

COLLECTIVE AGREEMENT

APPOINTMENT AND PROGRESSION REQUIREMENTS FOR VARIOUS OPERATIONAL POSITIONS IN THE TSHWANE METROPOLITAN POLICE DEPARTMENT(TMPD) OF THE CITY OF TSHWANE METROPOLITAN MUNICIPALITY

Entered into by and between the: -

**City of Tshwane Metropolitan Municipality
(Hereinafter referred to as CTMM)**

and

**The Independent Municipal and Allied Trade Union
(hereinafter referred to as IMATU)**

And

**The South African Municipal Workers Union
(Hereinafter referred to as SAMWU)**

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WHEREAS the CTMM and IMATU and SAMWU constitute the Tshwane Division of the South African Local Government Bargaining Council (SALGBC)

AND WHEREAS The Tshwane Metropolitan Police Department (hereinafter referred to as the TMPD) was established in accordance with the provisions of the South African Police Service Act, 1995 (Act No. 68 of 1995) as amended together with the Regulations for Municipal Police Services as published in Government Notice R710 in Government Gazette 20142 of 11 June 1999, as amended by Government Notice R854 in Government Gazette 20267 of 9 July 1999.

AND WHEREAS, the TMPD has, over time, implemented and amended its ranking structure and the requirements governing the appointment and progression of municipal police officers, collectively referred to as the Grading Scheme. Although the original Grading Scheme remains applicable to officers appointed in the TMPD, it now requires review and updating to align with current legislative, regulatory and operational requirements.

AND WHEREAS employer has been mandated to consult with SAMWU and IMATU (hereinafter referred to as the Trade Unions) at the Local Labour Forum and conclude a collective agreement in terms of the MAYCO report dated 19 November 2025 and for ratification at the SALGBC Tshwane Division.

AND WHEREAS the CTMM, IMATU and SAMWU, as parties to the Tshwane Division of the SALGBC, agree on the following terms and conditions:

1. Definitions

For the purposes of this agreement the following meanings shall apply:

- 1.1. **Appointment:** The final step in a recruitment process where a successful applicant or candidate, who has been selected through a process that includes advertising, shortlisting and interviewing with a view to possible employment or promotion, accepts an offered position.
- 1.2. **At least 18 years old and not older than 35 years:** That only applicants who are not older than 34 years and 364 days on the closing date of the advertisement for Trainee (Constable) will be permitted to be enrolled in the Basic Course for Traffic Officers, subject to meeting the other minimum entry requirements. Enrolment is on condition that training commences within one year of the advertisement for Trainee (Constable).
- 1.3. **Commissioner:** means the Municipal Police Commissioner / Chief of Police.
- 1.4. **Department:** means the Tshwane Metropolitan Police Department.

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- 1.5. **Departmental Management Committee:** means a committee constituted in the Tshwane Metropolitan Police Department to investigate, amongst other things, the case where a ranking official becomes unfit for operational duty or suffers a recognised disability, including an injury on duty (IOD), or incapacity on the grounds of ill health or injury.
- 1.6. **Employee:** means a member of the Tshwane Metropolitan Police Department.
- 1.7. **Medically fit:** means being healthy and mentally and physically able to perform a task or job.
- 1.8. **Progression:** Movement within a career-path position with a minimum entry qualification of Grade 12, where such movement within the position is subject to meeting the requirements set out in this collective agreement and is only relevant to positions which specifically indicate "progression".
- 1.9. **Tertiary qualification:** means at least a three-year post-matric qualification, such as a three-year university degree, national diploma or an equivalent or comparable three-year qualification, which must be in the same field of study and, where applicable, relevant to the specialised function of the position.
- 1.10 Appointment and progression requirements for various operational positions in the Tshwane Metropolitan Police Department (TMPD) of the City of Tshwane Metropolitan Municipality is also referred to as the Grading Scheme.

2. Scope

- 2.1 This collective agreement shall apply to all employees of the Tshwane Metropolitan Police Department who are duly registered and appointed as members of the Municipal Police Service.
- 2.2 That the new Grading Scheme will come into effect once signed by all applicable parties.

