

**Free State Chamber PHSDSBC Quarterly report  
01 October 2020 to 31 December 2020**

## INTRODUCTION

This report is a presentation of the work performed by the Free State Chamber. The report covers the period 01 October 2020 – 31 December 2020.

### 1. Meetings in this Period

- 1.1. 21 October 2020-Free State Special Chamber
- 1.2. 17 November 2020- Free State Reconvened Chamber

### 2. Chamber Management Committee elected at the Chamber Meeting Preceding the Council AGM.

No.	Office Bearer Name	Constituency
1.	Ms Mamokete Mahlomaholo (Chairperson)	The Employer
2.	Ms Peggy Motlokoa (Vice Chairperson)	Labour (HOSPERSA)
3.	Ms Thembi Gumbi (Chamber Secretary)	Secretariat

### 3. Chamber Administration

1. FREE STATE CHAMBER EVALUATION						
STANDARD	INDICATOR Meeting Date	EXPECTED OUTCOME/ TARGET	ACTUAL PERFORMANCE	Variance	COMMENTS	REMEDIAL ACTION
1.1 Chamber notices, agenda and minutes must be sent out Ten (10) days before the meeting	21 October 2020 (Special Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	14 October 2020 100%	N/A	None	None
	17 November 2020 (Reconvened Chamber Meeting)	100% Compliance (Chambers meeting notice, agenda items and minutes must be sent out ten (10) days before the meeting of the Chamber).	16 November 2020	N/A	None	None

1.2 All meeting bundles of documents must be ready on the day of the meeting. (i.e. conglomeration of all documents that must have been distributed beforehand	21 October 2020 (Special Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	No Documents were prepared prior to the meeting	N/A	It was a zoom meeting and there was no bundle of documents prepared for distribution.	None
	17 November 2020 (Reconvened Chamber Meeting)	100% Compliance (All meeting bundle of documents are ready on the day of the meeting).	Documents were prepared and ready on 11 November 2020	0%	None	None
1.3 Minutes must be to the acceptable standard.	21 October 2020 (Special Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes were adopted without corrections	0%	None	None
	17 November 2020 (Reconvened Chamber Meeting)	100% Compliance (No corrections and no disputes about the content 100%).	Minutes still to be adopted in the next Chamber in February 2021	N/A	None	None

## 2. OPTIMAL PARTICIPATION BY PARTIES TO MAXIMISE THE EFFICIENCY OF THE CHAMBER

STANDARD	INDICATOR	EXPECTED OUTCOME/TARGET	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
2.1 Regular and consistent attendance of meetings by both parties.	Attendance of meetings by parties.	All parties must attend at least 90% of scheduled Chamber meetings.	PSA did not attend one meeting	50%	The meeting was reconvened as the quorum was not met on 13 November 2020
2.2 Every party would be represented by the authorized representatives.	Number of parties who submit letters of credence 45 days before the Council AGM.	100% Compliance (All Parties must produce the letters of credence for every chamber representative).	100%	0%	All parties submitted letters of credence

### 3. ENSURE SPEEDY FINALIZATION OF AGENDA ITEMS

STANDARD	INDICATOR	EXPECTED OUTCOME/TARGET	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
3.1 Agenda items must be submitted to Chamber Secretary five (5) days before the Chamber meeting.	Number of agenda items submitted within five (5) days before the Chamber Meeting.	100% compliance All agenda items are submitted five (5) days before the meeting.	The Three (03) new agenda items were tabled in terms of PHSDSBC Resolution 4 of 2015 and were submitted within the timeline.  100%	N/A	Three (03) new items were submitted as per the Resolution
3.2 Agenda items to be finalized within three (3) Normal meetings.	Number of Agenda items finalized within three (3) normal meetings.	100% compliance	No agenda items were finalized within three (3) normal meetings.	N/A	None

#### 4. FACILITATE THE STREAMLINING OF AGENDA ITEMS TO ENSURE THAT CHAMBER OPERATES OPTIMALLY

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
4.1 Parties to hold a caucus at least a day before the meeting.	Number of caucuses held	100% Compliance  (All parties hold caucuses before the Chamber meeting).	Employer did hold their Caucuses days before the meeting.  1000% Compliance	0%	Both Labour and the Employer convened the caucus meetings
4.2 Chamber Management Committee must have a meeting before the Chamber meeting.	Number of meetings held	100% Compliance  (Chamber Management committee must hold a meeting before the Chamber meeting).	Chamber Management Committee did not hold its meetings at least 30 minutes before the start of the Chamber meeting.  0% Compliance	100%	Chamber management committee meeting not held.

