

# 124 Dear Adm

PSA Head Office: ⊠40404, Arcadia, 0007 | 563 Belvedere Street, Arcadia, Pretoria

**☎** (012) 303 6500 I ♣ (012) 303 6652/3

#### Eastern Cape: Ggeberha

#### **Eastern Cape: Mthatha**

Sanlam Building (3<sup>rd</sup> floor), cnr Leeds and Madeira Street, Mthatha (047) 501 2500 ≜ (047) 501 2510/16 psa.mtha@psa.co.za

#### **Free State**

 ≥ 7673, Bloemfontein, 9300

 34 First Avenue,

 Westdene, Bloemfontein
 (051) 403 1300 = (051) 403 1315/9

 psa.bloem@psa.co.za

#### Gauteng: Johannesburg

#### **Gauteng: Pretoria**

#### KwaZulu-Natal: Durban

△ 4011, Durban, 4000
 300 Anton Lembede Street
 11<sup>th</sup> floor, Delta Towers, Durban
 (031) 310 3600 ♣ (031) 310 3615
 psa.dbn@psa.co.za

#### KwaZulu-Natal: Pietermaritzburg

#### Limpopo

#### Mpumalanga

≥ 282 Sonheuwel, Nelspruit, 1206
 Sonpark Boulevard Building, 54(c),
 2 Annecke Street, Sonheuwel, Nelspruit
 (013) 741 7500 = (013) 741 7505/6
 psa.nelsp@psa.co.za

#### **Northern Cape**

#### **North West**

≥ 2480, Mahikeng, 2745
 58 Proctor Avenue,
 Golf View, Mahikeng
 (018) 381 9600 (018) 381 9611
 psa.mkeng@psa.co.za

#### **Western Cape**

№ 1837, Cape Town, 8000
 6th floor, 80 Strand Street, cnr Strand and Bree Street, Cape Town
 (021) 409 7360 ♣ (021) 409 7399
 psa.kstad@psa.co.za

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#### **VISION**

Enhancing the PSA's position as a politically independent trade union that is recognised and respected in both South Africa and the global labour market for its dominance and professionalism in the broader public sector, distinguished by its organisational agility, innovation, and responsiveness to labour and socio-economic issues.

#### MISSION

Continue to ensure the sustainability of the PSA as a Union and employer of Choice through ensuring effective member structures, Board, and Administration, expanding value-adding partnerships to protect the rights and to promote the interests of members in the relevant communication platforms.

The following values guide the PSA's conduct aimed at achieving the Union's mission:

Loyalty, transparency, respect, ethical conduct, consistency, and service excellence

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Loyalty, transparency, respect, ethical conduct, consistency, and service excellence are the values that continue to direct the PSA, as the Union of Choice celebrates 103 years of service to public-sector employees in July 2023.

Looking back to 1920, when a group of visionaries took that first leap and formed this organisation aimed at promoting and protecting the rights, benefits, and interests of public servants, many thought the venture would be a failure. Yet, those leaders and those who followed made important strides for the betterment of the entire public sector.

The PSA continues on this mission as a Union that remains free of political influence and putting members first. Despite legislation achieved in protection of workers, persistent attacks on public servants and their negotiated benefits from various quarters, including government and politicians, the PSA's duty is clear: To remain true to the mandate of putting the needs of members first.

The role the PSA has played in the labour movement over more than a century bares testimony to that fact. The PSA's track record has seen successful campaign on issues such as housing subsidies, the establishment of a public service medical-aid scheme, the introduction of a cost-of-living allowance system, improvement in conditions of employment for public servants as well as ensuring that women can be permanently appointed as public servants as far back as 1970. On page 10 of this edition, you can also read feedback from just a few satisfied members for whom the PSA ensured justice in matters such as unfair dismissals, unfair labour practices, salary adjustments, etc.

The prevailing circumstances for public-sector employees and developments in the labour movement underline the critical need for a stable and professional union, such as the PSA, to act as custodian of public-sector employees' work-place rights and interest. This is where the Union's valued full-time shop stewards and other shop stewards play a crucial role as the eyes and ears of the PSA in workplaces. The Union's shop stewards are responsible for organising and communicating the PSA's activities to workers, representing members in disciplinary matters, and negotiating worker challenges whilst also building support for the Union through recruitment and educating members. Without the selfless efforts of these representatives, the PSA's efficiency would be compromised, and they are indeed worthy of our sincere appreciation.

In addition to the PSA core labour-related activities as the Union of Choice, the PSA is also a Union with a Soul. Interventions across the country has assisted communities in numerous ways with identified needs. In the most-recent intervention in celebration of Workers' Month, the PSA donated solar-rechargeable LED lights to more than 3 000 disadvantaged learners to support them as the country's future workers. Read the article on page 6 of this edition.

In celebrating yet another successful year in the history of the PSA, I thank each and every valued member for the continued trust in the PSA as the Union of Choice and pledge the PSA's commitment to excellence in service of members.

**ACTING GENERAL MANAGER** 



#### **PSA Day - 7 July 2023**

The PSA, steered by more than a century of experience, remains committed to ensuring professional service delivery to public-sector employees as valued pillars of society.



# Living in LUXURY at expense of the working class

hilst many South Africans are trying to make ends meet, more reports are surfacing on how the country's Ministers have enjoyed vast amounts in perks at taxpayers' expense. At the same time, National Treasury continues to fail to allocate additional finances to government departments to suppport service delivery and continues to blame the public-service wage bill for the country's financial woes.

The Minister of Public Works and Infrastructure confirmed in parliamentary questioning that between 2019 and 2022, R93 million was spent on the maintenance of official residencies of Ministers, their Deputies, and Directors-General. However, other sources have estimated that the cost of maintaining these residences is closer to R1 billion for some 97 mansions, including security upgrades.

The Minister listed the following expenses that were incurred whilst the country was still dealing with the direct and immediate impact of the COVID-19 pandemic as well as the failure of government to implement negotiated wage increases for public servants:

- R400 000 on pest control over three months at a minister's house.
- R1.4 million on a facelift for a home in Upper Kenilworth, Cape Town.
- R2.1 million on diesel for generators at 71 ministerial homes in Pretoria.
- R454 000 on installing a generator at a Pretoria home.
- R470 000 on repairing an intercom and security system at a Houghton Estate, Johannesburg home.
- R1.6 million on fixing leaking roofs of ministerial homes near the Union Buildings in Pretoria.

These figures have raised concerns regarding the guidelines and perks in the *Ministerial Handbook*, which allows for Ministers to have houses, VIP-security protection, travel perks,



and luxury vehicles. Ministerial residencies also seem to be exempt from loadshedding, which is crippling an already broken economy or they were supplied with generators to the value of R2.6 million. The benefit of Ministers not paying for services such as water and electricity resulted in outrage from citizens who often spend extensive periods without water and electricity owing to loadshedding and poor infrastructure management.

There have been many calls for the review on the Minsterial Handbook and all associated perks. The PSA remains deeply concerned that public servants are targeted in cost-cutting measures, advancing the obsession to contain the wage bill, whilst Ministers who are not at the frontline of service delivery live luxurious lives. The PSA has consistently urged government to decisively address corruption and criminality in all sectors, which is draining the economy.

