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Nasionale Nuusbrief 11/2016 National Newsletter

04/04/2016

<p>Algemene salarisaanpassing 7.6% miv 1 April 2016</p>	<p>General salary adjustment 7.6% wef 1 April 2016</p>
<p>Soos lede bewus is, bepaal die SKBR Kollektiewe Ooreenkoms wat gedurende 2015 gesluit is, dat die algemene aanpassing miv 1 April 2016 gebaseer sal wees op die geprojekeerde VPI vir 2016/17 plus 1%.</p> <p>Nasionale Tesourie het so pas berig dat die geprojekeerde VPI vir 2016/17 op 6.6% beraam word. Die algemene aanpassing wat dus vir alle werknemers van die Staatsdiens sal geld, is 7.6% miv 1 April 2016.</p> <p>p</p>	<p>As members are aware the PSCBC Collective Agreement relating to salary increases that was concluded during 2015, determined that the general salary adjustment wef 1 April 2016, will be based on the projected CPI for 2016/17 plus 1%.</p> <p>National Treasury has projected a CPI for 2016/17 of 6.6%. The general salary adjustment for all employees of the Public Service will thus be 7.6% wef 1 April 2016.</p>
<p style="text-align: center;">www.saou.co.za / www.saoulifestyle.co.za</p> <div style="text-align: right;"></div>	
<p>Aanpassing van ledegeld</p>	<p>Adjustment of membership fees</p>
<p>Die Kongres van die SAOU as hoogste gesag het goedkeuring verleen dat die aanpassing van ledegeld jaarliks geïndekseer word gelykstaande aan die algemene aanpassing van opvoeders se salarisse. Hiervolgens sal SAOU ledegeld dus ook aangepas word met 7.6% miv 1 April 2016.</p>	<p>The Congress of the SAOU as highest authority granted approval for the adjustment of SAOU membership fees in accordance with the general salary adjustment for educators. Therefore, membership fees will also be adjusted with 7.6% wef 1 April 2016.</p>
<p style="text-align: center;">NEPOTISME</p> <p style="text-align: center;">BAANTJIES VIR BOETIES IN DIE WERKSPEK</p>	<p style="text-align: center;">NEPOTISM</p> <p style="text-align: center;">CRONYSIM IN THE WORKPLACE</p>
<p>Die term nepotisme se oorsprong is uit die Latynse woord "nepos", wat neef, broers- of susterskind beteken. Sedert die Middeleeue en tot laat gedurende die 17de eeu het sommige katolieke pouse en biskoppe wat as gevolg van</p>	<p>The term nepotism originates from the Latin word "nepos", which means cousin, nephew or niece. Since the Middle Ages, into the late 17th century, some Catholic popes and bishops, who were not allowed to have children due to the</p>

kerklike voorskrifte nie eie kinders gehad het nie, hulle familie se kinders op voorkeurbasis in die kerk aangestel. Die aanstelling van familielede en vriende in die werksplek, of die toekenning van kontrakte of tenders aan familie of vriende, is nie onwettig of verbode nie. Dit is egter die persepsie van subjektiwiteit en onbillike voorkeur wat daardeur geskep word wat die gevaarlike laat flikker en verreikende gevolge kan hê.

Indien 'n persoon in 'n magsposisie of bestuurpos egter sy of haar posisie op 'n onbillike wyse misbruik om 'n familielid in 'n pos aan te stel of sy/haar invloed gebruik om voordele vir die familielid te bewerkstellig, sal dit geag word as nepotisme. Dieselfde is van toepassing indien vriende op 'n soortgelyke wyse onbillik bevoordeel word. In ons Afrikaanse spreektaal word die idioom 'baantjies vir boeties' gebruik om beide bogenoemde situasies te weerspieël.

Die vraag ontstaan watter optrede kan as onbillik geag word. Die antwoord hierop is nie eenvoudig nie. Enige arbitrêre optrede, ongeag of dit op 'n bepaalde feitelike gebaseer is al dan nie, die persepsie van subjektiwiteit en onregverdigde bevoordeling skep, kan geag word as onbillik te wees.

