

CIRCULAR

Kindly place on your staff notice board for the attention of your employees

18 July 2016

**To: All employers
Party Principals
Regional Managers
Senior Agents**

DECLARATION OF PUBLIC HOLIDAY ON WEDNESDAY 3 AUGUST 2016 (VOTING DAY IN RESPECT OF MUNICIPAL ELECTIONS)

In terms of the Public Holidays Act, Wednesday 3 August 2016 has been declared as a public holiday and has been gazetted under Proclamation No. 45, 2016 in Government Gazette 40125 dated 8 July 2016.

PAYMENT FOR PUBLIC HOLIDAYS

IN ACCORDANCE WITH Clause 11 of the consolidated main agreement, the following provisions for payment to employees for public holidays apply:-

1. If an employee DOES NOT work on a public holiday, which is otherwise an ordinary working day (including periods of short time and lay-offs), he/she shall be paid at his/her ordinary rate for the ordinary hours of that day of the week.
2. If an employee WORKS on a public holiday, which is otherwise an ordinary working day, he/she shall be paid at his/her ordinary rate for the ordinary hours of that day of the week plus 1.33 times the hourly rate. Hours worked beyond the ordinary hours shall be paid an additional 2.5 times the ordinary hourly rate.
3. Where an employee is involved in shift work, of which part of the shift is worked on a public holiday, that employee must be granted leave on the shift prior to or subsequent to the public holiday. In such cases, the employee is paid according to the provisions outlined in item 1 above.

Cape Region
PO Box 6096
Roggebaai 8012

Border Region
PO Box 13162
Vincent 5217

KwaZulu-Natal Region
PO Box 5900
Durban 4000

Midland Region
PO Box 12848
Centrahill 6006

Gauteng Region
PO Box 3998
Johannesburg 2000

Free State &
Northern Cape Region
PO Box 30095
Moreskof 9462

Centre for Dispute
Resolution
PO Box 9381
Johannesburg 2000

Tel: 021 421 6140
Fax: 086 636 8696

Tel: 043 743 7790
Fax: 086 636 8691

Tel: 031 305 4761
Fax: 086 636 8693

Tel: 041 586 1542
Fax: 086 636 8694

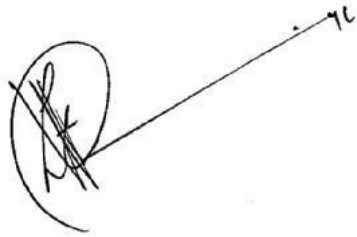
Tel: 011 639 8000
Fax: 086 636 8689

Tel: 057 352 4142
Fax: 086 636 8697

Tel: 011 834 4660
Fax: 086 636 8699

The MEIBC Consolidated Main Agreement can be downloaded from our website
www.meibc.co.za

Yours Sincerely

A handwritten signature in black ink, consisting of a large, stylized 'T' and 'M' intertwined, with a long horizontal line extending to the right.

Thulani Mthiyane
General Secretary