The review of the Ministerial Handbook is long overdue since the President indicated that it would be removed in its entirety. The review of the luxurious benefits enjoyed by politicians and their families' at the expense of citizens

is necessary as the country continues to struggle economically. South Africa continues to fail in growing its economy owing to high levels of political corruption and mismanagement, where those implicated in wrongdoings are protected, despite the vast amounts that have been spent on several investigative commissions.

Unemployment continues to rise whilst there are hundreds of thousands of

vacancies in the Public Service, leading to insufficient or non-existent service delivery. This supports the PSA's view that politicians and those in leadership positions are benefitting from corruption. The Minister of Finance must aggressively champion the review of the Ministerial Handbook and a review of goods and services spending to demonstrate seriousness to address corruption, ensure value for money, and bring about an economic turnNone of the benefits received by top government officials are beneficial to ordinary citizens who are struggling to feed, house, and educate their families.

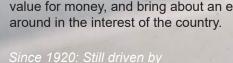
In addition, failure to allocate new money and calling for restrictions on the filling of public-service vacancies will worsen the situation in all government departments. The Public Service is currently operating with vacancies in almost all service departments, including Justice and Constitutional Development, Education, Health, Home Affairs, the South African Police Service, Labour and Employment, and Transport, where severe service backlogs are being experienced at the expense of service delivery.

Ministers and their Deputies earn between R2 to R2.4 million per year. In the 2019 Ministerial Handbook, there was a limit of R5 000 on the amount that Cabinet members could claim for water and power. If that limit was passed, the responsible Minister would have to pay the additional amount. This limit was, however, scrapped.

The PSA calls for a transparent review of the Ministerial Handbook to allow for legal controls and prevent further corruption at the expense of the country.

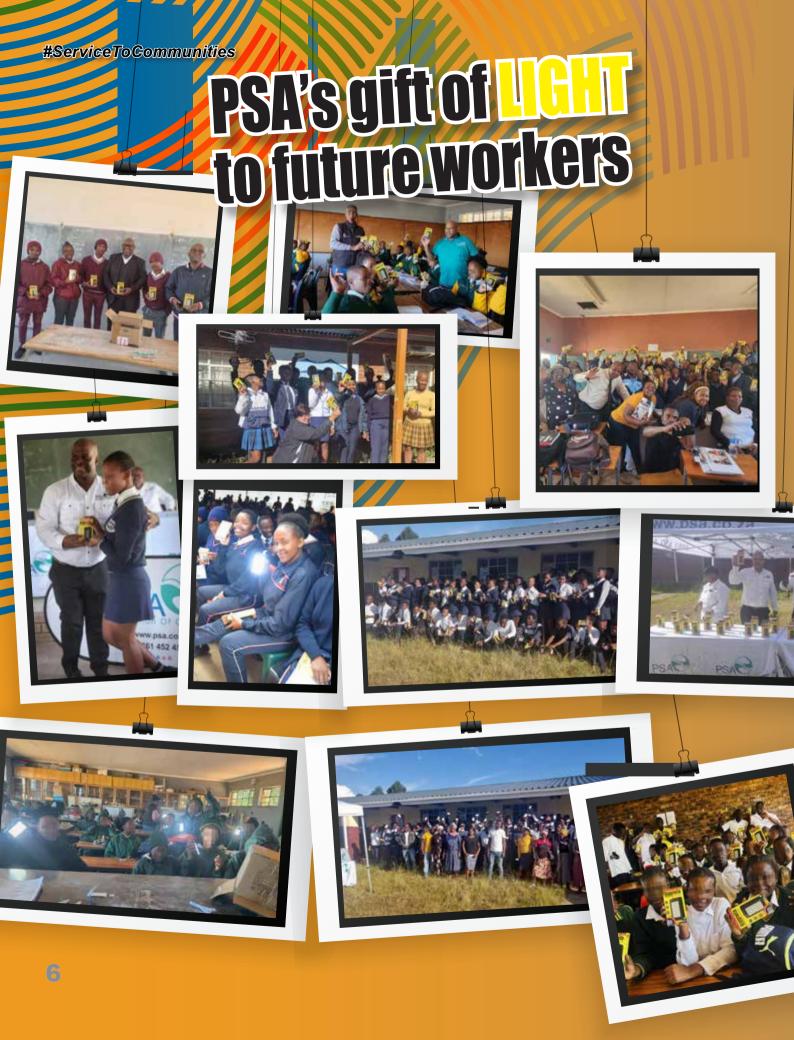
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SERVICE EXCELLENCE





by providing more than 3 000 learners with solar-rechargeable LED lights to enable them to continue with their schoolwork in the evening and during loadshedding periods.

Through this corporate social investment initiative, the PSA donated 3 058 of these lights to Grade-11 and -12 learners at 16 secondary schools from disadvantaged backgrounds across the country's nine provinces. The ground-breaking initiative to donate these lights to schools took place during the significant month of May to demonstrate the PSA's support to future workers during Workers' Month.

As South Africa grapples with disabling loadshedding, the PSA is deeply concerned that learners' ability to study in the evenings and do homework is impaired by loadshedding. This may have a negative impact on their studies or preparations for exams. Most households cannot afford generators and solar power and most learners must study under difficult conditions in the evening or are limited to do schoolwork during the day. The impact on Grade-11 and -12 learners nearing the completion of their schooling is more severe and may impact on pass rates.

PSATE PEACE

To assist in overcoming this challenge, the PSA launched this project. The schools that benefited from the initiative were identified by the Department of Basic Education as quintile-1 schools and schools that performed poorly as reflected by their 2022-matric results. Quintile 1 is a ranking based on the unemployment rate and literacy rate of the community in which the school is located. A quintile-1 ranking indicates a poor/impoverished school according to the National Norms and Standards for School Funding.

The lights were presented to the identified schools for distribution to affected learners, noting that the lights remain the schools' property for continuous use by learners. The solar-rechargeable LED lights are portable and do not require any electricity for charging. They can, however, also be charged using conventional electricity. When charged, a light can provide up to four hours of light and thus extend study time for learners.

PSA's Provincial Offices visited the schools during May 2023 to present the lights and encourage learners. Describing the handover event at Lesedi High School in the Northern Cape, PSA Provincial Manager, Steve Ledibane, said: "We met the Grade-11 and -12 learners in one of the School's classrooms where we demonstrated how the lights work. We also encouraged the learners to use the lights for the intended purpose, which is to study during loadshedding as this tends to last between six and eight hours at a time in the rural areas."

In North West, an educator, Kanathutshelo Munonde, at Letlopi Secondary School in Maubane, described the handover of the lights as a "wow experience." He said the solar lights would come in handy in the deep-rural area where there is no electricity at all. "I believe the lights will have a big and positive impact on learners' ability to study. They are now encouraged to study because they will have something brighter to illuminate the room with for them to continue with their schoolwork," he said.

PSA Organising/Marketing Officer in the Free State, Lynsie Pelser, said that earners and staff at the school described the PSA's donation as a blessing as they have been without electricity for a few months owing to the inability to pay municipal bills. "The learners are especially excited and feel privileged to receive such a gift. They say the lights are a light in their life for the future. I wish all children in the rural areas can receive these lights as it will enhance their performance," she said.

The PSA trusts that this intervention will assist this group of learners in making a success of their secondary schooling and support them as the country's future workers.

