor performance of individual employees based on incapacity shall be dealt with in accordance with the provisions of the Public Service incapacity code or any other code that may be applicable to employees in a particular sector.

A joint task team is to be established to investigate the suggested means and processes for achieving improved performance and productivity.

C. Framework Agreement in Respect of Socio-economic Policies for the Public Service

Introduction

At the broadest level the Public Service Job Summit process should give realisation to the strategic objectives of a socio-economic policy.

Objectives

The objectives of the exercise should be guided by:-

- a. To protect jobs;
- b. To improve the quality and efficiency of service delivery;
- c. To create jobs in the short and medium term;
- d. To improve the quality of employment; and
- e. To initiate the process of developing a socio-economic policy for the Public Service.

Principles

Should be based on the following principles:

- a. Access to all relevant information in all sectors within the Public Service;
- b. Accountability and transparency;
- c. Commitment to elimination of unemployment and poverty;
- d. An assessment of necessary skills and social needs for effective service delivery in each sector in the Public Service; and
- e. Commitment from government to support sectors which can support and expand employment.

Parties to the Public Service Job Summit Note:

1. Transformation

The Constitutional obligation to transform the Public Service to ensure the delivery of quality service in accordance with the mandate of a better life for all.

The process to be guided by the following values:

- a. A high standard of professional ethics;
- b. Efficient, economic and effective use of resources;
- c. A development orientation to public administration and management;
- d. Provision of services which are fair, equitable, accessible and without bias;

- e. Accountability and transparency; and
- f. Good human resource management practices to maximise human potential.

2. Job Creation, Unemployment and Poverty

Job creation is a high priority of government and labour. One of the primary objectives of government's economic policy is to promote growth and development in order to create jobs, sustain employment, alleviate poverty and reduce inequality.

Unemployment and poverty is at an unacceptable level in South Africa. The hardship, pain and suffering of those unemployed and in poverty are an indictment on our society.

Government, and the Public Service in particular, is the single largest employer in the country. Any transformation exercise that negatively impacts on job security will have a ripple effect on a number of communities, especially small rural communities.

Some communities and many families depend solely on persons employed within the Public Service or directly linked to the activities of the Public Service.

3. Labour Practices

The parties further note:

- In terms of existing research, there is an uneven distribution of human resources to effectively and efficiently meet service delivery objectives;
- The lack of appropriately skilled and competent workers and the uneven distribution of skills and competencies between communities; and
- The legislative framework with regard to skills development, affirmative action, employment equity and representivity is in place.

4. Housing and Medical Aid

Less than 40 % of public servants participate in home owners allowance and medical aid assistance as a benefit.

The agreement of the PSCBC to establish task teams to investigate these employment conditions.

5. HIV/AIDS

The HIV/AIDS pandemic will have an extensive

impact on the delivery of quality services by the Public Service. This will have a ripple effect on the community at large.

The agreement of the PSCBC to establish a task team to investigate and develop proposals for consideration.

Parties to the Public Service Job Summit

Therefore resolve:

1. Transformation

The transformation process, as a constitutional obligation, seeks to create a unitary democratic state geared towards the delivery of quality service. The following principles should guide the process:

- a. Improving and extending services to all people in the most effective manner;
- b. Utilising resources, both human and material, at the optimal level;
- c. Ensuring that public servants are appropriately deployed and employed in accordance with appropriate skills and competencies;
- d. Providing appropriate training and development in keeping with the needs of the country in order to meet optimum service delivery levels;
- e. The creation of opportunities and resourcing of individuals to meet the challenge of economic empowerment;
- f. Ensuring that all avenues are explored for quality employment within the Public Service and other spheres of government;
- g. Developing and implementing a viable social plan to meet short term as well as long term needs;
- h. Best practices on staffing arrangements;
- i. Affirmative Action and representivity; and
- j. Fair and just treatment of employees affected by the process of restructuring.

2. Job Creation, Unemployment and Poverty

The Public Service plays two roles in maintaining and expanding employment:

- a. Ultimately it gives effect to government policy. By extension, public servants largely determine the role of the state in restructuring South African society and the economy.
- b. The Public Service in South Africa contributes about a quarter of all formal employment, so decisions on its size and composition influence national employment levels.

Public Service Employment Should Reflect the National Development Strategy

While national policies determine the basic structure of the Public Service, choices on technology, work organisation and skills also affect the size of these sectors/departments. Extreme care and caution should be taken in making these choices in order to minimise the negative impact on individual employees, their families and the community at large.

The transformation of sectors should encompass redeployment and employment opportunities. Development requires that the basic services both meet the needs of historically underserved areas and ensure more suitable services. Serving communities equally may lead to less employment in some institutions and more in others thus the need to redeploy between regions and functions.

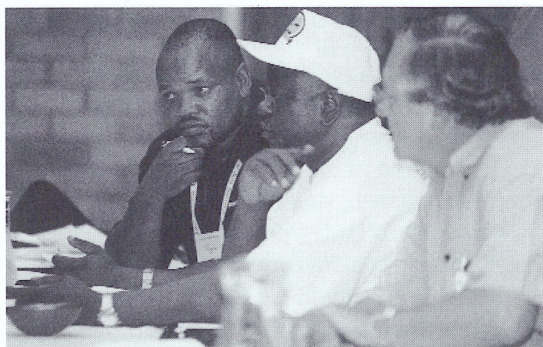
In implementing restructuring strategies,

including redeployment and job creation, local implications must be taken into account through a local consultative process in order to assist in sustaining and maintaining the well-being of affected communities.

The transformation process must be undertaken in a manner that promotes a reduction in unemployment levels and contribute to the eradication of poverty.

3. Labour Practices

Public Service labour practices should be constructed in a manner to promote skills aimed at enhancing and extending service delivery to previously underserved areas. A clear strategy should be adopted, in line with current legislation, to develop skills, provide in-service training and meet representivity targets in order to develop the public service in its pursuance of its constitutional obligation to create a unitary State, delivering quality services to all its citizens which reflects the composition of the South African community as a whole.



Baptist Sigidi, President of SAPU, Success Mataitsane General Secretary of NUPSAW, and Adv. Myburgh, President of PSA.



Vusi Nhlapo, President of NEHAWU, signing the Agreement.



Edwin Pillay, President of SADTU, signing the Agreement.

4. Housing and Medical Aid

The task teams established by the PSCBC need to continue investigating what mechanisms need to be put in place to broaden participation by public servants in all benefits with specific reference to home owners allowance and medical aid assistance. This should be done with the view to improving the living standards of employees and dependents.

5. HIV/AIDS

The task team established by the PSCBC needs to continue developing an appropriate plan to deal with the impact of the HIV/AIDS pandemic on the public service.

6. Processes

Parties to the Job Summit further agree to the following processes:

- a. Conclude discussions on the Public Service socio-economic policy in 2001.
- b. Develop sector strategies within sectoral councils for job creation within the Public Service.

- c. To make use of all available research of the Employer and Employee parties in the implementation of the objectives of the Public Service Job Summit.

Parties to this Summit

The original document was signed by the following parties

Minister of Public Enterprise and
Administration on behalf of government
NEHAWU (COSATU)
POPCRU (COSATU)
FEDUSA
SAPU
DENOSA
SADTU (COSATU)
NAPTOSA
NPSWU
NUPSAW



Geraldine Fraser-Moleketi and Edwin Molahlehi (Chairperson of PSCBC)



Celebrations at the Gala lunch at Oasis Hotel in Pietersburg on 31 January 2001.

Safety and Security **Commission Report**

The Safety and Security Commission, which consisted of the labour and employer representatives in SAPS, Justice (including NDPP), Correctional Services and Defence, considered the three themes of the Jobs Summit in debating each of the four questions contained in the Guidelines for the Commissions. The Commission recognised the need for job creation and retention whilst simultaneously enhancing service delivery. The parties to the Commission agreed to the following in relation to the implementation of the Summit's resolutions:

1. Delivery Mechanisms

- a) All departments must develop clearly defined strategic plans. Action plans must be drawn up in pursuance of the objectives contained in the strategic plans. An integrated approach to this process should be considered in this sector in order to enhance service delivery. Such an integrated process is also required in order to avoid possible duplication, wastage or under-utilisation of resources.
- b) Resources must be allocated effectively and efficiently. Departments in this sector should strive to use resources at their disposal optimally and in accordance with the appropriate legal framework.
- c) The infrastructure of departments in the sector must be improved and expanded to meet their functional responsibilities.
- d) Legislation governing employment in the sector must be reviewed and realigned.
- e) The devolution of power, accompanied with an appropriate framework of delegations, must be promoted in this sector. This will empower line managers to take decisions for which they should be held accountable.
- f) Management must be dynamic and flexible. Management development programmes should be implemented and the management systems of departments in the sector must be reviewed and realigned.
- g) The diversity of the South African community should be recognised and the composition of employees should reflect this diversity.
- h) The victim empowerment programme must be extended and improved.
- i) Appropriate training programmes must be

implemented to skill and reskilling staff. Training should become an ongoing activity in this sector aimed both at the achievement of institutional objectives and the development and retention of staff.

- j) Performance assessments of staff must be conducted at regular intervals and high performing staff should be provided with appropriate incentives and rewards.
- k) Uniform working conditions and allocation of resources should apply to all employees, whether they work in rural or urban areas.
- l) Services must be rendered in the community and for the community. Appropriate emphasis should be placed on administration while greater emphasis is placed on visible policing. The geographical distribution of resources should be reviewed and rectified.
- m) Magistrates who are performing administrative duties should be released to preside over court cases and other personnel should be deployed to perform the necessary administrative duties.
- n) Court proceedings should be reviewed to ensure optimal utilisation of court hours. The possibility of extending the court day should be investigated.
- o) Docket allocation to investigators should be evenly distributed. Norms for docket distribution should be reevaluated and adhered to.
- p) A strategy must be developed to ensure that internal and external communication in the sector is effective and efficient. An effective interdepartmental communication system should be developed, implemented and monitored.
- q) The task team referred to in paragraph 4.3 of the labour relations policy framework should specifically investigate the sectoral negotiation structures and forums in the criminal justice cluster.

2. Monitoring Mechanisms

- a) A performance measuring system must be developed to monitor and evaluate the mechanisms deployed to ensure the efficient and effective delivery of quality service at all levels.
- b) The success of the National Crime Prevention Strategy and all other initiatives must be monitored by the interdepartmental task team.
- c) Portfolio committees of Parliament tasked with the monitoring of this sector should

perform their obligations in this regard.

d) Effective management information systems must be developed and the possibility of linking these interdepartmentally within the criminal justice cluster should be explored.

3. Job Retention and Creation

a) An audit as part of the strategic plan – including a skills audit – must be conducted. The optimal number of personnel required in the criminal justice system must be determined and used as yardstick in the determination of establishments. Staffing norms and standards must be determined and adhered to.

b) A needs analysis must be conducted in each of the departments in the sector to determine job creation possibilities.

c) The personnel/population ratio in the relevant departments should be reduced through the enlistment of more personnel.

d) Employees should be skilled and reskilled in order to facilitate redeployment and possible interdepartmental transfers. Criminal justice personnel should be reoriented.

e) An employment/redeployment database should be developed and maintained for the sector (also for the rest of the Public Service).

f) Resources (both human and physical) should be distributed equitably and be aligned to actual needs.

g) A reward system should be implemented for innovation, creativity and excellence.

h) Police officers currently performing administrative duties should be retrained for purposes of redeployment to functional areas, providing opportunity for the employment of additional administrative personnel.

i) The sharing of jobs should be considered.

j) Consideration should be given to the utilisation of SANDF staff in the SAPS.

k) The appointment of temporary staff to assist with defined tasks should be considered.

l) The introduction of a voluntary national service in the sector should be considered.

4. Role Players

a) Employee organisations will play an important monitoring role.

b) The employing departments.

c) Business.

d) Civil society.

e) CBOs and NGOs.

f) Monitoring and oversight bodies - such as the Secretariat for Safety and Security.

g) The international community.



SISANE-MKHARI & ASSOCIATES

A media communications and event management company based in Rivonia Sandton Johannesburg. Members of this dynamic organisation are Given Mkhari, Brenda Sisane and Simphiwe Mdlalose. With a dedicated team of five consultants and a wide network of associates, SMA has the capacity and infrastructure to deliver the day-to-day challenges of effective and professional programmes.

This dynamic team of media practitioners provides original, authentic and effective media and event solutions to corporate and government clients. This year we owe the success of the Public Service Job Summit at the University of the North in Pietersburg to this committed team alongside the PSCBC and other organisations that were involved.

Competencies include:

Media Relations • Communication Strategy • Event Management
Crises Communications • Project Management

For full details contact Brenda Sisane on (011) 803 7456, Fax (011) 803 7634 or email: s-m.a@iafrica.com

SMA formed a strong partnership with PSCBC to organise the successful Public Service Job Summit

In this light, the powers and operations of SGBs (School Governing Boards) needs to be reviewed. The possible involvement of HRC and national SGB bodies should be considered and raised at the Education Parliament.

In sum, the commission proposes a realignment to the national development strategy. This would include retraining teachers for areas of shortage, eg. maths science, entrepreneurship, etc.

Promoting Productivity and Morale

The document also emphasises the importance of securing an environment that promotes productivity, good morale, new work ethics and a code of conduct. These measures include:

- the availability of adequate support staff;
- that codes of conduct exist; and how best to enforce and propagate these;
- a professional development plan; and
- processes of appraisal

The poor state of student formations needs to be addressed.

On issues of appraisal, there are a growing number of tools on offer. These include the DAS, Whole School Evaluation and possible new tools linked to grading and career pathing. The ELRC needs to review these tools and ensure co-ordination and avoid duplication.

The ELRC also needs to monitor implementation deadlines and grading and career pathing (this is expected to reach completion on 1 July 2001).

On training, the transformation fund has been used but this remains insufficient to meet the needs. The Employer needs to clarify what funds are available. The ELRC also needs to assess the role of SETA to meet training needs and to link this to supply and demand issues.

Productivity and morale issues raise problems around resources to ensure basic infrastructure and staffing levels. This in turn raises the need to review the post provisioning model with a view to a more redistributive model.

The issue of apartheid backlogs must be raised within the Education Parliament and MTEF processes.

Improved employment conditions

While employment conditions have improved, there remains an imperative to finalise development of a new salary and grading system. This improvement in working conditions should also act to stem the brain drain.

It is also necessary to clarify roles of the two councils around the issues of employment conditions: for instance, that the ELRC does research and processes on grading and career pathing for submission to the PSCBC.

Transformation

In conclusion, the strategic proposals put forward by the committee note:

- The need for greater co-ordination between sectors – e.g. education, health, welfare etc.
- The need to clarify the respective roles of the ELRC and PSCBC in respect to transformation and restructuring. There is a question as to where to locate negotiations on norms for non-educator and support staff. It is proposed that ELRC undertakes the needs analysis and makes proposals to the PSCBC.
- The need to evaluate and build on the experience of the rationalisation and redeployment process in respect of non-educators, and to share this with other sectors.
- Although there has been only limited consultation on MTEF budgets, these tend to be presented as a finished product. The committee recognises the need for more meaningful and timeous consultation to allow for inputs; this consultation needs to be synchronised across provinces. Further, consultation should be held on the whole three-year MTEF cycle.

In clarification, the draft proposals emphasise that the disputes mechanism referred to is for prevention of disputes between parties and does not refer to individuals.

Questions to Commissions

a) What delivery mechanisms can be put in place to ensure speedy delivery of quality services to ensure that the sector was efficiently and effectively managed and transformed?

- ELRC to establish appropriate substructures/task teams and to clarify roles vis a vis PSCBC.
- Need to raise new policy areas at Education Parliament in MTEF/Budget process.

b) What concrete proposals can be ensued for meaningful job retention and creation?

- Complete rationalisation and redeployment process already underway
- Expansion of ECD ABET, FET.
- Establishment of non-educator/support staff staffing norms.

c) Who are the possible role players and or partners in the process, and what role or contributions can they make?

- Government, management — provide adequate resources and efficient management.

- Educator and public service unions promote worker morale and discipline.
- Communities, SGBs – security, protect schools, support education process.
- Learners, student structures – discipline and support.

d) What are the monitoring mechanisms and or evaluations systems that can be established to ensure that the proposals in (a) are implemented.

- Referred to the ELRC for investigation.

Presented 31.01.2001





Reports on Sectoral Bargaining Councils

Introduction

The Labour Relations Act provides for the designation of sectoral councils by the PSCBC to deal with issues that affect employees in only one sector. The PSCBC itself provides a forum for negotiating issues that affect the entire public service. Currently, that includes salary scales and many major benefits, such as pensions, medical aids and the home-owner allowance. In most cases, the PSCBC must include special provisions to take sectoral peculiarities into account.

In 1998, the PSCBC laid the foundation for more focused and fair bargaining by establishing three sectoral bargaining councils in addition to the ELRC:

- The Safety and Security Sectoral Bargaining Council, which covers both uniformed and civilian employees of the SAPS and the Department of Safety and Security;
- The Public Health and Welfare Sectoral Bargaining Council, and
- The General Public Service Sectoral Bargaining Council.

These bargaining councils were registered by the Registrar of Labour Relations on 28 July 1999 and were launched in September.

