

Consultation on policies

The employer tabled to following policies for consultation with labour:

Recruitment and Selection Policy

The purpose of the Recruitment and Selection Policy is to guide the process of recruitment and relection, to establish a consistent and fair recruitment methodology across the Department, and to ensure that suitably-qualified candidates are employed to assist the Department in achieving its organisational objectives

Funeral Bereavement Policy

The Funeral and Bereavement Policy is to assist with creating a supportive environment for employees in response to workplace death and bereavement. The policy further guides the employment practices of MISA for a compassionate response to workplace death and bereavement.

Acting Policy

The Policy provide guidelines to employees on acting in senior and lateral posts, the payment of acting allowances and to ensure the consistent application. The policy seeks to provide opportunities for personal development.

Employment Equity Policy

The purpose of the Policy is to give effect to the *Employment Equity Act, No 55 of 1998* and to achieve equity in the workplace by promoting equal opportunity and fair treatment in employment through elimination of unfair discrimination and implementing affirmative action measures to redress disadvantages in employment experienced by designated groups, to ensure equitable representation in all occupational categories and levels in the workforce.

Bursary Policy

The purpose of this Policy is to provide a framework for the granting and administration of internal Departmental bursaries.

Performance Management Policy

The Policy aims to implement measures and practical guidelines on the implementation of the Performance Management and Development System.

Internship Policy

The Policy aims to provide an opportunity for interns and graduate interns to use the workplace as an active learning environment and to provide opportunities for graduate interns to acquire skills that would make them employable. Also, to students to obtain required practical experience and to complete their qualifications.

Training Education and Development Policy

The aim is to provide a decision-making framework for coordinating and managing training, education and development in the Municipal Infrastructure Support Agent.

Members are requested to peruse the *attached* policies and provide inputs to stefan.viljoen@psa.co.za before close of business **27 February 2019**.

Ivan Fredericks
GENERAL MANAGER