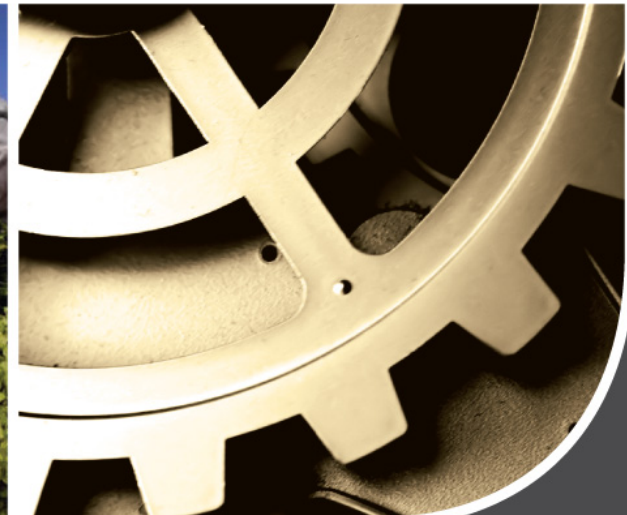


LIMPOPO

EE ROADSHOW 2020

12/ 10/2020



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Employment and Labour
REPUBLIC OF SOUTH AFRICA



Workshop Agenda

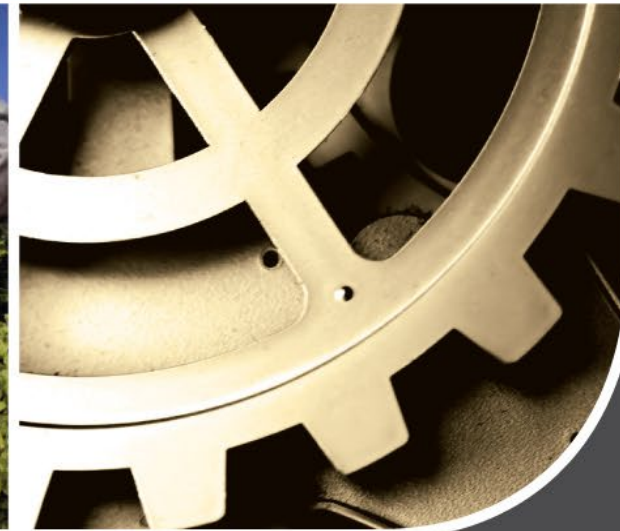
➤ Part 1: 10h00 – 11h00

- Draft Code of Good Practice for the Prevention and Elimination of Violence and Harassment in the World of Work published for Public Comment

➤ Part 2: (11h00 – 12h00)

- 2019 EE Status for Limpopo (20th CEE Annual Report)
- 2020 EE Reporting

Draft Code of good practice on the prevention and elimination of violence and harassment in the world of work



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Draft Code presentation outline

➤ Draft Code covers the following key elements, but not limited to:

- ✓ **Definitions**
- ✓ **Scope** and application
- ✓ **Legal framework** on violence and harassment
- ✓ **Objectives** of Draft Code
- ✓ **Guiding principles**
- ✓ **Categories** of violence and harassment
- ✓ **Main forms** of violence and harassment
- ✓ **Tests for the main forms** of violence and harassment
- ✓ **Elimination** and management strategies
- ✓ **Prevention** and awareness
- ✓ **Treatment, Care and support**
- ✓ **Privacy** and consent
- ✓ **Procedures** to manage violence and harassment
- ✓ **Monitoring** and evaluation

Key definitions

- Some key definitions in the Code, but not limited to:
 - ✓ Bullying;
 - ✓ Discrimination;
 - ✓ Intimidation;
 - ✓ Mobbing;
 - ✓ Online violence;
 - ✓ Psychological violence and harassment
 - ✓ worker

Scope and application of Draft Code

- Owners and Employers
- Managers and Supervisors
- Workers, including suspended and terminated
- Persons in training, including interns, apprentices and learnerships
- Volunteers, Job seekers and job applicants
- Clients
- Suppliers
- Contractors; and
- others having dealings with the organisation.

Legal framework

- **South African labour laws on violence and harassment in the workplace:**
 - **Constitution** – Bill of rights (Section 9: Equality clause read with Section 23: Fair Labour practices)
 - **EEA - Chapter II** (Sections 5; 6(1); 6(3); 10; & 60)
 - ✓ Code of Good Practice on the **Handling of Sexual Harassment Cases** in Workplaces (2005) focused on sexual harassment and workplaces only.
 - ✓ Code of Good Practice on the **Integration of EE into HR Policies and Practices** – **“Harassment”** (2005)
 - **LRA** – violence is a form of **Misconduct**
 - **OHSA** – violence and harassment is a **health and safety occupational hazard**.

Objectives of the Draft Code on violence & harassment

- **Objectives of draft Code are to:**
 - ✓ **Align SA existing labour laws with the ILO Convention 190, and its Recommendation;**
 - ✓ **Provide a framework on the interpretation and implementation of EEA pertaining to violence and harassment, including gender-based violence in world of work; and**
 - ✓ **Provide guidelines to employers, employees, employers organisations and unions on how to deal with violence and harassment in the world of work.**

Guiding principles

- Workplaces should be free of V & H. Employers have a duty to remove all forms of unfair discrimination in terms of s 5 of the EEA.
- All Employers, employees, employer organisations and trade unions are required to proactively refrain from committing acts of V & H, including Gender based V & H.
- All employers, employees, employer organisations and trade unions have a role to play in contributing towards creating and maintaining a working environment in which V & H, including gender-based V & H is regarded as unacceptable.

Categories of violence and harassment

- **Violence and Harassment generally falls into the following three broad categories:**
 - a) **Self-directed Violence** (violence against oneself).
 - b) **Interpersonal Violence** (violence against another person); and
 - c) **Collective Violence** (group or community violence).
- **Violence and harassment may include, but not limited to:**
 - ✓ **Physical assault** as well as a range of verbal or non-verbal threats;
 - ✓ **Discrimination** based on race, gender, sex, sexual orientation, etc.;
 - ✓ **Gender-based violence** – both women and men;
 - ✓ Violence and harassment that takes place **outside traditional workplaces**, e.g. social events, conferences, training, workshops, etc.
 - ✓ **Working with clients** or public exposure; and
 - ✓ **Domestic violence and harassment.**

Main Forms of Violence and Harassment

- **Main forms of violence and harassment covered in the Draft Code, includes:**
 - ✓ **Sexual** violence and harassment
 - ✓ **Racial, ethnic or social origin** violence and harassment
 - ✓ **Workplace** bullying
 - ✓ Violence, and harassment related to **protected disclosure**
- **Under each main form** – Code covers: **different types** of each incident and how it may manifest; the **nature**, **impact** and **test to be applied** in each type of incident of violence and harassment.

Test on Sexual V & H

- Subjective feelings of complainant should be evaluated against objective standard of a *'reasonable person/complainant'*
- Sexual attention becomes sexual violence and harassment when:
 - ✓ Behaviour is **persistent**; and/or
 - ✓ Recipient made it clear **behaviour** is considered **offensive**; and/ or
 - ✓ Perpetrator **knows or ought to have known** the behaviour is regarded as unacceptable.

Test on Racial, Ethnic or Social Origin

- Racial harassment to be assessed objectively with reference to reaction of normal or reasonable person.
- Establish racial violence and harassment based on race, ethnic or social origin – it has to be established on a balance of probabilities that the conduct complaint of:
 - ✓ was unwanted conduct, which was persistent or serious;

Test on Racial, Ethic or Social Origin Cont...

- It has to be established on a balance of probabilities that the conduct complained of:
 - ✓ **Demeaned, impaired dignity, humiliated,** or created a hostile or intimidating environment or
 - ✓ Was calculated to induce submission by actual or threatened adverse consequences and
 - ✓ Was related to race, ethnic or social origin, or a characteristics with such group.
 - ✓ Whether a perpetrator would have spoken the words or behaved in the manner complained of towards the complainant, etc.

Test for workplace bullying

- **The test to be applied for Workplace bullying includes:**
 - (a) **To establish workplace bullying** the test for workplace bullying is that of “*stringent intolerability*” about what is considered serious intentional infliction of a hostile work environment, on consideration of probability that the employer, its agent or both, intentionally subjected the complainant to a hostile work environment.
 - (b) A **hostile environment**, not to be endured, is one that is deemed to be hostile by both the complainant and by a reasonable person in the complainant’s situation.

Elimination and Management of Violence & Harassment

- Employers are under legal obligation to take **proactive and remedial steps** to prevent and eliminate all forms of Violence and Harassment in the World of Work.
 - ✓ Employers are required to have **clear rules, policies and procedures** prohibiting all forms of Violence and Harassment and other forms of unfair discrimination in the world of work.
 - ✓ **Policies and procedures** adopted by an employer should provide a clear understanding of the employer's position regarding the prevention and elimination of the various forms of Violence and Harassment in the world of work.
 - ✓ Employers should ensure the **policy and procedures are communicated effectively to all workers.**

Prevention and Awareness

- **Employers must adopt prevention and awareness programmes that include the following:**
 - ✓ **Awareness and training initiatives** to educate workers at all levels about Harassment and Violence in the WoW.
 - ✓ **communication campaigns** must clarify the understanding of the different forms of Violence and Harassment using appropriate methods and relevant expertise in accessible formats.
 - ✓ **occupational health and safety measures** to adopted and implemented, including harm-reduction strategies
 - ✓ **effective measures to reduce or mitigate the risk** of Violence and Harassment from occurring in the world of work.

