



FOR PSA MEMBERS: SOUTH AFRICAN HEALTH PRODUCTS REGULATORY AUTHORITY (SAHPRA)

07-04-2025

Feedback: SAHPRA Special Bargaining Forum - 4 April 2025

A Special Bargaining Forum as a continuation of the meeting on 27 March 2025 was held on 4 April 2025, where the following issues were discussed:

Conditions of service/Employment contract

SAHPRA indicated that all employees have no contract of employment in place and has drafted such for compliance. On the insistence of the PSA, a clause for Section-197 employees who were transferred from the Department of Health would be added as an addendum on the draft Employment Contract and shared with labour to cover concerns raised in the previous Bargaining Forum. Labour noted the report and urged the employer to expedite the process.

Salary disparity

Labour previously raised notable salary disparities amongst employees performing the same functions and the employer commenced with a process to address such. The employer indicated that disparities would only be resolved once the job evaluation process has been completed. A total of 130 jobs needs to be profiled to complete the process. Labour noted the report and urged the employer to expedite the process as it is a thorny issue.

SAHPRA organogram

SAHPRA's organogram was reported to be aligned with its five-year Strategic Plan, which has reached its expiry date and a need to align the organogram with the new five-year Strategic Plan to be developed has arisen. The employer further reported that HR has procured new software and is ready to populate the information on the new organogram. The PSA noted the report and requested the employer to share the current and new organogram once it has been populated. The documents will be shared within seven days.

Policies

SAHPRA Grievance Procedure and Review of SAHPRA Disciplinary Policy and Procedure

A decision was previously taken at the DBC that there was a need to set up a Policy Task Team to deal with policy issues. The Policy Task Team terms of reference shared with parties were ratified and adopted to enable discussions of the draft policies. It was agreed that the draft policies will be shared, and the PTT meeting convened in due course.

SAHPRA employees' pensions (GEPF)

Since SAHPRA has two regimes of employees, those transferred from the Department of Health and those who were employed directly by SAHPRA, some employees are contributing to the GEPF, and some have no pension fund at all. The employer indicated that SAHPRA has 331 employees and only 295 employees are enrolled with the GEPF and intends to comply with such requirements for the remainder of employees. Organised labour enquired when the employer would be able to enroll the remainder of employees who are not on the GEPF and whether the employer would be able to cover the outstanding benefits that were due to them during the period of non-compliance. The employer responded that as a Schedule 3A Entity a session was conducted with all employees and it was explained that only Section-197 employees would be covered by the GEPF on medical-aid contributions after retirement, but employees who joined SAHPRA after Section 197 transfer will not be covered as such. SAHPRA is currently contributing manually to the GEPF, but that was being addressed to ensure the electronic processing of the GEPF contribution. There will be no backdating when all outstanding employees are enrolled as they received all benefits paid to them. It was agreed that the employer will engage affected employees, and organised labour will be part of such consultations.

Introduction: Service Provider on policies

SAHPRA has been operating with policies adopted from the Department of Health of which some are no longer applicable to the organization. The employer indicated that HR has only ten operational policies, and after the audit was done it was discovered that for optimal operation SAHPRA needs an extra 54 policies, a service provider (*Chiluba*) was appointed to assist in development and drafting of these policies as HR currently has no capacity. Once these policies are drafted and developed, all governance processes will be undertaken until adoption in the PTT. The PSA noted the report but stated that it was not comfortable with outsourcing this function and urged the employer to sort out its internal affairs, grow and develop talent.

Housing subsidy

Employees transferred from the Department of Health continue to enjoy the provisions of PSCBC Resolution 7/2015 that deal with Housing Allowance. The employer reported that Section-197 employees have a housing allowance as a transferred benefit, when SAHPRA moved out of Persal and engagement with National Treasury resulted in eight employees being able to access their funds on request in terms of the applicable resolution out of 22 employees. The PSA noted the report.

Proposed dates of Bargaining Forum meetings in 2025

It was confirmed and agreed that the BF will meet on 26 June 2025, 25 September 2025, and 11 December 2025. Members can send matters of mutual interest to the PSA Chief Negotiator at zamani.dladla@psa.co.za.

Employees who want to join the PSA can visit the PSA's website or contact PSA Provincial Offices.

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