The PSA, apart from protecting and promoting public-sector employees' rights and interests, is committed to support communities in pursuit of a better South Africa for all citizens.



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## **EVERY member IMPORTANT**

he PSA is proud of its service excellence to members as a Union that seeks to promote and protect members' rights and interests. The PSA successfully represents members across the country in disciplinary matters and grievances at public-sector councils and the Commission for Conciliation, Mediation, and Arbitration (CCMA). Recent victories for members are highlighted.

#### **Free State**

Department of Police, Roads, and Transport: Lebuajwang Maliehe was unfairly dismissed on 22 March 2018. At the time of his dismissal, he held the position of Assistant Director: Control Provincial Inspector. Arbitration proceedings started on 22 July 2019. After many postponements owing to delaving tactics by the employer, arbitration proceedings were finally completed. The arbitration award was issued on 18 May 2023. The Department only responded to Lebuajwang's appeal after two years and he was not paid pending the outcome of the appeal process. This is a violation of clause 7.3(c) of PSCBC Resolution 1/2003. The Commissioner found that the dismissal was procedurally and substantively unfair. The Department was ordered to reinstate

Lebuajwang immediately and retrospectively with backpay of R4 485 789 to be paid by 30 June 2023. Lebuajwang said: "The PSA is a union of choice and it works for government employees and must keep it up. Continue fighting for workers' rights and I will also do my part to recruit members to the PSA so they also can enjoy peace of mind."

South African Social Security Agency (SASSA): The PSA referred an unfair labour practice matter on behalf of a member after SASSA failed to promote her to the position of Senior Manager at a branch in the Free State. The member was not promoted even though she was certified competent and recommended as the preferred candidate for the position by the independent panel. The PSA referred the matter to the CCMA. The Commissioner found that SASSA committed an unfair labour practice against the member. SASSA was ordered to unconditionally place the member in the Senior Manager position that she was recommended for, and pay her compensation of R212 698.50.

#### **Western Cape**

Department of Health: *Nokufika Mngadi* lodged a dispute after the employer declined her temporary incapacity leave (TIL), which should in any event have been special leave for an injury on duty. During Nokufika's lengthy battle of managing her injury and needing to use all her sick leave and annual leave, as well as submitting TIL but having most (if not all) TIL applications declined, she acquired debt owed to the employer. The employer began monthly deductions to settle the debt. After a lengthy battle of postponements, arbitration sittings, a condonation application, and a jurisdictional ruling, the Department finally agreed to pay her for 2017 and 2018 injury-on-duty leave days and to refund all monies deducted from her salary, as well as her bonus for the debt owed. The amount to be refunded to her is R25 358.32.

Nokufika said: "I have struggled a lot with my IOD, especially with deductions that were going off my salary and the employer was not cooperative at all. I have been bullied, and even told to resign, yet I was injured on duty. I am very grateful that the PSA have full-time shop stewards like Natalie Adams who are dedicated to their work holistically and unjudgementally. Natalie worked above her scope of practice. She was even able to pick up errors made by a qualified auditor, an audit re-check was done and the correct amount unlawfully deducted from me has been paid back to



me. Although I am still experiencing a lot of unfairness and bullying, I am confident that with Natalie by my side, it will eventually come to an end."

#### Mpumalanga

Department of Higher Education and Training: A lecturer at a TVET College improved his qualifications but could not get assistance from the employer in progressing his notch and adjusting the salary level. He approached the PSA and was advised to lodge a formal grievance. An interpretation and application dispute with the Education Labour Relations Council was declared and a settlement agreement was reached. The member reported recently that back payment of R64 000 and a salary adjustment had been implemented.

#### **Eastern Cape**

Department of Rural Development and Agrarian Reform: Five members approached the PSA for assistance after a presentation was made in a members' meeting, indicating how the PSA successfully represented members in labour disputes. These members complained that as Security Officers, they were wrongly placed on salary level 2. The PSA investigated the complaints and found that the members should have been placed on salary level 3 in terms of DPSA Circular 10/2019, dated 24 October 2019. The members were advised to lodge individual grievances for resolution. Grievance meetings were held without any solution and the members then declared unfair labour practice disputes related to benefits with the General Public Service Sectoral Bargaining Council to conciliate. Conciliation failed and the disputes were referred for arbitration. During arbitration proceedings, the employer offered to settle the matter. A settlement agreement was signed where the employer agreed to place the employees on salary level 3 retrospectively to 1 November 2019 with back pay. The members were paid R45 590 each according to Persal calculations for the retrospective grading from salary level 2 to salary level 3.

For more information on grievances procedures, see page 15.

ADVERTORIAL

# WHITE-COLLAR CRIME IN SOUTH AFRICA

hite-collar crime is attempting or conspiring to commit or to aid in offenses such as racketeering, corruption or money laundering. It includes crimes such as bank fraud, blackmail, bribery, credit-card fraud, embezzlement, extortion, kickback, and money laundering.

White-collar crime is commercial in nature and relies on deceit and concealment rather than violence and force. The motive is normally financial gain.

In South-Africa white-collar crime has become a culture because of historical circumstances, and businesses, for instance, started to seek alternative ways - be it legal or illegal - to maintain their profits through, for example, tax evasion which costs the country millions of rands every year.

Owing to political uncertainty and economic uncertainty, the desire to protect "what is already" yours is increasing incidents of white-collar

crime in South Africa. White-collar criminals are often selfish individuals in powerful positions and their criminal conduct wreaks havoc on not only businesses but the economy in South Africa as a whole. In recent years, high-profile white-collar crimes include the Steinhoff and Sharemax scandals.

In the past, the police did not regard white-collar crime as a priority, but this has changed over the years.

The Directorate for Priority Crime, the Hawks, was established in 2001 and fiercely targets organised crime, economic crime, corruption, and other serious crimes in South Africa.

There is a vast outcry by society against corruption.

White-collar crimes are taken extremely serious
by South African courts these days and stern

sentences are being handed down. If you are found guilty of, for example, money laundering you can be sentenced with a fine of up to R1 million or 30 years imprisonment.

The notion that perpetrators were not

"prison material" because of their backgrounds is disregarded in South African courts as the dishonesty is causing substantial losses owing to their self-enrichment and greed and detriment to society.

PSA members enjoy access to legal cost insurance policies at a specially discounted rate. Benefits include cover for legal costs,

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# Public Service capacity impacted by prolonged suspensions

nsuring that there is enough staff to complete day-to-day tasks in an organisation supports productivity and workplace morale. Being short-staffed increases employees' workload and potentially affects service delivery. This is one of the reasons for poor service delivery in the public sector, which is cascading downwards as evidenced by continuous service-delivery protests by agitated citizens. Under capacitation and the prolonged suspension of employees result in employees not being able to cope, as they are expected to take on the responsibility of suspended co-workers.

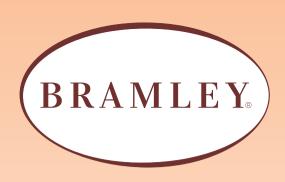
Prolonged suspensions in the Public Service create a vacuum in departments, leading to poor service outcomes. Even though public servants complete their daily duties, they have no time or resources to take on any additional workload. This may lead to them collapsing owing to burnout and depression. Prolonged suspensions have led in the PSA declaring an unfair labour practice dispute with in terms of section 186(2)(b) of the *Labour Relations Act (LRA)*, challenging the unfair suspension of some members who have been suspended for more than 60 days. The PSA continues to urge the Department of Public Service and Administration (DPSA) to resolve the issue of capacity whilst attracting young people to the Public Service, which is facing age-related retirements and resignations.

