

## Feedback: PANSALB Bargaining Forum – 5 July 2023

### Vacancy rate

The employer reported that there were 86 funded posts since the beginning of the new cycle, 73 of which are filled and 13 are still vacant. The PSA questioned when the employer is anticipating finalising its recruitment process. The employer responded that the 13 positions are currently in different recruitment stages and are anticipated to be finalised by the end of September 2023.

### Performance assessment 2021/22 cycle

The employer reported that the moderation committee has concluded its tasks. The employer further reported that the submission was made and is waiting for approval from the EXCO. The PSA noted the report.

### Performance assessment 2022/23 cycle

The employer reported that 64.3% of the performance assessment were submitted. The Performance Moderation commenced on 22 June 2023, but the process has been put on hold until the completion of the re-training requested by employees. The PSA noted the report.

### Performance contracting 2023/24 cycle

The employer raised a concern about the slow pace of employees' submission of their performance contracts and further reported that numerous follow-ups were made with affected members with no success. The responsible line managers were advised to implement the policy requirement for the non-submission of performance contracts. The PSA questioned the employer on how many employees have submitted their performance contracts. The employer responded that it received 61% of the performance contracts.

### Implementation of COLA for 2023/24

The employer reported that there is a good response from employees about arrangements of repayments, following the error on the implementation of salary adjustment of 7.5% for the 2023/24 cycle. The error has resulted in some underpayment and overpayment of salaries for employees on salary level 4 to 12. It further reported that the error was corrected, and all affected members received letters as promised during the Special Bargaining Forum.

### Long-service recognition

The PSA tabled the matter following complaints from members that PANSALB does not recognise employees who have long service with the institution. The employer reported that the Human Resource Section was tasked by the CEO to develop a Long-Service Awards document in recognising long-serving employees. The employer reported that labour will be informed as soon as the document is ready. The PSA noted the report. The progress report will be provided in the next meeting.

### **Human resource (HR) policies**

The PSA tabled the matter following complaints from members that the employer has circulated HR Policies to all members and intends to review such policies. The employer apologised for circulating HR Policies to employees without properly tabling these at the Bargaining Forum. The employer requested to table the HR policies properly and asked that these be referred to the task team for further engagements with labour. The PSA noted the tabling of the policies, i.e., Recruitment and Selection Policy, Job Evaluation Policy, Leave Policy, Ethics Policy, and OHS Policy. Members are requested to provide their inputs or comments to [lukhanyo@pansalb.org](mailto:lukhanyo@pansalb.org) or [aubrey.mabotsa@psa.co.za](mailto:aubrey.mabotsa@psa.co.za) **by no later than 14 July 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