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**REPUBLIC OF SOUTH AFRICA**

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**EMPLOYMENT SERVICES  
ACT**

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**IRIPHBHULIKHI YASENINGIZIMU AFRIKA**

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**UMTSETFO WEMISEBENTI  
YESIVE**

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**No 4, 2014**

# ACT

To provide for public employment services; to provide for the establishment of schemes to promote the employment of young work seekers and other vulnerable persons; to provide for schemes to assist employees in distressed companies to retain employment; to facilitate the employment of foreign nationals in a manner that is consistent with the objects of this Act and the Immigration Act, 2002; to provide for the registration and regulation of private employment agencies; to provide for the establishment of the Employment Services Board; to provide for the establishment of Productivity South Africa; to provide for the establishment of Supported Employment Enterprises; to provide for transitional provisions; and to provide for matters connected therewith.

**B**E IT ENACTED by the Parliament of the Republic of South Africa, as follows:—

## CHAPTER 1

### INTERPRETATION, PURPOSES AND ADMINISTRATION

#### Definitions 5

1. In this Act, unless the context otherwise indicates—
  - “**Basic Conditions of Employment Act**” means the Basic Conditions of Employment Act, 1997 (Act No. 75 of 1997);
  - “**Board**” means the Employment Services Board established in terms of section 20; 10
  - “**Department**” means the Department of Labour;
  - “**Director-General**” means the Director-General of the Department;
  - “**employee**” bears the same meaning as defined in section 1 of the Basic Conditions of Employment Act;
  - “**employment services**” includes the provision of the following services: 15
    - (a) Advising or counselling of workers on career choices, either by the provision of information or other approaches;
    - (b) assessment of work seekers for—
      - (i) entry or re-entry into the labour market; or
      - (ii) education and training; 20
    - (c) referring work seekers—
      - (i) to employers to apply for vacancies; or
      - (ii) to training providers for education and training;
    - (d) assisting employers—
      - (i) by providing recruitment and placement services; 25
      - (ii) by advising employers on the availability of work seekers with skills that match their needs;
    - (e) performing the functions of temporary employment services; and
    - (f) any other prescribed employment service;

# UMTSETFO

Kuniketela kwemisebenti yesive; kuniketela kusungulwa kwetikimu kute kutfutukiswe kucashwa kwelusha lolufuna umsebenti kanye nalabanye bantfu labatsintsekako; kuniketela tikimu kutsi tisite basebenti kumisebenti emabhizinisini lacindzetelekile kute kutsi kugcinwe imisebenti; kute kulawulwe kucashwa kwebantfu basemaveni angaphandle ngendlela lehambisana netinjongo taloMtsetfo kanye neMtsetfo Wetifikanamtfwalo, 2002; kuniketela kubhaliswa nekulawulwa kwetikhungo leticasha ngekwato; kuniketela kusungulwa kweBhodi Yetisebenti taHulumende; Kusungulwa kweNingizimu Afrika Lekhicitako; kuniketela kusungulwa kweMabhizinisi Ekucasha laVikelekile; kuniketela imibandzela legucukako; nekuniketela kutindzaba letiphatselene naletfo.

