

RESOLUTION NO 4 OF 2009

AGREEMENT ON THE IMPLEMENTATION OF AN OCCUPATION SPECIFIC DISPENSATION FOR ARTISANS

1. PURPOSE

This agreement gives effect to clause 4.14.3.3 of the PSCBC Resolution 1 of 2007 in providing an Occupation Specific Dispensation (OSD) for Artisans.

2. OBJECTIVES

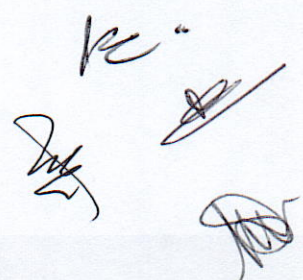
2.1. To introduce an OSD for Artisans, which provide for-

- 2.1.1 a unique salary structure;
- 2.1.2 career-pathing opportunities based on competencies, experience, performance and scope of work;
- 2.1.3 adequate pay progression and accelerated pay progression;
- 2.1.4 grade progression and accelerated grade progression based on performance;
- 2.1.5 recognition of appropriate experience;
- 2.1.6 increased competencies;
- 2.1.7 the introduction of differentiated salary scales for different categories of Artisans; and
- 2.1.8 a change in the pensionable composition of the total cost to employer which will now be a 70/30 split.

3. SCOPE

3.1 This agreement binds –

- 3.1.1 the Employer;
- 3.1.2 the employees of the employer who are members of trade union parties to this agreement;
- 3.1.3 the employees of the employer who are not members of trade union parties to this agreement, but who fall within the registered scope of the Council.



3.1.4 Employees who fall within the occupational category of artisans and are required to be registered with an appropriate professional body:

3.2 The agreement is not applicable to employees covered by other occupation specific dispensations and Clause 5 referred to in PSCBC Resolution 1 of 2007

4. PARTIES TO COUNCIL AGREE TO THE FOLLOWING:

4.1. The occupation specific dispensation of Artisans shall provide for the following:

4.1.1. Unique Remuneration Structures

The introduction of unique remuneration structures per occupation with 1.5% increments between notches as indicated in Annexure A to this agreement.

4.1.2 Differentiated Dispensation

Differentiated salary structures for Artisans are attached as Annexure A1 (year 1), A2 (year 2) and A3 as summarized here under:

4.1.3 Different Career Streams

No	WORK STREAM	OSD BAND	OCCUPATIONAL GROUPS INCLUDED
ARTISAN			
1	Pupil Artisan	As per learnership (apprentice) contract.	<ul style="list-style-type: none"> • Pupil Artisan/Apprentice
2	Artisan	Production, Grade A, B and C	<ul style="list-style-type: none"> • All categories of Artisans
3	Specialised Production	Specialised Production	<ul style="list-style-type: none"> • Artisans as per the attached list at Annexure C
4	Artisan Foreman	Supervisory, Grades A and B	<ul style="list-style-type: none"> • Artisan Foreman
5	Chief Artisan	First level management, Grades A and B	<ul style="list-style-type: none"> • Artisan Superintendent • Senior Superintendent

4.2 The specialist stream is created to assist departments to attract and retain specialists artisans. No employee may translate, in terms of this agreement, to any post in the specialist stream. Posts in this stream must be created and filled through the normal budgetary and prescribed recruitment and selection processes.

5. **APPOINTMENT REQUIREMENTS**

5.1. Appointments will be subject to:

5.1.1. An employee meeting the appointment requirements, inclusive of but not limited to possessing the relevant qualification (s), prescribed years of experience, registration with an appropriate professional council.

5.1.2. Availability of posts; and

5.1.3. After appointment the employee must perform the functions of the new post (job).

6. **PAY PROGRESSION**

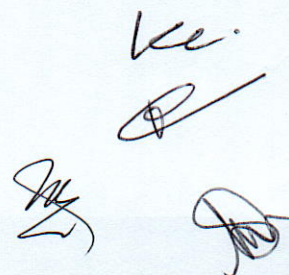
6.1. The relevant qualifying periods and criteria for pay progression are prescribed for each stream and post.

