

FOR PSA MEMBERS: **SAFETY AND SECURITY SECTOR EDUCATION AND TRAINING AUTHORITY (SASSETA)**

29-09-2023

## Feedback: Labour Forum meeting - 27 September 2023

### 13<sup>th</sup> cheque cancellation

At present, all employees can opt for the employer to deduct a certain portion from their salary to cater for a 13<sup>th</sup> cheque payable in December every year. This forms part of their terms and conditions of employment. However, the CEO has forwarded an email to all employees, informing them of the withdrawal with immediate effect. The PSA raised this concern and requested that management engages the CEO and request a retraction of the email. Feedback will be given to members shortly.

### Job grading

The Sasseta has embarked on a job-grading exercise. Some categories of staff were omitted. This was brought to the attention of the service provider. They have now been included and the draft report will be presented to EXCO. Once finalised, the employer will inform the PSA, and consultation will take place with all affected employees.

### Tools of trade

Members need laptops and keypads to perform their work as part of their tools of trade. The employer agreed that procurement will urgently take place after which the required laptops and keypads will be procured. Feedback will be given at the next meeting.

### Payment of claims

The Sasseta only has four pool vehicles that can be used by employees, and members are requested to utilise their own vehicles to perform official duties. Members are requested to travel at their own cost and then claim the reimbursement back. Claims are done monthly only. The PSA requested that the employer accommodates these employees by introducing two payment runs instead of one. The employer has acceded to the PSA's request and in future members will be able to claim twice a month.

### Performance bonus

The Performance Bonus Policy was reviewed, and amendments were included. The PSA enquired regarding the payment of the performance bonus for 2023. The employer indicated that it has budgeted for a performance bonus, and this will be presented to the Board for consideration and approval at the next Board meeting. The PSA will be informed accordingly.

### **Provident Fund Management Committee**

At present, there is no structure for this Committee. The Committee has now been resuscitated, comprising of the employer and the PSA. Members will be updated after Committee meetings.

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.

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