**N**GAKO-KE KUTAWUMISWA yiPhalamende yaseRiphabhulikhi neNingizimu Afrika, ngalendlela:—

## SAHLUKO 1

### TINCHAZELO, TINJONGO NEKULAWULA

#### Tinchazelo

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1. KuloMtsetfo, ngaphandle kwekutsi ingcikitsi ikubeke ngaleny indlela—  
“**Umtsetfo Wetindlela Letetayelekile Tekucashwa**” kushiwo Umtsetfo Wetindlela Letetayelekile Tekucashwa, 1997 (Umtsetfo Nom. 75 wanga 1997);  
“**IBhodi**” kushiwo iBhodi Yetisebenti taHulumende lesungulwe ngekwesigaba 20;  
“**Litiko**” kushiwo Litiko Letemisebenti;  
“**Umcondzisi Jikelele**” kushiwo Umcondzisi Jikelele weLitiko;  
“**sisebenti**” unenchazelo lefanako njengoba kuchazwe kusigaba 1 seMtsetfo Wetindlela Letetayelekile Tekucashwa;  
“**tinsita temsebenti**” kufaka ekhatsi kuniketwa kwaloku lokulandzelako— 15
  - (a) kubonisa noma kucondzisa basebenti ngemisebenti labangayikhetsa noma ngekubaniketa lwatiso noma letinye tindlela;
  - (b) kuhlolwa kwalabafuna umsebenti kwentela—
    - (i) kutsi bangene noma baphindze bangene emsebentini; noma
    - (ii) kufundzisa nekucechesha; 20
  - (c) kudlulisela labafuna umsebenti—
    - (i) kutsi bacashi bafake ticelo tetikhala temisebenti; noma
    - (ii) kulabetfula tinsita tekucechesha temfundvo nekucechesha;
  - (d) kusita bacashi ngeku—
    - (i) baniketa tinsita tekuheha labafuna umsebenti nekubabeka etikhundleni; 25
    - (ii) kubonisa bacashi ngekuba khona kwalabafuna umsebenti labanemakhono lahambisana netidzingo tabo;
  - (e) kwenta imisebenti yetinsita tekucashwa kwesikhashane; noma
  - (f) noma ngabe ngutiphi letinye tinsita letiphatselene nemsebenti;

- “**foreign national**” means an individual who is not a South African citizen or does not have a permanent residence permit issued in terms of the Immigration Act;
- “**Immigration Act**” means the Immigration Act, 2002 (Act No. 13 of 2002);
- “**Labour Relations Act**” means the Labour Relations Act, 1995 (Act No. 66 of 1995); 5
- “**Minister**” means the Minister of Labour;
- “**NEDLAC**” means the National Economic, Development and Labour Council established by section 2 of the National Economic, Development and Labour Council Act, 1994 (Act No. 35 of 1994);
- “**persons with disabilities**” includes persons who have long-term physical, 10 mental, intellectual or sensory impairment which, in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others;
- “**prescribe**” means prescribed by the Minister by regulation, and “**prescribed**” has a corresponding meaning; 15
- “**private employment agency**” means any person who provides employment services for gain;
- “**public employment services**” means the public employment services contemplated in section 5;
- “**Public Finance Management Act**” means the Public Finance Management Act, 20 1999 (Act No. 1 of 1999);
- “**registrar**” means the official designated as a registrar in terms of section 13;
- “**Skills Development Act**” means the Skills Development Act, 1998 (Act No. 97 of 1998);
- “**Supported Employment Enterprises**” means the national government compo- 25 nent established in terms of section 42;
- “**temporary employment services**” bears the same meaning as defined in section 198 of the Labour Relations Act;
- “**this Act**” includes regulations;
- “**Unemployment Insurance Act**” means the Unemployment Insurance Act, 2001 30 (Act No. 63 of 2001);
- “**work opportunity**” means a vacancy or opportunity for employment or work experience, self-employment or community service;
- “**work scheme**” means any programme aimed at assisting people to find or remain in employment or to set themselves up in self-employment; and 35
- “**work seeker**” means any person who is looking for work.

## Purpose of Act

2. (1) The purpose of this Act is to—
- (a) promote employment;
- (b) improve access to the labour market for work seekers; 40
- (c) provide opportunities for new entrants to the labour market to gain work experience;
- (d) improve the employment prospects of work seekers, in particular vulnerable work seekers;
- (e) improve the employment and re-employment prospects of employees facing 45 retrenchments;
- (f) facilitate access to education and training for work seekers, in particular vulnerable work seekers;
- (g) promote employment, growth and workplace productivity; and
- (h) facilitate the employment of foreign nationals in the South African economy, 50 where their contribution is needed in a manner—
- (i) that gives effect to the right to fair labour practices contemplated in section 23 of the Constitution;
- (ii) that does not impact adversely on existing labour standards or the rights and expectations of South African workers; and 55
- (iii) that promotes the training of South African citizens and permanent residents.