Scopes of Sectoral Bargaining Councils

Safety and Security Sector Bargaining Council (SSSBC)

The SSSBC's scope includes the SAPS and the Department of Safety and Security, and their employees whether employed in terms of the South African Police Services Act or the Public Service Act. It thus covers workers previously

covered by the Department of Safety and Security Departmental Bargaining Council and the National Negotiating Forum (NNF). Both the Departmental Council and the NNF agreed to amalgamate in this way.

The SSSBC covers around 105 000 uniformed police and 20 000 others. Since policing is a national function, it does not have provincial representation.

The founding parties to the SSSBC are the state as employer represented by the Department of Safety and Security, and, for labour, the PSA, POPCRU and SAPU.

Public Health and Welfare Sector Bargaining Council (PHWSBC)

The PHWSBC covers the national and provincial departments of health and welfare and their employees. In addition, its scope includes health professionals employed in other national and provincial departments. A separate schedule to its constitution lists these occupations.

The PHWSBC covers around 230 000 workers. Of these, about half are nurses and nursing assistants. The founding parties to the PHWSBC are the state as employer represented by the national and provincial Departments of Health and Welfare, and for labour, NEHAWU, HOSPERSA, the PSA, the NPSWU, NUPSAW, PAWUSA and DENOSA.

General Public Service Sector Bargaining Council (GPSSBC)

The GPSSBC covers around 300 000 employees who do not fall within the scope of another sectoral council. At national level, that includes the Departments of Correctional Affairs with around 30 000 employees; Water Affairs and Forestry, with

22 000; Justice with 13 000; Home Affairs and Labour, with around 5000 each; and the 20 000 civilian employees of the Defence Department. In terms of functions carried out at both national and provincial levels, it includes public works, transport and housing, with around 70 000 workers; agriculture with 30 000; and over 70 administrative departments, such as finance and corporate affairs, with a total of 55 000. The GPSSBC also covers around 60 000 non-educators employed in education.

The founding parties are the state as employer represented by the Department of Public Service and Administration (DPSA), other departments and provincial administrations; and labour represented by NEHAWU, HOSPERSA, the PSA, the NPSWU, NUPSAW, PAWUSA and POPCRU.

Education Labour Relations Council (ELRC)

The ELRC provides for teachers, who are employed under the Educators Employment Act. That means it covers around 360 000 employees.

The parties to the ELRC are the state as employer represented by the national and provincial Departments of Education and, for labour, SADTU, NAPTOSA and the SAOU.

PSCBC Support for the sectoral councils. The relationships between the PSCBC and the sectoral councils are complex. They revolve around funding, dispute settlement systems and the implementation of PSCBC agreements. The PSCBC funds the operational and dispute-resolution costs of the sectoral councils. For the new councils, it met the start-up costs by providing computers and fax machines. The PSCBC has resolved to return 15 per cent of the levy from each sector for general administrative purposes, including payment of an independent chair. In addition, the PSCBC will pay the remuneration package of five staff members.

The PSCBC has co-ordinated all activities regarding the dispute-resolution functions of the councils, including the processing of applications for accreditation to the CCMA. It is also responsible for developing and maintaining a uniform electronic case management system. To that end, it has provided the four councils with two workstations each, and has deployed the case management software.

The PSCBC will continue to provide the sectoral councils with administrative and financial support, including training of staff, with the aim of ensuring that the bargaining councils in the public service are effective and efficient institutions.

The Education Labour Relations Council (ELRC)

Introduction

From its formation in 1993, the Education Labour Relations Council has participated in changing the control and direction of our education, reconstructing educational principles, curriculum, and values, and adjusting the staffing structure; bringing our people towards lifelong learning and equity for all. We take pride in our role of providing a base of new resolutions and new relationships to underpin these new structures.

As we begin the new millennium, the ELRC can measure our successes through the functioning of processes we spent the past years putting into place. These are very concrete successes: Our conciliation and arbitration structures have taken on 996 disputes; task teams have workshoped and researched post-provisioning, career pathing and salary grading, and the other problems that grew out of our history of inequality and discrimination. We have set up mandated provincial chambers to deal with regional and local issues.

Report of the ELRC Council

The year 2000 was an exceptionally busy year for the Council. Following the resignation of Mr R Falken in July 1999, the Council appointed a new General Secretary in the person of Mr M Govender. Mr Govender was formerly a national chief negotiator for SADTU. One major assignment to be undertaken at the beginning of 2000 was the restructuring of the secretariat. This entailed, inter alia:

- The reorganisation of the secretariat organogram;
- Reallocation of responsibilities to staff;
- Advertising for and employment of additional staff; and
- Developing capacity for the new job descriptions.

The attendance lists of Council meetings attest to an exceptional record of attendance by party delegates. The deliberations of the Council have, for the past year, reflected a significant improvement in the relationships between the parties, which demonstrates a high level of mature conduct during

negotiations and consultations. There is clear and unmistakable commitment to the improvement of education in South Africa.

Special workshops were held to facilitate some of the negotiations on pressing issues. These included: the Employment Equity Act Workshop, the MTEF workshop, the workshop on Termination of Rationalisation and Redeployment and the workshop on the Basic Conditions of Employment Act.

Appointment of Provincial Secretaries. Ever since the inception of the provincial chambers, there have been no full-time secretaries. An interim arrangement existed whereby officials of provincial education departments served as part-time secretaries. That situation was obviously not a satisfactory one, as it placed a burden on the officials and affected the administration of the Chambers.

The provincial secretaries assumed duty on 1 August 2000, with the exception of the secretary for Northern Cape, who commenced service on 01 January 2001. This increased the staff of Council with its concomitant financial implications. It also ensures greater efficiency to service at local level. A special training, induction and orientation course was held during the period 08-13 October 2000, followed by a strategic planning session during December 2000.

Amendments to the Constitution

Resolution 6 of 2000 provided for extensive and essential amendments to the Constitution of the council. The changes were necessitated by recommendations from the Department of Labour and certain needs of the Council, relating to: dispute resolution procedures; the Case Management system; appointment of panelists; and the determination of vote weights

The amended constitution of the Council was submitted to the Registrar of Labour and registered on 05 June 2000. Further amendments can be expected, to accord with possible changes to the Labour Relations Act.

Report on Negotiations

Negotiations were conducted on a number of issues relating to conditions of service and other business of Council. These negotiations

were generally conducted without acrimony. The following resolutions were concluded in Council:

- Resolution 1 — Workload of educators (college based, excluding colleges of education). (03/02/2000).
- Resolution 2 — Corrections to Resolution No. 5 of 1999 dealing with the appointment of full-time shop stewards in education. (08/03/2000).
- Resolution 3 — Vote weights for the trade unions that are parties to the Council. (19/04/2000)
- Resolution 4 — Appointment of a panel of conciliators and arbitrators. (19/04/2000)
- Resolution 5: PSCBC levies and allocation of funds to the ELRC. (19/04/2000)
- Resolution 6 — Amendments to the Constitution of the ELRC. (19/04/2000)
- Resolution 7 — Termination of the levies payable to SACE. (12/09/2000)

Negotiations and consultations were conducted during the year under review. These included:

- The clustering of technical colleges — this matter was referred to a special task team;
- Regulations regarding the role of managers during strike action in education; and
- Administrative measures for educators with HIV/AIDS.

Training of National Negotiators

As part of the Council members' exposure to international labour practices, the delegates to the Executive Committee attended the 12th World Congress of the International Industrial Relations Association in Tokyo, Japan.

In line with the Council's endeavour to provide on-going empowerment and capacity-building for its members, the national negotiators attended a special training course in negotiation skills conducted by the renowned Dr Manie Spoelstra. Similar training programmes in negotiation skills have been arranged for provincial negotiators.

Dispute Resolution Services

The primary function of the Council is to resolve disputes in the Education Sector: to maintain and promote labour peace; to prevent and resolve labour disputes; to perform dispute resolution functions; to conclude and enforce collective agreements

(Clause 4 of the ELRC Constitution).

During 1999 there was a sharp rise in dispute referrals due to improved dispute referral procedures. Appropriate amendments to promote local dispute resolution were made. A week-long workshop was arranged for ELRC staff (nine provincial secretaries, four staff members from ELRC Centurion), to skill these staff members in dispute management and dispute resolution.

The use of grievance procedures at local level has resulted in a sharp rise in local dispute resolution in most provinces. Quicker attention is paid to employee problems.

The Dispute Resolution Procedure was also amended to give the General Secretary the power to screen disputes, to ensure they counted as disputes in terms of the Constitution of the Council.

Every effort was made to try and ensure that disputes were processed within the specified time frames. New mechanisms included development of the ELRC Dispute Referral Form, a Case Management System, and an ELRC-appointed internal panel of Conciliators and Arbitrators (making the ELRC less dependant on other agencies).

Skills Development Task Team

During the course of the year, Mr E Rabotapi (Naptosa) replaced Mr D Hindle (Employer) as chairperson of the task team.

The team has considered: the Development of ELRC programmes and utilisation of funds for transformation in education, the utilisation of the 80 hours for professional development, and the appraisal for Therapists and Technical Colleges.

It appears that the amount of work facing this Task Team in terms of training had been underestimated. The R95-million set aside for training will not be enough for the approximately 85 501 educators. The Task Team will need to link up with those of the ETDP SETA for further training. The Task Team has recommended the appointment of a project co-ordinator to monitor and advise the Task Team and the Council on these issues.

Secretariat

The following were appointed at the national office during the year:

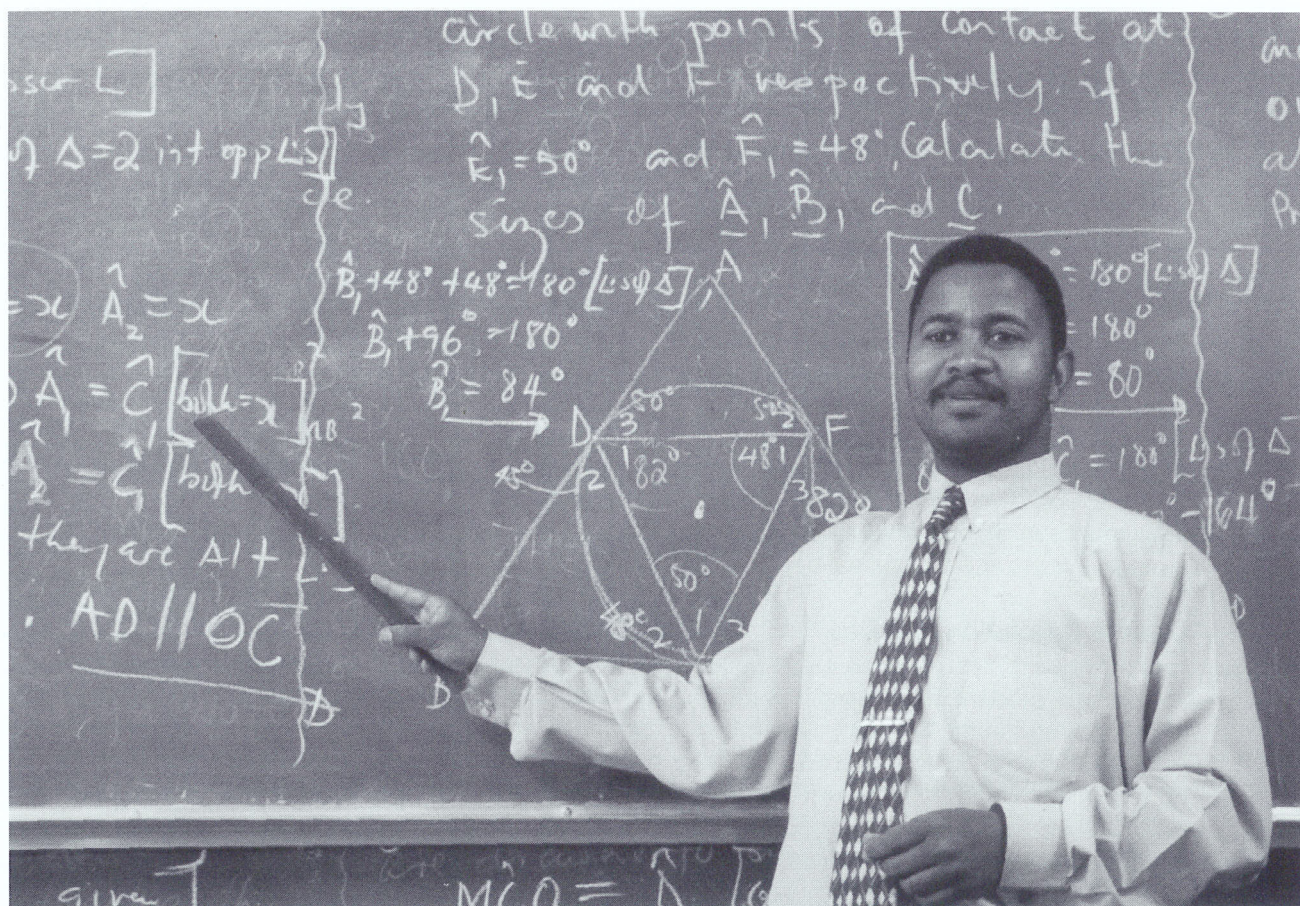
Parties to ELRC

General Secretary	Mr M Govender
Administrator:	Mr E Shandukani
Dispute Resolution	
Corporate Services	Mr I Tjikana
Officer	
Senior Dispute	Miss V T Mathonzi
Resolution Officer	
Logistics Officer	Ms O Madonsela
Logistics Officer/Driver	Mr M Sejendu
Administrator:	Miss L Padayachee
Corporate Services	
Senior Client Liaison	Ms N Nkambule
Officer	

The following persons were appointed as provincial chamber secretaries:

a) Northern Cape	Ms U Rasego
b) Northern Province	Ms D Maraba
c) North West Province	Mr M Monageng
d) Gauteng	Ms N Nkabini
e) Free State	Ms R Sefothelo
f) Mpumalanga	Ms N Z Ndlovu
g) KwaZulu Natal	Mr L Pillay
h) Eastern Cape	Mr N Magadu
i) Western Cape	Mr P Williams

Union	Total Membership	Total Intercoalition Membership
1.1 APEK	5 144	
1.2 CATU	8 507	
1.3 CTPA	8 117	
1.4 ITUSA	3 412	
1.5 NATU	27 034	
1.6 NUE	12 836	
1.7 OFSATA	3 972	
1.8 PEU	17 322	
1.9 SAUVSE	5 031	
1. NAPTOSA	91 375	664
2. SADTU	214 247	520
3. SAOU	6 070	
3.1 HOSPERSA	5 497	
3.2 PSA	14 500	
3.3 OFSTU	3 307	
3.4 SATS (KZN)	855	
3.5 SAEU (EX-TU)	13 649	
3. SAOU	43 878	1 745
Grand Total	349 500	2 929



Safety and Security Sectoral Bargaining Council (SSSBC)

Parties to the Council

The parties to the SSSBC are:
South African Police Services (SAPS)
South African Police Union (SAPU)
Police and Prisons Civil Rights Union (POPCRU)

The admission threshold of the Council is 30 000.

Agreements Reached in 2000/2001

The Council has concluded a total of 18 agreements in the year 2000 and 2001 respectively.

Agreements Reached in 2000

Agreement 1 of 2000: Continuation of Conditions of Service, Policies and Administration Procedures after July 1999.
Agreement 2 of 2000: Implementation of Chapter Two of the Basic Conditions of Employment Act 1997.
Agreement 3 of 2000: Adoption of Panel of Conciliators and Arbitrators.
Agreement 4 of 2000: Adoption of Code of Conduct for Conciliators and Arbitrators.
Agreement 5 of 2000: General Appearance of Employees Wearing Civilian Clothing.
Agreement 6 of 2000: Amendments to Clause 16&18 of the SSSBC Constitution.
Agreement 7 of 2000: Academic Requirements for Promotion from Sergeant in terms of the B-Stream of the Interim Policy.
Agreement 8 of 2000: Agreement to Increase the Threshold for Admission to Council.
Agreement 9 of 2000: Allocation of R30 million for Transformation Initiatives in SAPS.
Agreement 10 of 2000: Implementation of Chapter Two of the Basic Conditions of Employment Act, 1997.

Agreements Reached in 2001

Agreement 1 of 2001: Agreement on Joint Training Framework: Labour Relations.
Agreement 2 of 2001: Amendments to Schedule 2 of the Constitution (Dispute Procedures).

Agreement 3 of 2001: Full-time Shop Stewards Guidelines.

Agreement 4 of 2001: New Salary Dispensation for Employees employed in the SA Police Service.

Agreement 5 of 2001: Once-off Bonus Payable to all employees employed in the SA Police Service.

Agreement 6 of 2001: Amendments to the Constitution (Domicillium Clause).

Agreement 7 of 2001: Special Leave and Release from Duty for Particular Purposes.

Agreement 8 of 2001: Levy Agreement.