6.2. Annual pay progression opportunities of 1.5% shall apply on condition that the relevant employee has maintained a satisfactory level of performance as set out in the performance management system of the department that shall be applicable at the time when such employee becomes eligible for pay progression.

6.3. Accelerated pay progression will be introduced for the top performers on the grade B of the supervisory streams and specialist streams.

6.4. A maximum of 20% of employees on these grades may be awarded 2 notches for good performance and 10% may be awarded 3 notches for excellent performance per year.

6.5. Annual pay progression shall be awarded to these employees with effect from 1 July of the year in which the employee has complied with the prescribed requirements for such pay progression.

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6.6. The 1st annual pay progression cycle for these employees, in terms of this OSD, shall commence on 1 April 2010 and shall run until 31 March 2011; therefore the awarding of the first pay progression in terms of this OSD shall be 1 July 2011.

7. **IMPROVEMENT IN CAREER PATHS**

7.1. Career paths are improved through the introduction of a set of salary grades attached to the posts in identified categories.

7.2. The salary grades provide for longer career progression opportunities, as part of the defined career path, in order to recruit and attract these professionals.

7.3. OSD provides for career paths that facilitate progression through appointment to higher posts subject to the requirements and conditions for such progression being met.

8. **GRADE PROGRESSION: PRODUCTION LEVEL**

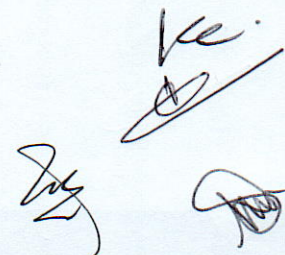
8.1. The production stream allows for a single post to be linked to more than one salary grade (scale) to facilitate grade progression.

8.2. Progression to the next salary grade attached to the production post is subject to the employee meeting the progression requirements for the higher grades.

8.3. The OSD provides for differentiated periods for grade progression, based on performance at production level, to enable employees, **who have distinguished themselves from their peers in terms of performance**, to progress faster to higher salary grades on the relevant production level.

8.4. For employees on the artisan work streams, top performers may grade progress after 4 years and average performers may grade progress after 8 years. Only 20% of top performers may grade progress in any given year.

8.5. The 1st grade progression cycle for these employees in terms of this OSD shall commence on 1 April 2010 and shall run until 31 March 2014; therefore the awarding of the first grade progression in terms of this OSD shall be 1 July 2014.

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9. **GRADE PROGRESSION: IDENTIFIED SUPERVISORY AND MANAGEMENT LEVELS**

9.1. Progression to the next salary grade attached to the supervisory and management posts is subject to the employee meeting the progression requirements for the relevant higher grades.

9.2. The OSD provides for differentiated periods for grade progression, based on performance at supervisory and management levels, to enable employees, **who have distinguished themselves from their peers in terms of performance**, to progress faster to higher salary grades on the relevant supervisory and management levels.

9.3. For all the supervisory and management streams, top performers may grade progress after 5 years and average performers may grade progress after 10 years. Only 20% of top performers may grade progress in any given year.

9.4. The 1st grade progression cycle for these employees in terms of this OSD shall commence on 1 April 2010 and shall run until 31 March 2015; therefore the awarding of the first grade progression in terms of this OSD shall be 1 July 2015.

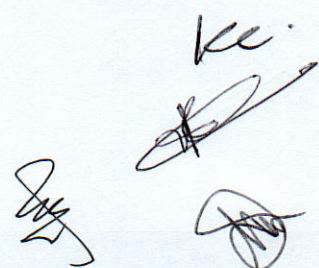
10. **RECOGNITION OF RELEVANT EXPERIENCE ON APPOINTMENT FROM OUTSIDE THE PUBLIC SERVICE**

To enhance the recruitment of these professionals, the employer will introduce a basis for salary recognition for relevant experience on appointment from outside the Public Service in production posts and identified grades in supervisory posts.

11. **RECOGNITION OF RELEVANT EXPERIENCE OF SERVING EMPLOYEES ON TRANSLATION TO THE OSD**

11.1. The recognition of relevant experience of employees will be implemented with effect from 1 July 2010 for employees who are in service as at 30 June 2010.