Treatment, Care and Support

- **Treatment, care, and support programmes must be clear on the interventions required and the procedures to be followed to address the different forms of Violence and Harassment.**
 - ✓ **Records of available security, police, health and safety** and other support services must be kept
 - ✓ **appropriate referrals, for counselling** and any other appropriate interventions are made.
 - ✓ programmes on **treatment, care and support are clearly communicated.**
 - ✓ programmes of **care and support including measures to reasonably accommodate** those who are negatively impacted be made available.

Privacy and Consent

- Respecting the **sensitivity of information on record** and being recorded.
- Keeping of records in a **safe and secure place**.
- **Acquiring consent**, preferably in **writing**, for the sharing of private information.
- Developing, communicating, and implementing a **clear policy on privacy and confidentiality**.
 - ✓ **Monitoring, evaluation and review** of policy governing privacy and confidentiality.

Procedures in managing V & H

- **Employers must develop clear procedures (included in violence and harassment policy) to deal with incidents of violence and harassment**
 - ✓ **Reporting channels** and mechanisms
 - ✓ **Obligations of the employer** in dealing with the complaint;
 - ✓ **Advise to the complainant** on how to deal with the incident;
 - ✓ **Informal and formal** procedures;
 - ✓ **Disciplinary sanctions/ remedies** to be imposed for incidents of violence and harassment.

Monitoring and Evaluation

- **Monitoring and evaluating systems should provide the required information and need not be complicated and should consider the following:**
 - ✓ design and implementation plan for monitoring and evaluation of strategies, policies, and programmes to eliminate Violence and Harassment in their environment involving the world of work
 - ✓ Identification of key elements needed for a monitoring and evaluation system.
 - ✓ selection and use of indicators that are specific, measurable, attainable, relevant, and time-bound; and
 - ✓ gather and analyse both qualitative and quantitative information; and ensure effective communication thereof with stakeholders.

Way forward

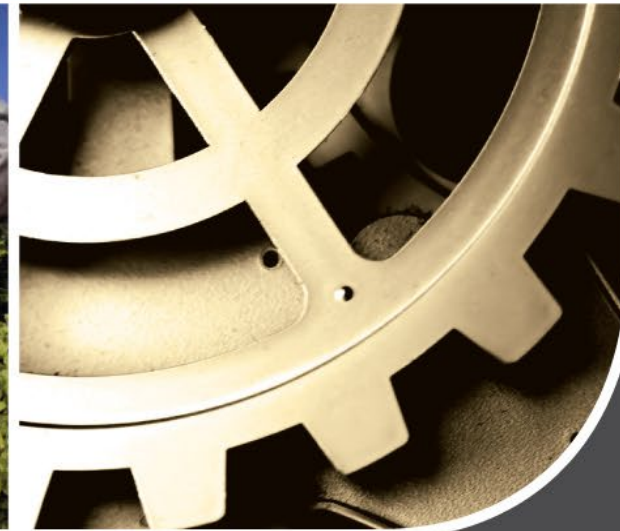
- Draft Code submitted to NEDLAC on 2 September 2020 for tabling in relevant Chamber for discussion.
- Written Public comments on Draft Code to be send to:

jullian.mohale@labour.gov.za

Innocent.Makwarela@labour.gov.za

- Deadline/ closing date: **21 October 2020**

2019 EE STATUS (20TH CEE ANNUAL REPORT) LIMPOPO



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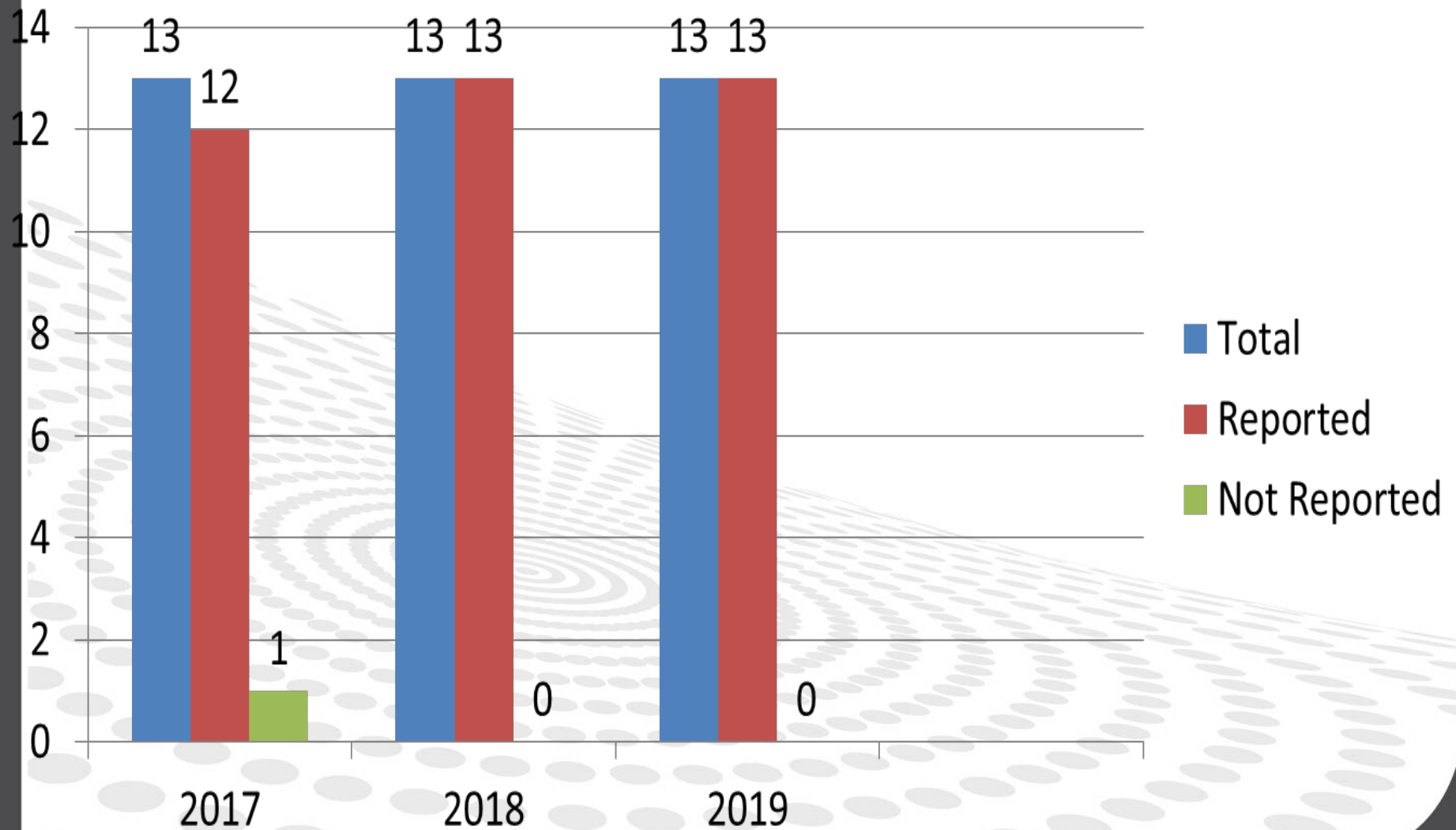
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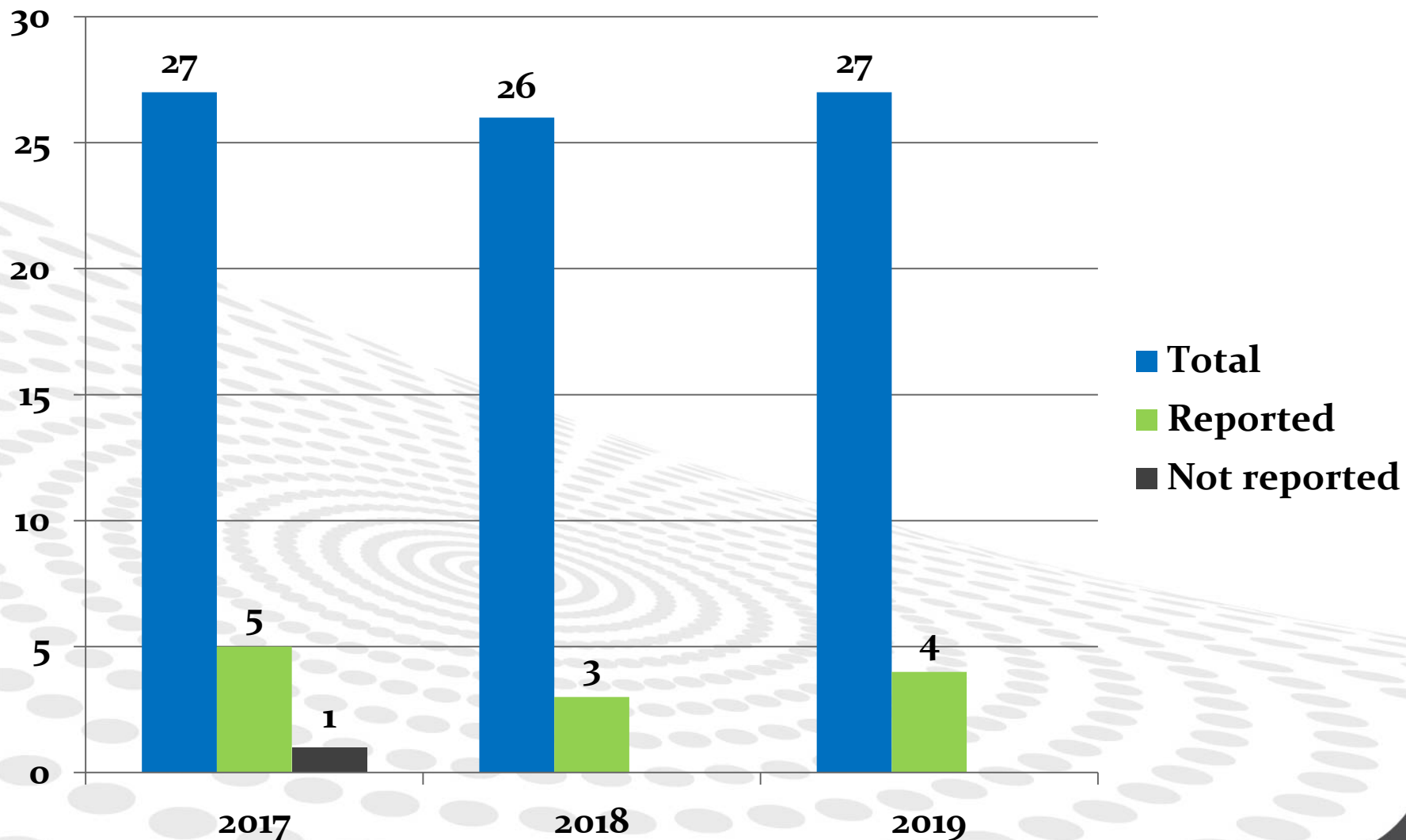
2019 EE status- Limpopo

