



FOR PSA MEMBERS: DEPARTMENT OF FORESTRY, FISHERIES, AND THE ENVIRONMENT (DFFE)

14-10-2024

Feedback: DFFE Departmental Bargaining Chamber (DBC) meeting – 9 October 2024

Vote weights

The AGM was held on 9 October 2024 where the following vote weights were presented for noting by parties:

Union	Membership	Vote weight
PSA	1 631	51.24%
Nehawu	1 530	48.07%
Popcru	22	0.69%

DFFE structure (matching and placing)

Labour was provided with the Structure Close-Out Report as per request. However, upon interrogation, some issues were detected that needed further engagement. Subsequently, it was resolved that a special DBC will be convened within 14 days for further engagement.

Policies

Fraud Prevention and Ethics Management Policy

The employer tabled the Fraud Prevention and Ethics Management Policy. Labour noted and indicated readiness to discuss it in the relevant task team.

Review of Learning and Development Policy/Addendum on Learning and Development Policy

Labour tabled a draft addendum to the existing Review of Learning and Development Policy with an intention to cater for long-term contract employees to also benefit from bursary allocation as the existing policy is excluding them. The employer noted the tabling of the addendum and indicated that it will be forwarded to policy owners for consideration.

DFFE Firearms Policy and Firearms Control SOP

The employer presented the draft Firearms Policy and Firearms Control SOP, which is aimed to provide standardised procedures and processes for effective implementation of firearm control requirements to protect and manage DFFE firearm users, premises, and assets against internal and external threats

whilst adhering to the firearm policy, regulations, and the *Firearms Control Act*. The draft policy and SOP are *attached* for members' inputs.

Revised Security Policy

The employer presented the draft Revised Security Policy, which is aimed to lay down procedures, precautions, and methods aimed at establishing and maintaining a condition free of risk or jeopardy to lives, information, property, and assets in the DFFE. The draft policy is *attached* for members' inputs.

Policy on Remote Working Arrangements

Labour tabled a draft Policy on Remote Working Arrangement that is aimed at guiding employees and management on procedures to be followed when special working arrangements are being contemplated. The policy may be invoked in cases of disasters, state of emergency or serious emergencies that pose a threat to the health and well-being of employees, thus justifying the requirement for the employees to operate remotely in line with the Departmental business continuity plan. The employer noted the tabling of the policy and advised that it will be forwarded to policy owners for further discussions.

Implementation of GPSSBC Resolution 5/2014 (Recognition of Improved Qualifications: Database)

The list of improved qualifications or Recognition of Improved Qualifications was approved with consideration of labour inputs (*attached*). Labour noted the report and will monitor the implementation.

Standard Operating Procedure: South African National Antarctic Programme (SANAP) expeditions

The employer reported that inputs were received from labour, forwarded to policy owners, and will be discussed during the policy task team meeting to be convened in due course. The SOP seeks to provide guidance and management of recruitment process for expedition members.

Proposed guidelines to manage service delivery during water interruptions in workplace

The PSA presented the draft guidelines that are aimed at managing service delivery during water interruptions in the workplace by putting measures in place to minimise such occurrences by ensuring that there are water reservoirs in all workplaces and in the absence of such, that employees are released within a reasonable timeframe to work from home until water supply is restored. The employer welcomed the presentation and indicated that it will approach the Occupational Health and Safety Committee to spearhead the process.

Purchase of laptops

Labour stated that it has picked up an abnormal discrepancy where there is an alleged instruction that old laptops should firstly be disposed of by donating to schools and other needy NGOs against a normal practice where these laptops were sold to employees. Labour requested the employer to reconsider its decision and prioritise employees when disposing of old laptops. The employer indicated that it would approach the Asset Disposal Section and report back in the next Chamber meeting.

Members are requested to submit their inputs on the *attached* draft policies and standard operating procedures to Kgomotso.Moela@dfee.gov.za and copy Zamani.Dladla@psa.co.za on or before **23 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.

Reuben Maleka
GENERAL MANAGER