Provincial Chambers

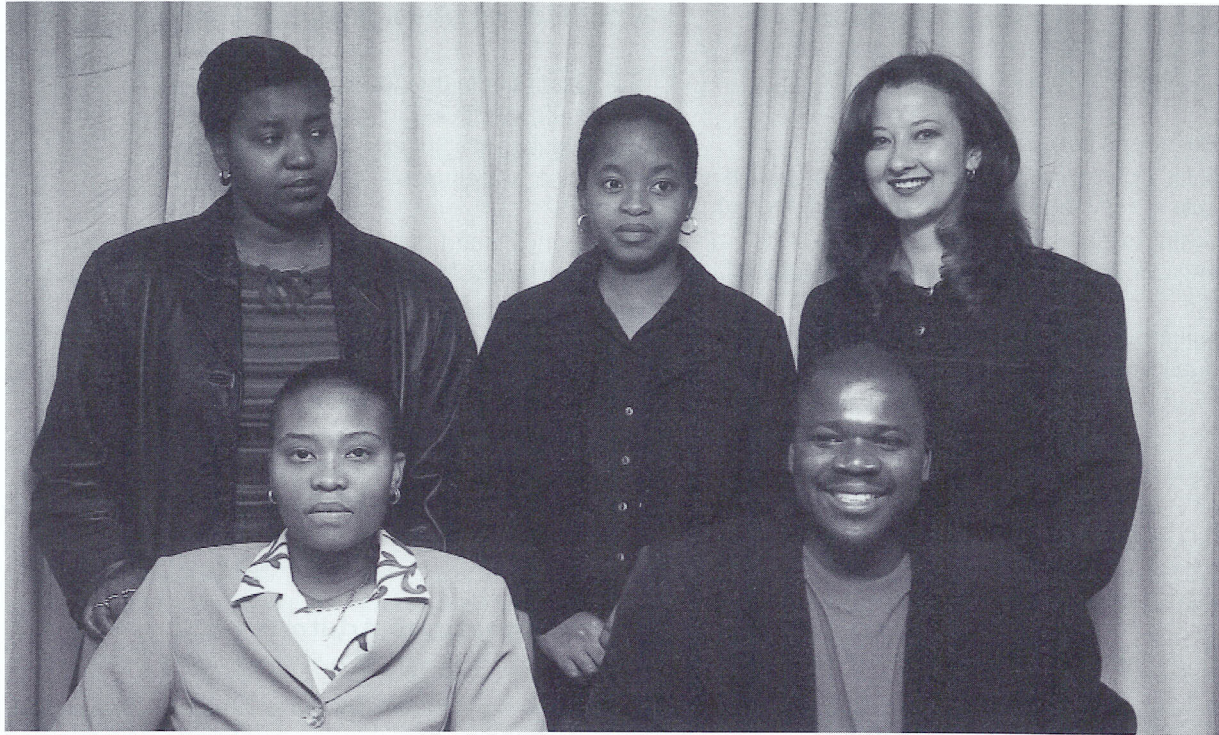
SSSBC Provincial Chambers have been established in terms of SSSBC Agreement 3/99 (Establishment of Provincial Chambers) and clause 12 of the SSSBC Constitution.

In terms of Agreement 3/99:

- Provincial Chambers shall establish area chambers in the Province when requested by any party to the provincial chamber.
- Provincial and Area Chambers may negotiate on any matters of mutual interest on which the Provincial Commissioner or Area Commissioner has the power to make a final decision. These powers are limited to the Province or area for which the relevant commissioner is appointed.

Provincial Chambers are up and running in all the nine provinces. The SAPS Labour Relations Component in each of the provinces currently provides the Secretariat services for the chambers.

Workshops were held with the Chambers where several issues were amplified and clarified. It has been generally accepted that the Council has the responsibility of ensuring the effective functioning of the Chambers, and that this can only be realised by providing, amongst other things, financial assistance to these structures. Chambers have also identified the need for the appointment and/or utilisation of Independent Chairpersons and Secretaries. Council is researching various options regarding this proposal.



The SSSBC Secretariat. (Left to Right) Standing; Khomotso Mosoane, Tebogo Moshimane, Yolanda Le Roux and sitting; Sibongile Mngomezulu and Sipho Dladla.

Council must conciliate and arbitrate. It was found that the conciliation process is mainly a duplication of the internal "step 4 meeting" and therefore did not contribute to one of the main objectives of the SSSBC, namely speedy and cost-effective dispute resolution.

In light of the above the procedure was amended to provide for Con-Arb hearings, where the conciliation precedes the arbitration hearing. It is interesting to note that these changes are in line with the negotiations around the proposed amendments to the Labour Relations Act 66 of 1995.

The new procedure places a duty on the employer party to answer to the statement of case made by the employee party in the referral of a dispute. The process also provides for a pre-arbitration meeting between the parties, with or without the presence of an arbitrator.

The time frame in which the SSSBC must hear the case was further extended from 30 days to 45 days, as can be seen in the diagram on page 45.

A more user-friendly referral form was developed to cater for the changes made to the dispute resolution procedure and the form was adopted by the Council.

The above-mentioned amendments to the dispute procedure were approved and registered by the Registrar of Labour Relations and came into effect from 12 March 2001.

All the above amendments are aimed at assisting the SSSBC to achieve its goal of providing a professional dispute resolution service, which is, simple, speedy, effective and of a high quality.

SSSBC Secretariat

The SSSBC is staffed with a team of five young, dynamic and enthusiastic personnel. The following are SSSBC staff members:

Khomotso Mosoane: Secretary of Council

Yolanda Le Roux: Dispute Resolution Manager

Tebogo Moshimane: Dispute Resolution Officer

Sipho Dladla: Finance and Administration Officer

Sibongile Mngomezulu: Personal Assistant to the Secretary of Council

Report on General Public Service Sectoral Bargaining Council (GPSSBC)

Parties to GPSSBC

The following parties are admitted to the General Public Service Sectoral Bargaining Council (GPSSBC)

- Department of Public Service and Administration (DPSA)
- National Education Health and Allied Workers Union (NEHAWU)
- Hospital Personnel Trade Union of South Africa (HOSPERSA)
- National Union of Public Service and Allied Workers (NUPSAW)
- National Public Service Workers Union (NPSWU)
- Public Servants and Allied Workers Union of South Africa (PAWUSA)
- Public Servants Association (PSA)
- Police and Prison Civil rights Union (POPCRU)

Resolutions reached from June 2000 to May 2001

- Resolution 2/2000 – the implementation of the dispute resolution procedures.
- Resolution 3/2000 – amendment on the dispute resolution procedures.
- Resolution 4/2000 – amendment on the fee policy.
- Resolution 5/2000 – appointment of panel of conciliators.
- Resolution 6/2000 – amendment of the GPSSBC Constitution.
- Resolution 7/2000 – Amendment on the GPSSBC Constitution (establishment of chambers) N.B. still not signed by some parties to Council.
- Resolution 8/2000 – adoption of code of conduct for panellists.
- Resolution 9/2000 – amendment to the GPSSBC Constitution: clause 18.11.
- Resolution 1/2001 – amendment to resolution 2/2000.
- Resolution 2/2001 – appointment of panelists

Provincial Chambers:

Provincial Chambers have been established in

terms of PSCBC Resolution 3/2000.

The GPSSBC Constitution is silent with regard to the establishment of chambers. Resolution 7/2000 makes provision for the establishment of such chambers, however the said resolution has not been signed by some of the parties to council. As such the authenticity of the said resolution is being questioned.

PSA and Western Cape Provincial Bargaining Council challenged the PSCBC Resolution 3/2000, which created an enabling environment for the establishment of provincial chambers. This matter is still sub judice.

In the meantime, the following Provincial chambers have been established:

- KZN Provincial Chamber was established and launched on 12 October 2000.
 - Mpumalanga Provincial Chamber was launched on the 27 February 2001.
 - Department of Defence Bargaining Chamber was established on the 5 April 2001.
 - Eastern Cape Provincial Chamber was established on the 16th of October 2000.
- Council at its duly constituted meeting held on 29 May 2001 took a decision that the establishment of Chambers be put on hold whilst the process of discussions around the establishment of chambers is taking place between PSA, the Western Cape and the employer (government). Hopefully parties will find an amicable solution to this problem. The matter will be revisited at the next Council meeting to be held on 21 June 2001.

Transformation Funds

In terms of PSCBC Resolution 7/1998 the GPSSBC received an amount of R10-million for transformatory measures, upon signing a resolution on the utilisation of the funds. GPSSBC entered into Resolution 1/2000, application for transfer and utilisation of the R10-million allocated to the General Public Service Sector.

Identified projects for the utilisation of the funds, in terms of the above resolution are:

- ABET
- Labour Relations
- Computer literacy
- Financial management



The GPSSBC Secretariat. (left to right) Klaas Aphane, Innocentia Sekete, Innocentia Mabuela, Ruth Thalakgale and Mpho Manamela.

- Development of supervisory skills
- Development of managerial skills
- Diversity management

Adjudication Process

A committee, which will deal with the allocation of funds, has been established. Its responsibilities also include the following:

- Communicating the availability of funds;
- Development of a criteria for the allocation of funds;
- Adjudication of applications; and
- Recommending the allocation to the GPSSBC for approval.

Sectoral Councils were requested to contribute an amount from the transformation funds towards the funding of the Public Service Job Summit. GPSSBC contributed an amount of R71 430.80.

The remaining amount is still in the GPSSBC special project account.

Development of Training Plans

The imperative to develop a General Public Service Sector training plan derives from the 1998 improvement plan for the public service

(PSCBC Resolution 7 of 1998). The sectoral plan should deal with critical transverse issues within the sector. Identified needs in the sector are:

- Basic education and training for unskilled and semi-skilled personnel; and
- Urgent interventions connected with transformatory needs, including dealing with discipline, labour relations, HIV/AIDS, employment equity and similar issues

A Skills and Development Committee was established to design a training plan for GPSSBC. A business plan and budget of R917 000 was drawn up and submitted to PSCBC for approval. This amount was received from PSCBC, in terms of PSCBC Resolution 7 of 1998.

The amount of R924 577 (with interest) still remains the special project account of the GPSSBC. PSETA and the Council have been engaged in discussion with regard to the transfer of the funds from GPSSBC to PSETA. A final decision has not been reached as yet.

Organisational Structure of the GPSSBC

The above consists of the following staff members:

Secretary – Innocentia Mabuela
Personnal Assistant – Mpho Manamela
Dispute Resolution Manager – Ruth Thalakgale
Dispute Resolution Officer – Klaas Aphané
Finance and Admin Officer – Innocentia Sekete

Temporary staff members:

Paul Pundu
Kgagamatso Mbatha

The GPSSBC is one of the biggest sectoral councils and we are currently experiencing a capacity problem. As an interim measure, Council recommended that two temporary staff be appointed to assist in the dispute resolution department, which has a huge caseload of disputes referred as from 1st of June 2000. The creation of additional permanent posts is subject to the PSCBC job evaluation exercise.

Innocentia Mabuela
Secretary of Council
GPSSBC

Public Health and Welfare Sector Bargaining Council (PHWSBC)

1. Parties to the PHWSBC

The founding parties to the PHWSBC are the Employer (i.e. the Departments of Health and of Social Development) and the Trade Unions who are parties to the Public Service Co-ordinating Bargaining Council and who have members in the health and welfare sector that meet the admission criteria set out in the Constitution of the PHWSBC.

The seven trade unions are:

- (a) Public Servants Association of South Africa (PSA);
- (b) National Education, Health and Allied Workers' Union (NEHAWU);
- (c) National Union of Public Service and Allied Workers (NUPSAW);
- (d) Health and Other Service Personnel Trade Union of South Africa (HOSPERSA);
- (e) Public and Allied Workers' Union of South Africa (PAWUSA);
- (f) National Public Service Workers Union (NPSWU); and
- (g) Democratic Nursing Organisation of South Africa (DENOSA).

2. Resolutions

The following Resolutions were reached in 2000:

Resolution No. 1 of 2000 – The application for transfer and utilisation of the R10-million allocated to the Public Health and Welfare Sector.

Resolution No. 2 of 2000 – Allocation of funds to Sectoral Bargaining Councils and Related Matters.

Resolution No. 3 of 2000 – The implementation of the dispute resolution procedures of the Council.

Resolution No. 4 of 2000 – Appointment of a panel of conciliators and arbitrators.

Resolution No. 5 of 2000 – Amendment to Schedule 2: Dispute procedure for the Public



The PHWSBC Secretariat (left to right) Geoffrey Sefako, Keletso Makwe, Theko Dlomo, Rachel Matidza and Eugene du Plooy.

Health and Welfare Sector Bargaining Council.

Resolution No. 6 of 2000 – Amendment of clause 6.2 and 8.2 of the Constitution of the Public Health and Welfare Sector Bargaining Council.

The following Resolutions were reached in 2001:

Resolution No. 1 of 2001 – Agreement on the establishment of Public Health and Welfare Sector Bargaining Council committees.

Resolution No. 2 of 2001 – Amendment to the Constitution: Domicilium clause.

3. General Functioning

Provincial Health and Welfare Chambers

In accordance with clause 12.6 (a) of the Constitution of the PHWSBC Provincial Health and Welfare Chambers must be established in each one of the provinces of South Africa. The following Provincial Health and Welfare Chambers have been established:

Province	Date Of Establishment
1. Northern Province	11 August 2000
2. KwaZulu-Natal	24 August 2000
3. Free State	28 August 2000

4. Mpumalanga	05 October 2000
5. Eastern Cape	19 October 2000
6. Gauteng	27 February 2001
7. Northern Cape	15 June 2001

The Provincial Health and Welfare Chambers will deal with matters referred or delegated by the PHWSBC, as well as matters which fall exclusively under their jurisdiction.

Agreement on the establishment of Public Health and Welfare Sector Bargaining Council Committees

Parties agreed to the establishment of committees in terms of section 55 of the Labour Relations Act, 1995 (Act No. 66 of 1995), clause 12 of the Constitution of the PHWSBC, Procedure/s of the PHWSBC, Resolutions concluded by the PHWSBC and the Public Service Co-ordinating Bargaining Council (PSCBC).

Skills Development Committee

A Skills and Development Committee was established to design a training plan for the PHWSBC. A Business Plan and budget of R1 008 000 was drawn up and approved by parties, and submitted to PSCBC. This amount was received from the PSCBC in terms of PSCBC Resolution No. 7 of 1998. A Working Group has been appointed and will start its

work during July 2001 and will report on a monthly basis to the Skills Development Committee and to the PSCBC through the PHWSBC.

Research Committee

Parties agreed that a Researcher be appointed and that items, other than those already identified, be identified by parties for research purposes.

Transformation Committee

The PHWSBC received the sum of R10-million from PSCBC in terms of PSCBC Resolution No. 7 of 1998 for transformatory measures, after concluding an agreement within the PHWSBC on how the funds are to be used. Parties have identified nine projects with regard to skills and human resource development. Proposals were tabled by parties with regard to the projects identified and parties are also in the process of developing further proposals.

Other Committees

Executive Committee, Financial Committee, Dispute Resolution Committee, Employment Conditions Committee and the Technical Committee.

Negotiations: Draft Resolutions/Proposals

The trade unions and the Employer are at present engaged in negotiating the following draft resolutions/proposals:

- (a) Draft Resolution – Full-Time Shop Stewards
 - (b) Draft Resolution – Minimum Service
 - (c) Draft Resolution – Picketing
 - (d) Proposal – Needle prick injuries/occupational exposure at the work place
 - (e) Proposal – Upgrading entry level of pharmacists salary level by one level
- Negotiations on the above-mentioned resolutions/proposals will resume on 27 June 2001.

Filling of posts on the establishment of the Secretariat of the Public Health and Welfare Sector Bargaining Council

The approved establishment for the Public Health and Welfare Sector Bargaining Council is:

- 1 x Personal Assistant
- 1 x Finance and Administration Officer
- 1 x Dispute Resolution Officer
- 1 x Manager: Dispute Resolution
- 1 x Secretary

Name	Post	Date of Appointment
Mr EP du Plooy	Secretary	1 Dec. 2000
Mr TK Dlomo	Manager: Dispute Resolution	1 Jan. 2001
Ms KA Makwe	Officer	15 Jan. 2001
Ms RM Matidza	Personal Assistant	25 Jan. 2001
Mr G Sefoka	Finance and Administration Officer	21 Feb. 2001

All posts on the establishment of the Secretariat of the Public Health and Welfare Sector Bargaining Council have been filled in accordance with the Public Service Coordinating Bargaining Council's Resolution No. 2 of 2000.

Eugene du Plooy
Secretary: PHWSBC
June 2001



Task Teams and Committees

PSCBC Task Teams and Committees

The PSCBC has established a variety of committees and task teams to support the collective bargaining process. These relatively informal structures permit better-informed and more constructive engagement in dealing with the complex and often highly technical tasks facing Council.