- Total of 27 127 EE reports (from both Private and Public sectors) covering 7 332 072 employees were successfully submitted and analysed for 2019.
- ✓ Total of 821 (3%) EE reports were successfully submitted by the designated employers in the Limpopo province for 2019 EE Reporting period.
- ✓ Total of 267579 (3.6%) employees were covered in the 2019 EE Reports received and analysed from Limpopo.

2019 EE status in Limpopo (Provincial Departments)



2019 EE status in Limpopo (Municipalities)

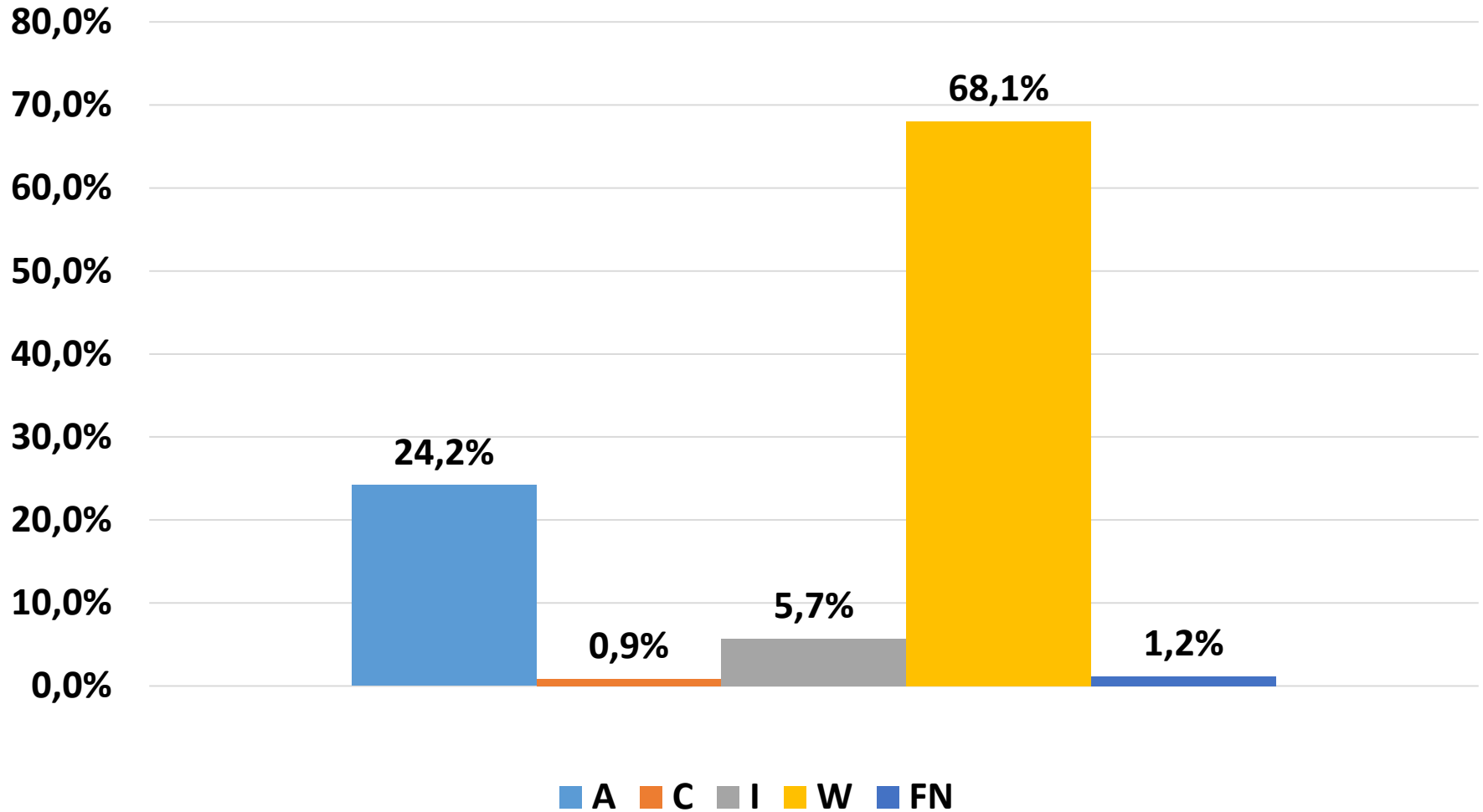


Limpopo EAP

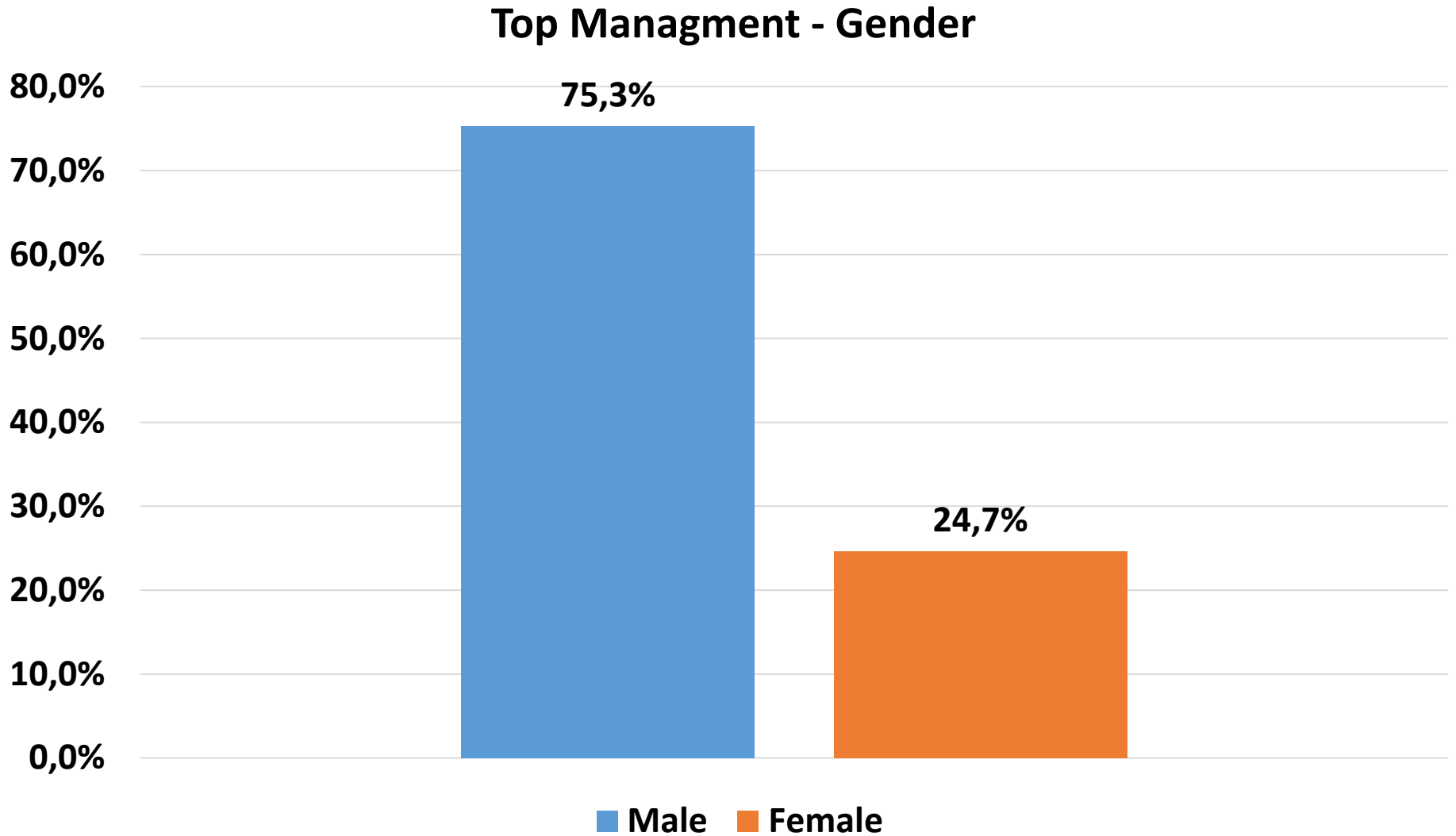
| MALE | | | FEMALE | | | TOTAL |
|------|---------------|-------|--------|-----------------|-------|-------|
| AM | African Male | 52.9% | AF | African Female | 43.7% | 96.6% |
| CM | Coloured Male | 0.5% | CF | Coloured Female | 0.2% | 0.7% |
| IM | Indian Male | 0.9% | IF | Indian Female | 0.1% | 1.0% |
| WM | White Male | 1.1% | WM | White Female | 0.6% | 1.7% |
| | | 55.4% | | | 44.6% | 100% |

