



VERKIESING VAN SAOU-SKOOLVERTEENWOORDIGERS 2017

Die driejaar termyn van die huidige SAOU-verteenwoordigers het verstryk einde Desember 2016. SAOU-verteenwoordigers vervul 'n uiters belangrike rol in die werksaamhede van die SAOU as vakbond en is inderwaarheid die eerste bousteen van die bestuurstrukture waarvolgens die Vakbond funksioneer. Die verantwoordelikhede van 'n SAOU-verteenwoordiger is onder andere die volgende:

- Aktiewe werwing van lede.
- Verteenwoordiging van die belange van die Vakbond en sy lede by die werkplek.
- Kommunikasie van inligting na lede wat deur middel van sms'e, e-posse, WhatsApp boodskappe en fakse en deur die bywoon van vergaderings bekom word. Die verkose verteenwoordiger moet moeite doen om op 'n daaglikse basis SAOU Nuusbriewe te bekom.
- Verteenwoordiging van lede tydens interne dissiplinêre prosedures, kortlysting- en onderhoudsvergaderings en departementele taakspanne en vergaderings.
- Hulpverlening en skakeling met die Uitvoerende Sentrum ten opsigte van diensvoorwaarde aangeleenthede.
- Hulpverlening met die byhou en opdatering van die lede-databasis by die werkplek. (Dit help as die verteenwoordiger 'n spreekbeurt kry tydens vergaderings)
- Opname van inligting en meningspeilings.

Hoe kies ons die SAOU-verteenwoordiger?

- 'n Ledevergadering moet belê word en nominasies moet verkry word deur middel van 'n demokratiese proses.
- **Verkies 'n entoesiastiese, lojale SAOU-lid wat bereid is om diens aan lede by die werkplek te lewer en om moontlike probleme onder die aandag van die Vakbond te bring.**

In die lig van bogenoemde word dus versoek dat u so gou moontlik 'n SAOU-verteenwoordiger by u skool sal verkies. Dit sal waardeur word indien die meegaande antwoordbrief voltooi en **voor of op 31 Januarie 2017** gestuur word aan mev Mercia Kilian na e-pos saoukzn@saou.co.za of faks na 031 3122080

Indien u reeds 'n verkiesing gehou het, maak asseblief seker dat u die aangehegte vorm voltooi en terugstuur na saoukzn@saou.co.za

SAOU representatives play an important role in union-related activities at institutional level. They are indeed the cornerstones of the management structures of the Union. The duties of an elected representative are the following:

- Recruitment of new members.
- Representation of the interests of the Union and its members at the workplace.
- Communication of information received through sms messages, e-mails, WhatsApp messages, faxes and attendance of meetings, to members.
- Representation of members during internal disciplinary procedures, short listing and interviews, task teams and departmental meetings.
- Assisting members with matters relating to their conditions of service.
- Keeping and updating a member data-base at the workplace. (It is advisable that the SAOU school representative has a turn to speak during meetings)
- Assisting with opinion polls.

How should you elect your new SAOU school representative?

- Arrange a meeting with SAOU members during which nominations democratically are obtained.
- **Elect an enthusiastic, loyal SAOU member who is willing to assist members and to inform the Union of possible problems.**

You are therefore requested to elect a SAOU representative at your school, complete the attached form and return **before or on 31 January 2017** to Mrs Elize Meintjes at e-mail saoukzn@saou.co.za or fax to 031 3122080.

If an election has already been held please ensure that the attached form is completed and sent back to saoukzn@saou.co.za

**Antwoordbrief – Nuwe SAOU-Skoolverteenwoordiger/ Reply from –
New SAOU school representative**

In die kol

On target