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FOR PSA MEMBERS: **DEPARTMENT OF SMALL BUSINESS AND DEVELOPMENT (DSBD)**

13-09-2024

## Feedback: DSBD Departmental Bargaining Chamber – 10 September 2024

At the recent meeting, the following agenda items were discussed:

### **Determination of vote weights**

An annual General Meeting for the DBC of the DSBD was held on 10 September 2024 where the following vote weights were presented for noting by parties:

- PSA: 140 = 82.84%
- Nehawu: 26 = 15.38%
- Popcru: 3 = 1.78%

The PSA welcomed and noted the presentation of the vote weights.

### **Occupational Health and Safety (OHS) Compliance**

The employer reported that the OHS/Wellness Committee was established in 2017, comprising First Aiders, Firefighters, Peer Educators/Wellness Buddies, and SHREQ Representatives, each fulfilling distinct roles. A meeting scheduled for 12 June 2024 was postponed to 27 June 2024 owing to several Committee members being on leave, preventing the formation of a quorum. During the OHS Committee meeting on 11 September 2024, it was noted that fire extinguishers had been serviced, and a successful emergency evacuation drill had been conducted. The employer further reported that a workshop for Committee members is being arranged, with feedback to be provided at the next meeting. The PSA noted the report and will continue to monitor developments.

### **Relocation to new office building**

Members will recall that the current building lease is set to expire in October 2024. The employer reported that it has requested a lease extension until March 2025 as the process of securing new office space is ongoing. On 4 March 2024, the Minister of the DSBD approved the co-location of the DSBD and its entities into shared office accommodation. Letters were sent to the Small Enterprise Development Agency (SEDA) board, National Treasury, and the Department of Public Works and Infrastructure (DPWI) regarding the procurement process and deviation approvals.

However, on 3 July 2024, the DPWI responded to the request, reiterating its mandate to procure office accommodation for departments and declined SEDA's role in leading the process. The DPWI requested a needs assessment for the DSBD and its entities, which was submitted on 7 August 2024. The PSA questioned how building expenses would be handled under shared accommodation. The employer clarified that bills would be divided based on the space each institution occupies, with a Memorandum of Understanding to be signed between the DSBD, SEDA, and SEFA. A copy of this memorandum will be provided to labour.

### **Filling of funded vacant posts**

The employer reported that 316 posts were created on the current establishment, of which 243 are permanently filled, leaving 73 vacant. A total of 17 posts are currently in different recruitment stages, 32 have been submitted to the Department of Public Service and Administration (DPSA) for consultation, and 18 await instructions from Branch Heads. The PSA expressed dissatisfaction with the slow pace of filling these vacancies and sought a timeline for completion. The employer responded that it cannot provide a definitive timeframe owing to additional internal processes, including DPSA consultations. However, it was reported that on 6 September 2024, the DPSA approved the submission for 32 posts, which will be advertised and filled before the end of the next quarter. The PSA will continue to press the employer until all vacant positions are filled.

### **List of improved qualifications**

The employer reported that the Department has finalised the verification process for a list of improved qualifications. It was also reported that the Department is currently busy aligning the list of occupations with the DPSA and a draft document will be shared with labour for consultation purposes. The PSA noted the report.

### **Strategy on attraction of youth**

Members will recall that in the previous meeting, the employer tabled the development of a strategy to attract youth to the Department. The employer has now developed a draft document, which is awaiting input from the Management Committee (Manco). The PSA enquired when the draft would be shared with labour. The employer responded that the document will be shared as soon as Manco's feedback is received.

Members will be informed of developments.

Employees who want to join the PSA can visit the PSA's website ([www.psa.co.za](http://www.psa.co.za)), send an email to [ask@psa.co.za](mailto:ask@psa.co.za), or contact a PSA Provincial Office.

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