Top management by population group

Top Managment - Population group

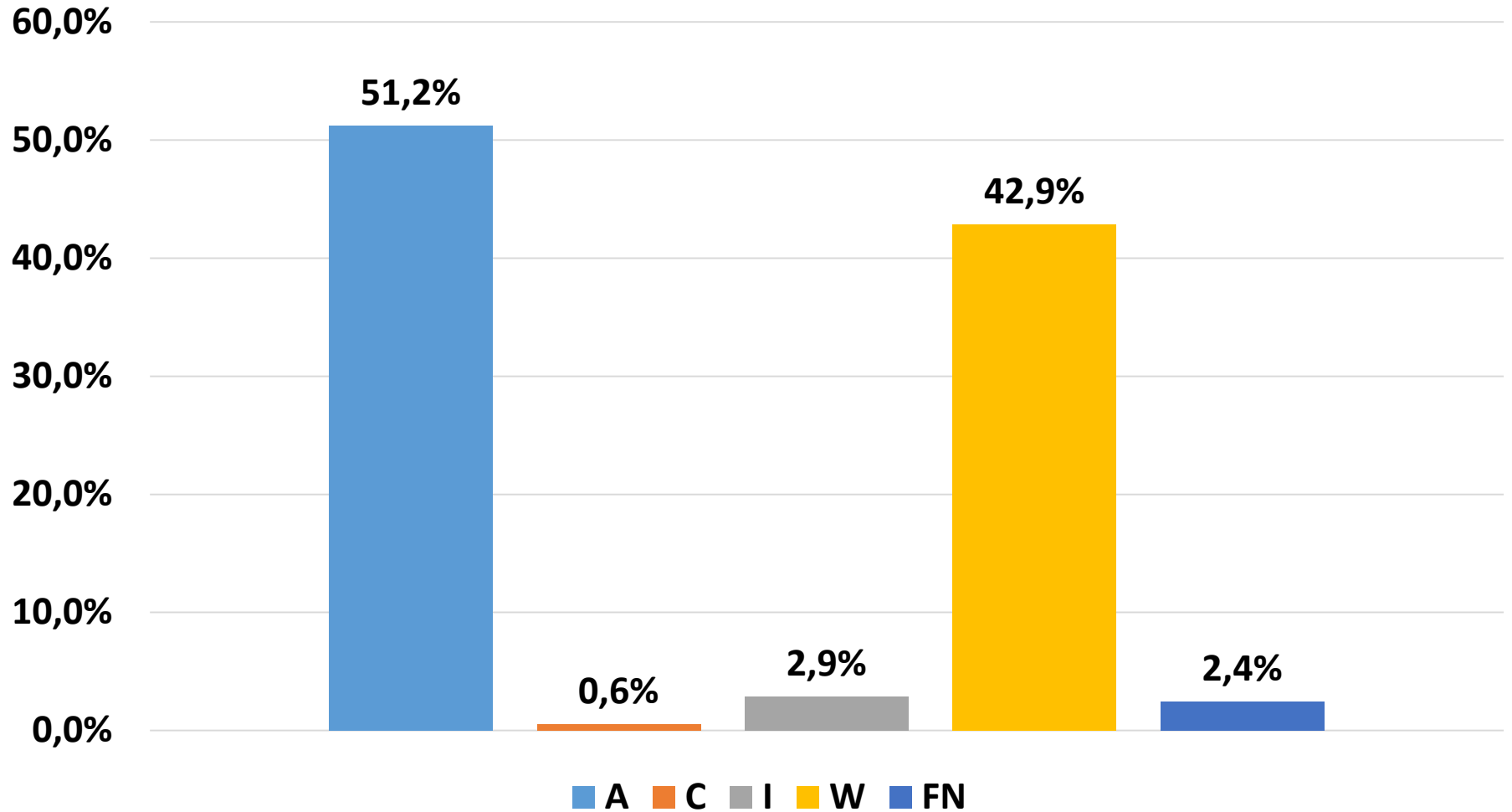


Top management by gender



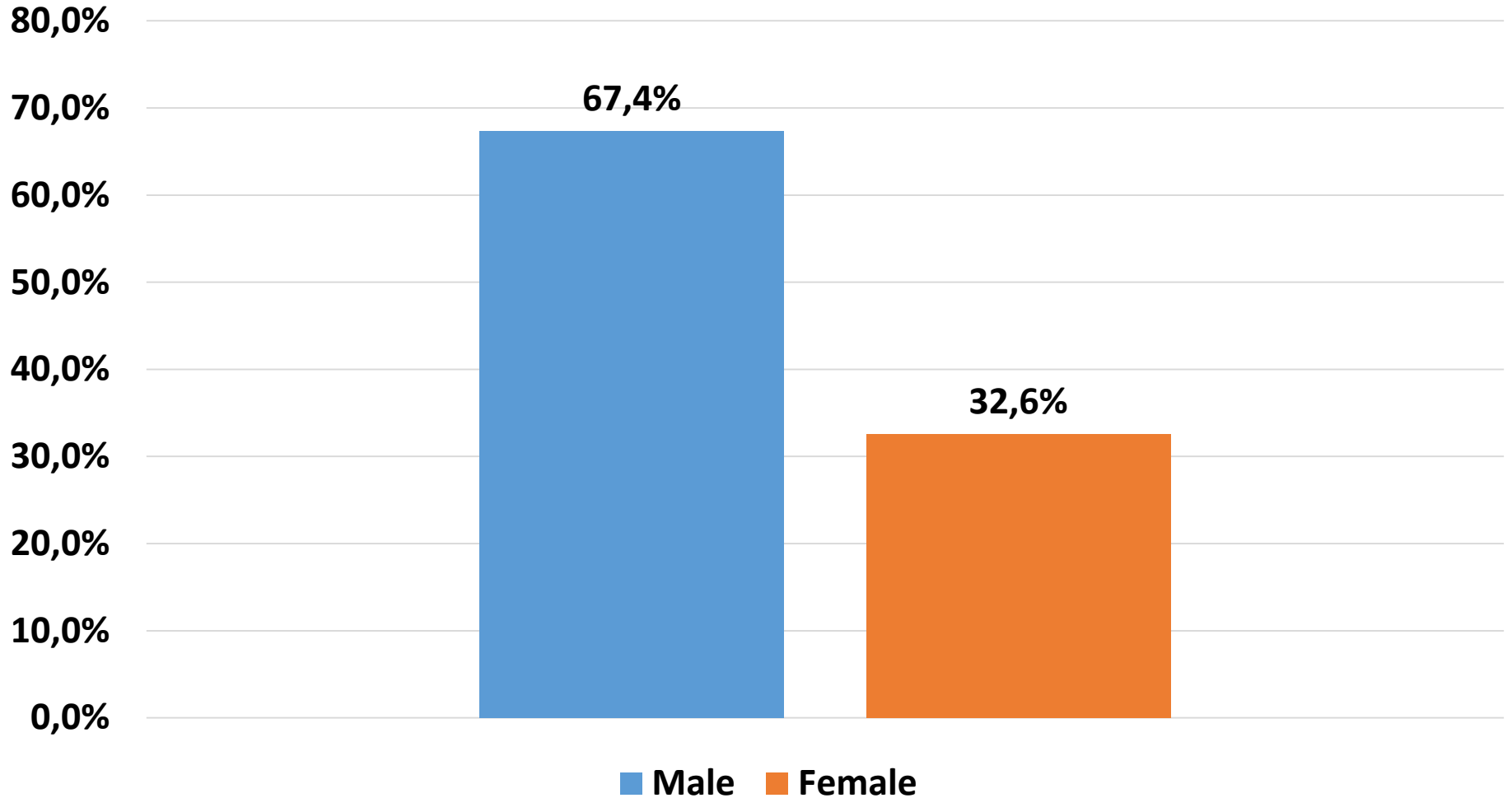
Senior management by population group