## 5. ENSURE THAT AGENDA ITEMS ARE ATTENDED TO AND RESOLVED SPEEDILY

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
5.1 All parties must be mandated to engage on all items on the agenda.	Number of parties with mandate to engage.	100% Compliance  (Parties come in a meeting with mandated positions).	All parties have mandate to engage on the matters before the agenda.  100% compliance	0%	None

## 6. ENSURE SMOOTH IMPLEMENTATION OF COLLECTIVE AGREEMENTS BY THE EMPLOYER

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
6.1 Every Chamber must establish a Task Team to monitor new collective agreements.	The number of Chambers with functional Task Teams.	All Chambers have established implementation Monitoring Task Teams for new collective agreements.	There is currently no Task Team 0%	100%	The OSD TT was disbanded on 29 September 2020
6.2 At least one (1)	The number	Report on the	Regular reports are	0%	Reports of grade progressions are



Chamber report on monitoring of implementation of a collective agreement.	of Chambers that submit monitoring reports.	implementation of monitoring of a Collective Agreements.	submitted to the Chamber.		given at the meetings and PMDS is the standing agenda item and on Resolution 3 of 2019.
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**7. MEASURE THE LABOUR PEACE AND RELATIONSHIP AMONG PARTIES (refer to completed Strike Action template hereunder)**

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
7.1 Zero wild cat strikes.	The number of wild cat strikes that occurred within the Chamber's jurisdiction.	Report of wild cat strikes that occurred within the Chamber's jurisdiction.	No report submitted.	100%	No report was submitted
7.2 Zero walk-out	The number of walk-out that occurred within the Chamber's jurisdiction.	Report on walk outs that occurred within the Chamber's jurisdiction.	No recorded walkout.	N/A	None
7.3 Minimal disputes related to the	The number of disputes declared in	Report on disputes that related	No disputes at Chamber level.	N/A	None

Chamber items.	relation to an agenda item.	to the Chamber agenda item.			
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## 8. ENSURE CAPACITY BUILDING FOR CHAMBERS

STANDARD	INDICATOR	EXPECTED OUTCOME	ACTUAL PERFORMANCE	VARIANCE	COMMENTS
8.1 Twenty (20) Chamber Management Committee members must attend the EXCO and Chamber Management workshop.	The number of Chamber Management Committee members who attend the EXCO and Chamber Management workshop.	All twenty (20) Chamber Management Committee members subjected to Capacity Building by EXCO.	No workshop planned for the current financial year	N/A	Next ExCo Chamber Management workshop will be in 2021
8.2 Submit the training needs to Council.	The number of training needs submitted per Chamber.	The Chambers training needs analysis tool	Not yet submitted	N/A	Not yet convened due to financial constraints.

		was forwarded to parties.			
8.3 To have a Chamber operational planning session once a year.	The number of successful operational planning sessions undertaken by the Chamber.	All Chambers to hold operational planning sessions.	Not yet submitted.	N/A	Not yet convened due to financial constraints.

#### 4. Reporting on Industrial Action

No report was submitted.

No	Chamber	District and City	Institution /s involved	Date of Industrial Action	Type of Industrial Action Embarked on	Duration of Action	Reason mentioned for the strike, type and duration taken	Leading Trade Union/s involved	Number and categories of employees involved	Action taken by Chamber parties	Recommended support Expected
1.	Free State Chamber										

#### 5. PROMINENT ISSUES REQUIRING EXCO AND/OR COUNCIL ATTENTION

None to report at this stage.