Daar is dus nie 'n objektiewe maatstaf vir die bepaling van watter optredes as onbillik geag kan word nie. Handeling wat egter negatief beleef kan word is veral die aanstelling van 'n gade of naby familielid in 'n promosiepos of inkonsekwente optrede tydens die toepassing van dissipline in die werksplek, of ten tye van die toekenning van tenders of kontrakte.

Sodanige optrede en die gepaardgaande persepsies beïnvloed die moraal van die werknemers, die geloofwaardigheid van die leierskap asook produktiwiteit in die werksplek. Skoolbestuur, asook skoolbeheerliggaamslede, moet dus bedag daarop wees om sodanige situasies met groot omsigtigheid en sensitiwiteit te bestuur.

Die aanbeveling is dat wanneer so 'n konflik van belang bestaan, moet dit formeel verklaar word en moet die persoon hom/haar rekuseer, dws die vertrek of vergadering verlaat en nie deelneem aan besluitneming nie – dit sluit natuurlik in dat die ander lede van die besluitnemingsproses nie beïnvloed moet word nie.

prescriptions of the church, gave their families' children preferential treatment when appointing staff. The appointment of family and friends in the workplace, or awarding them with contracts or tenders is not illegal or forbidden. Essentially it is the perceptions created through subjective and iniquitous preferences that raise red flags and result in far-reaching consequences.

It is considered nepotism if a person of authority or one in a management position unfairly uses that position to appoint a family member or uses their position to benefit the family member. The same will apply if a friend is favoured in a similar, unfair manner. The idiom "to be given the inside lane" can be used to describe the above mentioned scenarios. The practice is also known as 'cronyism.'

The question that can now be asked is what can be seen as iniquitous? The answer is not a simple one. Any arbitrary action, regardless of whether or not it is based on facts, creates the perception of subjective and unfair favouring, and can thus be regarded as iniquitous.

Therefore, there is no objective criterion that can be used to determine what is truly iniquitous. Proceedings that are seen in an especially negative light are those where spouses or life partners are offered promotions, inconsistent actions taken during disciplinary proceedings in the workplace or when contracts and tenders are awarded.

Such actions and the attendant perceptions, influence the morale of employees as well as the integrity of the leadership and productivity in the work place. The school management team as well as school governing body members must be aware of the implications and manage such situations with great caution and sensitivity.

The recommendation is that when such a conflict of interest exists, it should be formally declared and the person involved should recuse him or herself from the venue or meeting and not participate in decision-making – this naturally includes that other members of the decision-making process will not in any way be influenced by the situation.



Solly says / sê :

One of the tests of leadership is the ability to recognize a problem before it becomes an emergency ~Arnold Glasow



the dpsa

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TO ALL HEADS OF NATIONAL/PROVINCIAL DEPARTMENTS AND PROVINCIAL ADMINISTRATIONS

CIRCULAR NO. 3 OF 2016

IMPROVEMENT IN CONDITIONS OF SERVICE FOR EMPLOYEES ON SALARY LEVELS 1 TO 12 AND THOSE COVERED BY OCCUPATION SPECIFIC DISPENSATIONS (OSDs): COST-OF-LIVING ADJUSTMENT WITH EFFECT FROM 1 APRIL 2016

INTRODUCTION

1. PSCBC Resolution 8 of 2015 provides for the following cost-of-living adjustment for employees on salary levels 1 to 12 and those employees covered by Occupation Specific Dispensations (OSDs) who are appointed in terms of the Public Service Act, 1994, the Correctional Services Act, 1998, the Police Act, 1995, and the Employment of Educators Act, 1998:
 - 1.1. Salary adjustment, for the period 1 April 2015 to 31 March 2016, effective from 1 April 2015, of 7%. (The adjustment was implemented in 2015).
 - 1.2. **Salary adjustment, for the period 1 April 2016 to 31 March 2017, effective from 1 April 2016, will be based on the average projected Consumer Price Index (CPI) plus 1%.**
 - 1.3. Salary adjustment for the period 1 April 2017 to 31 March 2018, effective from 1 April 2017, will be based on the average projected CPI plus 1%.
 - 1.4. The forecasts of National Treasury shall be used to determine the average projected CPI.
2. National Treasury projects the CPI for the 2016/17 financial year at 6.6% (source Table 3.1 to the 2016 Budget Review).