Senior Management - Population group



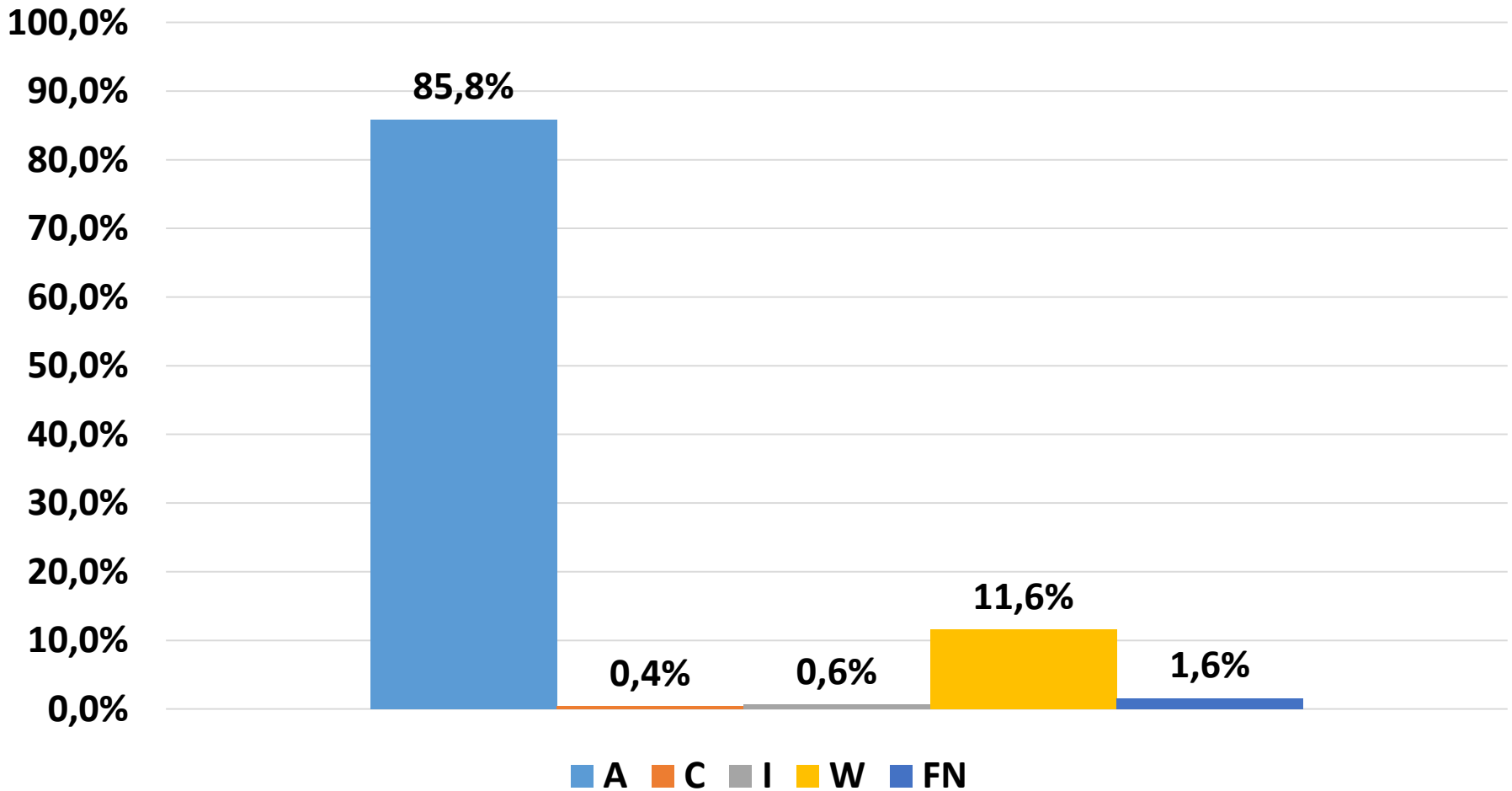
Senior management by gender

Senior Management - Gender



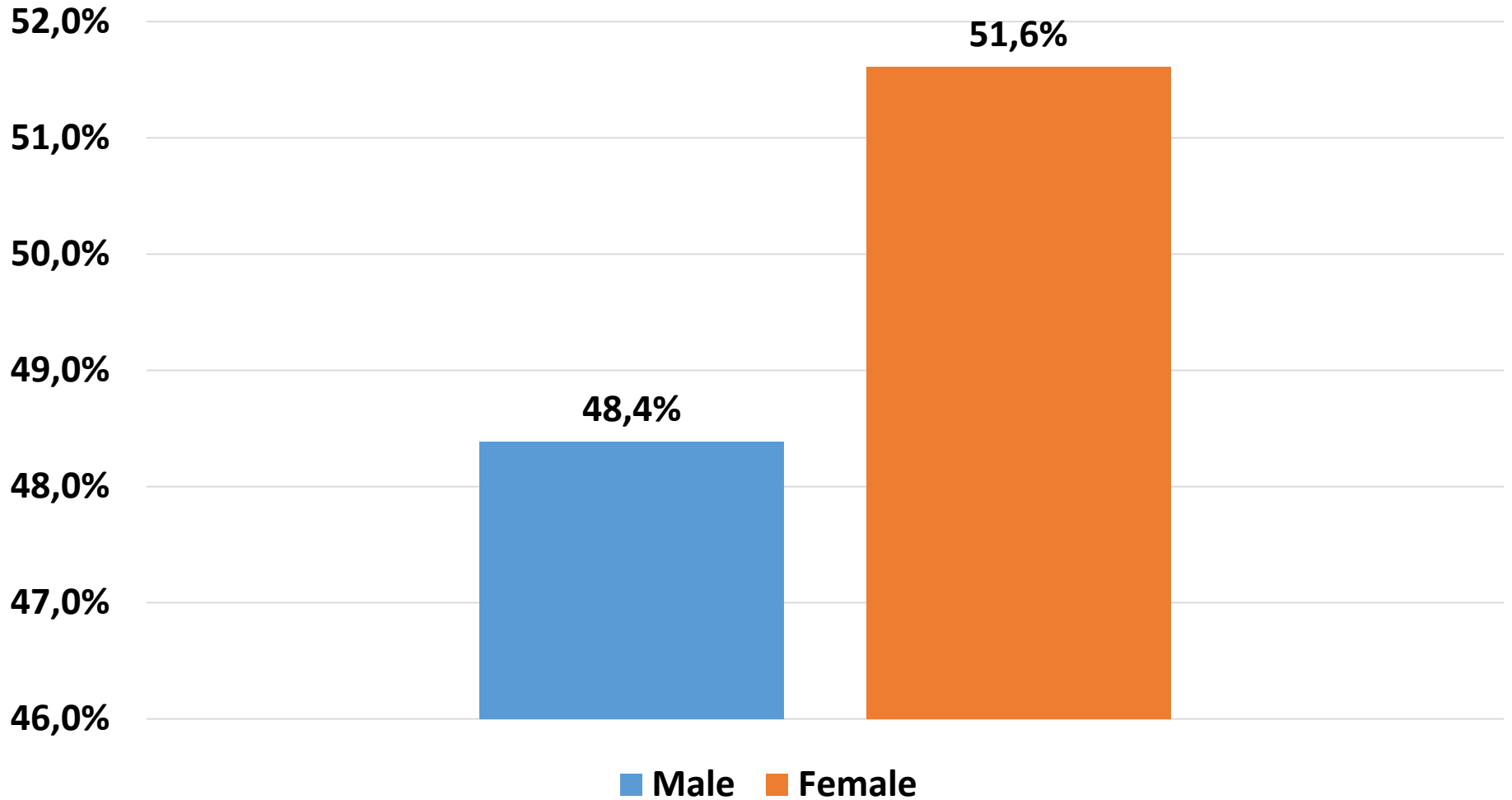
Professionally qualified by population group