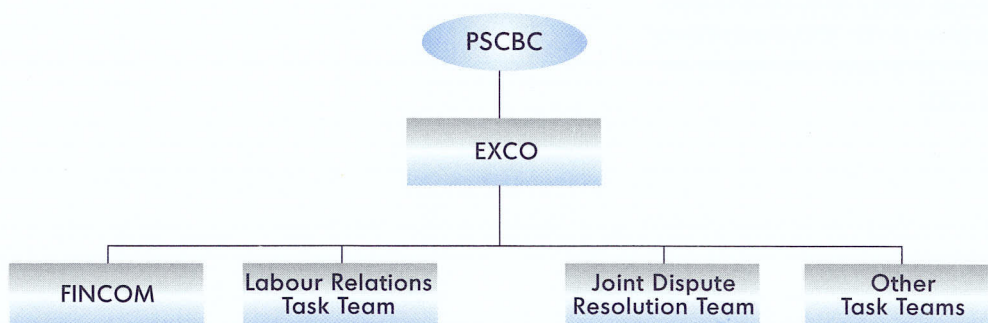
Some task teams were created to implement agreements of Council (e.g. Resolution 7 of 2000), others support consultation and some carry out specific tasks for Council. They require considerable commitment, co-operation and support from the parties. Moreover, the members of the task teams must dedicate substantial time, capacity and resources to carry out their functions. During 2000/2001 Council appointed outside

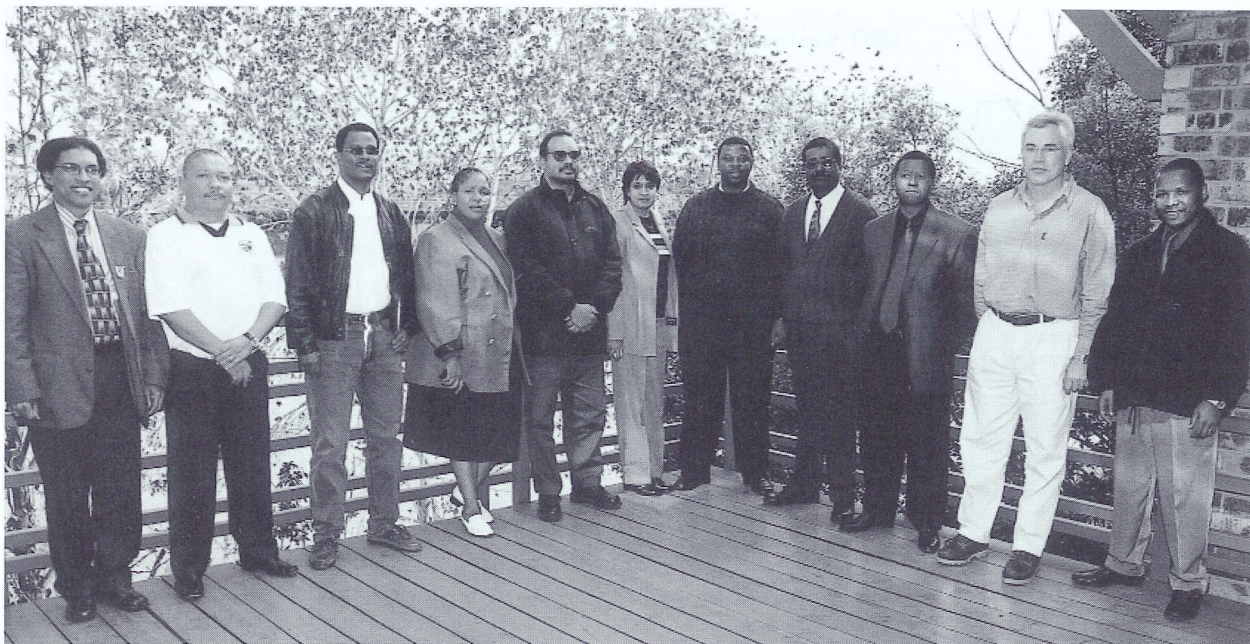
facilitators to assist task teams to carry out their functions.

All the task teams report to the Executive Committee. Where necessary, they may place issues on the agenda of the PSCBC. The following task teams met on a regular basis in 2000/2001:

- Labour Relations Task Team (LRTT)
- Financial Committee (Fincom)
- Dispute Resolution Core Team
- Job Summit Planning Committee (JSPC)
- Training Committee
- Pensions Restructuring Task Team (PRTT)
- Policy on HIV/AIDS Task Team
- Common Pay Date Task Team (CPDTT)
- Medical Aid Restructuring Task Team (MARTT)
- Housing and Accommodation Restructuring Task Team (HARTT)
- Education Issues Task Team (EITT)

PSCBC Task Teams and Committees





PSCBC Executive Committee (left to right): Dr. Steven Hendricks (employer – Health & Welfare), Richard Pretorius (Labour: Education Public Service), M. Shaba (employer: Education), Manoko Nchwe (Chief Negotiator: DPSA), Neville Peterson replacing Noluthando Sibiya (Labour: Health & Welfare), Shamira Huluman (Secretary to Council), Pule Rameestse (Vice Chairperson: Labour), Kenny Govender (Vice Chairperson: Employer), Vusi Dlangalala, replacing Victor Ningi (Safety & Security : Labour), Mannie de Clercq (Labour: General Public Service) and Khumbula Ndaba (Employer: General Public Service)

Labour Relations Task Team: Annual Report

Period: June 2000 – May 2001

The Labour Relations Task Team (LRTT) is responsible for overseeing the development of a coherent, effective and legally sound labour relations system for the public service.

Terms of Reference

At the request of the PSCBC:

- Investigate problems related to labour relations and make recommendations to resolve such problems;
- Obtain legal advice and opinions where necessary;
- Manage the implementation of legislation with implications for labour relations in the public service, especially the Basic Conditions of Employment Act and Labour Relations Act;
- Manage dispute resolution functions of Council; and
- Manage joint labour relations training initiatives in the public service.

LRTT Business Plan for 2001

See tables on next page

To implement this plan, the LRTT established sub-committees on:

- Developing Operational Guidelines for Provincial and Departmental Chambers;
- Demarcation of further sectors by PSCBC;
- Dispute Resolution Core Team;
- Constitutional Amendments Task Team; and
- Investigation of collective bargaining structures at provincial and departmental levels.

1. Operational Guidelines for Collective Bargaining Structures at Departmental and Provincial Levels

Operational guidelines for collective bargaining structures based on Resolution 3/2000 was developed by the LRTT and adopted by Council. The purpose of the guidelines is to assist with the establishment of Sector departmental/ provincial chambers and PSCBC Provincial Co-ordinating Chambers.

2. Demarcation of Further Sectors by the PSCBC

A sub-committee established by the LRTT developed a report on demarcation of further sectors in the PSCBC. The LRTT however agreed that the process be held back giving Sectoral Councils the opportunity to establish chambers and to make proposals in this regard themselves. This report will be revised at a later stage.

LRTT Business Plan for 2001

Outcome	Process	Target Dates and Responsible Person
A: Training		
1. Training the parties on the PSCBC Labour Law in the Public Sector 1.1 Train the trainer course 1.2 Training of parties in sectors/departments/provinces	• Amend course into three separate modules • Arrange further training on "train the trainer" course • Accreditation by CCMA • Accredited trainers to develop business plan to conduct training • Implementation of training course in sectors/ departments/provinces • Monitoring of training conducted, evaluation and feedback	CCMA May - June 2001 July-August 2001 September 2001 CCMA and PSCBC - ongoing.
2. Training the parties on the Disciplinary and Incapacity Codes	• Commission the development of training material on PSCBC Disciplinary and Incapacity Code • Training of parties • Monitoring the process of training	CCMA August 2001 Ongoing by PSCBC Secretary
3. Training Workshop: Substantive Negotiations	• Preparation and Organising • Identifying outside facilitation • 2 day workshop: Development of Good Practice for Bargaining	LRTT - April- May 2001 Secretary and Chairpersons May 2001
B. Demarcation of Further Sectors by the PSCBC and the PSCBC Constitution		
1. Demarcation of further sectors by the PSCBC	• LRTT to assess the need for demarcation of further sectors in the public service.	September 2001
C. Relationship Between Budget and Negotiation Process		
The PSCBC to consider the relationship between the negotiation process and the budget	• Implementation of Job Summit Framework Agreement. • Synchronisation of budgetary process and negotiation process in PSCBC. • LRTT to make proposals in this regard to Council	May 2001
D. Basic Conditions of Employment Act		
Negotiations over BCEA	• Determine overarching principles and impact on sectors • Negotiations	LRTT PSCBC: May – July 2001
E. Accreditation and Dispute Resolution		
1. Appointment of additional conciliators and arbitrators onto PSCBC and Sectoral Panels 2. Accreditation by CCMA	• Consideration of further applications. • Renewal of contracts and entering into new contracts • Re-application for Accreditation by CCMA • Development of Equity Plan and submission to CCMA	Dispute Resolution Core Teams in Sectors and PSCBC by May 2001 June 2001 Sectors and PSCBC DRM's Shamira and Stanley to co-ordinate
3. Implementing the dispute resolution procedure for the PSCBC and sectors.	• Effective management of the system	PSCBC and Sectors DRM's Dispute Resolution Core Teams LRTT to monitor Ongoing
4. Developing the PSCBC Dispute Resolution capacity to accommodate referrals from sectoral bargaining councils in the public service once these bargaining councils are registered.	• Ensuring that the PSCBC case management system is able to manage referrals from sectoral bargaining councils designated by the PSCBC • Assisting the sectoral bargaining councils to implement their dispute resolution procedures.	Shamira Huluman Ongoing: PSCBC and the sectoral bargaining councils [co-ordinated by Shamira Huluman and Stanley Mthethwa]

Outcome	Process	Target Dates and Responsible Person
	Developing the administrative capacity of sectoral bargaining councils	
5. Review of conciliation settlement rate	Review how effectively the dispute resolution procedure is operating	Quarterly basis Shamira Huluman and Stanley Mthethwa
6. Dispute Resolution Training	- Development of training manual on dispute resolution procedures for parties to Council - Staff training on use of CMS and implementation of dispute Procedures (PSCBC and Sectors) - Training of non-accredited panellists - Orientation course for Panellists - Annual Conference with Panellists	LRTT to commission - June 2001 Stanley to co-ordinate Ongoing CCMA by April 2001 October 2001
F. Operational Guidelines on the Functioning of Provincial Structures		
1. Developing operational guidelines on the functioning of Provincial Structures. 2. Resolution 3 of 2000	- Implementation guidelines of Resolution 3/2000. - Providing sectors guidelines for functioning of chambers and other provincial/ departmental structures. - Establishment of a sub-committee to investigate the functioning of collective bargaining structures at provincial and departmental levels	February 2001 Sub-Committee/ LRTT to monitor. Complete its work by August 2001
G. Constitutional Amendments		
1. Establishing a joint committee to develop a working document in regard to the constitutional amendments of the dispute resolution and other policy matters of the PSCBC.	- To ensure co-ordination between the PSCBC and Sectors - Provide for constitutional structures for co-ordination of sectoral bargaining councils. - Consider other constitutional amendments. - Make recommendations to EXCO and Council - Adoption at AGM	LRTT May 2001 June 2001
H. New Grievance Procedure for Public Service		
1. Workshop: Presentation by Public Commission 2. Negotiations 3. Publicity 4. Training 5. Monitoring and Implementation	- Presentation by PSC on draft grievance rules - Inputs by parties - Launch of the grievance procedure - Negotiations - Collective agreement - Production of pocket-size booklet in all official languages - Training on grievance procedure - Develop and implement monitoring mechanisms	26 March 2001 PSCBC PSC SAMDI/ PSC PSC/ PSCBC

3. Labour Law in the Public Sector: "Train the Trainer" Course

A "train the trainer" course developed by the CCMA was embarked on by the LRTT. This course was conducted successfully during August and September 2000 and resulted in 12 accredited trainers out of the 24 participants. The CCMA is in a process of amending the training material to be utilised by the 12 accredited trainers to conduct further training within the Public Service.

The LRTT decided to repeat this course during July and August 2001 and recommended that 24 additional members (12 from labour and 12 from the employer) be nominated, according to criteria developed by the LRTT.

4. Training on Disciplinary and Incapacity Codes

The CCMA was requested to develop training material for the PSCBC on the Disciplinary and Incapacity Codes for the Public Service. The

Pension Restructuring Task Team Progress Report

Facilitator: M H Fadal

The Pension Restructuring Task Team consisting of representatives from the following organisations was established to investigate and address the issues contained in the below-mentioned Terms of Reference.

- DENOSA
- NEHAWU
- NBC
- DPSA
- Department of Health
- PSA
- HOSPERSA
- Gauteng Department of Education
- SAPU
- SAOU
- PSCBC
- National Treasury

Terms of Reference

The joint task team in terms of resolution 7 of 2000 was tasked to investigate:

- a) Advantages and disadvantages of the present system in relation to a "Pay as You Go (PAYG)" and any other pension system;
- b) A reduction in the employer's contribution to the Government Employees Pension Fund (GEPF) to an agreed percentage. The purpose of this is to use funds accrued from such reduction towards the development of social services and job security in the public service;
- c) The implications of the alleged mismanagement of the Venda pension fund on the affected employees; and
- d) The buying of pensions at favourable rates to assist those employees who were previously denied access to the pension fund as well as all employees in terms of previous collective agreements.

Progress Report

Since its establishment, the Pension Restructuring Task Team met on four occasions.

The following, including rule amendments, were discussed at length and a decision was undertaken to investigate the issues and to

report back to the task team separately there on:

- The structures for the board of trustees;
- Overlapping with other task teams like housing, collateral for home loans, ill health retirement and post medical retirement;
- Process for amending pension rules;
- Definitions of "member" and "pensioners" in GEPF rules;
- Improvement of spouses pension; and
- Policy on annual pension adjustments.

Advantages and disadvantages of the present system in relation to a "Pay as You Go (PAYG)" and any other pension system

NBC Consultants and Actuaries made a presentation on the "Pay As You Go" pension system. Some of the issues presented were:

- Funding
- Comparison
- Issues to consider
- Security
- Stability
- Realism/Appropriate Charge
- Liquidity
- Flexibility
- International Experience

At the last meeting held on 25 May 2001, NEHAWU gave a presentation on the "Pay as You Go" pension fund system.

The rest of the unions as well as the employer felt that the presentation required further investigation and requested time to liaise and communicate with their respective constituents. It was agreed that the parties would give a report back to the Task Team at the next meeting.

A reduction in the employer's contribution to the Government Employees Pension Fund (GEPF) to an agreed percentage. The purpose of this is to use funds accrued from such reduction towards the development of social services and job security in the public service.

NBC Consultants and Actuaries gave a presentation on the "GEPF: Benefits and Rules". This included:

- Current Benefits
- Proposed Benefit Changes
- Proposed Rule Amendments

The employer proposed changes to the Benefit Structure and Rules of the GEPF. Some of which included:

- **Employer Contribution Rate** should not be specified in the Rules of the GEPP. The contribution rate should be set after the completion of an actuarial valuation of the Fund. Member contributions should remain fixed in the Rules, as a percentage of salary and only be changed by collective agreement in the PSCBC. The employer would then fund the balance of cost and the employer contribution can go up and down over time depending on the experience of the Fund. To achieve this, Rule 7.2 should be amended.
- **Restructuring of Spouse's pension.** The current benefit be redesigned without changing the overall value of the benefit. The benefit structure of the GEPP be adjusted to give members the option at retirement/discharge to select the alternative of a lower lump sum benefit or monthly pension together with a 75% spouses pension. The necessary draft rules changes will be developed on the cost neutral basis for the Fund and submitted for negotiation.

PSA held a different view on the restructuring of spouse's pension. They were not in favour of reducing the members pension accrual factor in order to increase the spouse's pension. The ultimate aim should be to increase spouse's pension to 100% of the member's/pensioner's pension, but they accept that the immediate cost implications for the benefit would be very high. Such an improvement could possibly be phased in over a reasonable period of time.

The Unions felt that this required further investigation and agreed to submit their final position herein. Parties were requested to point out the various differences common positions.

The implications of the alleged mismanagement of the Venda pension fund on the affected employees.

The employer proposed that the matter be dealt with by the development of a cost neutral formula for the purchasing of service in the GEPP that will be affordable to members.

While the employer held the above view, the parties still required more information from NEHAWU on the number of employees affected.

The buying of pensions at favourable rates to assist those employees who were previously denied access to the pension fund as well as all employees in terms of previous collective agreements.

NAPTOSA felt that the issue of "buying back" can only be if either the fund (which means the members) or the employer meets the bill. They will support a resolution in this regard if it is fair towards the affected parties i.e. the employer, pensioners, current members and employees who were previously denied access.

It was agreed that NAPTOSA and the employer are to house a bilateral on the issue of "buying back".

Although the parties have a common understanding on most of the terms of reference they are yet to reach consensus on some outstanding issues.

- B Shirto from DPSA (Employer)
- S Hendricks from DOH (Employer)
- L Pretorius from DPSA (Employer)

Presentations were also received from the Department of Education on the Career Paths for educators. Inputs were also received from the DPSA, Cosatu unions and from PSA.

2. Additional Research

The PSCBC was tasked to facilitate visits to the parastatals and the private sector in order to obtain different pay progression systems. Visits were made to the following institutions and reports were submitted to the task team:

- University of Pretoria
- Ford Motor Company SA
- South African Breweries
- University of South Africa
- South African Revenue Services

3. Way Forward

The task team will continue its work and make proposals to the PSCBC for negotiations.

Policy on HIV/AIDS Task Team

Period: February 2001 – May 2001

Facilitator: Teboho Kekana

Terms of Reference

The joint task team was established in terms of Resolution 7 of 2000 to investigate:

- The development of an HIV/AIDS policy;
- To develop a policy which would assist in the elimination of discrimination against people with HIV/AIDS; and
- The development of appropriate training materials for people who work with those who are infected and affected.