SCOPE OF APPLICABILITY OF THIS CIRCULAR

3. The cost-of-living adjustment provided for in the Circular applies to personnel on salary levels 1 to 12 and those covered by OSDs who are appointed in terms of the **Public Service Act, 1994** and the **Correctional Services Act, 1998**.
4. The Circular does not apply to the personnel groups listed below. The (possible) cost-of-living adjustment for these personnel groups, or the implementation/adjustment of the formulae to accommodate such adjustments, will be addressed by the Executive Authorities concerned:-

- 4.1. Members of the Senior Management Service (SMS) (salary levels 13 to 16).
- 4.2. Personnel on salary levels 1 to 12 employed in terms of the Employment of Educators Act, 1998, the South African Police Service Act, 1995 and the Defence Act, 2002.
- 4.3. Personnel employed in terms of the National Prosecuting Authority Act, 1998.

DETERMINATION BY THE MINISTER FOR PUBLIC SERVICE AND ADMINISTRATION

5. In accordance with section 5(6)(a) of the Public Service Act, 1994, PSCBC Resolution 8 of 2015, which regulates the improvement in conditions of service of employees, is a **determination made by the Minister** in terms of section 3(5) of the Act for Public Service Act and Correctional Service Act appointees.
6. Based on National Treasury's projected CPI for 2016/17, the Minister's determination is a cost-of-living adjustment of **7.6%** for personnel on salary levels 1 to 12 and those covered by OSDs who are appointed in terms of the **Public Service Act, 1994** and the **Correctional Services Act, 1998**, effective from 1 April 2016. The adjustment is made up by the projected CPI of 6.6% **plus** the additional 1% stipulated in PSCBC Resolution 8 of 2015.
7. In accordance with section 5(6)(b) of the Public Service Act the Minister may, for proper implementation of the Resolution, elucidate or supplement such determination by means of a Directive, **provided that the Directive is not in conflict or does not derogate from the terms of the agreement**. This Circular therefore serves as Directive by the MPSA to elucidate or supplement the Determination for employees employed in terms of the Public Service Act and the Correctional Services Act.

IMPLEMENTATION OF THE COST-OF-LIVING ADJUSTMENT

General

8. To give effect to the cost-of-living adjustment, the Minister approved the following revised salary scales, and translation keys to translate affected employees to the revised salary scales:

	Appendix	Occupational category and PERSAL Table code
1	A	Public Service Act appointees who are not covered by an OSD (PERSAL Tables 264 & 265)
2	B	OSD for Professional Nurses, Staff Nurses and Nursing Assistants (PERSAL Tables 247 & 248)
3	C	OSD for Legal employees (PERSAL Tables 249 & 250)
4	D	OSD for Correctional Services Act employees (PERSAL Tables 262 & 263)
5	E	OSD for Educators (Department of Correctional Services) (PERSAL Tables 273 and 274)
6	F	OSD for Social Services professions (PERSAL Tables 260 & 261)
7	G	OSD for Engineering professions and related occupations (PERSAL Tables 269 & 270)

8	H	OSD for Medical Officers, Medical Specialists, Dentists, Dental Specialists, Pharmacologists, Pharmacists and Emergency Care Practitioners (PERSAL Tables 267 & 268)
9	I	OSD for Therapeutic, Diagnostic and other related Allied Health Professionals (PERSAL Tables 278 & 279)

