

## Feedback: Departmental Bargaining Chamber (DBC)

### Permanent appointment: Council-paid employees

As previously reported, parties signed a Collective Agreement to convert temporary Council-paid employees into permanent appointments. The employer issued a template, which all parties endorsed, to be used for determining whom of these employees will qualify for permanent employment. Only after all relevant information was gathered and the Post Provisioning Norms (PPN) process implemented, can employees be moved into the permanent positions. It was agreed that no contracts of Council-paid employees will be terminated until the PPN and permanent appointment process have been concluded.

### Draft PPN: Community Education and Training (CET) Sector

It was previously reported that the PPN for the CET sector will take place in two phases.

**Phase 1:** Following the finalisation of the budget, it is anticipated that it will be implemented from 1 April 2021 and will focus on support staff of whom most report to district and central offices.

**Phase 2:** The implementation of the second phase will commence from 1 April 2022 and will focus on the remaining support and academic staff.

The employer is also finalising the draft PPN document for CET and it will be distributed to labour for consultation in the next meeting.

### Amendments: Personnel College Administration Measures (PCAM)

Members will recall that it was previously reported that a task team was established to do the preparatory work with regards to the amendments of the PCAM. The task team has concluded the drafting of the PCAM document. The employer reported that it is auditing the draft document and once concluded, this will be circulated to labour to obtain further inputs and mandates from members. It is envisaged that the amendments to the PCAM will address members' concerns on the regulation of part-time classes and the identification of staff who will be appointed as Markers.

### PPN: TVET

Members will recall that it was previously reported that the PPN implementation was signed off by the Minister. The implementation, however, was subject to availability of funding. Parties agreed to establish

a College Implementation Committee (CIC) that will consist of the employer and two labour representatives per union per College. The CIC will be tasked to implement the PPN and ensure that all staff are matched against posts of the new PPN structure.

### **Laptop Policy**

Since the arrival of COVID-19 and the introduction of remote work, much emphasises was placed on tools of trade and the ability to work from home or remotely. The Minister established a Ministerial Task Team to investigate the procurement of laptops for staff who would qualify to receive a laptop as a tool of trade. Members are requested to peruse the *attached* Laptop Policy and provide input to the respective PSA Provincial Offices by no later than **1 April 2021** or to [velucia.maluleke@psa.co.za](mailto:velucia.maluleke@psa.co.za). The purpose of the Laptop Policy is to:

- Regulate the acquisition of laptops for Lecturers in the PSET Colleges for work-related purposes;
- Emphasise the protection/security and care that must be taken to secure this laptop;
- To set out the appropriate ownership and usage of the laptop; and
- To provide funding guidelines for the acquisition of laptops.

Members will be informed of developments.

**The PSA wants to take this opportunity to wish all employees who are unwell owing to COVID-19 a safe and speedy recovery.**

GENERAL MANAGER