3. Ranking structure

- 3.1. The current ranking structure for Municipal Police Services are:
- Municipal Police Commissioner
 - Deputy Municipal Police Commissioner
 - Brigadier
 - Colonel
 - Lieutenant-Colonel
 - Superintendent
 - Warrant Officer
 - Sergeant

- Constable
- 3.2. Should any future realignment, change in legislation, national directive or any other circumstance alter or modify this ranking structure, the same shall apply to this collective agreement with the necessary changes having been made and the adjustments that are required.
- 3.3. The City of Tshwane has an official, approved designation list reflecting unique and generic designations as per the approved organisational structures and the TASK levels and salary scales linked to each designation. This document is regularly updated and approved to align to other processes, such as, but not limited to, amended structures, official benchmarking exercises/reports, salary and wage increases. TASK levels therefore included in this collective agreement will be subject to change as to align to future designations and TASK levels as approved from time to time.

4. Appointment and Progression

- 4.1. The appointment and progression requirements set out the requirements for the various ranks within the Tshwane Metropolitan Police Department (TMPD), in accordance with the applicable legislative framework. They further include provisions for Trainee Constables and Traffic Wardens appointed under the National Road Traffic Act, 1996 (Act No. 93 of 1996).
- 4.2. These appointment and progression requirements further set out the appointment requirements for Constables and the progression requirements to the rank of Sergeant. They also specify the appointment requirements for the rank of Warrant Officer and above. From the rank of Superintendent, a career-related three-year tertiary qualification becomes a mandatory requirement.
- 4.3. In the case where any ranking official becomes unfit for operational duty or suffers a recognised disability, including an Injury on Duty (IOD) but not limited to that, and are registered and appointed as a member of the Tshwane Municipal Police Service – it may be recommended by the Departmental Management Committee and approved by the Commissioner for placement in a suitable position within the Department where the skills of the member can be utilised effectively.

5. Appointment requirements

5.1. Trainee (Student Constable)

5.1.1. Entry requirements:

1. Must possess a Grade 12 qualification, of which documentary proof must be submitted.
2. Must possess at least a valid Code B driver's licence for a manual transmission vehicle and be subjected to and pass a departmental practical driving test.

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3. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken at the applicant's own cost. The applicant's name must also not appear on the Register for Sexual Offenders or the Register for Child Offenders.
4. Must be a South African citizen and a resident of the City of Tshwane Metropolitan Area.
5. Must be at least 18 years old and not older than 35 years.
6. Must be medically fit in accordance with Occupational Health procedures and must submit a medical certificate confirming that he or she is fit to perform strenuous exercise.
7. Must pass a physical evaluation.
8. Must be willing to be subjected to and pass a psychometric assessment.
9. Must be proficient in English and pass an assessment.
10. May have no visible tattoos.
11. Must be prepared to sign the Code of Conduct of the Tshwane Metropolitan Police Department.

5.1.2. Notes:

1. Employees from other CTMM departments must terminate their previous employment and sign a new contract.
2. Internal TMPD employees must apply for the positions in accordance with the Staffing Policy and will be required to sign a training contract.

5.2. Traffic Warden

5.2.1. Entry requirements

1. Must possess a Grade 12 qualification, of which documentary proof must be submitted.
2. Must possess at least a valid Code B driver's licence for a manual transmission vehicle.
3. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
4. Must be a South African citizen and a resident of the City of Tshwane Metropolitan Area.
5. Must be at least 18 years old.
6. Must be medically fit in accordance with Occupational Health procedures.
7. Must pass a physical evaluation.
8. Must be willing to be subjected to and pass a psychometric assessment.
9. Must be proficient in English and pass an assessment.
10. Must be prepared to sign the Code of Conduct of the Tshwane Metropolitan Police Department.

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5.2.2. Notes

1. Appointment shall be on a contractual basis for a probation period of six (6) months, during which performance and conduct will be assessed.
2. Permanent appointment will only be considered if paragraph 1 above has been completed to the satisfaction of the Department.

5.2.3. Appointment Requirements

1. Registration as a Traffic Warden in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
2. Appointed as a Peace Officer under Section 334 of the Criminal Procedures Act, 1977 (Act 51 of 1977).

5.3. Constable

5.3.1. Appointment requirements

1. Must possess a Grade 12 qualification, of which documentary proof must be submitted.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must possess at least a valid Code B driver's licence for a manual transmission vehicle and must be departmentally assessed for proficiency to drive a light motor vehicle before appointment.
5. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
6. Must be a South African citizen and a resident of the City of Tshwane Metropolitan Area.
7. Must be at least 18 years old.
8. Must be medically fit in accordance with Occupational Health procedures.
9. Must pass a physical evaluation.
10. Must be willing to be subjected to and pass a psychometric assessment.
11. Must pass a firearm proficiency test.
12. Must be proficient in English and pass an assessment.
13. Must be prepared to sign the Code of Conduct of the Tshwane Metropolitan Police Department.