The employer is expected to be able to recognise issues of suspension before they occur and prepare employees, accordingly, alongside monitoring the suspension rate, completing disciplinary action timeously or evaluating a system where employees are provided with support to manage the workload of a suspended staff member. Public servants have not received a decent wage increase since 2020, whilst prolonged precautionary suspensions result in the payment of salaries to employees who are not actively contributing to their positions. Taxpayers are paying for a service that is not being provided.

In a country with limited resources, the situation remains frustrating and results in fruitless and wasteful expenditure. The Public Service Commission (PSC) recently reported that R26-million was paid to government employees on precautionary suspension for the 2021/22-fiscal year - 167 employees were suspended with pay at national and provincial departments where disciplinary proceedings were still ongoing. It was also found that most departments had capacity problems that hindered them from finalising investigations into disciplinary matters, and that many officials did not understand labour-relations management or what precautionary suspensions entailed. Suspending an employee may be an unnecessary financial burden on an employee as well as being unfair and may constitute an unfair labour practice in section 186(2)(b) of the LRA. This impacts negatively on the public purse as, in some instances, an "acting allowance" is paid to employees who were put in acting positions, as well as the suspended employee receiving pay. Government is thus paying two salaries for one position. Yet, the DPSA spends money on labour-law consultants, which often results in delays in resolving labour disputes and undermining the primary object of the LRA.

The PSA demands that action be taken to speed up the pace in resolving these cases. Additionally, the PSA calls on government to put measures in place to reduce the cost of suspensions on taxpayers. Public Service Coordinating Bargaining Council Resolution 1/2003 states that, "If an employee is suspended or transferred as a precautionary measure, the employer must hold a disciplinary hearing within a month or 60 days." Precautionary suspensions often result in legal fees and investigation costs, which are also carried by taxpayers. This drains the public purse and diverts resources from vital areas.

From an organisational perspective, prolonged suspensions decrease productivity and lower employee morale. The absence of an employee for an extended period can lead to project completion delays and affects the quality of work produced. This is destined to create a toxic work environment that negatively affects performance, a scenario that the embattled Public Service cannot afford.



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## PSA awards Stiglingh Memorial Bursary

he cost of studying at institutions of higher learning is a tall order for many South African students and their parents. In addition, many public servants do not qualify for study assistance for their children. The PSA annually assists members in this regard by means of the Stiglingh Memorial Bursary.

## \*Stiglingh Memorial Bursary

The PSA annually awards study bursaries (minimum of R3 000 to a maximum of R10 000 each), depending on the availability of funds to public servants and/or PSA members (and their dependent children) who have been employed in the Public Service or have been a PSA member for at least 12 months on the closing date of the year in which a bursary is applied for. Bursaries are awarded in respect of undergraduate or post-graduate studies (part-time or full-time) in Natural Sciences or Medicine, or for research on Natural Sciences or Medicine at a recognised South African University or abroad after successful completion of the first study year course or research project.

The number of bursaries is determined annually based on available funds and the number of qualifying applicants. Preference is, however, given to PSA members and their dependent children. Application forms are available from Universities and must be submitted to the relevant University before 15 October 2023. Applicants must, where applicable, submit the necessary proof of membership of the PSA together with the application. Universities submit the applications to the PSA from candidates in order of preference as soon as possible after the closing date, but not later than 15 January 2024.

Tristan Kuhn, from the University of the Western Cape, is another proud recipient of the Bursary. "We want to take this opportunity to thank the PSA for the bursary allocation to our son. Tristan. for his BPharm studies." says his father Dymian Kuhn (PSA member). Dymian says that the allocation really assisted them financially and emotionally. "Tristan can study without concern about his fees being paid and pay full attention to his studies. Tristan plans to conclude his studies in 2025 and, if possible, continue with a Master of Pharmacy degree programme. He hopes to one day also

help a merit student in his field of study by paying it forward."

Nomvelo Mthembu also from the University of the Western Cape is one of the recent recipients of the PSA's Stiglingh Memorial Bursary. Nomvelo learned about the bursary from her mother, PSA member, Nokuthula Mthembu, who encouraged her to apply.

"I appreciate the great assistance the PSA offered to me and my daughter. At the time we were applying for the bursary, we didn't think it could be possible. My daughter is looking forward to completing her degree and after completion, she is dreaming of doing a Master of Pharmacy degree and serving the community," says Nokuthula.

## Service delivery compromised

he South African government's decision to appeal a recent Court ruling to exempt critical and essential public-service facilities from loadshedding sent shock waves around the country.

In May 2023, the Pretoria High Court ruled in favour of several political parties, unions, and other organisations that took legal action to exempt essential public facilities from loadshedding. The Court ordered government to ensure that public health institutions, public schools, and police stations are exempt from loadshedding, with government being instructed to provide alternative energy supplies within 60 days. The Minister of Public Enterprises, Pravin Gordhan, is, however, of the view that complying with the Court order will have negative implications for the power grid, which is on the brink of collapse.

The PSA regard government's decision to appeal the Court judgement as arrogant and disregarding the enormous impact loadshedding has on the ability to provide service delivery to especially the poor and needy. The PSA condemns government's decision to appeal this judgement. The attitude of government sends a dangerous message that it does not care about the welfare of the most vulnerable and the poor who mostly rely on services from public institutions.

During loadshedding, public servants find themselves in a difficult situation as they are not able to provide services as systems are either not functional owing to poor network, no lighting, and in many instances, toilets are not flushing as water pumps need electricity. Government's failure to provide alternative energy

supplies, coupled with the failure to employ adequate employees and provide security, has forced the discontinuation of 24-hour services at most clinics. This denies vulnerable citizens access to health services, forcing them to travel long distances to

hospitals that are equally understaffed. It has become common to hear reports of patients losing their lives or giving birth outside clinics as most facilities no longer offer 24-hour services.

The Court judgement echoed the PSA's long-held view, which was never heeded by government. The PSA, on several occasions, urged government to provide alternative energy supplies such as solar panels and generators to public institutions. Public servants have also been facing the wrath from angry and frustrated citizens owing to the lack of services during loadshedding. To resolve this, the PSA has on a number of occasions called for the implementation of 'working-from-home' for government departments that are not offering direct service to members of the public to reduce the burden on the grid by massive buildings where government departments are housed. This initiative was turned down by government. The PSA has urged Minister of Finance to ensure that government departments are provided with adequate budgets to provide alternative energy at public institutions.

The PSA is, however, aware that although generators are provided at many clinics, there is insufficient funding to purchase diesel, thus rendering the generators useless.

Experts have warned of higher stages of loadshedding between stages 6 and 8 owing to increased demand for electricity during the winter months. But for now, only government hospitals can apply to Eskom to be exempt from loadshedding through the Department of Health, depending on the number of patients they treat, and the type of specialisation practised at the facility.

The provision of quality services can, however, only be achieved with the capacitation of the public service with adequate, competent, and qualified human resources, functional tools of trade, and a conducive work environment where the buildings comply with health and safety requirements. Without securing these critical factors, the professionalisation of public services will remain a pipe dream at the expense of all citizens.