Professionally Qualified - Population group



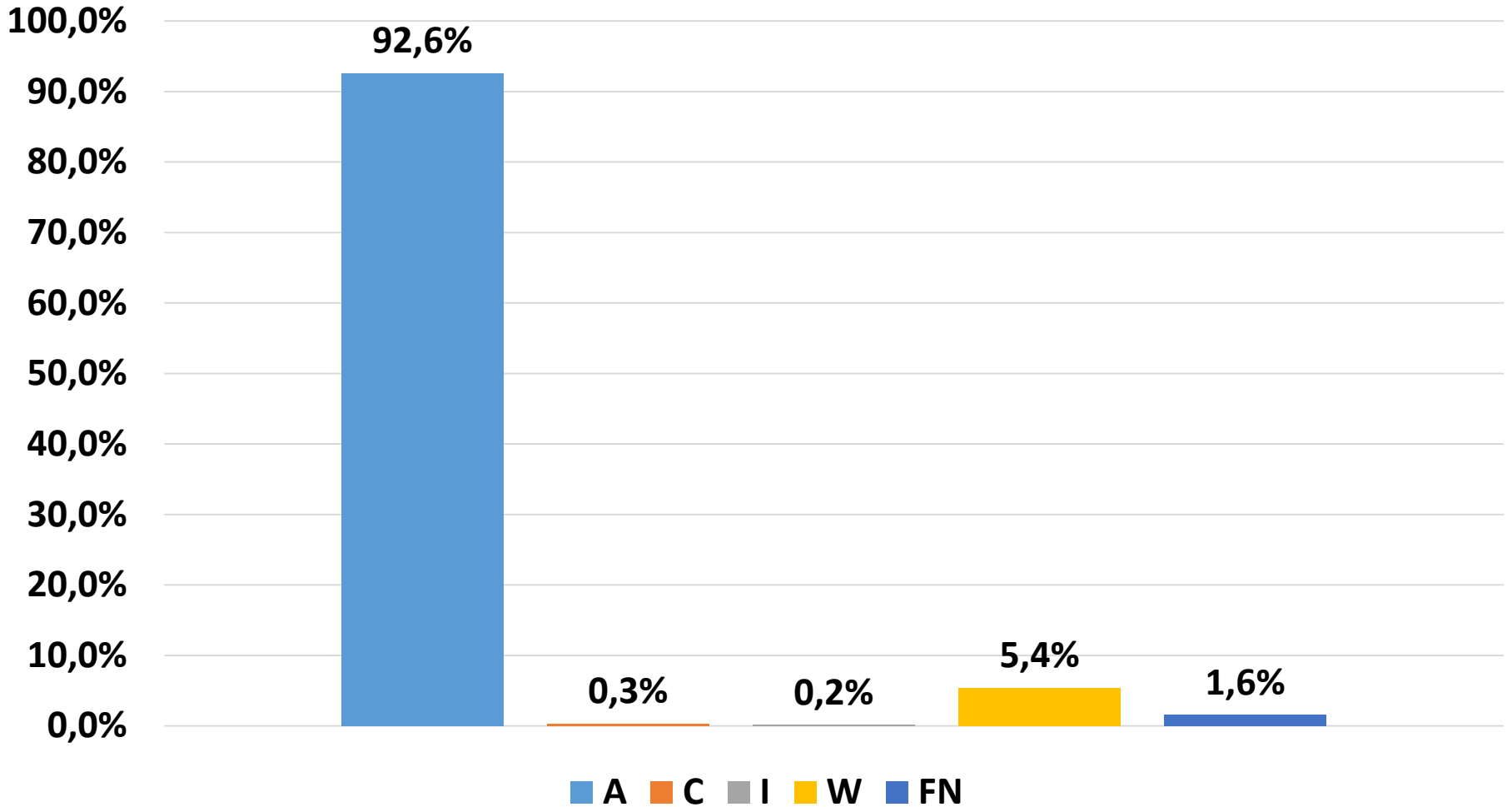
Professionally qualified by gender

Professionally Qualified - Gender



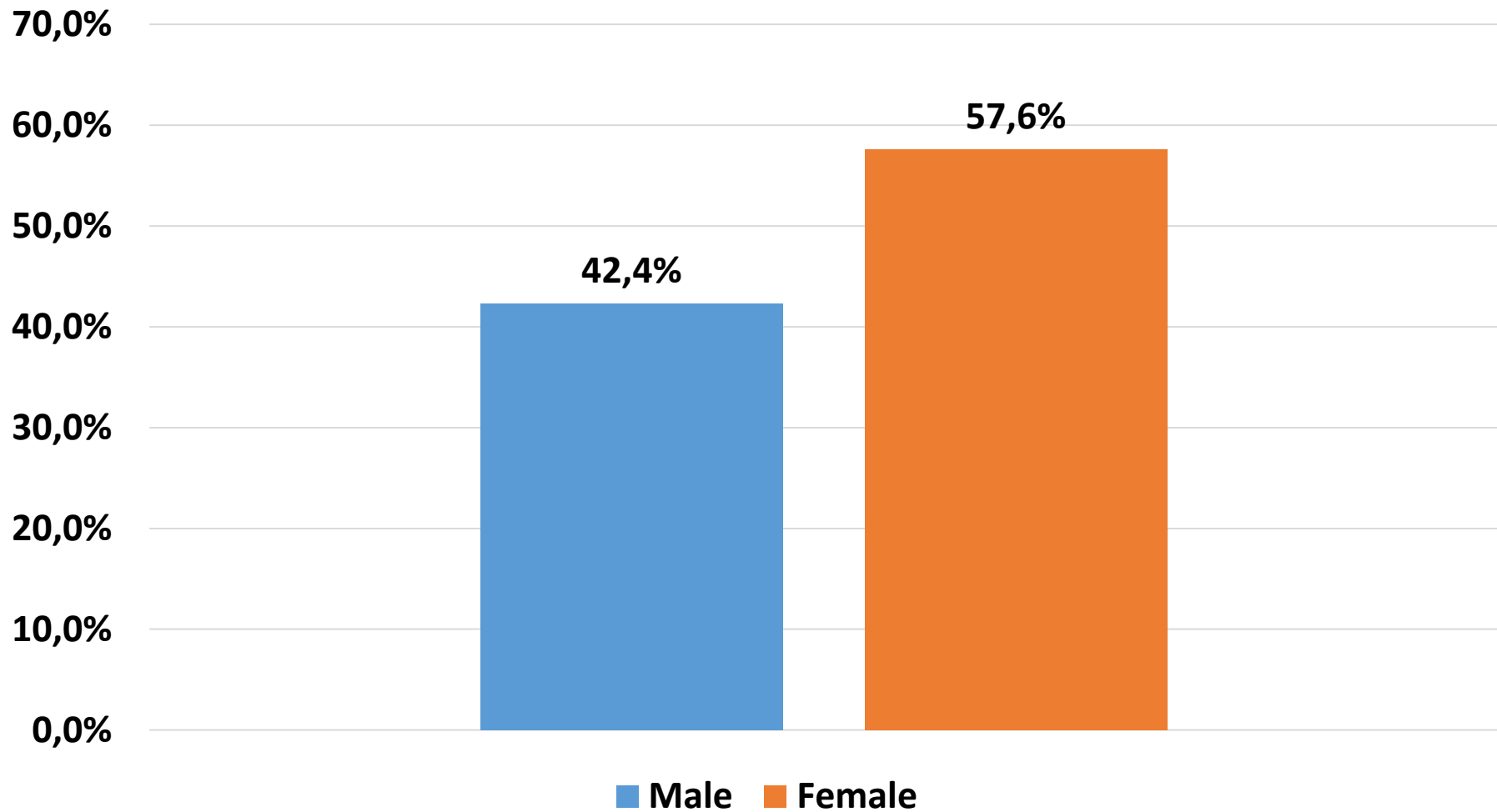
Skilled Technical by population group

Skilled - Population group



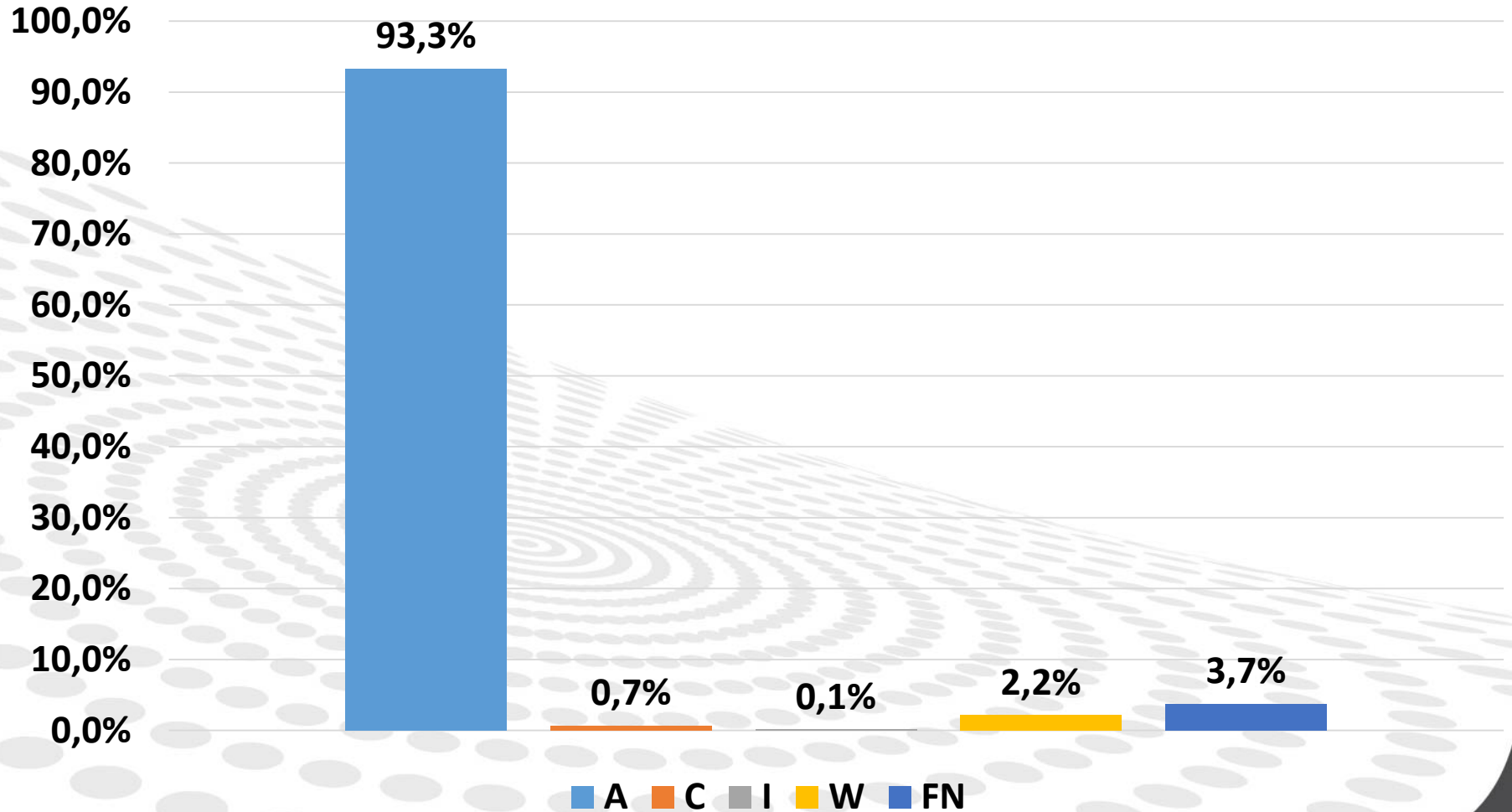
Skilled Technical by gender

Skilled - Gender



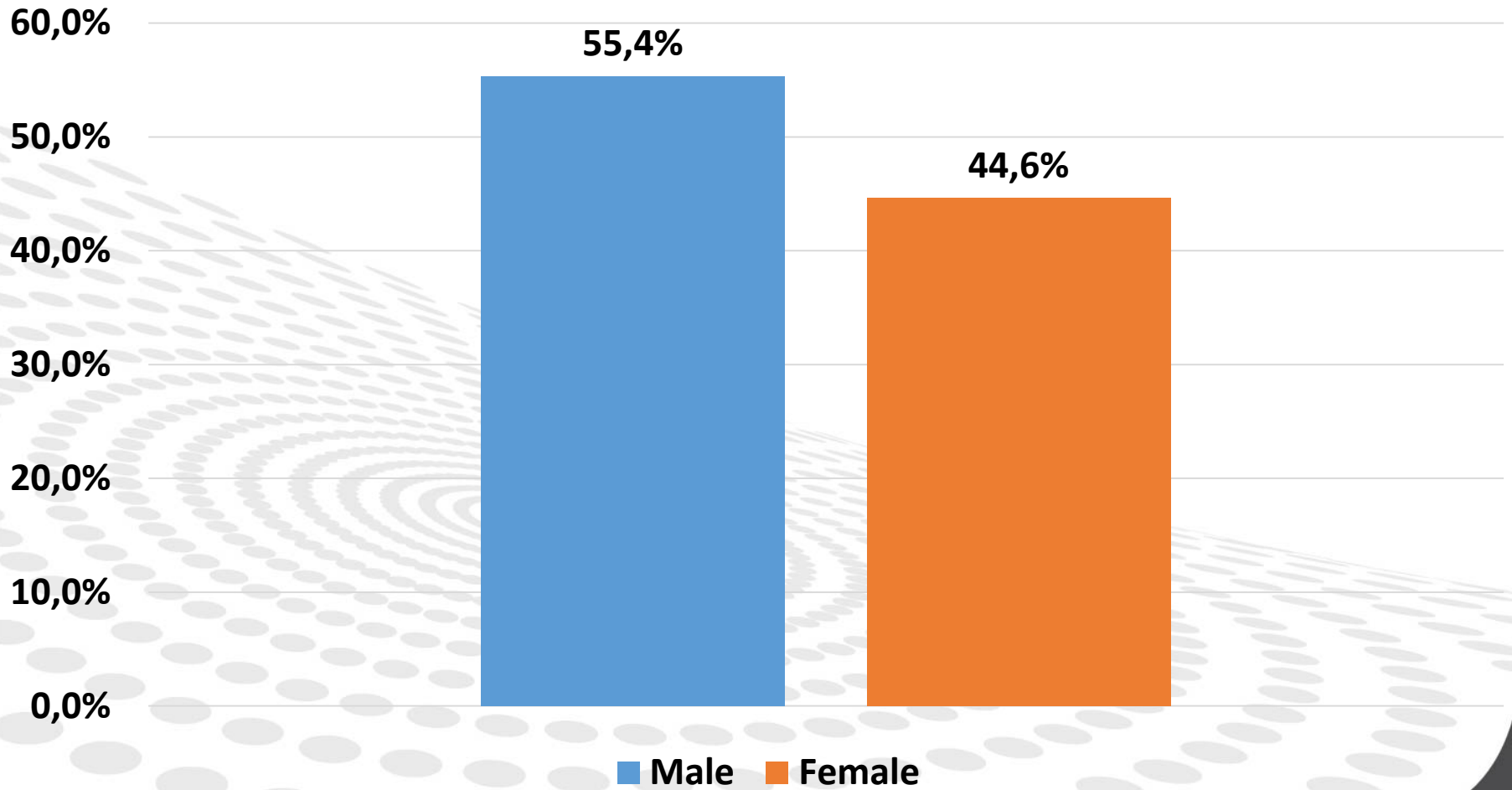
Semi- skilled by population group

Semi-skilled - Population group



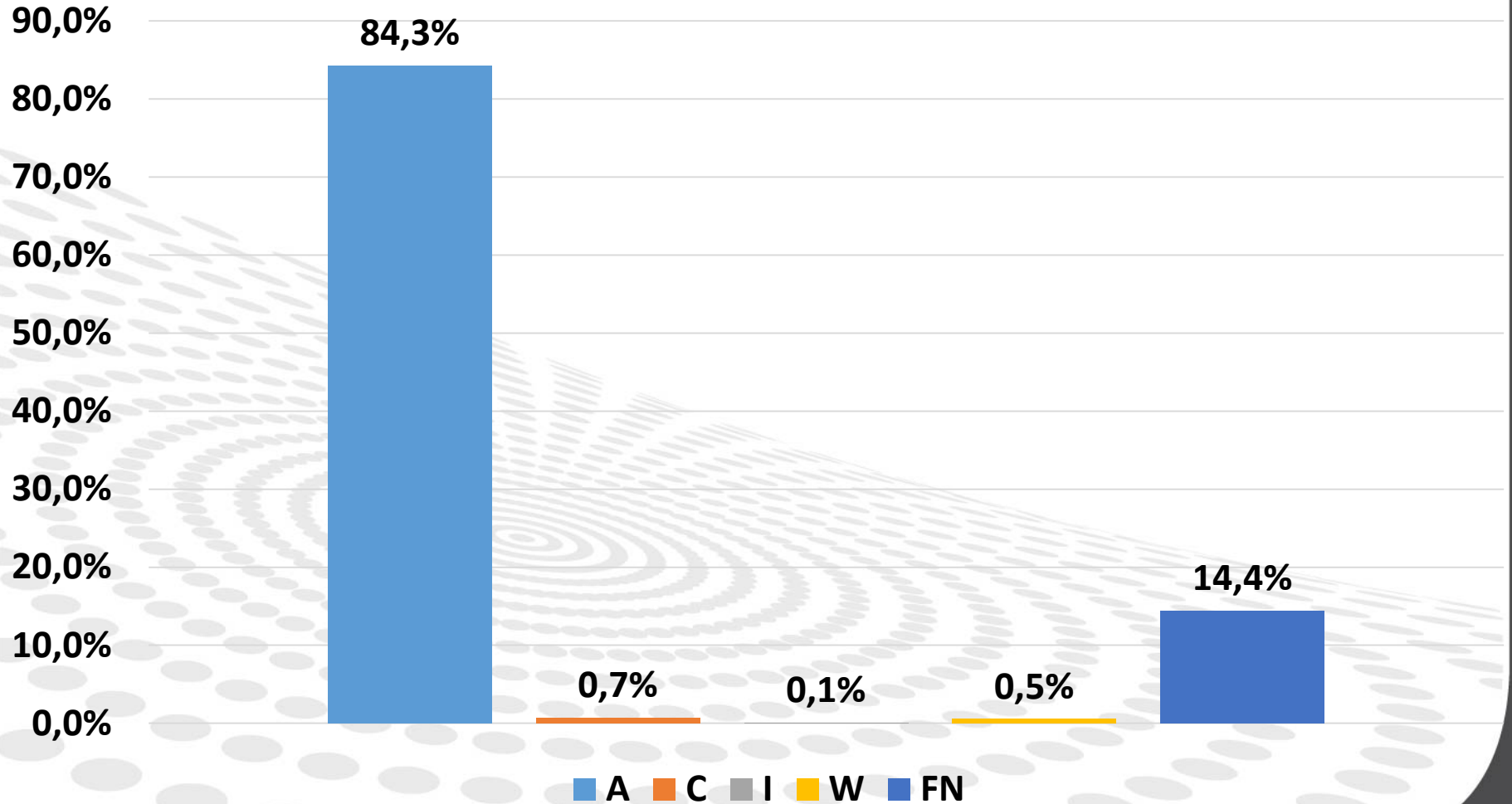
Semi-skilled - Gender

Semi-skilled - Gender



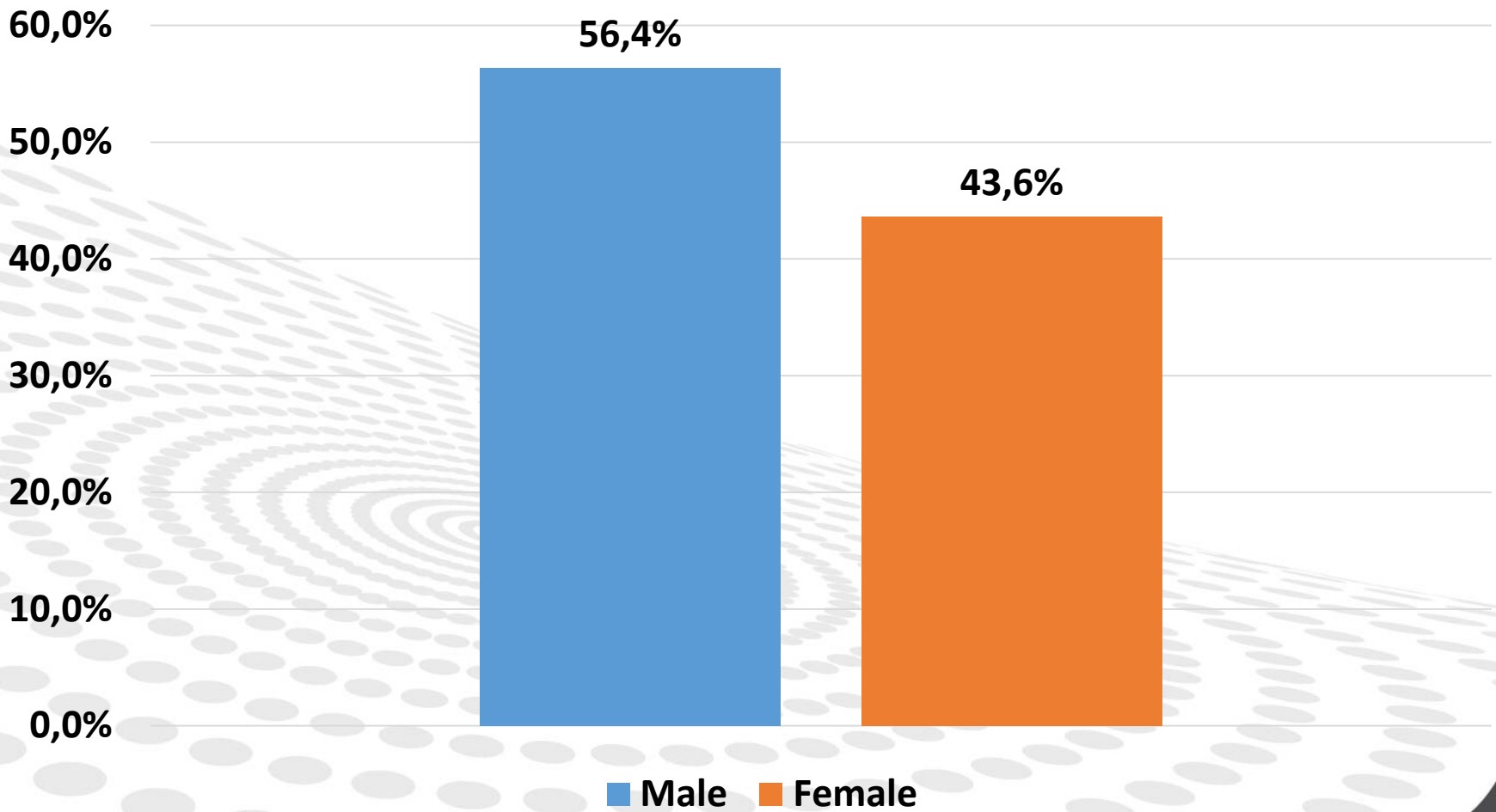
Unskilled by population group

