Public Health and Welfare Sector Bargaining Council
Resolution No.: 1 of 2002

AGREEMENT ON ACTING ALLOWANCES

The parties note that paragraph 5.1 of the PSCBC Resolution 9 of 2001 provides for the framework for the compensation of an employee acting in a higher post.

1. Purpose

The purpose of this agreement is to determine a policy on acting allowance and compensation to be paid to an employee appointed to act in a higher post.

2. Scope

This agreement binds the employer and all employees that fall within the registered scope of the bargaining council.

3. THEREFORE the parties agree as follows:

3.1. An EMPLOYEE appointed in writing to act in a post of a higher grade than the grade of the employee by the Head of Department or his/her delegate at provincial or national level (hereafter the “appointing authority”) shall be paid an acting allowance to act in vacant posts provided that:

3.1.1. the post is a vacant and funded post,
3.1.2. the acting period is longer than 6 weeks
3.1.3. the appointing authority is a level higher than the acting appointee
3.1.4. The EMPLOYEE must accept the acting appointment.

3.2. An EMPLOYEE may only be appointed to act in a higher post that is one post level higher than her/his current position.

3.3. The provisions of paragraph 3.2 above may be deviated from on good cause shown by the appointing authority.
3.4. In instance where the acting period is uninterrupted for 6 weeks or longer the 
EMPLOYEE so acting will be compensated from the date he/she started acting.

3.5. The acting allowance will be calculated on the basis of the difference between 
the current salary notch of the EMPLOYEE and the commencing notch of the 
higher post. An EMPLOYEE acting in a post in the Senior Management Service will 
receive the difference between her/his current salary notch and 60% of the 
commencing total cost to employer package applicable to the post level. The 
allowance is payable as a monthly non-pensionable allowance.

3.6. An EMPLOYEE may not act in a higher vacant post for an uninterrupted period 
exceeding twelve months.

3.7. Appointing authorities must investigate the necessity to have acting appointees in 
vacant funded posts. If the need does exist, all eligible employees will be 
considered for appointment. The twelve months referred to in paragraph 3.6 above 
will run from the date of actual appointment. Employees who have been acting 
before/since 1 April 2002 and who have been appointed/reappointed in terms of 
this provision will be paid as from 1 April 2002.

3.8. The effective date for purpose of calculation of the acting allowance is the 1 April 
2002.

3.9. The fact that an employee has been appointed in an acting capacity does not 
create a right or legitimate expectation to be appointed in the vacant post.

3.10. Date of implementation will be the 1 April 2002

4. Dispute Resolution

Any dispute about the interpretation or application of this agreement may be 
referred by any party to the Council, for resolution in terms of the dispute resolution 
procedure of the Council.
This agreement signed on behalf of the Departments of Health and Department of Social Development as Employers, and the relevant employee organizations at sectoral level. All signatories being duly authorized thereto at PRETORIA on this 16th day of May, 2002.

**ON BEHALF OF THE EMPLOYER**

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<tr>
<th>State as the Employer</th>
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<td>G. Sekose</td>
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**ON BEHALF OF UNION PARTIES**

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**WITNESSES:**

(Phwzsbc Chairperson)

(Phwzsbc Secretary)