Sources
https://ewn.co.za/0001/01/01/govt-s-energy-plan-lacks-measurables-actionsa-s-lawyers-tell-court#:~!text=The%20
United%20Democratic%20Movement%20%28UDM%29%2C%20ActionSA%20and%2017, backup%20at%20state%20institutions%20to%20
provide%20essential%20services.
https://www.citzen.co.za/news/
south-africa/load-shedding-may-2023
PSA Members Affairs
Image: Freepik

#### **Public Service Grievance Rules:**

## STEPS to follow

odging a grievance against an employer in the Public Service can be intimidating.

To ease the process, follow this PSA infographic on what steps to take.

The Public Service has a **grievance form** that can be downloaded from the Department of Public Service and Administration's website (www.gov.za/documents/grievance-form-lodging-grievance-directly-public-service-commission-heads-department).

This form must be used to lodge a grievance (excluding an alleged unfair dismissal) when you are dissatisfied with an official act or omission by your employer, and you have been unable to resolve the problem through informal discussion. The purpose of this procedure is to advance sound labour relations and address grievances.

Note: The grievance procedure for Senior Management Services employees, Heads of Departments, Directors-General, amongst others, entails a different process. Contact you PSA Provincial Office for more information.

#### **Grievance process**

- You must lodge your grievance within 90 days from the date on which you became aware of the official act or omission that adversely affects you.
- Complete the grievance form with all necessary information. The completed form must be submitted to the employee designated to facilitate grievances at your workplace. The Department must attach this form to grievance documentation, which will be used through all stages of the grievance procedure.
- At each stage, where a person in the relevant structure of authority attempts to resolve the grievance, each party will complete the appropriate part of the form. You will be given an opportunity to respond to each comment.
- At the conclusion of each stage of the grievance procedure, the Department must provide you with a copy of the completed form.
- Once the grievance has been resolved, you do not need to complete the
  rest of the form. The Labour Relations or Human Resource Section of
  your Department will file the form, which is used to report statistics to the
  Public Service Commission (PSC) annually.

#### **Completion of Grievance Form**

- You must complete Parts A and B of the form and hand it to the designated employee who facilitates grievances at your workplace.
- The designated employee will affix his/her signature in the block below Part B of the form to indicate that the grievance was received. Ensure that you receive a copy of the form where receipt of your grievance is acknowledged.

Part C of the grievance form will be completed by the employer and yourself during the various stages where attempts will be made to resolve the grievance.

#### Departmental role

- 1. An employee may lodge a grievance with an employee designated to facilitate the resolution of grievances in the Department.
- 2. The designated employee must liaise with the relevant structures of authority of the Department to try and resolve the grievance.
- 3. The grievance may be resolved by any person in the relevant structures of authority who has the authority to do so.
- 4. The aggrieved employee will be informed by the designated employee about the status and progress in resolving the grievance.
- If the grievance is resolved to the satisfaction of the aggrieved employee, confirmation thereof will be captured in writing by the designated employee.
- 6. If a grievance cannot be resolved, the executing authority must inform the aggrieved employee.
- The Department (including the executing authority) has 30 days to deal with the grievance. This period may be extended by written mutual agreement
- 8. If after the aggrieved employee is informed of the outcome of the grievance and he/she remains dissatisfied (a) he/she must inform the executing authority in writing within ten days; (b) the executing authority must in terms of the *Public Service Act*, 1994 (section 35(1)) forward the grievance and relevant documentation to the PSC for a recommendation within five days of being informed by the aggrieved employee.
- 9. If the grievance constitutes an alleged unfair labour practice as defined in the Labour Relations Act, the employee may inform the executing authority in writing that he/she wishes to utilise dispute resolution mechanisms provided for in the Public Service Coordinating Bargaining Council (PSC-BC) constitution or the relevant sectoral council (whichever is applicable) and that the PSC should therefore not consider the grievance.
- 10. Should the Department fail to respond to the grievance within the period referred to in clause 8, the aggrieved employee may lodge his/her grievance with (a) the PSC directly; or (b) in the case of an alleged unfair labour practice, with the PSCBC or the relevant sectoral council (whichever is applicable) in terms of its dispute resolution procedure.

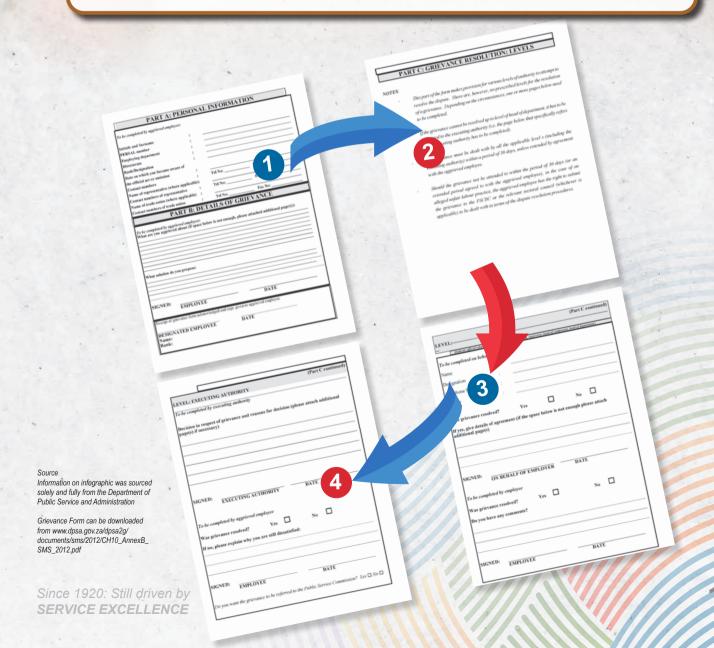
#### Steps to follow

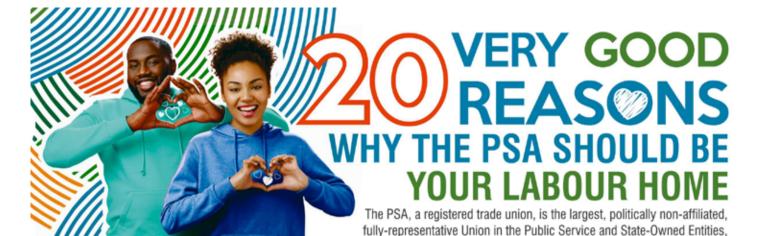
- 1. Complete prescribed **grievance form**. Note: Annexures can be used to describe the nature and solutions required. This form must be handed to the employee who is designated to handle grievances in the Department.
- 2. Ensure that the designated employee acknowledges receipt of the grievance and signs on the grievance form.
- 3. Ensure that a copy of the signed grievance form is kept as it will be required at a later stage.
- 4. Where various employees experience the same concern(s), a collective grievance may be registered.

  The Department has **30 working days** to finalise the grievance. Diarise this period (approximately six weeks).
- 6. If the employee does not receive feedback in the 30 working-days period or is not satisfied with the response received, the grievance should be referred to the next level, *i.e.*, PSC or relevant bargaining council, depending on the nature of the dispute.
- 7. PSA members must forward grievances to the relevant PSA Provincial Office. On receipt, the PSA's Labour Relations Section will refer the grievances to the relevant forum.

Note: The PSA will require proof that the grievance was properly submitted to the designated employee.