Performance

During February 2001 the task team received inputs on a policy on HIV/AIDS from parties to Council.

The facilitator was tasked to consolidate all inputs received and draft a policy document. The task team refined the document and referred a final draft to PSCBC for consideration in April 2001.

Council in principle adopted the policy document developed and congratulated the task team and facilitator for the good work performed. Council however requested the task team to incorporate the Code of Good Conduct under the Employment Equity Act and the Southern African Development Community (SADC) Code on HIV/AIDS and Employment into the policy document.

The policy document adopted by Council is attached.

Policy on HIV/AIDS

1. Preamble

The Public Service Co-ordinating Bargaining Council (PSCBC) acknowledges the seriousness of the HIV/AIDS epidemic and that there is still no cure. HIV knows no social, gender or racial boundaries but it is accepted that socio-economic circumstances do influence disease patterns and that it thrives in environments of poverty, violence and crimes such as rape. Transmission is exacerbated by disparities in resources, patterns of labour migration and people's mobility. Women are particularly vulnerable to infection due to economic and gender imbalances and certain cultural practices. The spread of HIV/AIDS does not preclude the sexual abuse (sodomy) of men.

The PSCBC seeks to eliminate the social stigma and discrimination based on Ignorance and prejudice of members who openly declare their HIV status practices such as pre-employment HIV testing and dismissal for being HIV-positive or AIDS ill.

It seeks to minimise economic and developmental consequences which impact negatively on service delivery, productivity and costs, employee benefits, workplace morale and health.

2. Mission

The PSCBC commits itself to support the provision of resources and leadership to implement HIV/AIDS and STD's workplace programmes.

Vision

The PSCBC commits itself to mobilise it's social partners to actively engage in:

- Prevention programmes;
- Counselling and support to infected and affected members and their families where possible to support the provision of means to speed up delivery on educating our members on HIV/AIDS issues;
- Resources and leadership to implement HIV/AIDS and STD workplace programmes;
- The creation of a non-discriminatory environment that will ensure the ability to deal with HIV/AIDS in a sensitive and

humane manner within the working environment; and

- Protection of confidentiality for members whose HIV status is known and those who voluntary test and disclose.

3. Scope of Application

This policy will apply to all official signatories within the ambit of the PSCBC and as per Constitution of membership of the PSCBC.

4. Definitions

What is HIV?

HIV stands for *HUMAN IMMUNODEFICIENCY VIRUS*. It is a blood borne virus transmitted amongst human beings. HIV attacks the immune system and once it has rendered it incompetent, a person could develop variable illnesses because the body will be too weak to defend itself.

What is AIDS?

ACQUIRED IMMUNE DEFICIENCY SYNDROME. (*AIDS*) is a condition when the body's defense system is deficient and various life-threatening infections occur. These life-threatening infections are called opportunistic infections or diseases.

Stages of HIV

There are six stages in the progression of HIV. The first stage is the initial Infection with HIV.

The *WINDOW PERIOD*. This is the stage where a person is already infected with HIV but the antibodies that determine the presence of HIV have not formulated.

SEROCONVERSION. This is when the status of a person changes from HIV negative to becoming HIV positive. Although the person may not be ill, they can infect others.

The *ASYMPTOMATIC* stage is when a person has been diagnosed HIV positive but shows no signs of illness. As in the previous stage, the person can infect others.

The fifth stage is *AIDS RELATED COMPLEX (ARC)* sometimes called the *SYMPTOMATIC* stage. It is a stage when a person develops certain symptoms that are persistent but takes longer to cure.

The sixth and last stage is *AIDS*. It is when a

AIDS Related Complex: a term used to describe some of the signs and symptoms that a person with HIV may experience

Antibody: a protein substance produced by the immune system in response to a pathogen

Antiretroviral: a drug that acts against retroviruses such as HIV

Antiviral: A drug that acts against viruses

Asymptomatic: a condition when a person with HIV shows no signs of illness

AZT: abbreviated chemical name of anti-HIV drug zidovudine (trade name Retrovir)

HIV antibody test: a blood test that looks for the presence of antibodies to HIV. A positive test result means that antibodies have been detected, and that the person has HIV infection. A negative result means that antibodies have not been detected.

Immunocompetent: someone whose immune system is working normally

Immune system: the body's system for fighting infection and eradicating tumor cells. There are two parts: humoral and cell-mediated immunity.

Immune deficiency: breakdown or inability of certain parts of the immune system to function, thus making a person susceptible to certain diseases which they would not ordinarily develop

Immunosuppression: reduced function of the immune system

Immunosuppressive: something that reduces the immune system's responses

Infectious: able to communicate disease by infection

Lymphadenopathy syndrome: a chronic enlargement of lymph nodes (glands) often associated with HIV infection

Latency: a period of time in which an organism is in the body but not producing any ill effects

Lymph glands/nodes: special areas in the body where lymphocytes and other important cells in the immune system are found. They swell up in response to infection

Myopathy: muscle wastage or disease

OI - Opportunistic Infections: Specific infections which are not harmful to people with healthy immune systems but do cause disease in people with damaged immunity

Primary infection: a time when an individual has just become infected by HIV and the immune system is starting to respond

Prophylaxis: taking a drug to delay or prevent an illness developing

Retrovirus: a class of viruses, which copy genetic material using RNA as a template to make DNA, an essential step in the life-cycle

of HIV

Seroconversion: time at which a person's antibody status changes from negative to positive

Symptomatic: having symptoms

Syndrome: a group of symptoms and diseases that together are characteristic of a specific condition

Viral load: the amount of virus in the blood

Virus: a microscopic germ which cannot reproduce itself outside the living cell of the organism that it infects. Viruses can divert cells from their normal functions and thus damage or destroy them

Window Period: the time between HIV entering a person's body and the person making antibodies to HIV. This is usually around two months, but in a significant number of people may take several months longer.

Dispute Resolution

Core Team

June 2000 To May 2001

Facilitators: Dawie Bosch and Nomsa Mbileni

Terms of Reference

- The Joint Dispute Resolution Core Team monitors and, where necessary, proposes changes to PSCBC and Sectoral Councils' dispute resolution procedures, policies, systems and staffing.
- The Joint Dispute Resolution Core Team reports to PSCBC Executive Committee and makes recommendations to other relevant EXCOs and Councils on above issues.

Achievements Over the Last Year

The Joint Core Team has developed Rules for processing disputes in Bargaining Councils and Employment Equity Plan that would address representivity when it comes to recruitment of staff, both permanent and part-time staff, i.e. panellists. The team has amended the fee policy to the suit needs of PSCBC and sectoral bargaining councils.

Weaknesses in the PSCBC dispute resolution procedures have been identified and the team agreed that amendments should be drafted, with a principle decision to incorporate the dispute resolution procedures into the

Constitution of PSCBC (currently a resolution of council). In addition a principle decision was taken at a Joint PSCBC/Sectors Exco Workshop to align the different procedures into a single procedure as an annexure to PSCBC Constitution.

In this regard, PSCBC has appointed facilitators to assist in redrafting the dispute resolution procedures of PSCBC and Sectoral Bargaining Councils to address weaknesses identified by Joint Dispute Resolution Core Team and Constitutional Task Team, where applicable. The facilitators have submitted the first draft and it has been deliberated on in the Joint Dispute Resolution Core Team and Constitutional Task Team that was held on 18 May 2001.

Dispute Resolution Managers' Meetings

PSCBC and Sectoral Bargaining Council dispute resolution managers meet on a monthly basis to deliberate on dispute resolution related matters, namely the manner in which reviews could be handled, issues related to the functioning of the case management system, challenges faced by each bargaining council. The forum serves as an information sharing and problem solving sessions, and makes recommendations to the Joint Dispute Resolution Core Team.



Dispute Resolution in the Public Service

Overview

The PSCBC manages disputes that arise between parties, whether admitted to the Council or not, who fall within its scope. PSCBC manages disputes by using its Dispute Resolution Procedure that was adopted in 1998 (Resolution number 3 of 1998) in compliance with section 51 of the LRA. In practice, this means it deals mainly with collective disputes that affect two or more sectors as set-out in section 36 of the LRA:

The Public Service Co-ordinating Council may perform all the functions of a bargaining council in respect of those matters that:

- (a) are regulated by uniform rules, norms and standards that apply across the public service; or
- (b) apply to terms and conditions that apply to two or more sectors; or
- (c) are assigned to the State as employer in respect of the public service that are not assigned to the State as employer in any sector.

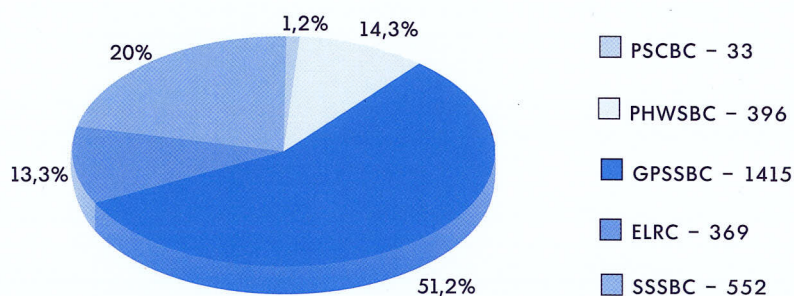
Since individual disputes – for instance, over dismissal or unfair labour practice – generally will not affect more than one sector, virtually

all are handled by the relevant sectoral council(s), except where they lack requisite authority, which would be referred to PSCBC.

The parties to the PSCBC have set tight time frames in order to expedite dispute resolution. Thus, if the PSCBC must conciliate and arbitrate a dispute, the dispute must be set down for arbitration within 30 days of the referral, and the conciliation must be held no later than 14 days before the arbitration.

The sectoral councils implemented their dispute resolution procedures from June 1, 2000. They have generally modelled these procedures on those of the PSCBC. However, the SSSBC has amended its dispute resolution procedure to cater for the sector specific needs. The main changes pertained to the rights disputes, which are disputes that the SSSBC must conciliate and arbitrate. These disputes include disputes over dismissals for misconduct, incapacity and unfair labour practice disputes (excluding disputes concerning alleged discrimination). Other sectoral bargaining councils are still using the same procedures that have been modelled against that of the PSCBC, with the exception of the ELRC, which was established in 1993.

Dispute Referrals per Bargaining Council from 1 June 2000 to 31 May 2001



Cases Referred to the PSCBC and sectoral bargaining councils

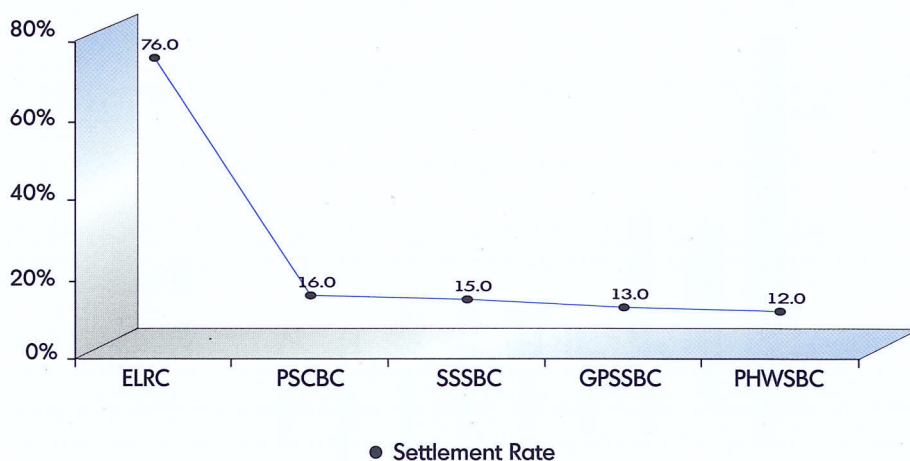
From June 2000 to May 2001, the PSCBC and sectoral bargaining councils received 2 765 dispute referrals. This means that per month the Public Service Bargaining Councils were receiving 108 disputes per month. The number of disputes referred to the PSCBC and sectoral bargaining councils represented an increase of over 2 074 cases referred between August 1999 to April 2000.

The table below illustrates that all bargaining councils, except ELRC, have a low settlement rate which may be attributed to postponement, withdrawal of cases and pre-conciliation meetings after the matter has already been set down for conciliation. Below find the graphical representation in percentage format.

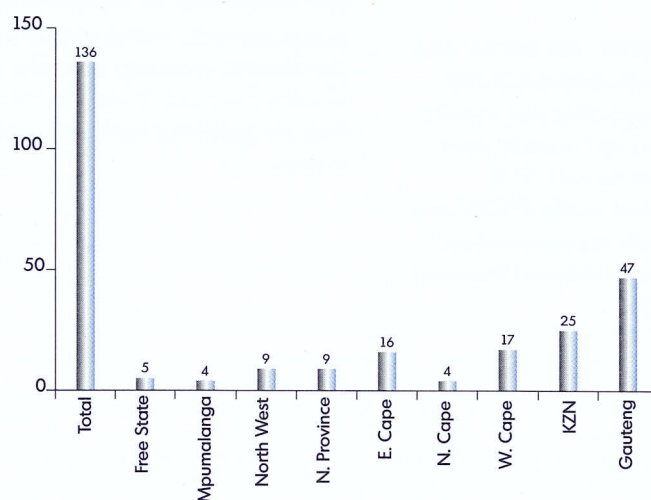
Conciliation Settlement Rate Per Council

Bargaining Council	Conciliations Conducted	Settled	Settlement Rate
PSCBC	25	4	16%
SSSBC	338	51	15%
GPSSBC	407	81	13%
ELRC	138	105	76%
PHWSBC	307	65	21%

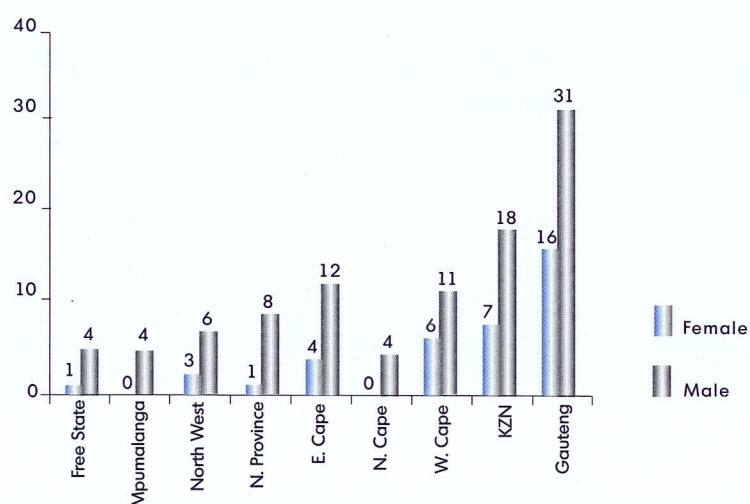
Conciliation Settlement Rate Per Council



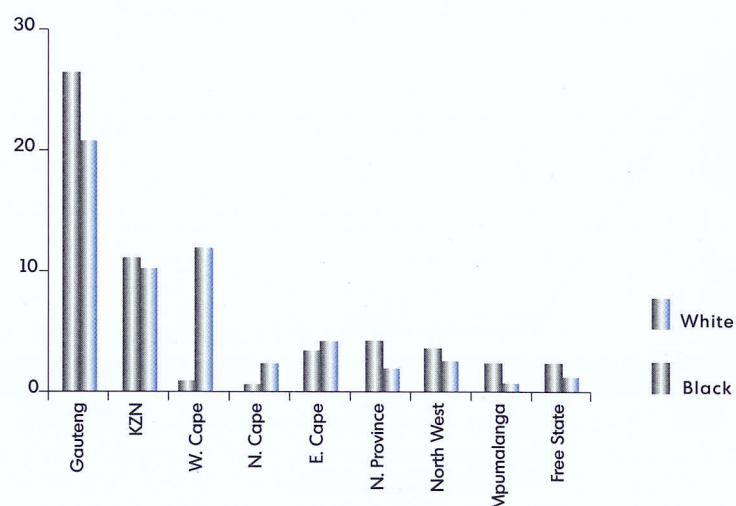
PSCBC Panelists Per Province



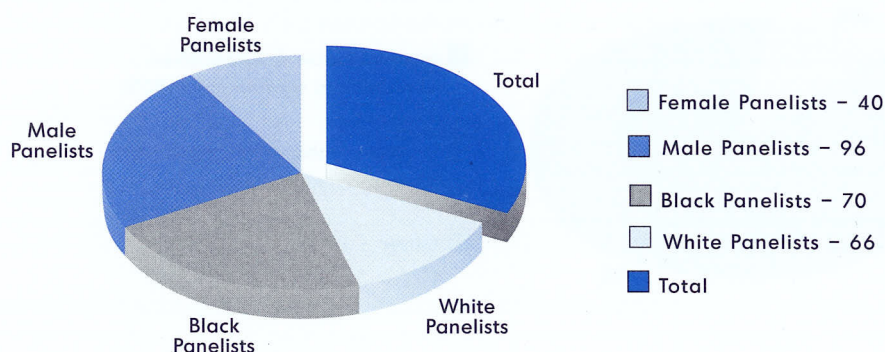
PSCBC Panellists by Gender Per Province



PSCBC Panelists Race Per Province



Total Number of Panelists Gender and Race



2001 In Review – Operational Report

PSCBC has a total of 136 panellists nationally. This comprises PSCBC and all sectoral bargaining councils' panellists. The breakdown of panellists is explained below.