## 6. LIFESPAN

### FREE STATE CHAMBER

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
1.	OSD Task Team Implementation Report	OSD Task Team Implementation Report	01 January 2012 <b>8 years &amp; 11 months</b>	Standing Agenda Item	The item remains on the agenda to track progress. The TT was dissolved and the matter brought back to Chamber
2.	Functioning of Skills Development Committees	PSA	11 July 2016 <b>3 years &amp; 11 months</b>	Removed <b>18 June 2020</b>	The item was finalized and removed
3.	Overtime Policy -DoH	PSA	25 October 2016 <b>4 years</b>	Removed <b>21 October 2020</b>	The employer withdrew the policy but it would be reinstated once Employer internal processes have been completed
4.	Overtime Policy -DSD	PSA	25 October 2016 <b>4 years</b>	Removed <b>17 November 2020</b>	The policy was adopted
5.	Exploitation of Nursing Staff	PSA	25 October 2016 to date <b>4 years &amp;</b>	Retained	The item remains on the agenda to track progress.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
			<b>2 months</b>		
6.	Performance Development Management System	Organised Labour	13 September 2017 <b>3 years &amp; 3 months</b>	Standing Agenda Item	The item remains on the agenda of the Chamber as a standing agenda item.
7.	Salary Discrepancies (Department of Health)	NEHAWU	15 March 2018 <b>2 years &amp; 8 months</b>	Removed <b>17 November 2020</b>	The item was finalized and removed
8.	Occupational Health and Safety (Department of Social Development and Department of Health)	NEHAWU	15 March 2018 <b>2 years &amp; 9 months</b>	Standing Agenda Item	The item remains on the agenda as the standing agenda item
9.	Pelonomi Maternity Ward Resubmission	PSA	23 November 2018 <b>2 years &amp; 1 month</b>	Retained	The item remains on the agenda to track progress.
10.	Capacitation Grant	DENOSA	07 March 2019 <b>1 year &amp; 3 months</b>	Removed <b>27 July 2020</b>	The item was finalized and removed.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
11.	Human Resource Development (HRD) Policy - DoH)	Employer DoH	11 June 2019 <b>1 year</b>	Removed <b>27 July 2020</b>	The policy was adopted
12.	Human Resource Development (HRD) Policy - DSD	Employer DSD	11 June 2019 <b>1 year</b>	Removed <b>27 July 2020</b>	The policy was adopted
13.	Revised Policy on the Management of HIV & AIDS, TB and STI in the Workplace-DoH	Employer -DoH	15 May 2019 <b>1 year &amp; 7 months</b>	Removed <b>21 October 2020</b>	The employer withdrew the policy but it would be reinstated once Employer internal processes have been completed.
14.	The Management of Health and Productivity Programmes Policy	Employer -DoH	15 May 2019 <b>1 year &amp; 7 months</b>	Removed <b>21 October 2020</b>	The employer withdrew the policy but it would be reinstated once Employer internal processes have been completed.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
15.	SHERQ Management Policy	Employer -DoH	15 May 2019 <b>1 year &amp; 7 months</b>	Retained	The item remains on the agenda to track progress.
16.	Health and Safety Issues at National Hospital	PSA	24 July 2019 <b>1 year</b> <b>7 meetings</b>	Removed <b>27 July 2020</b>	The item was incorporated under OHS item and removed.
17.	Collective agreement on engagement between the employer and unions concerning changing of working conditions of employees	PSA	10 September 2019 <b>9 months</b>	Removed <b>18 June 2020</b>	The item would be reinstated when Labour provides a draft collective agreement
18.	Failure by the Department of Health (Emergency Medical Services) to comply with sections 8 (1), (2) a, b, c, d, e, f, j and Sections (9) and (17) of the OHS Act -PSA	PSA	10 September 2019 <b>10 months</b>	Removed <b>27 July 2020</b>	The item was incorporated under OHS item
19.	Non-Payment of Overtime- FS EMS-2013-2019	HOSPERSA	10 September 2019 <b>1 year &amp; 3 months</b>	Retained	The item remains on the agenda to track progress

