

Feedback: DPSA Annual General Meeting (AGM) and Departmental Bargaining Chamber (DBC) Meeting – 23 October 2024

The AGM for the DPSA was held on 23 October 2024, where vote weights were presented as follows:

- PSA: 135 members (41.67%)
- Nehawu: 188 members (58.02%).
- Popcru: 1 member (0.31%)

OHS Compliance and Security Report

The employer presented the Occupational Health and Safety (OHS) Compliance report and Employee Health and Wellness (EHW) reports for the second quarter of the financial year 2024/25 to the DBC. The OHS unit and OHS team members from different floors developed a schedule to conduct inspections in the building. *Broll Consortium*, the service provider responsible for maintenance at the DPSA will purchase safety shoes for cleaners. The employer reported that the waste area is cleaned every day by *Broll Consortium* and that Tshwane Municipality collects general waste on a daily basis. An emergency evacuation drill took place on 26 September 2024. The concern raised was that employees evacuated at a slow pace. Employees were encouraged to improve the evacuation pace.

Employee Health and Wellness report

The employer reported on wellness testing and screening services provided by GEMS on 27 August 2024. Employee participation was low, including participation by SMS members. There was a shortage of female condoms country wide, however, the challenge has been resolved. The Internal Employee Health and Welfare (IEHW) unit provided services to 30 employees between 1 November 2023 to 31 August 2024. 37% of cases are closed and 13% are still open. The Internal Transformation Program (ITP) Directorate and the IEHW unit requested the DBC to support initiatives of the unit to improve employee health and wellness.

Implementation of collective bargaining resolutions: PSCBC 3/2009 and GPSSBC 5/2014

The said Resolutions were signed to give effect to grade progression (PSCBC Resolution 3/2009), and improved qualifications (GPSSBC Resolution 5/2014) in the public service.

Grade Progression (PSCBC Resolution 3/2009)

In the previous *Informus*, it was reported that the employer drafted a submission for the attention of the DG to approve grade progression of all qualifying employees. Employees who qualified for grade progression were further requested to enlist their names with Raymond Raath at Raymond.@dpsa.gov.za. Employees are encouraged to register their names to verify against the employer's list. Grade progression has been implemented and challenge encountered is that certain employees owe GEMS since the grade progression was paid retrospectively. The PSA requested that a special dispensation be entered into, which will see the debt being set off or written off owing to the fact that the employer was also expected to pay a certain portion in the form of subsidy.

Improved Qualifications (GPSSBC Resolution 5/2014)

The employer reported that the Human Resources Directorate in collaboration with the Organisational Development Directorate developed a list of qualifications that ought to be rewarded. Subsequently, this list was shared with branches for inputs. The employer indicated that there were delays in feedback from branches. However, the directorates responsible were busy incorporating the inputs from branches. The employer also indicated that labour would be consulted in a bilateral meeting once the list of qualifications was finalised. The employer committed to finalise the process by the end of the financial year in question.

Progress: Filling of vacant positions

The employer reported on the status of vacant positions as follows:

- Office of the Minister: 8 positions (4 vacant, 3 filled, 1 acting capacity).
- Office of the Deputy Minister: 7 positions (all filled).
- Administration: 26 positions (6 filled, 15 in process to be filled, 5 awaiting recruitment process to start).
- In total, the Department has 19 vacant posts, and five more positions will become vacant before the end of the financial year owing to retirement.
- The vacancy rate of the Department is 9.12%.

Non-monetary Rewards Policy

The employer tabled the policy above for a review. The policy is applicable to all DPSA employees at all salary levels, irrespective of nature of appointment. The purpose of the policy is to provide a system for the implementation of non-monetary rewards for all DPSA employees. The objective of the policy is to grant rewards for good performance.

Parking Policy

The employer tabled the parking policy for review. The policy is applicable to all users of the Batho Pele House Building. The purpose of this policy is to manage the parking space at the Batho Pele House Building.

Uniform Policy

The employer tabled the uniform policy for review. The policy is applicable to all employees of the Department in occupational categories listed under paragraph 8 of the policy. The purpose of this policy is to ensure that employees in specific occupational categories are provided with official uniforms whilst in the employ of the DPSA. Further, to standardise issuing of uniform and protective clothing and equipment by the DPSA and provide guidelines to units whose employees are required in terms of the law to wear uniform or protective clothing and equipment whilst performing their official duties.

Security Policy

The employer tabled the Security Policy for review. The policy is applicable to all employees, including temporary/contract workers and interns, all independent contractors and consultants, and all fixed and moveable properties, owned or leased. The main objective of this policy is to support the national interest and the DPSA business objectives by protecting employees, information and assets, and assuring the business delivery of service to South African citizens.

Members are requested to peruse the *attached* draft policies and submit inputs and comments to Raymond@dpsa.gov.za and Velucia.maluleke@psa.co.za by **15 November 2024**.

Employees who want to join the PSA can visit the PSA's website, send an email to ask@psa.co.za, or contact PSA Provincial Offices.

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GENERAL MANAGER