

Feedback MISA DBC meeting – 25 October 2024

OHS regulations

The OHS Committee received a report from Committee members on how far MISA had gone in addressing the concerns that were raised in the baseline report. Of the nine matters due for completion by end September 2024, eight have been completed and one is outstanding. The completed matters range from replacement of lights, removing excess furniture in passages, to fixing cracked walls and leakages. The outstanding matter is a colleague who has boxes on the floor of the office that have not been removed. One of the health and safety representatives who failed the SAMTRAC training has completed and obtained a certificate. The SCM process for the procurement of first-aid and fire-fighting training is at evaluation stage and should be finalised next week.

Performance Assessments

Performance assessments for most Senior Managers, due by 31 August 2024, were completed on schedule. The employer reported that assessments for employees on salary levels 1 to 12 and Senior Management Service (SMS) under administration are still in progress. The PSA enquired about the final deadline for completing these assessments and was informed that it is set for 31 December 2024. The PSA encouraged the employer to aim for earlier completion rather.

MISA Organisational Development

As reported in the previous *Informus*, MISA is in the process of re-designing the organisation. The PSA is of the view that consultation was not enough. The matter was referred for facilitation and it was agreed that parties must go back to the task team for further engagement. A date for the task team meeting is awaited.

RT-57 subsidised vehicle

As reported in the previous *Informus*, the PSA requested the employer to introduce a subsidised vehicle scheme for retention and conducive working environment. The employer acceded to the request. Progress thus far is that it is still costing the project and will bring the document to a task team once ready for a consultation with labour.

Observer status for unions during recruitment processes in MISA (PSA)

The PSA indicated that labour is only allowed to observe during interviews involving employees at salary level 1 to 12. PSA membership at MISA, however, goes above the indicated salary levels. The PSA

indicated that employees above salary level 12 deserve the same protection as afforded to employees at salary levels below. They have a constitutional right to be represented by labour and they are covered by the *LRA*. They need to be protected against potential prejudice during recruitment. It was agreed that the PSA will present a draft to be considered for a review of the Recruitment and Selection Policy.

Supply Chain Management Policy

The employer tabled the Supply Chain Management Policy for review as this is an old policy. The policy is applicable to MISA and all employees involved in supply chain management process. It deals with supply chain management procedures, and incorporates the following aspects: Demand, Acquisitions, Disposal, SCM Performance, and Risk Management.

Policy on Flexible Working Arrangements

MISA has introduced a new flexible working arrangement policy, inspired by remote work adaptations made during COVID-19. Employee feedback highlighted the work-life balance benefits from such flexibility. MISA acknowledges that remote work allows employees to balance personal and professional responsibilities whilst meeting performance requirements, leveraging technology to support productivity beyond the traditional office. Studies indicate that remote work is a sustainable practice, and MISA aims to formalise this in line with other institutions. The purpose of the policy is to establish flexible working conditions for MISA employees. The policy applies to all MISA employees with the objective of providing a consistent regulatory framework for flexible work arrangements.

Members are requested to peruse the *attached* draft policies and submit inputs and comments to Takalani.modau@misa.gov.za and Velucia.maluleke@psa.co.za by **15 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.

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GENERAL MANAGER