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SERVICE EXCELLENCE

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

14-06-2024

## Feedback: DSBD Department Bargaining Chamber meeting - 11 June 2024

### OHS compliance

The employer reported that the current situation remains the same. The Department of Public Works and Infrastructure has indicated that it will be measuring the floor plan. Facilities Management is waiting for feedback on measurements to determine the next steps. Additionally, the employer mentioned that three fire extinguishers were serviced in June 2024, and the evacuation chair has been purchased and installed. It was also reported that one first aider and one firefighter should be on site every day. A rotational schedule has been developed and sent to the relevant personnel. The PSA has acknowledged the report and will continue to monitor progress.

### Moving to new building/office

Members will recall that the current building lease will expire in October 2024. The employer reported that a submission was drafted to the Minister to get approval for the Department on the entity's procurement of the shared building. The Department has indicated that the DPWI has started the process of getting a new building with the Small Enterprise Development Agency. It reported that whilst the current departmental lease expires in October 2024, it would be impossible for the Department to get a new building and move in by 1 November 2024. The Department requested to be allowed in the building until the end of March 2025 to finalise everything and move into the new building by 1 April 2025.

The PSA questioned the employer about what was causing the delay in finalising the process of getting a new building. The employer responded that one factor that had an impact on the delay was that the Department needed to share a building with other state entities such as the Small Enterprise Development Agency and Small Enterprise Finance Agency. Secondly, the Department has requested a deviation from National Treasury and that took time before the response can be received.

### Filling of funded, vacant posts

The employer reported that 299 posts were created on the current establishment. 239 posts are filled permanently, and 60 others are still vacant. It further reported that 48 posts are in different recruitment processes and will only require authentication codes of appointment on Persal once the process is finalised. The Department indicated that a request for concurrence to advertise posts will be submitted to the Minister for consultation with the DPSA. The PSA questioned the employer on exactly how many posts are part of the submission for consultation with the DPSA. The employer responded that 12 posts

are part of the request for concurrence to the Minister for consultation with the DPSA. The PSA welcomed the report and will continue to put pressure on 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 reported that the Department is busy aligning the list of occupations with the DPSA and a draft document will be developed and shared with labour for consultation purposes. The PSA noted the report.

### Consultation: GPSSBC Resolution 1/2012 - Governance Rules for Chambers

The Council has tabled GPSSBC Resolution 1/2012 and indicated that it is embarking on a high-level review of the Resolution and invited parties to submit inputs to the Secretary of the Chamber at [MotateloL@gpsbc.org.za](mailto:MotateloL@gpsbc.org.za) by **20 July 2024**.

### Recruitment and Selection Policy

The employer tabled the said policy for review and requested that it be deferred to the task team for further engagements with labour. Members' attention is drawn to Clause 3.4.1 Roles of the Union Representatives (d), which states that Union Representatives shall raise concerns in writing to the Deputy Director responsible for recruitment and selection immediately following closure of the shortlisting or interviews or within two days of identification of the concerns. Failure to raise concerns within the indicated timeframe shall result in the representative forfeiting his/her right to do so at a late/any other stage. The mentioned policy is *attached* for ease of reference. Members are requested to peruse the policy and provide inputs to [aubrey.mabotsa@psa.co.za](mailto:aubrey.mabotsa@psa.co.za) by **20 June 2024**.

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 PSA Provincial Offices.

Reuben Maleka  
GENERAL MANAGER