

FOR PSA MEMBERS: **DEPARTMENT OF WOMEN, YOUTH AND PERSONS WITH DISABILITIES (DWYPWD)**

08-05-2023

## Feedback: Department Bargaining Chamber – 5 May 2023

### HIV, TB, and STIs Management Policy

The employer reported that on 2 May 2023 it received communication from the DPSA that the process of reviewing the policy to be in line with the National Strategic Framework is underway and the Department will be informed as soon as the process is finalised. The PSA noted the report.

### Feedback: Review of Organisational Structure

Members will recall that in the previous meeting the employer reported that on 24 March 2023 the Department received a concurrence from the Minister of Public Service and Administration (MPSA). It reported that the submission was then made to the Minister for the approval of the structure, following receipt of concurrence from the MPSA. It further reported that on 18 April 2023, the Minister of Women, Youth and Persons with Disabilities approved the organisational structure. The signed organisational structure will be circulated to labour soon. The PSA noted the report.

### OHS compliance and office accommodation

Members will recall that in the previous meeting the employer committed to inviting the Chief Director of Corporate Service to provide a comprehensive report on the relocation to new offices. The Department received information from the Department of Public Works that the DWYPWD could start with the occupation of Fedsure Forum Building as far back as 29 September 2022. The Accounting Officer was informed and gave a directive that the relocation process should commence. The office accommodation task team held a short meeting to brief the Accounting Officer. Supply Chain Management started the procurement process for the removal company and on 30 September 2022 the relocation process started. The Department of Public Works and Infrastructure has advised that there has not been progress on the occupancy certificate and consulted its Legal Service unit on the matter. It reported that the Department of Public Works and Infrastructure is responsible for monthly payments from October 2022 to March 2023. From April 2023, the Department will continue with the monthly payments.

A cleaning service provider was appointed for a period of six months, starting from December 2022 to end in May 2023. The process to appoint a service provider for a period of 36 months is ongoing. Specifications have been submitted to the Supply Chain Management. OHS representatives have been appointed on each floor occupied by the Department. A contingency plan has been updated and awaited the landlord to finalise the evacuation plan for the building. A dry run will be conducted to familiarise staff members with emergency-exit routes.

The PSA registered displeasure with the employer's 24-hour notice relocation to the new building and the fact that, to date, the employer has not yet acquired a Compliance Certificate for the building. The employer responded that the old building contract was ending at the end of September 2022 and the issue of office accommodation is handled by the Department of Public Works and Infrastructure. The employer further apologised for any inconvenience caused to employees during the relocation process and committed to improving communication in future. The PSA requested the employer to arrange a meeting with the Director-General of the Department and the Department of Public Works and Infrastructure to discuss the issue of the Compliance Certificate. The employer committed to confirm the availability of both the DG and the DPWI and labour will be responded to not later than 12 May 2023.

Members will be informed of developments.

Employees who want to join the PSA can visit the PSA's website ([www.psa.co.za](http://www.psa.co.za)), send an email to [ask@psa.co.za](mailto:ask@psa.co.za), or contact PSA Provincial Offices.

GENERAL MANAGER