- “**bekuchamuka**” kushiwo umuntfu longuye waseNingizimu Afrika ngekutalwa noma longenamvume yekuhlala ngalokugcwele layiniketwe ngekweMtsetfo yeTifikanamtfwalo;
- “**Umtsetfo weTifikanamtfwalo**” kushiwo Umtsetfo weTifikanamtfwalo, 2002 (Umtsetfo Nom.13 wanga 2002); 5
- “**Labour Relations Act**” kushiwo i-*Labour Relations Act*, 1995 (Umtsetfo Nom. 66 wanga 1995);
- “**Ngcongcoshe**” kushiwo Ngcongcoshe weTemisebenti;
- “**NEDLAC**” kushiwo Umkhandlu weTemnotfo, Kutfutukisa neTemisebenti losungulwe ngesigaba 2 se-*National Economic Development and Labour Council Act*, 1994 (Umtsetfo Nom.35 wanga 1994); 10
- “**bantfu labaphila nekukhubateka**” kushiwo bantfu lesebanesikhatsi lesidze bakhubateke emtimbeni, engcondvweni, kutebuhlakani noma labangaboni noma bangeva lokubangeka kwekutsi, uma ngabe kungenelelwa ngaloko kuvimbeleka, kungavimbela kungenelela kahle nangalokugcwele emmangweni basebentisana nalabanye ngalokulinganako noma ngendlela lefanako. 15
- “**lokubekiwe**” kushiwo lokubekwe nguNgcongcoshe ngekweMtsetfosimiso kantsi
- “**kubekwa**” kunenchazelo lefanako;
- “**sikhungo lesicashako lesitimele**” kushiwo noma ngubani loniketa umsebenti kute azuze; 20
- “**imisebenti yesive**” kushiwo imisebenti yesive levetwe kusigaba 5;
- “**Public Finance Management Act**” kushiwo i-*Public Finance Management Act*, 1999 (Umtsetfo Nom. 1 wanga 1999);
- “**nobhala**” kushiwo sisebenti lesibekwe ngalokusemtsetfweni kutsi sibe ngunobhala ngekwesigaba 13; 25
- “**Umtsetfo weKutfutukiswa Kwemakhono**” kushiwo Umtsetfo Wekutfutukiswa Kwemakhono, 1998 (Umtsetfo Nom. 97 wanga 1998);
- “**EMabhizinisi Ekucasha Lasekelwe**” kushiwo umkhakha wahulumende losungulwe ngekwesigaba 42;
- “**tinsita temsebenti wesikhashane**” kunenchazelo lefanako njengoba kuchazwe kusigaba 198 se-*Labour Relations Act*; 30
- “**loMtsetfo**” ufaka ekhatsi imitsetfosimiso;
- “**Unemployment Insurance Act**” kushiwo i-*Unemployment Insurance Act*, 2001 (Umtsetfo Nom. 63 wanga 2001);
- “**litfuba lemsebenti**” kushiwo sikhala noma litfuba lekusebenta noma lwati lwemsebenti, kucasha noma kwenta umsebenti wemmango; 35
- “**sikimu semsebenti**” kushiwo luhlelo loluhlose kusita bantfu kutsi batfole noma bahlale basebenta noma batitfutukise uma batisebenta; kanye
- “**labafuna umsebenti**” kushiwo noma muphi umuntfu lofuna umsebenti.

