

PSA LINK

7/2021

PSA SHOP STEWARD NEWSLETTER

Update of member information

The PSA membership application form requires prospective members to provide personal information when joining the Union. This information is required to assist the PSA in processing the application and managing members to ensure that the PSA is a successful Union. It is critical for the PSA to provide an effective service in promoting and protecting members' rights and interests. Thus, proper and insightful communication is important to members, keeping them up to date with the latest information on PSA activities.

The PSA membership application form is designed to only obtain **applicable** and important member information that will be required to manage membership information and to render a service to members. Information such as the employer, salary or Personal number, identity number, banking details and method of payment is required for successful PSA membership implementation and fee collection. Banking details and tax number information are required to process honorarium payments to recruiters.

Furthermore, correct cellphone numbers and email addresses will ensure that members receive up-to-date communication from the Union and can be contacted when mandates and feedback are required.

This will also allow the PSA to communicate with members on the following important information:

- **PSA Informus with the latest news on activities in members' workplaces, and bargaining structures and other information**
- **PSA Magazine, offering insightful articles and competitions**
- **SMS for important messages and updates**
- **Individual case management updates and progress reports**

The COVID-19 pandemic has underlined the critical importance of members' electronic contact details being available to ensure uninterrupted service. Therefore, it is of utmost importance for members to update the PSA with their latest contact details to ensure that they receive all communication from the PSA.

Shop stewards can offer members the assurance that their personal information will be protected by the PSA according to the *Protection of Personal Information Act of 2013 (POPIA)* and that their information will only be used for the intended purpose of Union activities.

NOTE: Shop stewards are reminded that the latest PSA application form (with POPIA clause) is available on the PSA website (www.psa.co.za) to assist with recruitment efforts.