11.2. The recognition of relevant experience shall be based on 1 notch for every 2 full years of continuous service achieved after full registration with a professional council (after successful completion of the candidate programme), calculated from the first notch of the relevant production salary notch. Experience not reflected on the existing personnel record will be based on verified proof of such experience.



11.3. Employees must submit to the employer proof of such relevant experience by no later than 31 March 2010. Any submission received after this date will not be considered.

11.4. The verification of experience will be undertaken by the Employer.

11.5. Notch movement based on the recognition of experience shall be limited to the maximum notch of the relevant production grade.

12. **SALARY ALLOCATION UPON APPOINTMENT TO A HIGHER POST**

Employees who are appointed to a higher post shall be placed at the minimum of the commencing notch of that higher post, or shall gain two (2) notches on such appointment if their current notch is equal to or higher than the minimum notch of the higher post.

13. **TRANSLATION MEASURES**

13.1. Employees will translate to appropriate posts and salary grades in accordance with the posts that they occupy at the time of translation.

13.2. Measures to facilitate translation from the existing dispensation to appropriate salary scales attached to the OSD based on the following principles:

13.2.1. No person will receive a salary (notch or package) that is less than what he/she received on 30 June 2009, i.e. prior to the implementation of the OSD.

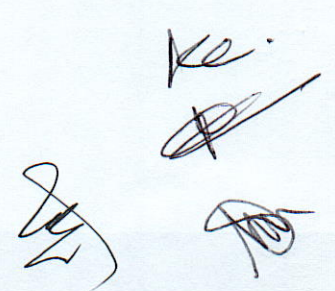
13.2.2. Translation will be done in two phases, namely:

(i) **1st Phase**

Minimum translation from the current post as at 30 June 2009, to the appropriate post and salary grade, as contained in Annexure A1.

(ii) **2nd Phase**

Re-calculation of relevant experience obtained by an employee who occupies a post on production level after obtaining the relevant qualification and complying with the relevant registration requirement, as at 30 June 2011. The experience will be calculated and implemented with effect from 1 July 2011.



13.2.3. As a once-off measure for the Artisan stream, translation will be effected for those in service as per the Annexure A2. These employees will be ring fenced and will not be able to translate to the full production stream until they comply with all the requirements.

13.2.4. New appointees will not be appointed into this temporary salary stream, but the formal artisan stream as per the dispensation. After the ring fenced employees meet the requirements and translate to the production stream, this temporary salary stream will be deactivated.

13.2.5. Employees who are translated to total cost packages, shall have their benefits protected (employees shall not be worse off).

14. **PERFORMANCE MANAGEMENT SYSTEM**

The performance management system for this OSD shall be based on the existing departmental performance management and development system.

15. **IMPLEMENTATION**

15.1. The provisions of this agreement shall take effect as follows:

15.1.1. First year minimum translation with effect from 1 July 2009 (Phase 1).

15.1.2. Recognition of experience with effect from 1 July 2011 (Phase 2).

16. **STRUCTURING OF SALARY PACKAGES**

16.1. The pensionable income of the cost-to-employer salary package where applicable for all the categories covered by this agreement constitutes 70% of the basic salary.

16.2. The measures for the structuring of salary packages will be similar to those of the Middle and Senior Management Services.

17. **INTERPRETATION AND APPLICATION**

17.1. In the event of any conflict between the provisions of this agreement and any other agreement of the Council pertaining to the substance of this agreement, the provisions of this agreement shall take precedence.

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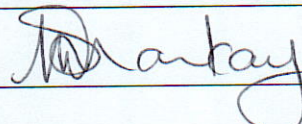
17.2. No amendments to this Agreement shall be of force or effect unless reduced to writing and agreed upon by the parties to the Council as a Resolution of the Council.

18. **DISPUTE RESOLUTION**

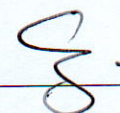


Should there be a dispute about the interpretation or application of this agreement any party may refer the matter to the Council for resolution in terms of the dispute resolution procedure of the Council.