## Tinjongo taloMtsetfo 40

2. (1) Injongo yaloMtsetfo—
- (a) kutfutukisa temisebenti;
- (b) kutfutukisa kufinyelela etimakethe temisebenti kulabo labafuna umsebenti;
- (c) kuniketa ematfuba alabasha labangenako kutimakethe temisebenti kute batfole lwati lwemsebenti; 45
- (d) kwenta kancono tifiso talabafuna umsebenti, ikakhulukati, labasengcupheni nabafuna umsebenti;
- (e) kwenta kancono imisebenti netifiso tekucashwa kabusha kwebasebenti lababukene nekudzilitwa;
- (f) kulawula kufinyelela kutemfundvo nasekucecshweni kwalabafuna umsebenti, ikakhulukati, lababutsakatsaka labafuna umsebenti; 50
- (g) kutfutukisa umsebenti, kukhula nekuba nemkhicito emsebentini; kanye
- (h) kulawula kucashwa kwebachamuki kumnotfo waseNingizimu Afrika lapho khona kufaka sandla kwabo kuyadzingeka ngandlela tsite—
- (i) loko kuniketa umselela wemalungelo ekuphatfwa ngendlela lekahle kubasebenti levetwe kusigaba 23 seMtsetfosisekelo; 55
- (ii) loko akubi namtselela ngco kumazinga lakhona emisebenti noma emalungelo nalokulindzelwe kubasebenti baseNingizimu Afrika; kanye
- (iii) loko kutfutukisa kucecshwa kwebantfu base Ningizimu Afrika kanye nebahlali ngalokugcwele. 60

- (2) The purpose is to be achieved by—
- (a) providing comprehensive and integrated free public employment services;
  - (b) coordinating the activities of public sector agencies whose activities impact on the provision of employment services;
  - (c) encouraging partnerships, including in the provision of employment services, to promote employment; 5
  - (d) establishing schemes and other measures to promote employment; and
  - (e) providing a regulatory framework for the operation of private employment agencies.

**Interpretation** 10

3. Any person applying this Act must interpret its provisions to give effect to—
- (a) its purpose;
  - (b) the Constitution; and
  - (c) South Africa's obligations in terms of any relevant international labour standards and treaties. 15

**Administration of Act**

4. Subject to the laws governing the public service, the Director-General must ensure that the Department—
- (a) including its provincial offices and labour centres, has suitable personnel and financial resources necessary for performing its functions in terms of this Act; 20  
and
  - (b) maintains labour centres at which members of the public are able to access the public employment services provided for in terms of this Act.

**CHAPTER 2**

**PUBLIC EMPLOYMENT SERVICES** 25

**Public employment services**

5. (1) The Department must provide the following public employment services free of charge to members of the public in a manner that is open and accessible:
- (a) Matching work seekers with available work opportunities;
  - (b) registering work seekers; 30
  - (c) registering job vacancies and other work opportunities;
  - (d) facilitating the placing of work seekers with employers or in other work opportunities;
  - (e) advising work seekers on access to education and training;
  - (f) advising workers on access to social security benefits; 35
  - (g) providing specialised services to assist vulnerable work seekers;
  - (h) facilitating the exchange of information among labour market participants, including employers, workers and work seekers, private employment agencies, Sector Education and Training Authorities and training providers;
  - (i) facilitating the employment of foreign nationals in a manner that is consistent with the object of this Act and the Immigration Act; and 40
  - (j) generally, performing any other function in terms of employment law or prescribed in terms of this Act.
- (2) The Department may also provide the following services to facilitate the matching of work seekers to work opportunities: 45
- (a) Vocational and career counselling;
  - (b) assessment of work seekers to determine suitability; and
  - (c) any other related life skills to secure employment or other forms of work.

- (2) Inhloso kutsi kuphuyeleliswe—
- (a) ngekuniketa imisebenti yesive lephakeme nalecubile yamahhala;
  - (b) kuhlanganisa lemisebenti netikhungo tahlumende imisebenti yato letsintsa imibandzela yetinsita temisebenti;
  - (c) kukhutsata budlelwano, kufaka ekhatsi kuniketa imibandzela yetinsita temisebenti; kutfufukisa imisebenti; 5
  - (d) kusungula tikimu kanye naletinye tilinganiso tekutfufukisa imisebenti; kanye
  - (e) kuniketa luhlaka lwekulawula kwekusebenta kwetikhungo temisebenti letitimele.