5.3.2. Notes

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1. Appointment shall be on a contractual basis for a probation period of six (6) months, during which performance and conduct will be assessed.
2. Permanent appointment will only be considered if paragraph 1 above has been completed to the satisfaction of the Department.
3. Appointment of already qualified external applicants to the position of Constable shall always be made at the entry-level salary scale and notch of a Constable, irrespective of previous experience.

5.4. Sergeant

5.4.1. Progression requirements to the rank of Sergeant

1. Progression to the rank of Sergeant shall be on the recommendation of the Commissioner and shall be subject to the following:
 - a) Must comply with the appointment requirements for Constable.
 - b) Must have four (4) years' experience as a Constable, inclusive of the probation period.
 - c) Must possess a valid Code A and Code C driver's licences and must have passed a departmental driver proficiency test.
 - d) Must have no criminal record, excluding previous convictions relating to political activities in the previous dispensation, and no pending criminal cases awaiting trial, and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
 - e) Must have successfully completed an annual performance review in accordance with the Performance Management Development System.

5.4.2. Notes

1. The Code A & C drivers licenses are covered under Section 31 of the National Road Traffic Act 93 of 1996 (as amended). Section: "Powers and duties of a traffic officer". In order for a Traffic Officer (Metro Police Officers are also Traffic Officers) to impound, test or move (drive) a certain class vehicle, such officer must have the applicable license to drive such a vehicle.
2. Constables with at least eight (8) years' service as a Constable within the CTMM, who meet all the above requirements but do not yet possess the Code A and Code C driver's licences referred to in point 5.4.1.1(c), will be eligible for progression to the rank of Sergeant.
3. A member of the Tshwane Municipal Police Service that is declared medically unfit for operational duty or who suffered a recognised disability, may be recommended by the Departmental Management Committee and approved by the Commissioner for progression to the rank of Sergeant, subject to the following:
 - The Constable will be required to have at least four (4) years' service as a Constable within the CTMM

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- Must meet all the above requirements, but with consideration to the nature of the medical fitness challenges/disability, may be waived in terms of all or some of the following requirements:
 - Must possess a valid driver's licence for a manual transmission vehicle and must be departmentally assessed for proficiency to drive a light motor vehicle before appointment
 - Must be medically fit in accordance with Occupational Health procedures.
 - Must pass a physical evaluation.
 - Must pass a firearm proficiency test
 - Must possess valid Code A and Code C driver's licences and must have passed a departmental driver proficiency test

5.5. Warrant Officer

5.5.1. Appointment requirements

1. Must possess at least a QCTO (NQF 5 level) career related qualification, of which documentary proof must be submitted.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must have four (4) years' relevant experience, of which two (2) years must be as a Sergeant.
5. Must possess at least a valid Code B driver's licence and must have passed a departmental driver proficiency test.
6. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
7. Must be medically fit in accordance with Occupational Health procedures.
8. Must pass a physical evaluation.
9. Must be willing to be subjected to and pass a psychometric assessment.
10. Must pass a firearm proficiency test.
11. Must be proficient in English and pass an assessment.
12. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

5.5.2 Notes

1. For external applicants - must possess a Grade 12 and QCTO (NQF 5 level) career related qualification, of which documentary proof must be submitted.
2. The QCTO stands for the Quality Council for Trades and Occupations. It is the South African statutory body responsible for the development, quality assurance, and certification

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of trades and occupational qualifications within the country's National Qualifications Framework (NQF).