This was done at CENTURION on this the 7TH day of AUGUST 2009

ON BEHALF OF THE EMPLOYER

	Name	Signature
State as employer	M. Ntshikila	

ON BEHALF OF TRADE UNION PARTIES

TRADE UNION	NAME	SIGNATURE
NEHAWU	CLEMENT MARUDE	
POPCRU	UNATHI LA THELE	
PSA	MALEKA REYBEN	

All categories of Artisans

Apprentice/ Pupil Artisan	Production & Specialised Production	Foreman - Supervisory	Chief - First level management
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- 55,986
- 56,826
- 57,678
- 58,542
- 59,421
- 60,312
- 61,218
- 62,136
- 63,069
- 64,014
- 64,974
- 65,949
- 66,939
- 67,944
- 68,964
- 69,999
- 71,049
- 72,114
- 73,197
- 74,295
- 75,408
- 76,539
- 77,688
- 78,852
- 80,034
- 81,234
- 82,452
- 83,688
- 84,942
- 86,217
- 87,510
- 88,824
- 90,156
- 91,509
- 92,883
- 94,275
- 95,688
- 97,122
- 98,580
- 100,059
- 101,559
- 103,083
- 104,628
- 106,197
- 107,790
- 109,407
- 111,048
- 112,713
- 114,405
- 116,121
- 117,864
- 119,631
- 121,425
- 123,246
- 125,094
- 126,969
- 128,874
- 130,806
- 132,768
- 134,760
- 136,782
- 138,834
- 140,916
- 143,031
- 145,176
- 147,354
- 149,565
- 151,809
- 154,086
- 156,396
- 158,742
- 161,124
- 163,542
- 165,996
- 168,486
- 171,012
- 173,577
- 176,181
- 178,824
- 181,506
- 184,230
- 186,993
- 189,798
- 192,645
- 195,534
- 198,468
- 201,444
- 204,465
- 207,531
- 210,645
- 213,804
- 217,011
- 220,266
- 223,569
- 226,923
- 230,328
- 233,784
- 237,291
- 240,849
- 244,461
- 248,127
- 251,850
- 255,627
- 259,461
- 263,352
- 267,303
- 271,314
- 275,385
- 279,516
- 283,710
- 287,967

Appointment Requirement:
Grade 10

Appointment Requirement:
Grade 12 (once-off for those currently in the system)

Notes:
1. Pay progression (PP) - 1.5% progression between notches/packages
- Accelerated PP only applicable to Grade C on production levels and Grade B on supervisory levels, as follows:
- performance fully effective (satisfactory) - 1 notch
- above expectations - 2 notches
- outstanding (excellent) performance - 3 notches
- Normal PP applicable to all levels (1 notch)

Appointment Requirement:
- Possession of relevant trade test certificate

Appointment Requirement:
- Relevant trade test certificate
- 5 years specialist Artisan experience

Appointment Requirement:
- Relevant trade test certificate
- 5 years Artisan exp.

Appointment Requirement:
- Relevant trade test certificate
- 10 years Artisan/Artisan Foreman exp.

Recognition of experience:
Recognition of appropriate experience on translation to the OSD and an appointment to the notch

Career progression:
Promotion to appointment in a higher vacant post (higher work level), based on normal open competition principles

- General Notes:**
- Periods for acc. GP:
 - At the earliest after 4 years with 4 annual significantly above average performance (production).
 - At the earliest after 5 years with 5 annual significantly above average performance for the Supervisory/First level management work level.
 - At the earliest after 8 years with 8 annual satisfactory assessments (performance fully effective) for the production work level
 - At the earliest after 10 annual satisfactory assessments (performance fully effective) for the Supervisory/first level management level
 - Recognition of experience: Translation to dispensation - 1 notch for every full 2 years of service/appropriate production experience as on 30 June 2009, limited to following:
 - Artisan to the salary notch/package of R149,565
 - Appointment from outside the Public Service limited to above limits, 1 notch for every full 2 years of appropriate production experience
 - No recognition of experience for employees on supervisory/management, irrespective of whether it's translation or appointment
 - 'Standardised' PMDS needed to facilitate grade progression based on "higher levels of performance" (based on the EPMDS approved April 2007)
 - Appointments can be done in production levels up to the third grade on compliance with the prescribed experience. In other post levels, appointments can only be done on the first grade of the post on the basis of the prescribed experience.