PSCBC Panellists Per Province

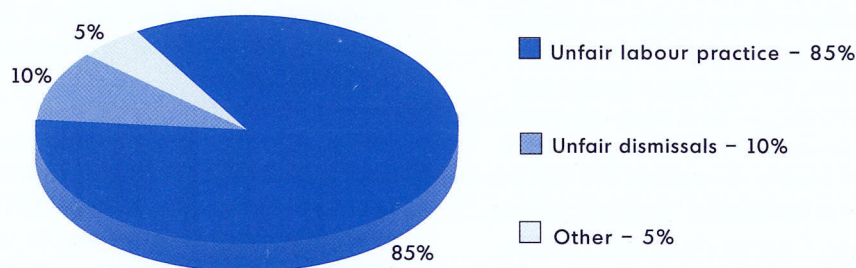
It will be noted that the majority of panellists come from the Gauteng Province from which most referrals are received. It is envisaged that the number of panellists would be increased in the year 2001/2 by focussing on other provinces, given that the bargaining councils now have case history. This would be based on the geographical make up in terms of race and gender in line with adopted Panellists Equity Plan. This would focus on the balancing of the racial and gender make up when recruiting panellists for the year 2001-2002. Below find different graphical representation of the PSCBC in terms of gender and race.

To address the current imbalance, the Council has adopted the Panellist Equity Plan which would be used in contracting the next group of panellists nationally and provincially.

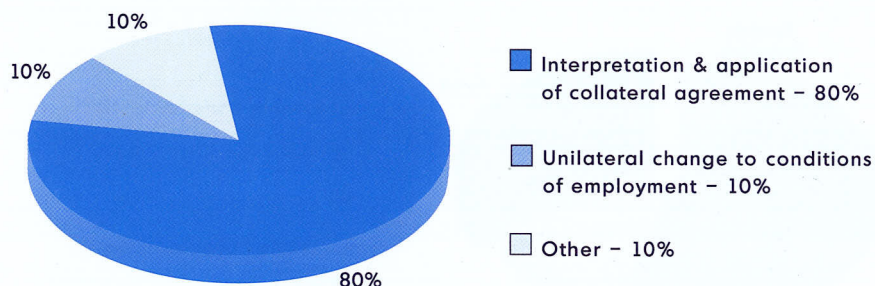
Caseload by Issues

The percentage of issues referred to all bargaining councils remained consistent, especially with ELRC, PHWSBC and SSSBC, with slight differences at GPSSBC. Unfair Labour disputes were the highest at about 85% followed by the unfair dismissals that were at 10% and all other disputes accounted for about 5%. At GPSSBC the case was a bit different with unfair labour disputes accounting for 50%, unfair dismissals 20%, and other disputes 30%. At PSCBC the issues were different to the ones referred to the sectoral bargaining councils since PSCBC deals mainly with collective disputes. For example, at PSCBC on top of the list is the interpretation and application of the collective agreements rating at 80%, followed by unilateral change to

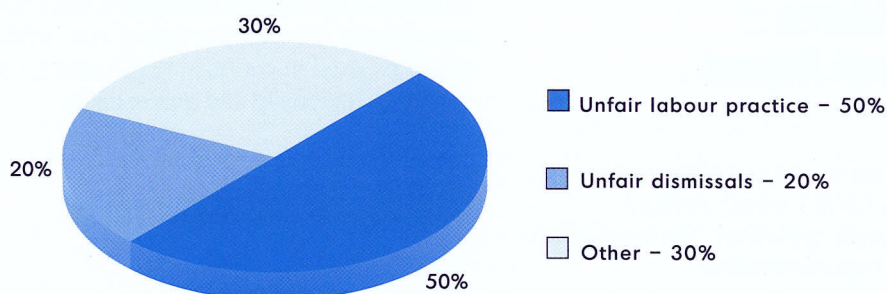
SSSBC, PHWSBC and ELRC



PSCBC



GPSSBC



conditions of employment, which was at 10%, and other issues accounted for the further 10%.

Accreditation to Resolve Disputes

PSCBC was accredited by CCMA governing body in terms of Section 127 of the Labour Relation Act, 1995 (Act 66 of 1995) on 14 September 2000 and the accreditation certificate is only valid for 12 months.

Further to that, all four sectoral bargaining councils — Education Labour Relations Council (ELRC), Safety and Security Sector Bargaining Council (SSSBC) Public Health and Welfare Sector Bargaining Council (PHWSBC) and General Public Service Sector Bargaining Council (GPSSBC) — have been accredited for the same period. Accreditation empowers Councils to handle all disputes that fall within their areas of jurisdiction. However, before accreditation Councils could only handled disputes that involved party-to-party, in the case of non-party there had to be consent by both parties.

The list of appointed panellists (dispute resolvers) was submitted to CCMA when applying for accreditation. From the list of 136 panellists, 95 were accredited and 41 panellists were not. Panellists who were not accredited can only handle party-to-party disputes. CCMA is in the process of arranging a training session specifically for those panellists who have not been accredited. The training is earmarked for July 2001, at a date and venue to be confirmed. Panellists will be accredited based on individual results, which means that those who have not passed the examinations or tests will not be accredited.

Accreditation is attached to the Bargaining Council, which means that when a panellist appointed by the Council leaves the Council, the CCMA must be informed and the individual's name removed from the list of accredited panellists to hear matters in a particular Council.

PSCBC and sectoral bargaining councils have agreed to have one central panel of conciliators and arbitrators held at PSCBC level. However, PSCBC as well as sectoral bargaining councils contract these panellists, which translates into two contracts.

Panellist Equity Plan

One of the requirements for accreditation is that the bargaining council should promote a service that is broadly representative of the South African society. To this effect the Council has developed and adopted the Panellist Equity Plan. This policy document will serve as a guide on future appointments to the panel of conciliators and arbitrators in order to achieve representivity as set out in the Employment Equity Act, (Act 55 of 1998).

Case Management System

The electronic case management system is available to all sectors. However, the system is not being utilised to its optimal potential. There are a variety of reasons for the lack of interest from the case management users which has led to the current sorry state of affairs reflected in the system. For example, the system is attached to an (Esperante) report writing tool which generates statistics, but if the information captured is not up to date, it will retrieve only what currently appears in the system. This means all cases that are done manually are omitted.

At one level case management users are confronted by a very slow system which is mainly caused by the dial up system, that connects the user to the (case management system) server at CCMA, in Johannesburg. At another level bargaining councils are faced with capacity problems which were not anticipated when they were established. The classical example is GPSSBC which finds it virtually impossible to cope with only one data capturer given the workload experienced from the number of referrals — an average of 124 disputes per month. In March the GPSSBC received 178 disputes, in April 76 disputes and in May 120 disputes.

At the highest level the challenges manifest more as a lack of comprehensive co-ordination either provided for in LRA and/or self regulatory systems designed by all the stakeholders in the public service. However, there seems to be a ray of hope in that parties have committed themselves to different processes to address these challenges. To mention a few, all Councils have

embarked on a process that might see the birth of one single document in processing conciliations and arbitrations. Secondly, the adoption of the working document by all Councils might give rise to semi-centralised dispute resolution procedures. The other process is focusing on the alignment of constitutions.

Training

Staff

PSCBC has progressed fairly well in equipping and developing its staff with necessary training on their areas of competence. This is reflected in the diverse courses that the staff has registered for to enhance their skills.

Panellists

The Council will hold an orientation course (similar to that held in 1999/2000 financial year) for the panel of conciliators and arbitrators. The orientation course is planned to take place soon after the Annual General Meeting. It is meant to appraise panellists of Council's dispute resolution procedures and how they tie up with regulations and/or procedures in the workplace.

Courses Attended by Dispute Resolution Staff

Certificate Programme in Industrial Relations (CPIR)

PSCBC Dispute Resolution Officer Sonto Mashewula, GPSSBC Dispute Resolution Manager Ruth Thalakgale, PHWSBC Dispute Resolution Manager Theko Dlomo and ELRC General Secretary Daya Govender have registered for the Certificate Programme in Industrial Relations (CPIR) at Wits Business School (WBS). All registration/tuition fees for the above individuals are paid for from PSCBC's account.

CPIR is a one-year course divided into four week-long semesters. It commenced in the second week of February 2001 and runs until October 2001 when the participants will face final examinations on all modules of the course. The staff has already attended the first two semesters in February and in June 2001.

Conference/Workshop

PSCBC Dispute Resolution Manager attended the launching conference of the Skills Development Act (Act 97 of 1998) and Skills



Other Significant Events During 2000

CCMA Accreditation



Thandi Orelyn, Director of CCMA, hands over certificates of Accreditation to the Secretaries of the Public Service Bargaining Councils.

2nd International Pension Summit



PSCBC Delegation that attended the 2nd International Pension Summit in London in October 2000.

Accredited Trainers: Labour Law in the Public Sector Course



Accredited trainers: Labour Law Public Sector Course



Vote Weights and Membership

Membership Statistics 2001

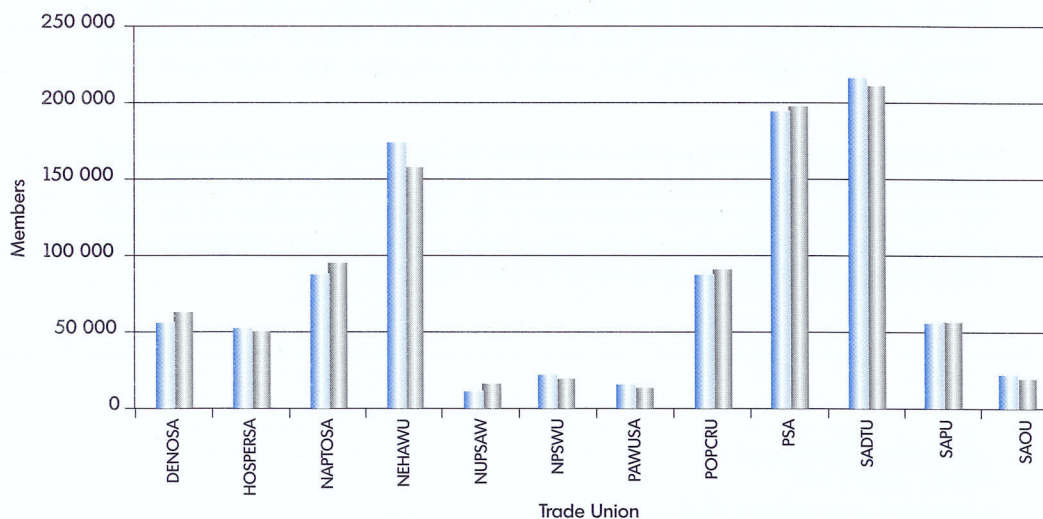
Public Service Co-ordinating Bargaining Council – Membership Statistics

Trade Unions	Membership Clause 6.10					Vote Weights Clause 8.1	Reps Clause 7.2
	PHWSBC	GPSSBC	SSSBC	ELRC	Total		
DENOSA							
DENOSA	59 932				59 932		
SAMA	5 107				5 107		
Total	65 039	0	0	0	65 039	6.393%	4
HOSPERSA	39 610	3 999	35	6 596	50 240		
Total	39 610	3 999	35	6 596	50 240	4.938%	3
NAPTOSA				91 471	91 471		
Total	0	0	0	91 471	91 471	8.992%	4
NEHAWU	79 024	81 303			160 327		
Total	79 024	81 303	0	0	160 327	15.760%	5
NUPSAW	10 017	10 278	3	1 984	22 309		
Total	10 017	10 278	30	1 984	22 309	2.193%	2
NPSWU							
NPSWU	10 232	2 500			12 732		
PUSEMO	1 651	4 175			5 826		
SADNU	8 248				8 248		
Total	20 131	6 675	0		26 806	2.635%	2
PAWUSA	10 998	10 212		170	21 380		
Total	10 998	10 212	0	170	21 380	2.102%	2
POPCRU							
POPCRU		22 033	44 648		66 681		
SASAWU	4 529	14 812			19 341		
Total	4 529	36 845	44 648	0	86 022	8.456%	4
PSA							
PSA	33 814	125 721	16 308	15 952	191 795		
UNIPSA		4 243			4 243		
Total	33 814	129 964	16 308	15 952	196 038	19.270%	5
SADTU				214 547	214 547		
Total	0	0	0	214 547	214 547	21.090%	5
SAPU			58 970		58 970		
Total	0	0	58 970	0	58 970	5.797%	3
SAOU				24 155	24 155		
Total	0	0	0	24 155	24 155	2.374%	2
Grand Total	263 162	279 276	119 991	354 875	1 017 304	100.00%	41

**Public Service Co-ordinating Bargaining Council – Membership Statistics
Comparison 2000/2001**

Trade Union	2000 Members	2000 %	2001 Members	2001 %	Increase Decrease	Increase Decrease%
DENOSA	56 987	5.548	65 039	6.393	8.052	14.130
HOSPERSA	52 490	5.110	50 240	4.938	-2.250	-4.287
NAPTOSA	86 504	8.421	91 471	8.992	4.967	5.742
NEHAWU	175 651	17.100	160 327	15.760	-15.324	-8.724
NUPSAW	20 148	1.961	22 309	2.193	2.161	10.726
NPSWU	29 003	2.824	26 806	2.635	-2.197	-7.575
PAWUSA	23 871	2.324	21 380	2.102	-2.491	-10.435
POPCRU	84 990	8.274	86 022	8.456	1.032	1.214
PSA	194 040	18.890	196 038	19.270	1.998	1.030
SADTU	218 747	21.296	214 547	21.090	-4.200	-1.920
SAPU	59 178	5.761	58 970	5.797	-208	-0.351
SAOU	25 588	2.491	24 155	2.374	-1.433	-5.600
	1 027 197	100 000	1 017 304	100 000	-9.893	-6.052

Trade Unions vs Members



**REPORT OF THE INDEPENDENT AUDITORS TO THE PUBLIC SERVICE
CO-ORDINATING BARGAINING COUNCIL ("PSCBC")**

Scope

We have performed the procedures agreed with you and described below for the purpose of determining the membership vote weights as on 31 December 2000. Our engagement was undertaken in accordance with the statement of South African Auditing Standards applicable to agreed upon procedures engagements. The responsibility for determining the adequacy or otherwise of the procedures agreed to be performed is that of the Council. Our procedures were performed solely to assist you in determining the vote weights and should be used by you only for this purpose. The procedures are summarised as follows:

- Verify the registration of all independent auditors with the South African Institute of Chartered Accountants;
- Verify that the reports submitted by the independent auditors of the trade unions comply with the guidelines issued by the PSCBC;
- Agree the details of accredited unions with the constitution of the PSCBC; and
- Agree the membership statistics with the original reports issued by independent auditors of the unions to the PSCBC as on 31 December 2000.

Because the above procedures do not constitute either an audit or a review made in accordance with statements of South African Auditing Standards, we do not express any assurance on the number of union members as at 31 December 2000.

Had we performed additional procedures or had we performed an audit or review of the financial statements in accordance with the statements of South African Auditing Standards, other matters might have come to our attention that would have been reported to you.

Our report is solely for the purpose set forth in the first paragraph of this report and for your information, and is not to be used for any other purpose or to be distributed to any other parties. This report relates only to the number of members of the trade union parties to the Council, and does not extend to any financial statements of the Public Service Co-Ordinating Bargaining Council, taken as a whole.

Sithole AB&T
Sithole AB&T inc.
Chartered Accountants (SA)
Registered Accountants and Auditors

11 May 2001

Findings

We set out our findings below:

1. All reports that were submitted, were prepared by Registered Accountants and Auditors.
2. The audit reports in all material respects comply with the guidelines issued by the PSCBC.
3. The memberships statistics of all accredited unions are summarised below.
4. The membership statistics summarised below are in agreement with the original audit reports issued to the PSCBC.

Union	Abbr.	Number of members	Variance
DENOSA	(a)	65,039	6.393%
HOSPERSA		50,240	4.938%
NAPTOSA		91,471	8.992%
NEHAWU		160,327	15.760%
NUPSAW		22,309	2.193%
NPSWU	(b)	26,806	2.635%
PAWUSA	(c)	21,380	2.102%
POPCRU		86,022	8.456%
PSA	(d)	196,038	19.270%
SADTU		214,547	21.090%
SAPU		58,970	5.797%
SAOU		24,155	2.374%
TOTAL		1,077,307	10.00%

Notes:

- a) The original audit report of SAMA (associated union of DENOSA) was not submitted to PSCBC.
- b) The total number of members according to the Persal Salary reports for NPSWU was 13,220 but according to the union's database was 12,732. The final number taken into account above was 12,732.
- c) The original audit report for PAWUSA was not submitted to PSCBC.
- d) A sectoral break-down as required by the constitution of the PSCBC for UNIPSA (associated union of PSA) was not included in the audit report.


Sithole AB&T inc.

