

Working from Home Policy

The employer tabled the Working from Home Policy for consultation with organised labour. The policy is aimed at providing guidelines for the implementation and management of working from home. It is applicable to all permanent employees who are not required to have face to face contact with clients unless arrangements have been made for such employees.

The policy provides the Commission with three options for employees to carry out work from home. The first option is where the employee's primary work location is their home wherein, they perform most of their work functions. The second option is for the Office Based Home Worker Employees, who will alternate between working from home on some days and working in the office on other days. The third option will be for employees who will work from home on ad hoc basis.

The process of eligibility and selection has been outlined in the policy as well as the regulation of work equipment and resources when working from home. The policy further provides for the monitoring of performance in a work from home situation and conditions under which such arrangement may be terminated.

Members are urged to study the draft policy and send inputs to the PSA on or before 9 June 2020 to joseph.mashigo@psa.co.za or send them through to any PSA shop steward.

GENERAL MANAGER