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OSD: Pupil Artisan (Apprentice)
 Pupil Artisan (Apprentice) career path

Part A Translation of Pupil Artisan (Apprentice)

30 June 2009	1 July 2009: Revised dispensation (OSD)
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1	Post/rank	Pupil Artisan (Apprentice)	Pupil Artisan (Apprentice)	Pupil Artisan (Apprentice) (once-off translation for those currently in the system)
	Salary	3		
	Salary scale	54,879X Prog - 63,717	55986 X Prog - 59421	55986 X Prog - 75408
	Translation	Notch	Notch	Notch
		54,879	55,986	-----
		55,434	55,986	-----
		55,986	55,986	-----
		56,550	56,826	-----
		57,111	57,678	-----
		57,684	58,542	-----
		58,263	58,542	-----
		58,845	59,421	-----
		59,436	-----	60,312
		60,024	-----	60,312
		60,627	-----	61,218
		61,239	-----	63,069
		61,845	-----	63,069
		62,466	-----	63,069
		63,087	-----	64,014
		63,717	-----	64,014
2	Post/rank	Pupil Artisan (Apprentice)	Pupil Artisan (Apprentice)	Pupil Artisan (Apprentice) (once-off translation for those currently in the system)
	Salary level: Salary scale	4		
	Translation	64,410 X Prog - 74,772	55986 X Prog - 59421	55986 X Prog - 75408
		Notch	Notch	Notch
		64,410	-----	64,974
		65,055	-----	66,939
		65,703	-----	66,939
		66,360	-----	66,939
		67,026	-----	67,944
		67,692	-----	67,944
		68,373	-----	68,964
		69,051	-----	69,999
		69,744	-----	69,999
		70,446	-----	71,049
		71,148	-----	72,114
		71,856	-----	73,197
		72,576	-----	73,197
		73,302	-----	74,295
		74,034	-----	74,295
		74,772	-----	75,408

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OSD: Artisans

Artisan career path

Part B Translation of Artisans on production levels

30 June 2009	1 July 2009: Revised dispensation (OSD)
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Post/rank:	Artisans	Artisans (Production) Grade A	Artisans (Production) Grade B	Artisans (Production) Grade C
1				
Salary level:	5			
Salary scale (Rpa):	76,194 X Prog - 89,346	86217 X Prog - 95,688	101559 X Prog - 112713	119631 X Prog - 149565
Translation:	<u>Notch</u>	<u>Notch</u>	<u>Notch</u>	<u>Notch</u>
	76,194	86,217	-----	-----
	76,959	86,217	-----	-----
	77,727	86,217	-----	-----
	78,504	86,217	-----	-----
	79,287	86,217	-----	-----
	80,076	86,217	-----	-----
	80,880	86,217	-----	-----
	81,687	86,217	-----	-----
	82,506	86,217	-----	-----
	83,331	86,217	-----	-----
	84,165	87,510	-----	-----
	85,008	87,510	-----	-----
	85,860	88,824	-----	-----
	86,718	90,156	-----	-----
	87,582	90,156	-----	-----
	88,464	91,509	-----	-----
	89,346	92,883	-----	-----
2				
Post/rank:	Artisans	Artisans (Production) Grade A	Artisans (Production) Grade B	Artisans(Production) Grade C
Salary level:	6			
Salary scale (Rpa):	94,326 X Prog - 109,515	86217 X Prog - 95,688	101559 X Prog - 112713	119631 X Prog - 149565
Translation:	<u>Notch</u>	<u>Notch</u>	<u>Notch</u>	<u>Notch</u>
	94,326	-----	101,559	-----
	95,277	-----	101,559	-----
	96,225	-----	101,559	-----
	97,197	-----	101,559	-----
	98,160	-----	101,559	-----
	99,144	-----	103,083	-----
	100,134	-----	103,083	-----
	101,130	-----	104,628	-----
	102,147	-----	106,197	-----
	103,170	-----	106,197	-----
	104,199	-----	107,790	-----
	105,237	-----	109,409	-----
	106,296	-----	109,409	-----
	107,355	-----	111,048	-----
	108,429	-----	112,713	-----
	109,515	-----	112,713	-----

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OSD: Artisan Foreman

Part C Translation of Artisan Foreman (supervisory levels)