Unions Acting Together: Disputes Against the PSCBC

Since its inception, the PSCBC has been faced with numerous legal challenges concerning the interpretation of the constitution regarding acting together arrangements. Clause 6.3 of the PSCBC constitution makes provisions for unions that are registered and have organisational rights with the employer to act together to gain admission into Council, in other words, to make-up the the 20 000 threshold. The main issue relates to outside parties wishing to act together with existing members of council to gain admission. The Council has taken a principled stand that the provisions of Clause 6.3 do not allow smaller unions to be admitted through acting together with another trade unions that is already a party to Council. During 1998 this was challenged in the Labour Court, and the court found that the interpretation and application of Clause 6.3 was correct.

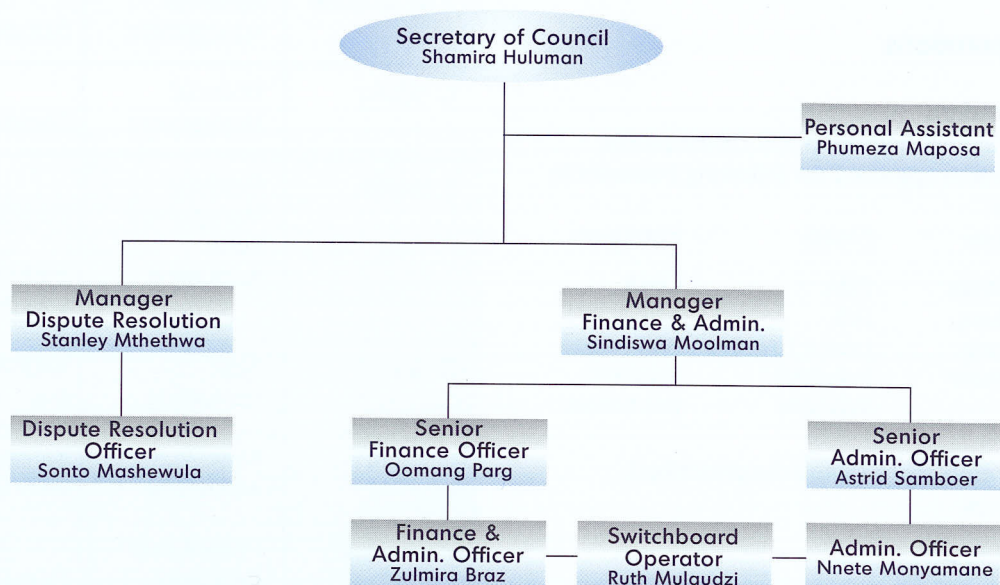
It must be understood that these challenges have resulted from the implications of the agency shop agreement, where members of unions not admitted to Council are required to pay agency fees to Council.

However, a similar dispute was lodged by PSA acting together with the National Union of Prosecutors for arbitration to the CCMA. The CCMA issued an award on 31 December 1999, in favour of PSA, instructing PSCBC to recognise the acting together agreement and to pay back agency fees. Council took a decision to review this award in the Labour Court, and again a judgement was awarded in favour of PSCBC, upholding its interpretation of Clause 6.3.



PSCBC Secretariat

PSCBC Post Structure



The PSCBC Secretariat. (left to right) Sitting: Oomang Parag, Stanley Mthethwa, Shamira Huluman and Sindiswa Moolman. Standing: Sonto Mashewula, Nnete Monyamane, Zulmira Bras, Astrid Samboer, Phumeza Maposa and Ruth Mulaudzi.

Training and Development of PSCBC and Sectoral Staff

1. Overview

A Training, Education and Development Committee consisting of the Secretaries to PSCBC, GPSSBC, SSSBC and PHWSBC was formed in 2000 to approve bursaries and arrange for training of employees according to the training and development policy, and in line with budgetary provisions.

2. Operations

2.1 Bursaries

The Training, Education and Development Committee approved the following bursaries in 2000/1:

Employee	Course	Institution
S Moolman	CMA	CIMA
Y Le Roux	LLB	UNISA
K Aphane	Labour Law Dip	RAU
A Samboer	Industrial Relations	Southern Bus School

These employees signed the prescribed contracts.

2.2 Short Courses

Eighteen employees from the PSCBC and the Sectoral Bargaining Councils attended a Minute Writing course offered by Mandate Training. The service provider of the course recommended that some of the employees attend Business English.

The following employees attended a Certificate Programme in Industrial Relations (CPIR) Course offered by Wits Business School, Wits University:

S Mashewula
T Dlomo
D Govender
R Thalakgale

Four Personal Assistants to Secretaries attended a PR and PA course with Damelin.

The following employees attended short courses:

Employee	Course	Institution
I. Mabuela	Business Communication Effective Presentation	UNISA
S. Moolman	Human Resources Management	UNISA
T. Moshimane	Personnel Management	Damelin
G. Sefoka	Financial Management	Damelin
S. Dladla	Financial Management Basic Accounting	Damelin
Z. Braz	Basic Accounting	Hatfield Bus College
O. Parag	Basic Accounting	Hatfield Bus College
R. Matidza	Professional Excellence	Palesa

The following Secretaries to Councils attended Financial Management for Non-Financial Managers course offered by the University of Pretoria:

S. Huluman
K. Mosoane
E. du Plooy

3. General

The total cost on training and development for the financial year ended 31 March 2001 amounted to R182 441.

Employment Equity Policy

1. Preamble

The document is mainly guided by the spirit of the Employment Equity Act, 55 of 1998 (EEA) which seeks to eliminate discrimination as well as to establish measures to accelerate advancement of the designated groups.

1.1 Since the Council believes that the achievement of world-class standards and global competitiveness requires the skills of every individual to be tapped.

1.2 The Council has decided to embark on a process of removing all the barriers to the employment and advancement of all South Africans and to accelerate the training of individuals from previously disadvantaged groups (blacks, women and people with disabilities).

1.3 Through the implementation of Employment Equity programmes, the Council has committed itself to creating an environment of sustainable diversity in appointing full-time and part-time personnel as its transformative advantage for the future.

2. Definitions

The following principles are guided by the terminology and definitions provided in the EEA, which are:

• Designated Groups:

“The designated groups are black people, women and people with disabilities”.

• Black People:

“Is a generic term which means Africans, Coloureds and Indians”.

• Designated Employer:

“Means an employer who employs 50 or more employees;

(b) an employer who employs fewer than 50 employees, but has a total annual turnover that is equal to or above the applicable annual turnover of a small business in terms of Schedule 4 of the EEA;

(c) a municipality, as referred to in Chapter 7 of the Constitution (constitution of RSA);

(d) an organ of state as defined in section 239 of the Constitution, but excluding local spheres

of government, the National Defense Force, the National Intelligence Agency and the South African Secret Service;

(e) an employer bound by a collective agreement in terms of Section 23 or 31 of the Labour Relations Act, which appoints it as a designated employer in terms of the EEA, to the extent provided for in the agreement.

Process Outlined In The Employment Equity Act

Every employer covered by the EEA is required to take five essential steps towards employment equity:

- (i) Prepare a profile of its workforce;
- (ii) Review its employment policies and practices;
- (iii) Prepare and implement an employment equity plan;
- (iv) Get a summary of its employment equity plan with the Department of Labour; and
- (v) Report annually to the Department of Labour on progress in the implementation of its plan.

3. Employment Equity Goals

3.1 No discriminatory practices, implicit or explicit, to exist anywhere in the Council.

3.2 All forms of sexual and racial harassment to be eliminated.

3.3 No barriers to exist in the Council (workplace) that unfairly restricts employment and promotion opportunities of any person (with a specific reference to the designated groups as set out in section 1 of the EEA).

3.4 An enhanced representation of currently under represented categories of people, with the emphasis on black people, women and people with disabilities, at all levels in the organization, focused on the long-term objective of reflecting the demographics of the population.

3.5 An organisational culture in which diversity is encouraged and valued while focusing on shared values in order to develop team spirit, promoting mutual understanding, optimising potential and achieving organisational goals in the institution.

4. Assessment of Current Reality

4.1 All the Council's Human Resource Policies, Procedures, Practices and the working environment will be audited to identify barriers that may adversely affect the employment opportunities and advancement

8.6 The Secretary will ensure that the Council's Employment Equity Plan is submitted to the Director-General of the Department of Labour, in terms of the provisions of the Employment Equity Act.

9. Organisational Capability and Diversity

9.1 The success of the Policy will be underscored by the Council transformation value system.

9.2 An organisation culture conducive to the interest of black people, women and people with disabilities will be developed.

9.3 The Council will implement measures to accommodate within the working hours and other constraints the various cultural, religious and social interests of people in its employ;

9.4 Communication and training programs to promote understanding and appreciation of various cultural diversities will be implemented;

9.5 All Heads of Departments will be equipped with the skills to mentor and coach the diverse composition of their staff so as to optimise the human resource potential in the organisation.

10. Outsourcing Practices

10.1 A committed attempt will be made by the Council to source a significant amount of outside purchases of goods and services from competitive Black and women-owned and/or managed establishments.

10.2 The Council will make every attempt to deal with organisations and/or institutions that address the needs of the previously disadvantaged categories, especially black people, women and people with disabilities in their own policies.



PSCBC and Sectors Secretariat team building exercise held at Glenburn Lodge.

Annexure 'A'

Total Administrative Staff Compliment (full-time) = 10

1. Race

Black staff members	(09) 90 %
White staff members	(01) 10 %

2. Gender

Male staff members	(02) 20 %
Female staff members	(08) 80 %

Senior Management – Total = 01

At this level, the Council is steered by the Secretary who acts as the Chief Executive Officer of the institution.

1. Race

Black staff members	(01) 100 %
White staff members	(00) 0 %

2. Gender

Male staff members	(00) 0 %
Female staff members	(01) 100 %

Middle Management – Total = 02

This group consists of two heads of departments i.e. Dispute Resolution Manager and Finance and Administrative Manager and they both form part of the management structure.

1. Race

Black staff members	(02) 100 %
White staff members	(00) 0 %

2. Gender

Male staff members	(01) 50 %
Female staff members	(01) 50 %

Other Staff – Total = 07

This group consists mainly of administrative support staff in Senior Administrative Officer, Administrative Officer, Senior Finance Officer, Finance Officer, Dispute Resolution Officer, Personal Assistance to the Secretary of Council, and the Receptionist.

1. Race

Black staff members	(06) 90 %
White staff members	(01) 10 %

2. Gender

Male staff members	(01) 10 %
Female staff members	(07) 90 %

Staff with Disabilities – Total = 0

Please take note that PSCBC has not succeeded in attracting people with disabilities in any of its categories of employment.

Annexure 'B'

PSCBC PRELIMINARY HUMAN RESOURCE AUDIT ON PART-TIME PANEL OF CONCILIATORS AND ARBITRATORS (TOTAL = 136)

A: Current

1. Race

Black Panellists	(70) 51 %
White Panellists	(66) 49 %

2. Gender

Female Panellists	(40) 29 %
Male Panellists	(96) 71 %

It is proposed that the Council considers the targets below, with an emphasis on females and physically challenged panellists, with an attempt at recruiting at least 5 % physically challenged panellists.

B: Targets For 2001/2

3. Race

Black Panellists	(109) 80 %
White Panellists	(27) 20 %

4. Gender

Male Panellists	(88) 60 %
Female Panellists	(48) 40 %



Finance

PSCBC Finance and Administration Departmental Report

1. Overview

The year under review has been characterised by a decrease in funds and an increase in operational costs of the Council, since its' inception. Negative factors include a decrease in levies received, due to the decrease in the number of the public service employees. Despite these difficulties the Council grew in terms of its operations and number of employees.

The Auditors' recommendations in the previous audit report were all implemented.

The following policies were adopted in the year under review:

- Purchasing system
- Salary advance policy

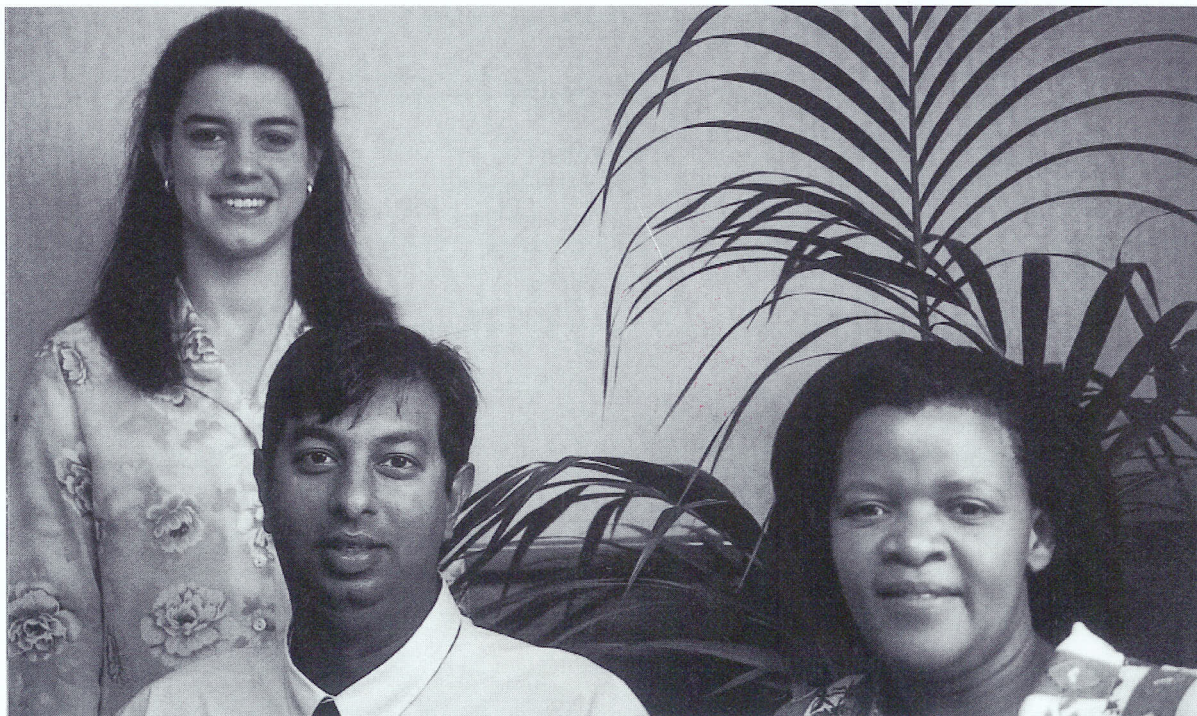
2. Results

2.1. Levies Received

Due to the decrease in the number of public service employees, levies received in the financial year ended 31 March 2001 have decreased by 14% compared to the previous year. The continued operational growth and decrease in levies will result in operational difficulties for the Council in the future.

2.2. Interest Received

The Council received R1 512 169 in interest for the financial year ended 31 March 2001 from the levy account compared to R117 254 received in the previous year. This increase



The PSCBC Finance Department personnel: standing, Zulmira Bras. Sitting: Oomang Parag and Sindiswa Moolman.

can be ascribed to the transfer of funds from the current to the call account. The special projects account earned an interest of R1 602 600 in the year under review, compared to R95 185 in the previous year.

The rate of interest on Call account is 9.4%, and 7.5% on the Cash Management System.

2.3. Dispute Resolution Costs

The fact that dispute resolution costs have increased from R134 256 in the financial year ended 31 March 2000 to R3 943 551 in the year under review shows that the PSCBC and Sectoral Bargaining Councils operated in their full capacity over the past year. This is a result of implementation of dispute procedures by all bargaining councils since 1 June 2000 and the subsequent accreditation by CCMA in September 2000.

2.4. Funding of the Sectoral Bargaining Councils

The Sectoral Bargaining Councils are allocated 15% of the actual levies received from the different sectors, for administration and operational costs. Due to difficulties experienced by PSCBC in obtaining the actual

amount received per sector, funds were allocated based on the budget. This resulted in overpayment of sector allocations to the Sectoral Bargaining Councils.

2.5. Office Premises

PSCBC signed a contract for the rental of office premises for the Council and the sectoral bargaining councils for two years with Lyttelton Property Developers with effect from 1 December 2000.

3. General

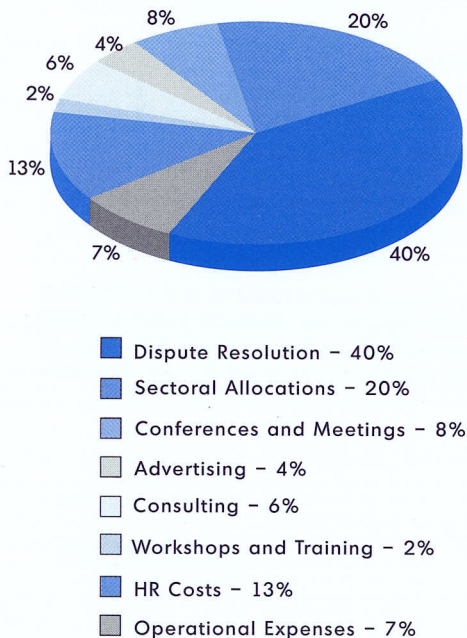
The PSCBC Finance department will continue to strive towards the improvement of the financial controls, systems, procedures and services to parties to Council, Sectoral bargaining councils, staff members and to service providers of the Council.

The department would like to take the opportunity to thank members of Fincom for their direction and assistance during the year.

