



REPORT NO. 4 OF 2016

SOUTH AFRICAN NATIONAL BLOOD SERVICE (SANBS)

20 July 2016

SANBS National Labour Forum Meeting (14 July 2016)

Guidelines on Team

Building: In the previous meeting Hospersa had raised concern around the issue of inconsistent approaches to team building in the respective different business units. It was noted that members are complaining that in certain Zones it takes one day, while in others two days were set aside for team building exercises. Also, in some areas it takes place on SANBS premises while other areas saw the team building being conducted in other areas.

Management reported that the matter was discussed at the Executive Committee (ExCo) and that particular frameworks on guidelines for team building were subsequently approved and adopted by ExCo. These frameworks will be presented to Hospersa.

Travel Time: Hospersa previously requested clarity on when travel time was deemed to start. The issue was whether such calculations would commence from when an employee leaves home, or from when he / she is picked up by transport.

Management indicated that a document with guidelines in this regard was drafted but that it still required refinement. The Employee Relations (ER) Manager undertook to furnish Hospersa with draft copy for discussion once these processes have been concluded.

Recognition Agreement: During earlier engagements Hospersa raised concern regarding the current Recognition Agreement. It was noted that this agreement was concluded in 2004 and the point was made that it was high time for the document to be reviewed. Management reported back that this could

not be dealt with during the recent salary negotiations, but the ER Manager undertook to circulate a first draft updated document before setting down a series of meetings to review the updated agreement.

Restructuring: Hospersa expressed unease about its invitation to a number of consultations regarding restructuring of operations at the SANBS, posing the question whether the Company was indeed embarking on a restructuring process in terms of the Labour Relations Act (LRA).

However, management insisted that the processes taking place should not be seen as restructuring in terms of the LRA and rather as re-alignment of operations as they envisaged absolutely no job losses as a result of the process.

Relocation of Staff in Mpumalanga: Hospersa raised concern that we were not yet furnished with the information requested

regarding the relocation of the Mpumalanga office. Management indicated that the office merely moved across the street. However, they undertook that they will ensure consultation on such matters in future.

Salary Scales: Hospersa requested that salary scales be availed to staff as part of transparency in the Organisation. It was cited that, in other companies like the National Health Laboratory Services (NHLS) and even the Public Service, it was common practice for salary scales to be totally transparent and even published on the internet. In response, management undertook to communicate sub-bands to staff and that it will ensure that job advertisements will also contain sub-bands. However, management insisted that the salaries of specialists will still be consulted on attaching salary scales. Management also reported that the policy on broad-banding – which governs salary scales and movements within bands – was still in the drafting phase.

Accumulation of Leave: Hospersa requested that measures be put in place to protect members who were forced to accumulate leave due to operational requirements. Hospersa indicated that currently the practice is that such employees have no alternative than to forfeit their leave. Hospersa argued that this was unfair, and that such circumstances called for a dispensation where employees should be reasonably allowed to take their leave due during the next leave period. Management noted this and undertook to ensure that line managers place greater emphasis on efficient leave management practises. Management also undertook to present statistics of such cases to Hospersa, and then consider cases where employees have 25 or more leave days due to them. It was agreed that Payroll will meet with Hospersa's fulltime shop steward to analyse said statistics and plot a way forward.

Overtime: Hospersa reported that there were staff

members who are working overtime of 40 hours and more and that this was a cause of great concern. Hospersa indicated that it is contrary to the Company directives and reported that certain managers and supervisors were actually encouraging this practice. Management undertook to investigate the matter by requesting statistics to analyse the prevalence of the practice. It will engage with Hospersa and report back to the next meeting.

Bonuses: Hospersa enquired as to when members could expect to receive their bonuses. Management responded by indicating that the matter will be discussed at the next Board meeting, after which the implementation plan will be communicated to Hospersa. The next Board meeting is scheduled to take place on 8 August 2016.



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