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
20.	Recruitment Circular 47 of 2019- Department of Health	NEHAWU	15 November 2019  <b>1 year &amp; 1 month</b>	Retained	The item remains on the agenda to track. The Circular was tabled for consultation on 18 June 2020
21.	Forensic Pathologies Working Conditions -Department of Health	NEHAWU	15 November 2019  <b>10 Months</b>	Removed <b>18 June 2020</b>	The item is at a bilateral
22.	Accelerated Grade & Pay Progression -Both Departments	NEHAWU	15 November 2019  <b>1 year &amp; 1 month</b>	Retained	The item remains on the agenda to track
23.	Recruitment Policy - Department of Social Development	NEHAWU	15 November 2019  <b>1 year &amp; 1 month</b>	Retained	The policy was referred to a multilateral meeting
24.	Review of Departmental Structure	Employer Health	13 February 2020  <b>10 Months 5 meetings</b>	Retained	The item remains on the agenda to track progress
25.	The Contingency Plan in Dealing with Coronavirus	DENOSA, HOSPERSA & PSA	13 February 2020  <b>4 Months 3 meetings</b>	Removed <b>27 July 2020</b>	The item was removed and incorporated onto the item dealing with OHS
26.	The Water Provision Unrest in QwaQwa	DENOSA, HOSPERSA & PSA	13 February 2020	Removed <b>18 June 2020</b>	The item was finalized and removed



NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
			<b>4 Months 2 meetings</b>		
27.	The Non -Functional Established COVID-19 Steering Committee	HOSPERSA	18 June 2020  <b>1 meeting</b>	Removed <b>18 June 2020</b>	HOSPERSA withdrew
28.	Implementation of Resolution 3 of 2019	Council	18 June 2020  <b>6 Months 4 meeting</b>	Retained	The item remains on the agenda to track progress
29.	Recruitment and training of Human Resources	Council	27 July 2020  <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback.
30.	Deployment of human resources	Council	27 July 2020  <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback
31.	Sourcing of human resources from the expanded Public Work Programme, retired health professionals, community-based organisation and non-governmental organisations to render services in identified sites	Council	27 July 2020  <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback
32.	Provision of health equipment, sanitation materials and	Council	27 July 2020  <b>5 months</b>	Retained	The item remains on the agenda for Council feedback

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
	medical supplies		<b>3 Meetings</b>		
33.	Disposal of waste and sanitation of equipment from quarantine or treatment facility	Council	27 July 2020 <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback
34.	Identification and establishment of mortuaries that will accommodate all CoVID-19 mortal remains	Council	27 July 2020 <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback
35.	Disposal of CoVID-19 mortal remains	Council	27 July 2020 <b>5 months 3 Meetings</b>	Retained	The item remains on the agenda for Council feedback
36.	Continuous Professional Development (CPD) for Emergency Services Personnel (EMS)	Council	29 September 2020 <b>3 months 2 meetings</b>	Retained	The item remains on the agenda for Council feedback
37.	Provision of the Tools of Trade in the Department of Social	NEHAWU	29 September	Retained	The item remains on the agenda to track progress.

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
	Development (DSD) (Cellphones & airtime, Laptops & Data for Social Service Professionals)		2020  <b>3 months 2 meetings</b>		
38.	State of the Department Regarding the Provision of Office Space for Social workers for Consultation that Ensure Confidentiality.	NEHAWU	29 September  <b>3 months 2 meetings</b>	Retained	The item remains on the agenda to track progress.
39.	Break down per Province, District and Institution of GG Vehicles and any Shortage thereof	NEHAWU	29 September 2020  <b>3 months 2 meetings</b>	Retained	The item remains on the agenda to track progress.
40.	Correct Salary Placement of Masupatsela	NEHAWU	29 September 2020  <b>3 months 2 meetings</b>	Retained	The item remains on the agenda to track progress.
41.	Inconsistency Relating to Working Hours of Community Health Care Workers - Various Districts	HOSPERSA	29 September 2020  <b>3 months 2 meetings</b>	Retained	The item remains on the agenda to track progress.
42.	Emergency Medical Services (EMS) - Qwa Qwa/Kroonstad /	HOSPERSA	17 November 2020	Retained	The matter was deferred to the next Chamber meeting

NO	ITEMS	SPONSORED BY	LIFESPAN	STATUS	COMMENTS /RECOMMENDATIONS
	Bethlehem & Reitz		<b>1 meeting</b>		
43.	Rank translation of EMS Free State	HOSPERSA	17 November 2020 <b>1 meeting</b>	Retained	The matter was deferred to the next Chamber meeting
44.	Council Brand Awareness and Profiling	PHSDSBC	17 November 2020 <b>1 meeting</b>	Retained	The matter was deferred to the next Chamber meeting