12.1. Superintendent

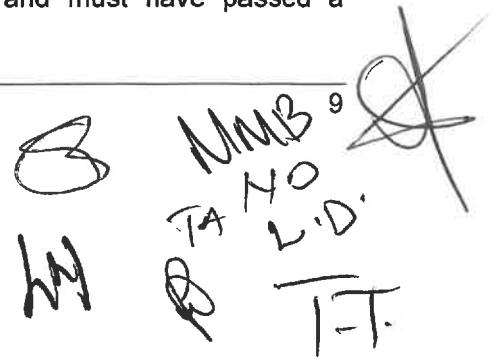
12.1.1. Appointment requirements

1. Must possess an appropriate career-related Degree or equivalent QCTO (NQF 6 level) qualification.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must have five (5) years' relevant experience, of which two (2) years must be at Warrant Officer level.
5. Must possess at least a valid Code B driver's licence and must have passed a departmental driver proficiency test.
6. Must have no criminal record or pending criminal cases awaiting trial, and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
7. Must be medically fit in accordance with Occupational Health procedures.
8. Must pass a physical evaluation.
9. Must be willing to be subjected to and pass a psychometric assessment.
10. Must pass a firearm proficiency test.
11. Must be proficient in English and pass an assessment.
12. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

12.2. Lieutenant-Colonel

12.2.1. Appointment Requirements

1. Must possess an appropriate career-related Degree or equivalent QCTO (NQF 7 level) qualification.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must have six (6) years' relevant experience, of which three (3) years must be at Superintendent level.
5. Must possess at least a valid Code B driver's licence and must have passed a departmental driver proficiency test.

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6. Must have no criminal record or pending criminal cases awaiting trial, and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
7. Must be medically fit in accordance with Occupational Health procedures.
8. Must pass a physical evaluation.
9. Must be willing to be subjected to and pass a psychometric assessment.
10. Must pass a firearm proficiency test.
11. Must be proficient in English and pass an assessment.
12. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

12.3. Colonel

12.3.1. Appointment requirements

1. Must possess an appropriate career-related Degree or equivalent QCTO (NQF 7 level) qualification.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must have eight (8) years' relevant experience, of which four (4) years must be at Lieutenant Colonel level.
5. Must possess at least a valid Code B driver's licence.
6. Must have no criminal record or pending criminal cases awaiting trial, and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
7. Must be willing to undergo a vetting process as determined by the Department.
8. Must be medically fit in accordance with Occupational Health procedures.
9. Must pass a physical evaluation.
10. Must be willing to be subjected to and pass a psychometric assessment.
11. Must pass a firearm proficiency test.
12. Must be proficient in English and pass an assessment.
13. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

12.4. Brigadier




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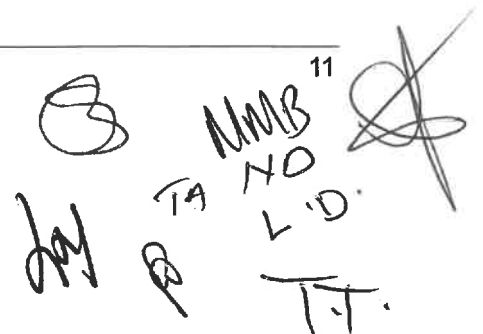
12.4.1. Appointment requirements

1. Must possess an appropriate career-related Degree or equivalent QCTO (NQF 7 level) qualification.
2. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
3. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
4. Must comply with the Municipal Regulations on Minimum Competency Levels under the Municipal Finance Management Act (MFMA) of 2003 as published in Government Notice R493 as published in Government Gazette 29967 of 15 June 2007.
5. Must have nine (9) years' relevant experience, of which four (4) years must be at Colonel level.
6. Must possess at least a valid Code B driver's licence.
7. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
8. Must be willing to undergo a vetting process as determined by the Department.
9. Must be medically fit in accordance with Occupational Health procedures.
10. Must pass a physical evaluation.
11. Must be willing to be subjected to and pass a psychometric assessment.
12. Must pass a firearm proficiency test.
13. Must be proficient in English and pass an assessment.
14. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

12.5. Deputy Municipal Police Commissioner

12.5.1. Appointment requirements

1. Must possess an appropriate career-related Degree or equivalent QCTO (NQF 7 level) qualification.
1. Must be registered as a Traffic Officer in terms of the National Road Traffic Act, 1996 (Act 93 of 1996), as amended.
2. Must be appointed as a member of a municipal police service in terms of the South African Police Service Act, 1995 (Act 68 of 1995).
3. Must comply with the Municipal Regulations on Minimum Competency Levels under the Municipal Finance Management Act (MFMA) of 2003 as published in Government Notice R493 as published in Government Gazette 29967 of 15 June 2007.
4. Must have ten (10) years' relevant experience, of which five (5) years must be at Brigadier level.