Effect of the cost-of-living adjustment on general conditions of service

9. For purpose of classifying employees according to their salaries, when applying the directives with regard to official journeys, means of transport, subsistence allowance etc., employees who receive personal salaries higher than the maximum of the standard salary levels attached to their posts are deemed to be in receipt of salaries equivalent to the maximum notches of the standard salary levels attached to the grading level of their posts.
10. Noting that in terms of section 5(4) of the Public Service Act no functionary may deviate from any collective agreement or the determined salary scales, departments should submit to the DPSA any remuneration, rates, allowances, etc. which are not covered in this Circular, or Appendices thereto, and which have to be adjusted.
11. The sessional rates payable to employees covered by the following OSDs, effective from 1 April 2016, are attached as Appendix J.
 - 11.1. Professional Nurse, Staff (Enrolled) Nurse and Nursing Assistant.
 - 11.2. Medical Officers, Medical Specialists, Dentists, Dental Specialists, Pharmacologists, Pharmacists and Emergency Care Practitioners.
 - 11.3. Therapeutic, Diagnostic and other related Allied Health Professionals.
 - 11.4. Social Worker.

Implementation by National Treasury (PERSAL) and Department of defence (PERSOL)

12. The translation of employees on salary levels 1 to 10 and affected OSD employees to their revised **notches**, as well as the translation of employees on salary levels 11 and 12 (MMS members) and affected OSD employees to their revised **Total Cost-to-Employer (TCE) packages**, will be dealt with as follows:
 - 12.1. Salary level 1 to 10 and OSD employees remunerated by means of a notch

PERSAL/PERSOL will implement the translation to the revised notches programmatically.
 - 12.2. Salary level 11 and 12 and OSD employees remunerated by means of an TCE package

PERSAL/PERSOL will implement the translation to the revised TCE packages programmatically in the following manner:
 - 12.2.1. Employees admitted to the GEPF
 - The components **"basic salary"** and **"employer's contribution to the GEPF"** are adjusted accordingly.
 - The adjustment to the component **"flexible portion"** is added as default to the item **"non-pensionable cash allowance"**.

12.2.2. Employees not admitted to the GEPP

The adjustment to the entire TCE package is added as default to the item "*non-pensionable cash allowance*" in the component "*flexible portion*".

13. TCE package employees may re-structure their packages, effective from 1 April 2016, if they wish to do so.

GENERAL MATTERS

14. The DPSA will issue an updated the DPSA Financial Manual in due course.
15. Please note that Appendix B to the 2014 Financial Manual, which provided for RATES FOR CASUAL WORKERS, was repealed on 1 July 2015. Hourly and daily rates for contract and casual employees appointed in terms of the Public Service Act, 1994 and Correctional Services Act are calculated as follows:

Notch (inflated with 37%) or TCE remuneration package
Prescribed work hours per week for a full-time employee X 52 weeks

16. A daily rate is determined by multiplying the hourly rate with the prescribed work hours per day for an equivalent full-time employee.
17. In the event that hourly/daily rates in Appendix B to the 2014 Financial Manual are still higher than what it would be in terms of the stipulated formula, the Minister determined that such rates must be retained (protected) at existing levels, without any adjustment to it, until such time that it become equal to the rates calculated in terms of the formula, after which the rates calculated in terms of the prescribed formula will prevail. Departments' attention is drawn to Public Service Regulations Chapter 1, Part V/C.8 and DPSA Circular 2 of 2013 in this regard.
18. It is possible that the measures contained in this Circular (or Appendices thereto) may be erroneous or that errors may be made in the implementation thereof. Departments must inform affected employees in writing that errors will be rectified and that any overpayments or underpayments due to errors will be rectified.
19. Executing Authorities are to ensure that they implement these measures correctly. Should any problems arise with the implementation thereof, departments must approach the DPSA for assistance.

pp. [Signature] (acting)

DIRECTOR-GENERAL

DATE: 31/3/2016