Source: PSA Informus 27/06/2019





- Is a growing Union with 230 000+ members served by Provincial Offices across the country.
- Attends to members' individual disputes FREE of charge.
- Negotiates fair terms of remuneration and represents members' interests in bargaining structures.
- Protects members' service benefits (including medial aid, pension schemes, and housing subsidies).
- Addresses issues such as fair and reasonable working conditions, hours of work, and leave.
- 6. Is the only Union in the Public Service that serves Public Service pensioners.
- Is financially stable (complies with the Companies Act and Labour Relations Act).
- Assists beneficiaries and communities throughout South Africa as part of the Union's corporate social investment programs.
- 9. Protects members' rights and defends them in unfair labour practices or infringements of constitutional rights and legislation (Labour Relations Act, 1996, Basic Conditions of Employment Act, 1997, and Employment Equity Act, 1998). Disputes are resolved at the CCMA, Labour Court, and Labour Appeal Court. In the Public Service, the Public Service Coordinating Bargaining Council (PSCBC), Education Labour Relations Council (ELRC), Safety and Security Sectoral Bargaining Council (SSSBC), Public Health and Social Development Sectoral Bargaining Council (PHSDSBC), and General Public Service Sectoral Bargaining Council (GPSSBC) provide dispute resolution functions. With the promotion of interests, rights are also established with collective agreements - non-compliance with such rights is being taken care of by these institutions.
- Employs professional, dedicated and competent staff to support member structures in service of members.
- Promotes members' interests during collective bargaining in bargaining forums with employers.

12. Is admitted to the various bargaining councils, which enables the Union to resolve workplace problems in these councils, saving cost and time.

with a proud history of more than a century of service to members. THE PSA...

- Acts only on members' mandate (mandates on collective issues are obtained from member structures).
- 14. Has country-wide, extensive member structures (national and sectoral) that are the link between the Union and members. These structures mirror the structures for collective bargaining and ensure the protection and promotion of members' rights and interests. Structures are active in all provinces to promote the organisation of members, obtain mandates and improve communication. For information on your PSA representative and structure, contact your local PSA Provincial Office.
- 15. Has an impressive success rate in resolving cases by the Union's full-time staff and thousands of democratically elected, trained shop stewards.
- 16. Offers fringe benefits to members, including FREE membership of <u>PSACLUB!</u> Other benefits include an exclusive PSA short-term insurance scheme, insurance benefits, funeral schemes, and assistance with debt and personal loans.
- Provides FREE financial assistance with funeral costs at a member's death.
- 18. Provides FREE professional indemnity insurance cover for identified groupings of members (R1 million, per member, per year with no limitation in the aggregate).
- Holiday Resort offers holiday accommodation at discounted rates.
- Magazine and workplace-specific newsletters are issued to members FREE of charge - Update your contact details with the PSA's Membership Section (updatemyinfo@psa.co.za) to ensure that you receive all news.

The PSA effectively represents the full spectrum of the South African population and lives by the values of LOYALTY, TRANSPARENCY, RESPECT, ETHICAL CONDUCT, CONSISTENCY and SERVICE EXCELLENCE!



## **PSA membership application**Public Servants Association of South Africa (NPC)

Reg No 1942/015415/08

ASSISTANCE IS SOUGHT AROSE AFTER THE PSA'S ACCEPTANCE OF

APPLICATION FOR MEMBERSHIP.

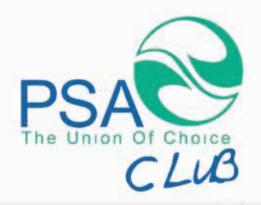
In terms of the POPI Act, 4 of 2013, the PSA will only use the information provided on this application form for the intended purpose related to membership management The PSA Privacy Policy is available on the PSA website (www.psa.co.za). By taking up membership, I agree to the said Policy.



#### \* COMPULSORY FIELDS

PERSONAL INFO	ORMATION	PLEASE INDICAT	E YOUR CHOICE WITH A						
DEPARTMENT / EMPLOYER *		<del>-</del>							
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SALARY STOP-ORDER C I, the undersigned, hereby apply for member authorise and request the Accounting Officer (as approved by the PSA Board of Directors ORDER COMMENCEMENT DATE, and the notice. I UNDERSTAND THAT IN TERMS OF THIS STOP-ORDER MAY ONLY BE REV THE CASE OF NON-PUBLIC SERVANTS)	provide special advantages to PSA members, for marketing pure commence of the PSA (Public Servants Association of South Africa) and of my employer to deduct the applicable PSA Membership Fee of my salary as membership fee, starting from the STOP-preafter to continue such monthly deductions until my further written SECTION 13(3) OF THE LABOUR RELATIONS ACT, 1995 OKED BY THE GIVING OF THREE MONTHS' (ONE MONTH IN WRITTEN NOTICE TO MY EMPLOYER AND THE PSA. to and collectable by the PSA while I am a member of the PSA.	BANK DEBIT-ORDER COMMENCEM I, the undersigned, hereby apply for membership of the PSA (Purequesting and authorising you at the same time to deduct from PSA Membership Fee (as approved by the PSA Board of Direct PSA, starting from the DEBIT-ORDER COMMENCEMENT DATON the	ENT DATE:						
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#### **Understanding your PSA structure**

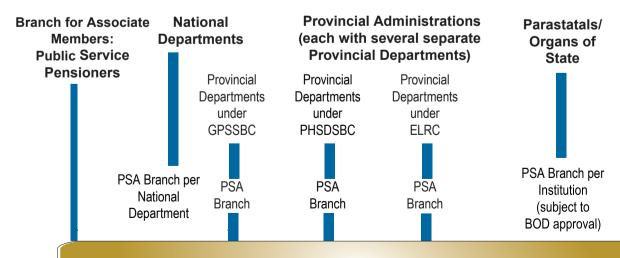
Country-wide member structures (on national and sectoral level) are the link between the PSA and its members. These structures mirror the current structures for collective bargaining and offer direction, thereby ensuring the protection and promotion of the rights and interests of members.

2017 resolved that in terms of the Labour Relations Act or an Organisational Rights agreement, a group will be entitled to elect five shop stewards. The Board may, on good cause shown, establish such a group as a branch.

These structures have been established in all provinces to promote the organisation of members, obtaining their mandates, and improving communication with members.

The PSA's Board of Directors (BOD) on 29 March Details of this extensive network of committees and branches are available from the PSA Head Office as well as any of the twelve PSA Provincial Offices.

> It is important to understand PSA member structures. In addition, you should be involved in these structures as active members can provide timeous, informed mandates, and ensure that skilled workplace representatives are elected.



Sub-structures for communication to grassroot level

# BOOST 2023\*

WIN R2 023 towards OUTSTANDING BILLS of *your choice* + a LAPTOP valued at R5 000 from your UNION of CHOICE!

Recruit a minimum of 23 new members for the PSA between 1 July 2023 and 23 September 2023 to be entered in the competition.

The TOP RECRUITER will be the WINNER!



Recruit a minimum of 23 new members (excluding pensioner members) for the PSA between 1 July 2023 and 23 September 2023 and submit the fully-completed, signed application forms to your PSA Provincial Office or email to competition@psa.co.za by 12:00 on 23 September 2023 to secure your entry. Only entries submitted as stipulated above and received by the PSA by the closing date, will be considered.

