



SOUTH AFRICAN LOCAL GOVERNMENT BARGAINING COUNCIL

HEAD OFFICE

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MUSGRAVE
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18 November 2009

TO: All Municipal Managers

AND TO:

Regional Secretaries:

Gauteng Division	Ms. C Manda	(011) 333-8091
Eastern Cape Division	Ms. S Walter	(041) 585-0646
KwaZulu-Natal Division	Mr. A Singh	By Hand
Western Cape Division	Ms. W Brink	(021) 930-9244
Northern Cape/Free State Division	Mr. T Mqobongo	(053) 831-3608
North West/Mpumalanga/Limpopo Division	Mr. E Shelembe	(012) 320-4136

Dear Sir/Madam

CIRCULAR No.: 15/2009 - IMPLEMENTATION AND ENFORCEMENT OF CLAUSE 11 (FILLING OF VACANCIES) OF THE MULTI-YEAR SALARY AND WAGE COLLECTIVE AGREEMENT

The Executive Committee of the SALGBC, at its meeting held on 22 October 2009, resolved that municipalities must comply with Clause 11 of the Salary and Wage Collective Agreement. The purpose of that Clause is for municipalities to fill the vacancies thus creating more jobs in the local government sector.

The SALGBC request the municipality to submit:

1. A project plan indicating the manner in which the municipality intends filling all vacancies by the 30 June 2010. The project plan must be submitted with the attached form when it is returned by the 7 January 2010.
2. And to return the attached form by the stipulated dates viz.: the 7 January 2010, 7 April 2010 and 7 July 2010.

This form is downloadable from the SALGBC website.

Your co-operation in implementing Clause 11 of the Salary and Wage Collective Agreement is appreciated.

Yours faithfully

Mr. S S Govender
GENERAL SECRETARY

Encl.

Address correspondence to the General Secretary



SOUTH AFRICAN LOCAL GOVERNMENT BARGAINING COUNCIL

ENFORCEMENT OF CLAUSE 11 (FILLING OF VACANCIES) IN THE SALARY AND WAGE COLLECTIVE AGREEMENT

Name of Municipality:	
Name of Human Resources Director:	
Name of Employee Submitting this Form:	

CONTACT DETAILS:	
Telephone No:	
Fax No:	
E-mail:	
Physical Address:	
Postal Address:	

MONTH	YEAR	A	B		C		D	E
		Total Number Of All Vacant Posts	Total Number Of Vacant, Critical And Essential Posts		Total Number Of Vacant, Non-Critical And Non-Essential Posts		Funded And Filled	Funded But Not Filled
			Funded And Filled	Funded But Not Filled	Funded And Filled	Funded But Not Filled		
October	2009							
November	2009							
December	2009							
January	2010							
February	2010							
March	2010							
April	2010							
May	2010							
June	2010							
July	2010							

Reason and motivation of not filling vacant posts:	
DATE SUBMITTED:	
SIGNED BY EMPLOYEE SUBMITTING THIS FORM:	
DATE:	
SIGNED OFF BY HUMAN RESOURCE : DIRECTOR:	

This form is submitted in terms of clause 14 of the Salary and Wage Collective Agreement.

THIS FORM MUST BE SUBMITTED TO:

South African Local Government Bargaining Council
Private Bag X 16
MUSGRAVE
4062

Fax No.: (031) 201-9788
E-mail: info@salgbc.org.za

THIS FORM MUST BE SUBMITTED BY:

- **7 January 2010**, for the period 1 October 2009 to 31 December 2009.
- **7 April 2010**, for the period 1 January 2010 to 31 March 2010.
- **7 July 2010**, for the period 1 April 2010 to 30 June 2010.