Unskilled - Population group



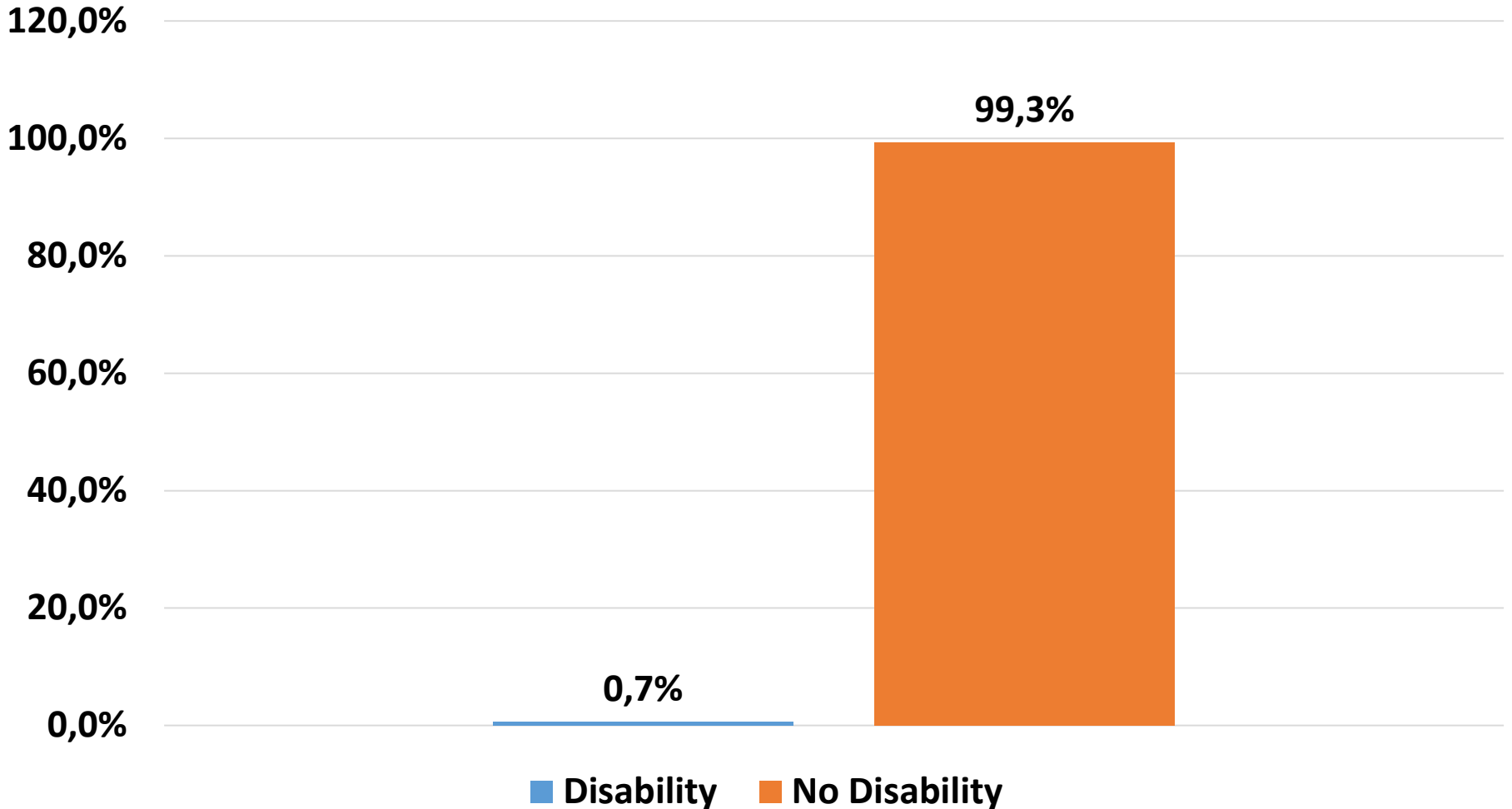
Unskilled - Gender

Unskilled - Gender

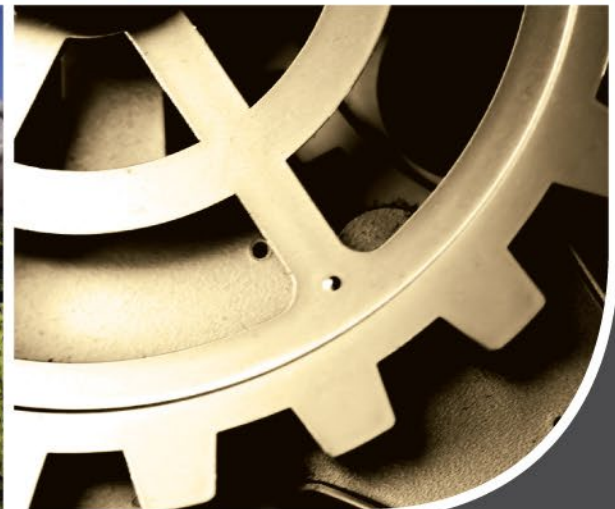


Disability

Total Workforce - Disability



2020 EMPLOYMENT EQUITY REPORTING



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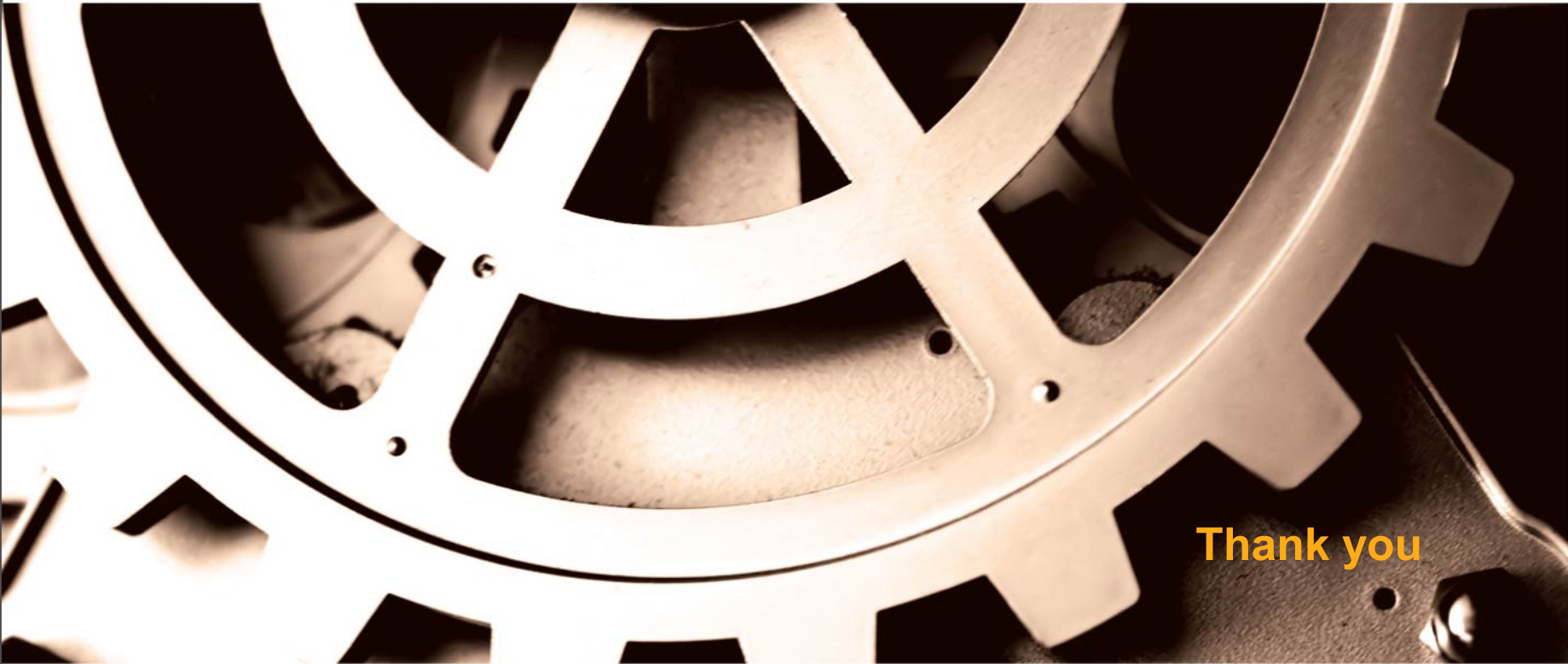


2020 DG notifications & EE Reporting deadlines

- ✓ **EEA14 form for DG notification, together with supporting documents, must reach the DG before the last working day of August 2020.**
- ✓ **Reporting opens on 1 September 2020 (EEA2 & EEA4 Forms) – both for Manual and EE Online reporting.**
- ✓ **Manual submissions closes on 1 October 2020 and EE online reporting closes on 15 January 2021 (midnight).**

2020 EE System Reporting

- ✓ **Select relevant Industry Sector; Industry Sub-sector; and bargaining council on Section A (employer details).**
- ✓ **EEA4 Section E: If an employer indicated that they do not have policy to address the vertical gap, the second question for remuneration-gap between the highest and lowest paid worker in your organisation aligned to your policy will be greyed out.**
- ✓ **Employers are only required to select one key reason for differentiation in the remuneration gap that applies to their organization.**



Thank you