30 June 2009	1 July 2009: Revised dispensation (OSD)
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1 Post/rank:	Artisan Foreman	Artisan Foreman Grade A	Artisan Foreman Grade B
Salary level:	7		
Salary scale (Rpa):	117,501 X Prog - 137,976	138834 X Prog - 158742	168486 X Prog -213804
Translation:	117,501	138,834	----
	118,674	138,834	----
	119,865	138,834	----
	121,059	138,834	----
	122,271	138,834	----
	123,489	138,834	----
	124,728	138,834	----
	125,973	138,834	----
	127,233	138,834	----
	128,505	138,834	----
	129,789	138,834	----
	131,091	138,834	----
	132,399	138,834	----
	133,725	138,834	----
	135,066	138,834	----
	136,419	140,916	----
(P)	137,976	143,031	----
2 Post/rank:	Artisan Foreman	Artisan Foreman Grade A	Artisan Foreman Grade B
Salary level:	8		
Salary scale (Rpa):	145,920 X Prog - 169,410	138834 X Prog - 158742	168486 X Prog -213804
Translation:	145,920	151,809	----
	147,384	151,809	----
	148,863	154,086	----
	150,345	156,396	----
	151,854	156,396	----
	153,366	158,742	----
	154,899	----	168,486
	156,447	----	168,486
	158,016	----	168,486
	159,591	----	168,486
	161,184	----	168,486
	162,795	----	168,486
	164,427	----	171,012
	166,071	----	171,012
	167,733	----	173,577
	169,410	----	176,181

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OSD: Chief Artisan

Part D Translation of Artisan Supretendant/Chief Artisan (First level management)

		30 June 2009	1 July 2009: Revised dispensation (OSD)	
1	<u>Post/rank:</u>	Chief Artisan\Artisan Supretendant	Chief Artisan Grade A	Chief Artisan Grade B
	<u>Salary level:</u>	8		
	<u>Salary scale (Rpa):</u>	145,920 X Prog - 169,410	178824 X Prog - 204465	217011 X Prog - 287967
	<u>Translation:</u>	145,920	178,824	-----
		147,384	178,824	-----
		148,863	178,824	-----
		150,345	178,824	-----
		151,854	178,824	-----
		153,366	178,824	-----
		154,899	178,824	-----
		156,447	178,824	-----
		158,016	178,824	-----
		159,591	178,824	-----
		161,184	178,824	-----
		162,795	178,824	-----
	164,427	178,824	-----	
	166,071	178,824	-----	
	167,733	178,824	-----	
	169,410	178,824	-----	
2	<u>Post/rank:</u>	Chief Artisan\Artisan Supretendant	Chief Artisan Grade A	Chief Artisan Grade B
	<u>Salary level:</u>	9		
	<u>Salary scale (Rpa):</u>	174,243 X Prog - 202,287	178824 X Prog - 204465	217011 X Prog - 287967
	<u>Translation:</u>	174,243	178,824	-----
		175,977	181,506	-----
		177,741	184,230	-----
		179,520	184,230	-----
		181,317	186,993	-----
		183,132	189,798	-----
		184,959	189,798	-----
		186,810	192,645	-----
		188,676	195,534	-----
		190,557	195,534	-----
		192,468	198,468	-----
		194,391	201,444	-----
		196,338	201,444	-----
		198,300	204,465	-----
		200,283		217,011
		202,287		217,011
	(p)	204,090		217,011
(p)	210,489	-----	217,011	

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3 Post/rank:	Chief Artisan\Artisan Suprentendant	Chief Artisan Grade A	Chief Artisan Grade B
Salary level:	10		
Salary scale (Rpa):	217,482 X Prog - 252,483	178824 X Prog - 204465	217011 X Prog - 287967
Translation:	217,482	-----	223,569
	219,651	-----	226,923
	221,850	-----	230,328
	224,073	-----	230,328
	226,308	-----	233,784
	228,576	-----	237,291
	230,862	-----	237,291
	233,163	-----	240,849
	235,497	-----	244,461
	237,855	-----	244,461
	240,231	-----	248,127
	242,637	-----	251,850
	245,061	-----	251,850
	247,512	-----	255,627
	249,984	-----	259,461
	252,483	-----	259,461