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5. Must possess at least a valid Code B driver's licence.
6. Must have no criminal record or pending criminal cases awaiting trial and must allow his or her fingerprints to be taken. The applicant's name must also not appear on the register for sexual and child offenders.
7. Must be willing to undergo a vetting process as determined by the Department.
8. Must be medically fit in accordance with Occupational Health procedures.
9. Must pass a physical evaluation.
10. Must be willing to be subjected to and pass a psychometric assessment.
11. Must pass a firearm proficiency test.
12. Must be proficient in English and pass an assessment.
13. Must be prepared to take the Oath of Office of the Tshwane Metropolitan Police Department.

12.5.2. Notes

1. Additional requirements as per corporate directives might be applicable to top management levels

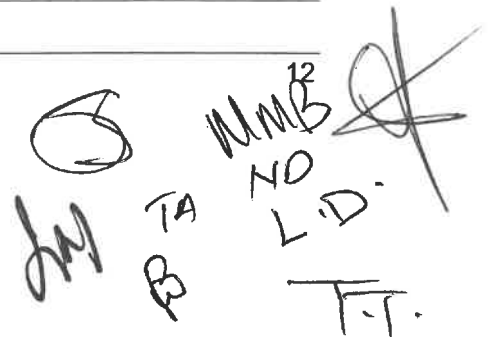
13. General

- 13.1. This collective agreement constitutes the full agreement between the parties on the matters addressed herein.
- 13.2. If any provision of this collective agreement is found to be unlawful or unenforceable, the remaining provisions remain in force to the extent permitted by law.
- 13.3. Should this collective agreement conflict with any existing policy, this collective agreement shall prevail.
- 13.4. Should any future realignment, change in legislation, national directive or any other circumstance creates a conflict with this collective agreement, this agreement must be amended to reflect such changes.
- 13.5. Headings are used for convenience and do not affect interpretation.
- 13.6. This collective agreement forms part of the employees' conditions of service.

14. Dispute resolution

- 14.1. Any dispute about the interpretation, application or implementation of this collective agreement must be dealt with through the dispute resolution processes of the SALGBC Tshwane Division.

15. Amendment and review

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- 15.1. No amendment, variation or addition to this collective agreement is valid unless it is recorded in writing and signed by the parties through the appropriate bargaining structures.
- 15.2. A review of this collective agreement may be undertaken by mutual agreement between the parties. A review does not change this collective agreement unless a written amendment is concluded and signed.

16. Ratification

- 16.1. This collective agreement will be submitted for ratification by the Tshwane Division of the SALGBC at the first meeting of this division of the SALGBC, following signature of this collective agreement.
- 16.2. This collective agreement binds the parties to the agreement and all employees who are not members of a registered trade union admitted to the SALGBC, as well as all members of registered unions admitted to the SALGBC who are not parties to this agreement.

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COLLECTIVE AGREEMENT

APPOINTMENT AND PROGRESSION REQUIREMENTS FOR VARIOUS OPERATIONAL POSITIONS IN THE TSHWANE METROPOLITAN POLICE DEPARTMENT(TMPD) OF THE CITY OF TSHWANE METROPOLITAN MUNICIPALITY

Signed on behalf of the **CITY OF TSHWANE METROPOLITAN MUNICIPALITY (CTMM)** at **Pretoria** on this 29th day of June 2026 in the presence of the undersigned witnesses.

Signature: : Name in full: Ac. Sean Bolhuis

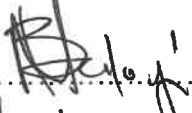
Capacity: Dep. Police Commissioner

AS WITNESSES:

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Signed on behalf of the **INDEPENDENT MUNICIPAL AND ALLIED TRADE UNION (IMATU)** at **Pretoria** on this 29th day of June 2026 in the presence of the undersigned witnesses.

Signature: : Name in full: Melita Mapula Baloyi

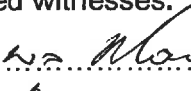
Capacity: Chairperson

AS WITNESSES:

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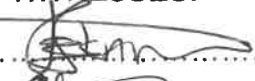
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Signed on behalf of the **SOUTH AFRICAN MUNICIPAL WORKERS UNION (SAMWU)** at **Pretoria** on this 29th day of June 2026 in the presence of the undersigned witnesses.

Signature: : Name in full: NKOMO DONALD MOKHELE

Capacity: Regional Secretary

AS WITNESSES:

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