\*Competition open for PSA members only / Entries subject to standard terms and conditions and verification of membership In the event of a tie, the PSA General Manager will draw a winner / The winner will be contacted by 10 October 2023 Prizes not claimed within 30 days will be forfeited / Prize not exchangeable for cash

Image example only Image: Freepik

#### Public Service Day 2023

## **Public Service Summit** outcomes to be implemented

ommemorating Public Service Day on 23 June, is a reminder of the efforts by public servants to ensure a level of service delivery to citizens. The public sector, as the largest employer in the country, continues to be plaqued by severe challenges brought on by government's poor resource management, fraud, and corruption, which has led to multiple challenges, including understaffing, poor remuneration and worker benefits, the attack on collective bargaining gains, and low morale amongst public servants.

This situation was worsened by previous years' wage and workplace negotiations, which had a negative financial impact on public servant. Public servants, however, remain faithful to their duties despite the challenges.

In an effort to improve the functioning of the Public Service, the Public Service Coordinating Bargaining Councils' (PSCBC) Public Service Summit on Collective Bargaining and labour matters, held in 2022, aimed to address all outstanding matters and resolutions from the 2010 Inaugural Summit, to address labour matters that have still not been implemented. The 2022 Summit aimed to strengthen and defend centralised collective bargaining to advance development, social justice, a capable and developmental state, labour peace, and democratisation of the workplace. The PSA has participated in all these summits in the interest of its members. The Union made inputs and proposed solutions on current challenges in the Public Service.

The Summit culminated from 2009 when the Birchwood 1 Declaration was entered into, followed by the introduction of PSCBC Resolution 6/2012. The 2022 declaration focuses on four key objectives namely, strengthening collective bargaining in a developmental state, the Fourth Industrial Revolution, professionlisation of the Public Service, and strengthening of women's role in the Public Service. These key objectives have many criteria that must be met for the goals of the Summit to be achieved.

This includes implementation of outstanding collective agreements, upskilling and training of women, government spending, and putting a stop to the outsourcing of services.

Following a meeting at the PSCBC, a task team was established that will focus on the four key objectives and how to successfully implement goals. The task team is expected to provide feedback on all non-implemented agreements, and how to effectively and correctly enforce and interpret those agreements for the benefit of workers.

Other issues, including the Government Employees Housing Scheme and the Government Employees Medical Scheme, will also be tackled with the most critical of these objectives being the issue of providing public servants with decent housing as they do not qualify for a housing subsidy because they earn above the threshold for free housing whilst on the other hand, they struggle to obtain home loans from banks or financial institutions as a number of them face financial problems and some are under debt rescue. In terms of housing, the task team is expected to conduct a feasibility study on a funding model for accessible housing for public servants.

The task team is expected to provide an implementation plan and a route map to ensure faster implementation. This is expected to be completed before the end of 2023. The benefits for workers will be professionalisation of the Public Service, job matching, attracting young people to enter the Public Service, improving high quality of service delivery.

Collective agreements will be audited to ensure that all collective agreements are implemented to the benefit of public servants.

Public Service Day is a reminder of the value and virtue of being of service. It is a call for innovation, enhancing professionalism, raising the profile of the Public Service, and promoting trust in government. However, public servants cannot meet these aspirations if their needs are not met. Housing, medical-aid assistance, fair remuneration, and the implementation of all outstanding agreements, have the power to turn the country's service delivery around, attracting young professionals to the service, and restoring the image of the Public Service.

#### Source

https://www.news24.com/fin24/economy/asinamali-we-are-all-poorer-public-service-summit-begins-amid-growingdistrust-20220328

www.dpsa.gov.za/dpsa2g/documents/pscbc/2010/Res6%20of%202010\_PSCBC.pdf

https://www.gov.za/africa-public-service day#:~:text=It%20originates%20from%20the%20conference,of%20



# UPDATE: GEPF PENSION INCREASE 2023

ension increases granted by the Government Employees Pension Fund (GEPF) the past ten years were equal to 100% or more of the Consumer Price Index (CPI). The PSA's Group Branch Associate Members: Public Service Pensioners noted with concern that the increase for 2023 amounted to only 75% of the CPI, as stipulated in the rules. This concern was raised with the GEPF's Principal Executive Officer by the Group Branch.

The following response was received on 20 April 2023:

RE: ANNUAL PENSION INCREASE OF 5.5% TO PENSIONERS FROM 1 APRIL 2023

Thank you for your letter of 11 April 2023 requesting an explanation of the rationale behind the pension increase granted effective 1 April 2023. I understand your concerns in this matter and would like to provide you with the following information regarding the considerations made by the Fund.

The GEPF's guiding principle when setting pension increases is that they should be affordable from investment returns earned by the Fund. The returns quoted in the annual report are based on a 31 March year-end. The GEP Law requires the pension increase to be determined based on November year-on-year inflation. To ensure consistency and a fair comparison between the Fund's performance and inflation, it is recommended that the investment performance for the same period be used. This is because investment performance can vary significantly over different time periods, and using a different period may result in a distorted comparison.

While it is correct that the Fund earned 11% for the financial year ending 31 March 2022, the investment returns from April 2022 to November 2022 have been lower than expected and are only marginally higher than the inflation over that period. In addition, the investment returns earned were lower than what was assumed in the latest statutory valuation. Furthermore, the inflation rate for the period has been much higher than in previous years. Given the above Issues, a much higher return was required to support a 100% of CPI pension increase.

It is correct that the Fund has granted 100% increases over the past ten years, despite having lower returns in some years (e.g., 2020). Some of these higher increases were supported by returns in previous years. However, currently, the buffer from investment returns is not high enough for a 100% increase to be affordable. Consistently granting increases that are higher than what is affordable from the Fund's accumulated returns will not be prudent and would potentially threaten the long-term viability of the Fund. The Fund must balance current needs with the long-term security of benefits due to future beneficiaries.

It is possible to grant higher increases in future years if the investment performance is to improve. However, the Fund must make sure that it can keep paying pensions to its members over the long term. The Fund therefore must balance the need to give fair pension increases with the need to make sure that enough funds are set aside to pay benefits in the future. This means that sometimes the Fund may not be able to give a full 100% CPI increase if their returns are not high enough. The goal of the Fund is to ensure that is pays sustainable benefits in the long term.

We hope this response provides clarity on the rational for the pension increase granted. Should you have any further questions, please do not hesitate to contact us.

#### Musa Mabesa

Principal Executive Officer



Apply for membership as a PSA associate member before you go on pension to ensure that you retain essential PSA benefits and assistance.



See www.psa.co.za for more information on the Group Branch Associate Members and membership application form

## It's time to WIN with the PSACLUB 60 WILD

PSA The Union Of Choice



LUCKY DRAW Winter competition!

Ν	S	K	S	U	Р	Е	R	В	Α	L	I	S	T	T	J	J	В
Ν	С	Н	Е	С	Κ	Е	R	S	С	0	U	Ρ	0	Ν	S	Ρ	R
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# Find these words above & circle them!

You need to find at least 10 words to qualify for the lucky draw.

