

FOR PSA MEMBERS: DEPARTMENT OF ENERGY (DOE)

16-05-2019

Feedback: Bargaining Chamber

Implementation: DPSA Circular on Salary Levels 9/10 and 11/12

Parties had intended to finalise the matter through various proposals. Labour proposed that the employer seek approval from the Head of the Department (HOD) to place employees who are on salary level 9 and 11 to salary level 10 to 12 respectively. The employer indicated that it is bound by its legal opinion in that a blanket approach cannot be adopted. The matter was deferred to the Task Team for deliberations.

Relocation Committee

The employer reported that a meeting was held with the Department of Public Works (DPW) where maintenance issues at **Head Office** were discussed. The DPW was requested to take up issues such as malfunctioning of escalators, air conditioning, etc. with the landlord. The employer undertook to have the meeting with the landlord convened soon.

The forensic report was referred to the service provider as it needed to be augmented with additional information. It will be shared with labour as soon as all identified shortcomings had been rectified by the Audit Committee and approved by the Director-General. The DPW agreed, in principle, to delegate a team of experts to inspect the building for compliance in terms of OHS standards.

The employer in **Regional Offices** reported that the Kimberley Office's tender had been advertised. The DPW had finalised the process of having the Offices moved to another floor. A meeting, inclusive of labour, will be scheduled to share progress with staff.

In Welkom, labour demanded that a stand-alone Office be sought by the DPW. A water tank was secured as there was a continuous shortage of water. It agreed that the employer in future must provide a report that will reflect all other offices.

Restructuring: DOE organisational structure

The employer reported that it has circulated all the requested information to labour after the Task Team meeting. It was awaiting comments. The PSA responded that the employer did not provide all relevant information, as most of the referred annexures were not attached. The employer created approximately 20 new posts under the guise of re-configuration. Additional information on structures, also with reference to these posts, was requested without being provided. It is still to share that information. The employer reiterated its position in that there is no restructuring. The matter will be further deliberated in the next Chamber meeting.

Re-grading: Energy Licensing Officers

Labour confirmed that the employer did share the outcome of the job evaluation. The employer also confirmed that there were, currently no additional key performance areas warranting further evaluation. The matter was removed from the agenda as finalised.

Pending investigation: Misconduct committed by employees

The employer had circulated an outdated report. Some recent pending cases were not reflected. The employer was requested to update the report and be deferred to the Task Team for engagement.

Performance rewards: 2017/18-performance cycle

Labour raised a concern in that the budget for performance rewards of senior managers and that of salary levels 1 to 12 are jointly processed. The results are that senior managers' process normally delays the finalisation of the process. Normally, salary levels 1 to 12 are being paid first, thereafter senior managers are considered. In case of surplus, the employer does not consider having it used to further pay salary levels 1 to 12. Labour was of the view that the surplus be used to further acknowledge performance by paying lower levels. The matter was deferred to the Task Team for deliberation.

Provision of operational resources to unions

Labour echoed its frustration of having been provided with offices without any tools of trade. Unions are there to assist the employer with employees' challenges from an informed position. The failure of the employer to assist with computers, compromises the intended labour peace, owing to a lack of relevant information on specific cases. The employer indicated it is consulting other Departmental Divisions that are responsible for providing such tools. The item will also be discussed during the Task Team meeting.

Upgrade: Handymen

Initially, it was proposed that this occupational class be job evaluated, as the job description contains more key performances areas. Labour discovered that these employees are executing similar functions as Asset Controllers, who are remunerated at a higher level. There was a proposal that these employees be benchmarked against the latter occupational class. The employer accepted, though the process may take two to three months to finalise. The employer will keep labour informed should it not be able to finalise the process within two months.

Insourcing: Cleaning staff and Security Officers

A Task Team report reflected that the current private security's tenure of office is for 36 months. Parties will use this duration for the possible finalisation of insourcing of these services. The employer undertook to consult all relevant internal divisions and its principals for inputs in absorbing them. Labour also committed to assist with information and/or processes that may be needed in absorbing these employees. It was agreed, in principle, that a team will be established to investigate all eventualities. The terms of reference will also be discussed during Task Team meetings and ratified by the Chamber. Members are also to assist with any relevant information to assist the process.

Trade Union Branch monthly meetings

The employer tabled the item with the intention of developing a roster on the manner of convening monthly meetings for all recognized parties. It requested the item be deferred to Task Team for deliberation.

Leave for shop stewards: Union activities

The employer tabled the item, by indicating that there is a need of a process to be developed for the monitoring and recording the utilisation of shop stewards' leave days. The PSA suggested that the employer must also provide a draft for consideration. The matter was deferred to the Task Team.

Policies

The following policies were introduced and are to be deliberated at forthcoming Task Team meetings:

- o Cellphone Policy;
- o Review of Recruitment and Selection Policy;
- o Policy on Special Posts in the Department;
- o Internship Policy;
- o Review of Security Policy;
- o Subsistence, Travel and Accommodation Policy;
- o Policy on the Acceptance of Gifts;
- o Policy on the Remunerative Work Outside the Public Service;
- o Policy on Secondments;
- o Resettlement Policy;
- o Review of Condolences Policy; and
- o Review of DoE OHS Policy

The mentioned policies are on the intranet. Members are once again requested to access these and/or consult the Chairperson and the Secretary. Inputs must be submitted by **30 May 2019** to the National Chairperson, Phumla Dingiswayo, and the Secretary, Jeffery Maluleke at Phumla.dingiswayo@doe.gov.za , Jeffery.maluleke@doe.gov.za, and arnold.dlamini@psa.co.za .

Members will be informed of developments.

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