**Kuhunyushwa** 10

3. Noma ngabe ngubani losebentisa loMtsetfo kufanele ahumushe lemibandzela kutsi iphumelelise—

- (a) injongo yawo;
- (b) Umtsetfosisekelo; kanye
- (c) Umtfwalo weNingizimu Afrika ngekuhambisana nganoma maphi emazinga etemisebenti yangaphandle kanye netivumelwano. 15

**Kulawulwa kwaloMtsetfo**

4. Ngekuya ngemitsetfo lophetse umsebenti wahulumende, Umcondzisi Jikelele kufanele acinisekise kutsi Litiko—

- (a) kufaka ekhatsi emahhovisi alo lasetifundzeni kanye netikhungo temisebenti, kunebasebenti labanele kanye netinsita temali letifanele kute kutsi benti imisebenti yabo ngekwaloMtsetfo; kanye 20
- (b) bagcine tikhungo temisebenti lapho khona emalunga emmango ayakhona kufinyelela kumisebenti yesive leniketwe ngekwaloMtsetfo.

**SAHLUKO 2** 25

**IMISEBENTI YESIVE**

**Imisebenti yesive**

5. (1) Litiko kufanele lenikete lemisebenti yesive lelandzelako mahhala kumalunga emmango ngendlela levulekile nalefinyelelekako:

- (a) Bacatsanise labafuna umsebenti nematfuba emsebenti lakhona; 30
- (b) kubhalisa bantfu labafuna umsebenti;
- (c) kubhalisa tikhala temsebenti kanye nalamanye ematfuba emsebenti;
- (d) kulawula kufakwa kwalabafuna umsebenti emsebentini noma kulamanye emtfuba emsebenti;
- (e) kubonisa labafuna umsebenti ngemfundvo nekuceceshwa; 35
- (f) kubonisa basebenti ngekufinyelela kulabangakuhlomula ngekuvikeleka kwemmango;
- (g) kuniketa tinsita letikhethsekile kusita labafuna umsebenti labakhethsekile;
- (h) kulawulwa kuniketwana ngelwatiso kulabo labangenelela kutimakethe temisebenti kufaka ekhatsi bacashi, basebenti nalabafuna umsebenti. 40 Tikhungo temisebenti letitimele, Imikhakha yeTemfundvo Nekuceedsha kanye nalabaniketa tinsita tekuceedsha;
- (i) kulawula kucashwa kwebachamuki ngendlela lehambisana netinjongo taloMtsetfo kanye neMtsetfo weTifikanamtfwalo; kanye
- (j) ngalokutayelekile, kwenta noma miphi imisebenti ngalokuphatselele nemitsetfo yekucasha noma lebekwe ngekwaloMtsetfo. 45

(2) Litiko lingabuye linikete lemisebenti lelandzelako kulawula lokucatsaniswa kwebantfu labafuna umsebenti nematfuba emsebenti:

- (a) kwelulekwa kwalabafuna umsebenti nangemisebenti;
- (b) kuhlolwa kwalabafuna umsebenti kute kuncunywe ngekufaneleka; kanye 50
- (c) lamanye emakhono ekuphila lahambelanako kute kugcinwe imisebenti noma letinye tinhlelo temisebenti.

### **Promotion of employment of youth and other vulnerable work seekers**

6. (1) The Minister may, after consulting the Board, establish work schemes for the purpose of enabling youth and other vulnerable work seekers to enter employment, remain in employment or be placed in opportunities for self-employment. 5
- (2) The employment of any person in terms of a scheme contemplated in subsection (1) is subject to any minimum terms and conditions established in accordance with the Basic Conditions of Employment Act or any applicable collective agreement.
- (3) The Minister may prescribe—
- (a) measures that may be provided for in terms of a scheme contemplated in subsection (1); and 10
  - (b) the period for which a youth or any other vulnerable work seeker may be employed in terms of such scheme and may determine the remuneration of employees or other payments for the purposes of subsection (1).