Sindiswa Moolman

Finance & Administration Manager

June 2001



Summary of Expenditure for the Year Ended 31 March 2001

Advertising	396 397
Operational Expenses	701 977
Sectoral Allocations	2 155 973
Dispute Resolution	4 330 199
Conferences & Meetings	834 852
HR Costs	1 355 923
Workshops & Training	258 554
Consulting	593 621
Total	10 627 496

HR Costs include PSCBC and Sectors

8474

235155-7

183 986-

311,371-60

319,845-70

Financial Statements of PSCBC and Auditor's Report



REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL

We have audited the annual financial statements of the Public Service Co-ordinating Bargaining Council set out on pages 3 to 10 for the year ended 31 March 2001. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with statements of South African Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

We believe that our audit provides a reasonable basis for our opinion.

Qualification

In common with similar organisations, it is not feasible for the organisation to institute accounting controls over cash collections from donations prior to the initial entry of collections in the accounting records. Accordingly, it was impracticable for us to extend our examination beyond the revenue actually recorded.

Qualified audit opinion

In our opinion, except for the effect on the financial statements of the matter referred to in the preceding paragraph, the financial statements fairly present, in all material respects, the financial position of the Council at 31 March 2001 and the results of its operations and cash flows for the year then ended in accordance with generally accepted accounting practice, and in the manner required by the Council's Constitution.

Sithole AB&T

**Sithole AB&T Inc.
Chartered Accountants (S.A.)
Registered Accountants and Auditors**

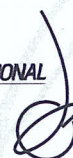
Centurion

22 JUNE 2001
Date

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Offices: Pretoria, Johannesburg, Durban, Cape Town, Kimberley, Pietersburg, Nelspruit

Directors: Z J Sithole, B Adam, A Darmalingam, M H Gerdis, Y M Hassen, L Kirsten, T M Mayet, P Naidoo, S Naidoo,
D R Nathoo, G L Odendaal, F J Oeschger, Prof. P S Pillay, P L Popat, M Simjee, S Sithole, E Yuseph, D E Zondo.
Co. Reg no. 1997/018869/21

SC INTERNATIONAL
WORLDWIDE



PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
BALANCE SHEET
as at 31 March 2001

	Notes	2001 R	2000 R
ASSETS			
Non-current assets			
Fixed assets	2	391,144	137,046
Current assets			
Call Deposit		41,612,160	65,644,584
Accounts receivable		11,744,369	5,000,000
Bank balances		2,120,099	7,842,975
		27,747,692	52,801,609
Total assets		<u>42,003,304</u>	<u>65,781,630</u>
FUNDS AND LIABILITIES			
Funds			
Accumulated funds		15,138,163	12,156,611
Non-current liabilities			
Special Projects	3	17,055,633	19,229,563
Current liabilities			
Accounts payable		9,809,508	34,395,456
Short-term loan		740,878	4,928,589
Trade union funds		-	100,000
Trust Funds - Sectoral councils (DPSA grant)	5	9,068,630	9,366,867
		-	20,000,000
Total funds and liabilities		<u>42,003,304</u>	<u>65,781,630</u>

PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
INCOME STATEMENT
for the year ended 31 March 2001

	Notes	2001 R	2000 R
INCOME			
Levy fee	5	10,921,569	12,311,527
Grant (DPSA)		10,921,569	12,008,306
		-	303,221
Other income			
Interest received	6	3,114,769	212,439
Total income		<u>14,036,338</u>	<u>12,523,966</u>

PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
INCOME STATEMENT
for the year ended 31 March 2001

Expenditure	Notes	10,627,496	7,809,119
Advertising		396,397	52,385
Arbitration and conciliation costs		3,943,551	134,256
Auditors remuneration			
- Audit services		15,000	18,724
- Other services		8,397	13,000
Bank charges		21,985	6,295
Computer expenses		5,946	-
Consulting and chairperson fees		570,224	139,213
Consumables		3,093	95
Contribution towards sector expenses	7	2,078,099	5,790,556
Depreciation		91,987	42,166
Fines and penalties		2,229	-
Insurance		11,582	2,365
Legal fees		386,648	13,367
Meetings, conferences and seminars		834,852	247,979
Postage		3,364	1,573
Printing and stationery		69,828	29,319
Publications and photocopying		65,039	39,561
RSC and UIF - levies		5,012	3,249
Refreshments		1,798	1,115
Rent		177,530	2,727
Repairs and maintenance		3,393	89
Salaries		1,355,923	901,793
Sectoral set-up costs		77,874	112,704
Security		10,323	-
Skills Audit		-	142,975
Skills development levy		10,506	-
Telephone and fax		148,192	47,387
Training		182,441	3,020
Travel - local		70,170	26,570
Workshops		76,113	36,636
Surplus before allocations		3,408,842	4,714,847
Surplus allocated to Projects		(1,427,290)	(33,311)
Levy fees incorrectly allocated to special projects in the 1999 financial year corrected	8	1,000,000	-
Net surplus for year		2,981,552	4,681,536
Accumulated funds at beginning of year		12,156,611	7,475,075
Accumulated funds at end of year		15,138,163	12,156,611

PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
CASH FLOW STATEMENT
for the year ended 31 March 2001

	Notes	2001 R	2000 R
Cash flows from operating activities			
Cash receipts from members		15,956,252	12,473,961
Cash paid to suppliers and employees		<u>(34,760,554)</u>	<u>(7,670,693)</u>
Cash (utilised in)/generated by operating activities	11.1	(18,804,302)	4,803,268
Interest received		<u>3,114,769</u>	<u>212,439</u>
Net cash from operating activities		<u>(15,689,533)</u>	<u>5,015,707</u>
Cash flows from investing activities			
<i>Expenditure to maintain operating capacity</i>			
Fixed assets acquired		(362,285)	(100,926)
Proceeds of disposals of fixed assets		16,200	-
<i>Expenditure for expansion</i>			
Call deposit		<u>(6,744,369)</u>	<u>(5,000,000)</u>
Net cash used in investing activities		<u>(7,090,454)</u>	<u>(5,100,926)</u>
Cash flows from financing activities			
Increase in deferred income		-	31,302,279
Movement in Special Projects		427,291	33,311
Movement in Skills Development Projects		(2,601,221)	-
Loans repaid		<u>(100,000)</u>	<u>-</u>
Net cash (used in)/generated by financing activities		<u>(2,273,930)</u>	<u>31,335,590</u>
(Decrease)/increase in cash and cash equivalents		(25,053,917)	31,250,371
Cash and cash equivalents at beginning of the year	11.2	<u>52,801,609</u>	<u>21,551,238</u>
Cash and cash equivalents at end of the year	11.2	<u><u>27,747,692</u></u>	<u><u>52,801,609</u></u>

**PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2001**

	2001 R	2000 R
6. Investment income		
<i>Interest income:</i>		
Levy fee	1,512,169	117,254
Special projects	1,602,600	95,185
	<u>3,114,769</u>	<u>212,439</u>
7. Contribution towards sectoral expenses		
PHWSBC	527,609	265,322
SSSBC	534,374	348,784
GPSSBC	840,324	415,006
ELRC	1,091,234	4,761,444
ELRC - overprovision prior year	(915,442)	-
	<u>2,078,099</u>	<u>5,790,556</u>

8. Levy fees incorrectly allocated

During the 1999 financial year, a loan of R1,000,000.00 was made by the levy fee fund to the special projects fund. However, in terms of accounting principles this transaction was incorrectly recorded in the 1999 financial statements. Instead of being recognised as a loan, the transaction was recognised as a allocation made by the levy fee fund to the special projects fund. This error has now been corrected in the financial year. The loan has also been repaid by the special projects fund.

9 Income tax

The Council is exempt from the payment of income tax in terms of section 10(1) (cA)(1) of the Income Tax Act, No. 58 of 1962

10. Comparative figures

Certain comparative figures have been reclassified.

PUBLIC SERVICE CO-ORDINATING BARGAINING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2001

	2001 R	2000 R
11. Notes to the cash flow statement		
11.1 Cash (utilised in)/generated from operations		
Net surplus	2,981,552	4,681,536
Adjustments for:		
Depreciation	91,987	42,166
Investment income	(3,114,769)	(212,439)
	<u>(41,230)</u>	<u>4,511,263</u>
Movements in working capital		
Decrease/(increase) in accounts receivable	5,722,876	(4,500,993)
(Decrease)/increase in accounts payable	(24,485,948)	4,792,998
	<u>(18,804,302)</u>	<u>4,803,268</u>
11.2 Cash and cash equivalents		
Cash and cash equivalents consist of cash on hand and balances with banks. Cash and cash equivalents included in the cash flow statement comprise the following balance sheet amounts:		
Bank balances	<u>27,747,692</u>	<u>52,801,609</u>

Auditors' Reports of Sectoral Bargaining Councils

SSSBC



CHARTERED ACCOUNTANTS (S.A.)

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE SAFETY AND SECURITY SECTORAL BARGAINING COUNCIL

We have audited the annual financial statements of the Safety and Security Sectoral Bargaining Council set out on pages 3 to 8 for the year ended 31 March 2001. These financial statements are the responsibility of the Council. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with statements of South African Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

We believe that our audit provides a reasonable basis for our opinion.

Qualification

In common with similar organisations, it is not feasible for the organisation to institute accounting controls over cash collections from donations prior to the initial entry of collections in the accounting records. Accordingly, it was impractical for us to extend our examination beyond receipts actually recorded.

Qualified Audit opinion

In our opinion, except for the above effect on the financial statements of the matter referred to in the preceding paragraph, the financial statements fairly present, in all material respects, the financial position of the Council at 31 March 2001 and the results of its operations and cash flows for the year then ended in accordance with generally accepted accounting practice.

Sithole AB&T

SitholeAB&T Chartered Accountants
Chartered Accountants (S.A.)
Registered Accountants and Auditors

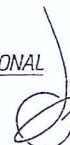
Centurion

25/5/2001

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Directors: Z J Sithole, B Adam, M Gerdis, Y M Hassen, L Kirsten, T P Naidoo, P Naidoo, S Naidoo, D R Nathoo,
G L Odendaal, F J Oeschger, I Osman, Prof. P S Pillay, P L Popat, M Simjee, S Sithole, I A S Tayob, E Yuseph, D E Zondo.
Co. Reg. no. 97/18869/21

SC INTERNATIONAL
WORLDWIDE



Auditors' Reports of Sectoral Bargaining Councils

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Phone: (011) 615 8192

REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF PUBLIC HEALTH AND WELFARE SECTOR BARGAINING COUNCIL

(Established in terms of the Labour Relations Act 66 of 1995)

We have audited the annual financial statements of the Public Health and Welfare Sector Bargaining Council (Established in terms of the Labour Relations Act 66 of 1995), set out on pages 3 to 8 for the financial year ended 31 March 2001. These financial statements are the responsibility of the Council's Management. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with statements of South African Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

We believe that our audit provides a reasonable basis for our opinion.

Audit opinion

In our opinion the financial statements fairly present, in all material respects, the financial position of the Council at 31 March 2001 and the results of its operations and cash flows for the year then ended in accordance with South African Statements of Generally Accepted Accounting Practice and in the manner required by the Council's Constitution.

Mokwena and Associates
Chartered Accountants (SA)
Registered Accountants and Auditors
Johannesburg
08 May 2001

DIRECTOR: JOSEPH VUSI MOKWEŃA B COMPT (HONOURS) CA (SA)

Auditors' Reports of Sectoral Bargaining Councils

ELRC

PRICEWATERHOUSECOOPERS 

PricewaterhouseCoopers Inc
Reg. no. 1998/012055/21
32 Ida Street
Menlo Park
P O Box 35296
Menlo Park 0102
Telephone +27 (12) 429 0000
Facsimile + (12) 429 0100

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE EDUCATION LABOUR RELATIONS COUNCIL (Established in terms of the Labour Relations Act, 1995 (Act No. 66 of 1995))

We have audited the annual financial statements set out on pages 2 to 13 for the year ended 31 December 2000. These financial statements are the responsibility of the Executive Committee. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with Statements of South African Auditing Standards. These standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures included in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

We believe that our audit provides a reasonable basis for our opinion.

Audit opinion

In our opinion, except for the effect of the matter mentioned above, the financial statements fairly present, in all material respects, the financial position of the Council at 31 December 2000 and the results of its operations for the year then ended in accordance with Statements of Generally Accepted Accounting Practice in South Africa and in the manner required by the Council's constitution and the Labour Relations Act, 1995 (Act No. 66 of 1995). The council have complied with those provisions of its constitution relating to financial matters.


PricewaterhouseCoopers Inc
Registered Accountants and Auditors
Chartered Accountants (SA)

PRETORIA
19 March 2001

Auditors' Reports of Sectoral Bargaining Councils

GPSSBC



PricewaterhouseCoopers Inc
Reg. no. 1998/012055/21
32 Ida Street
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P O Box 35296
Menlo Park 0102
Telephone +27 (12) 429 0000
Facsimile + (12) 429 0100

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE GENERAL PUBLIC SERVICE SECTOR BARGAINING COUNCIL (Established in terms of the Labour Relations Act, 1995 (Act No. 66 of 1995))

We have audited the financial statements set out on pages 2 to 8 for the year ended 31 March 2001. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with Statements of South African Auditing Standards. These standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures included in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

We believe that our audit provides a reasonable basis for our opinion.

Audit opinion

In our opinion, the financial statements fairly present, in all material respects, the financial position of the Council at 31 March 2001 and the results of its operations and cash flow information for the year then ended in accordance with Statements of Generally Accepted Accounting Practice in South Africa and in the manner required by the Council's Constitution and the Labour Relations Act, 1995 (Act No. 66 of 1995).


PricewaterhouseCoopers Inc
Registered Accountants and Auditors
Chartered Accountants (S.A.)

PRETORIA
5 June 2001



Glossary

BCEA – Basic Conditions of Employment Act, 1997

CCMA – Commission for Conciliation, Mediation and Arbitration

CON-ARB – Joint conciliation and arbitration process

COSATU – Congress of South African Trade Unions

DENOSA – Democratic Nursing Organisation of South Africa

DPSA – Department of Public Service and Administration

EEA – Employment Equity Act, 1998

DOE – Department of Education

DOH – Department of Health

DTI – Department of Trade and Industry

DWAF – Department of Water and Forestry

ELRC – Education Labour Relations Council

ETDP SETA – Education and Training Development Practices Sector Education Training Sector Authority

EXCO – Executive Committee

FEDUSA – Federation of Unions of South Africa

FINCOM – Financial Committee

GEAR – Growth, Economic and Reconstruction Policy

GEPF – Government Employee Pension fund

GPSSBC – General Public Service Sectoral Bargaining Council

HARTT – Housing and Accommodation restructuring task team

HEI – Higher Education Institution

HOSPERSA – Health and Other Service Personnel Trade Union of South Africa

HRD – Human Resources Development

HWSETA – Health and Welfare Sector Education Training Authority

JET – Joint Education Trust

LRA or the "Act" – Labour Relations Act, No 66 of 1995

LRTT – Labour Relations Task Team

MASP – Mutually agreed to severance package

MTEF – Medium Term Expenditure Framework

NAPTOSA – National Professional Teachers Organisation of South Africa

NDPP – National Department of Public Prosecution

NEDLAC – National Economic, Development Labour Council

NEHAWU – National Education Health and Allied Workers Union

NNF – National Negotiating Forum

NPSWU – National Public Service Workers Union

NUPSAW – National Union of Public Servants and Allied Workers

PAWUSA – Public and Allied Workers Union of South Africa

PAYG – "Pay as you go" pension system

PHWSBC – Public Health and Wealth Sector Bargaining Council

POPCRU – Police and Prison Civil Rights Union

POSLEC SETA – Police and Security, Legal, Correctional Services and Justice Sector Education Training Authority

PSA – Public Servants Association

PSCBC – Public Service Co-ordinating Bargaining Council

PSETA – Public Sector Education and Training Authority

PUSEMO – Public Servants Movement

RDP – Reconstruction and Development Policy

SACE – South African Council of Educators

SADC – Southern African Development Community

SADNU – South African Democratic Nurses Union

SADTU – South African Democratic Teachers Union

SAOU – Suid Afrikaanse Onderwysers Unie

SAPS – South African Police Service

SAPU – South African Police Union

SASAWU – South Africa State and Allied Workers Union

SETA – Sector Education and Training Authority

SSSBC – Safety and Security Sectoral Bargaining Council

UNIPSA – United Public Servants Association



The Company

New Dawn Technologies (NDT) is a 100% black-owned Information Technology Company.

Based in Centurion, it was founded in 1999 by Phillip Motsepe and Elijah Mahlangu who are respected professionals in the Information Technology industry in South Africa.

The company employs 30 Consultants and is positioning itself to be a recognised national and global IT services provider. The company has representation in Botswana and in all South African provinces/regions, except Northern Cape.

Our Vision

To be the leading supplier of quality business software solutions and Information Technology services to the South African and global market.

Enterprise Resource Planning (ERP)

- Oracle Financials Implementation
- Oracle HR Implementation
- Application/System Development (OLTP)
- Enterprise Document and Workflow Management

Business Intelligence

- Management Information System
- Data Warehousing Development
- Product Evaluation and Implementation
- Data Quality Management
- Risk and Fraud Management
- Project Management

IT Infrastructure

- IT Strategy and Implementation Planning
- IT Auditing

Networking Services

- Installation and Maintenance of Networks
- Network Cabling
- System/Network Administration and Support

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***New Dawn Technologies are proud to
be associated with the PSCBC***



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