

FOR PSA MEMBERS: **GAUTENG (JOHANNESBURG AREA)**

11-07-2024

Caution: Timeframe on lodging formal grievance

It has been identified that there is an increasing number of members who are submitting grievances outside the prescribed timeframe. Many of these cases are legitimate and have good prospects of success but are automatically disqualified because they are submitted outside the prescribed timeframe.

Grievance procedures are regulated in terms of PSCBC Resolution 14/2002. A grievance must be submitted to the Human Resources or Labour Relations section immediately but not longer than 90 days from date of becoming aware of the official act or omission. A copy of the grievance must be urgently sent to the PSA Provincial Office as soon as the employer signed receipt of it.

If the grievance is not resolved within 30 days, it must be referred to a relevant bargaining council or the Public Service Commission within 90 days from the date of becoming aware of the official act or omission. There is no need to wait for the employer response after 30 days of submission of the grievance. Failure to comply with the prescribed timeframe will negatively impact the case and can result in a negative outcome or rejection of the grievance by the employer and dispute-resolution bodies such as councils.

Members are urged to comply with the prescribed timeframe when lodging a formal grievance.

Members are encouraged to contact the PSA Provincial Office in Johannesburg if there is a need for further clarity or for assistance on how a grievance should be drafted.

Reuben Maleka
GENERAL MANAGER