### **Job retention**

7. (1) The Minister may, after consulting the Board, establish schemes to minimise the retrenchment of employees. 15
- (2) Without limiting subsection (1), a scheme may provide for turn-around strategies, lay-offs, re-training or alternative employment opportunities.
- (3) For the purposes of this section, “economic distress” means financial or operational difficulties which may result in an employer contemplating the dismissal of employees based on its operational requirements. 20

### **Employment of foreign nationals**

8. (1) An employer may not employ a foreign national within the territory of the Republic of South Africa prior to such foreign national producing an applicable and valid work permit, issued in terms of the Immigration Act. 25
- (2) The Minister may, after consulting the Board, make regulations to facilitate the employment of foreign nationals, which regulations may include the following measures:
- (a) The employers must satisfy themselves that there are no other persons in the Republic with suitable skills to fill a vacancy, before recruiting a foreign national; 30
  - (b) the employers may make use of public employment services or private employment agencies to assist the employers to recruit a suitable employee who is a South African citizen or permanent resident; and
  - (c) preparation of a skills transfer plan by employers in respect of any position in which a foreign national is employed. 35
- (3) A regulation made in terms of this section may—
- (a) include any other requirement necessary to implement the provisions of this section which are consistent with the Immigration Act; and
  - (b) differentiate between different categories of visas issued in terms of the Immigration Act and different categories of work. 40
- (4) An employee who is employed without a valid work permit is entitled to enforce any claim that the employee may have in terms of any statute or employment relationship against his or her employer or any person who is liable in terms of the law.

### **Prohibited acts in respect of foreign nationals** 45

9. An employer may not require or permit a foreign national—
- (a) to perform any work which such foreign national is not authorised to perform in terms of his or her work permit; or
  - (b) to engage in work contrary to the terms of their work permit.

### **Kutfutukiswa kwekucashwa kwelusha kanye nalabanye basebenti labatsintsekako**

6. (1) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, asungule tikimu temisebenti ngetinjongo tekuvumela lusha kanye nalabanye labatsintsekako labafuna umsebenti kutsi bangene emsebenti, bahlale basebenta noma babekwe ematfubeni ekutisebenta. 5

(2) Kucashwa kwanoma ngubani ngekwesikimu lokuvetwe kusigatjana (1) kutawuya nganoma tiphi tilinganiso nemibandzela lesungulwe ngekweMtsetfo Wetindlela Letetayelekile Tekucashwa noma letinye tivumelwano leticongelelwe. 10

(3) Ngcongcoshe angabeka— 10

(a) tindlela letinganiketwa ngekwesikimu letivetwe kusigatjana (1); kanye

(b) sikhatsi lapho khona umuntfu lomusha noma ngabe ngubani lomunye lotsintsekako lofuna umsebenti angacashwa ngalokuhambisana naleto tikimu kantsi angancuma nemaholo aletu tisebenti noma letinye tinkhokhelo kwentela tizatfu talesigatjana (1). 15

### **Kugcina umsebenti**

7. (1) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, sungula tikimu kunciphisa kudzilitwa.

(2) Ngaphandle kwekunciphisa sigatjana (1), sikimu singaniketa kwentela emasu etingucuko, kumiswa, kucecesha kabusha noma lamanye ematfuba emisebenti. 20

(3) Kwentela tinjongo talesigaba, “kwehla kwemnotfo” kushiwo timali noma bulukhuni bekusebenta lokungabangela kumsebenti longabangela kucoshwa kwetisebenti lokucondziswe kutidzingo tekusebenta.

### **Kucashwa kwebantfu lababuya ngaphandle**

8. (1) Umcashi angeke wacasha umuntfu lobuya ngaphandle longekhatsi eRiphabhulikhi yase Ningizimu Afrika ngembi kwekutsi lowo muntfu lobuya ngaphandle akhiphe imvume yekusebenta lesemsetfweni, lekhishwe ngekweMtsetfo weTifikanamtfwalo. 25

(2) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, ente kutsi imitsetfosimiso ilawule kucashwa kwebantfu bangaphandle, lapho khona imitsetfosimiso ingafaka ekhatsi letindlela letilandzelako: 30

(a) bacashi kufanele batinise ngekwabo kutsi abekho labanye bantfu eRiphabhulikhi ngemakhono lafanele kutsi bavale sikhala semsebenti, ngembi kwekucasha umuntfu longumchamuki;

(b) bacashi bangasebentisa imisebenti yesive noma tikhungo tekucasha tangasese kusita bacashi kutsi bahehe basebenti labafanele lababahlali baseNingizimu Afrika noma labahlala kuleli ngalokugewe; kanye 35

(c) kulungiselela luhlelo lwekudluliselwa kwemakhono lwebacashi ngekuya nganoma ngabe ngusiphi sikhala semsebenti lapho kucashwe khona umuntfu wangaphandle.