BRADLOWS
CHECKERS
CITY LODGE
COUPONS
DISCHEM
DISCOUNTS
ELDO COACHES

FREEBIES
INTERCAPE
JACKS PAINT
NETFLORIST
PICK N PAY
POINTS
RUSSELLS

SHOPRITE
SLEEPMASTER
STAMPS
SUPERBALIST

#### Complete your details:

PSACLUB Loyalty No / ID No:
Name:
Surname:
Cell:
Email:

## How to Enter

- 1. Find at least 10 words.
- 2. Complete your details.
- 3. Take a photo and
  - -WhatsApp it to: 081 487 2073
  - -Email it to: info@mahalas.co.za

# PSA HOIGAY RESOLT

estled in a lush indigenous dune forest at Quenera Mouth, East of the Gonubie River and in close proximity to the beach, you will find the *PSA Holiday Resort\**. Just 18 km from East London, the Resort is committed to offering you relaxation and tranquility.

The area is a bird and nature lover's paradise. Excellent saltwater fishing can be enjoyed at the Resort's beach, combined with unpolluted and uncrowded safe swimming.

The Resort has ten fully-equipped chalets - most with a sea view (choice of two or three bedrooms) and 110 semi-shaded stands for caravans and camping. To ensure absolute peace of mind, the Resort is enclosed with an electrified security fence.

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The PSA Provincial Office in the Northern Cape visit !Xunkhwesa Combined School as part of the national #SchoolSafety



The SA Police Service participated at the PSA's #SchoolSafety project at South Hills Primary School.



PSA Provincial Office in Johannesburg Visited

PSA Provincial Office in Johannesburg Visited

Part of #SchoolSafety project.



PSA magazine Recruit and Win Winner, Dalton Dladla, won a camera valued at R5 000 and R2 023 towards outstanding bills!



The PSA's Provincial Office in Mthatha
Visited Ntlaza Lower Primary School to hand
over donations and dignity packs (sponsored by

#SchoolSafety project.



Proud new PSAmember and registered Nurse, Dudu Msibi.



The PSA Provincial Office in Limpopo donated matresses to Abraham Kriel Children's Home in Modimolle as part of a community project.



The PSA Provincoal Office in the Western Cape and the SA Police Service at Lorraine Primary School during the



Congratulations to Tintswalo Nobela, who won a Bramley hamper in a PSA magazine competition!



Congratulations to Yamkela Mgugudo, who also won a Bramley hamper in a PSA magazine competition!



The PSA Limpopo Provincial Office donated Solar floodlights lights and a step ladder to Mahwibitswane Secondary School to assist





PSA MOMENTS 27

# South Africa's prison CRISIS

he South African prison system faces daunting challenges, several of which are linked to a lack of resources to meet the increasing demand for correctional services. The prison break of so-called "Facebook rapist", Thabo Bester, has shone light on loopholes and corruption in South Africa's correctional facilities. South Africans were disturbed by revelations that a prison inmate who was meant to be properly secured under maximum security, was able to escape the Mangaung Correctional Centre in the Free State, which is managed by a private security company.

This national scandal exposed government for continuing to use a substantial amount of taxpayers' money to pay private companies to carry out a duty that belongs to the state. If government takes ownership of its responsibility, it will save the state's badly needed resources and ensure that those in authority can be held accountable by the public through Parliament.

Private prisons do not have the public's interest in mind when carrying out their duties and fulfilling their contractual obligations. Private prisons have a reputation of gross human-rights violations, overcrowding and being poorly resourced. There is no effective control over prisons, with contravention of the *National Health Act*, fraud, verbal and physical abuse of detainees, racism, and drug use being rampant. There is simply a lack of experience and desire to work with government. However, according to PSA sources, government-run institutions have a worse record at managing escapes, with the Department of Correctional Services (DCS) indicating in their Annual Report, that 22 inmates managed to escape their facilities in the 2021/22 financial year, while 117 prisoners broke out from prisons in 2020/21. The are only two private prisons in the country.

The DCS is mandated to place offenders in a secure, safe, and humane environment, and ensure that rehabilitation and successful reintegration programmes are implemented.

The Department's objectives are to provide sentenced offenders with needs based rehabilitation programmes and interventions and reintegrate offenders into communities as law abiding citizens.

The DCS aims to maintain the human dignity of inmates, the Department's personnel, and members of the public. The PSA has for many years raised the issue of the inmate ratio and its impact on correctional officers, some who have lost their lives violently owing to being outnumbered by the inmates they are meant to control.

On average, 48 prisoners escape from South African prisons each year. The Minister of Justice and Correctional Services, Ronald Lamola, in a written reply to a question in the National Assembly said that 285 prisoners escaped from custody over the past six financial years from 2017/18 to 2022/23. Escapes are reported to the SA Police Service (SAPS) and criminal cases are opened against the perpetrators. The SAPS track and tracing unit, together with the DCS emergency support teams, conduct a manhunt and search operations.

The PSA remains seriously concerned about the situation in South African correctional facilities and is engaging the DCS on this matter to identify solutions.

#### Source

https://www.timeslive.co.za/news/south-africa/2022-06-09-about-48-prisoners-escape-from-sas-prisons-each-year-ronald-lamola/

https://www.gov.za/about-government/correctional-services#:~:text=Role%20players-,Introduction,successful%20reintegration%20programmes%20are%20implemented.

https://www.news24.com/news24/southafrica/news/prison-break-dozens-of-in mates-escape-from-jails-around-the-country-20230327







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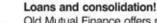
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# We are all different and so are our funeral-cover needs

eath is not something we like to think about – it brings up all kinds of uncomfortable feelings. And spending money just in case you die, feels like an added insult. But having the right things in place – such as a will, life insurance, and a funeral policy – can really help your loved ones in the aftermath of your death.

Did you know that funeral expenses in South Africa range from R10 000 to R50 000? Our loved ones are the most important people in our lives, and no one wants to leave those dependent on them with hefty funeral costs to take care of in the event of their passing.

Funeral cover enables your family to have money on hand to cover the costs associated with a funeral. The money may be used to pay for immediate funeral costs whilst the estate is being closed, allowing your family the space to grieve without having to deal with the stress associated with covering funeral costs.

A funeral insurance policy seeks to provide affordable cover for the payment of funeral costs, either individually or through membership of a group that is formed for this purpose. It may cover the funeral expenses should you die. The amount payable is dependent on the amount you pay each month for the premium. It usually has a maximum payout of R100 000, depending on the plan you choose.

It is a very inexpensive way to ensure that your family is not burdened with the costs. On a valid claim, the beneficiary of the policy will receive a lump sum for expenses relating to the funeral. One of the reasons you need this kind of cover is that often when you die, all assets and bank accounts are frozen. Your funds only become available to your dependents and/ or beneficiaries once an executor has been appointed.

This normally takes at least a month. Burial, however, usually happens within a couple of days, and your family will need the money far sooner than it will be released from your estate.

Funeral cover benefits are available almost immediately after your death, in most cases within 48 hours. The money is paid to the beneficiary named in the policy. It can cover a range of things from airtime to catering. Each policy is different so make sure you understand all the terms and conditions.

Prepare yourself and your family for the worst, so that you can have the peace of mind that they will be taken care of when you are gone.

The PSA Funeral Plan underwritten by Hollard Life Assurance Company allows PSA members to enjoy affordable funeral cover up to R50 000 for immediate family, which will provide peace of mind for you and your family. Contact The Best Funeral Society on 0860 101 003 or visit www.tbfs.co.za for additional information.

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