(3) Umtsetfosimiso lowentiwe ngaphansi kwalesigaba unga— 40

(a) faka ekhatsi noma ngabe ngukuphi lokudzingekako lokufanele kusebentisa lemibandzela yalesigaba lehambisana neMtsetfo weTifikanamtfwalo; kanye

(b) kuhlukanisa emkhatsini wemikhakha yevisa leniketwe ngekweMtsetfo weTifikanamtfwalo kanye netinhlolo temisebenti lehlukene.

(4) Umsebenti locashwe ngaphandle kwemvume yekusebenta lengekho emtsetfweni unemvume yekusebentisa noma ngabe yiphi ikleyimu umcashi langaba nayo ngekweMtsetfo noma budlelwano besikhashane bekucashwa kwakhe ngekumelana nencashi noma bani lekanemvume ngekweMtsetfo. 45

### **Imitsetfo lengakavunyelwa ngalokuphatselene nebantfu bangaphandle**

9. Noma ngabe muphi umcashi angeke wavumela umuntfu wangaphandle— 50

(a) kutsi ente noma ngabe muphi umsebenti lapho khona lowo mchamuki akakaniketwa imvume yekutsi angasebenta lowo msebenti ngekusho kwemvume yakhe yekusebenta; noma

(b) kwenta umsebenti lewuphikisana nalona lobalwe kumvume yakhe yekusebenta. 55

**Reporting on vacancies and filling of positions**

- 10.** (1) The Minister may, after consulting the Board, make regulations requiring employers to notify the Department of—
- (a) any vacancy or new position in their establishment in a manner and within such period as the Minister may determine; 5
  - (b) the employment of any work seeker referred by a labour centre; and
  - (c) any matter necessary to promote the provision of efficient matching services.
- (2) A regulation made in terms of subsection (1) may differentiate between different categories of work and different categories of employers.

**Employment information** 10

- 11.** The Department may develop and operate an employment information system for monitoring, evaluating, researching and analysing trends, which may include, but are not limited to, the following information:
- (a) The names, qualifications and previous occupations of work seekers;
  - (b) vacancies in the labour market; 15
  - (c) training opportunities that are available;
  - (d) specialised skills and qualifications possessed by work seekers registered on the public employment services system; or
  - (e) details of the employer.

**Financing of public employment services** 20

- 12.** (1) The provision of public employment services in terms of this Act must be financed from the money defrayed from the budget vote of the Department for this purpose and may, in addition, be financed from—
- (a) money allocated from the Unemployment Insurance Fund in accordance with the provisions of the Unemployment Insurance Act; 25
  - (b) money allocated from the Compensation Fund in accordance with the provisions of the Compensation For Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993);
  - (c) money generated from the registration of private employment agencies, with the concurrence of the Minister of Finance; and 30
  - (d) grants and donations made for this purpose to the Department.
- (2) The monies received by the Department for public employment services may only be used in the prescribed manner and to fund—
- (a) the administration and performance of its functions in terms of this Act;
  - (b) schemes for retrenched workers, work seekers, in particular vulnerable work seekers; 35
  - (c) rehabilitation and promotion of re-entry into employment for people who are disabled as a result of being injured on duty or contracting an occupational disease;
  - (d) subsidies to organisations providing work opportunities for vulnerable work seekers; 40
  - (e) private employment agencies for specific or specialised projects in respect of vulnerable workers; or
  - (f) any other project, that the Minister may decide upon, that promotes the provision of public employment services or that is consistent with the objects 45 of this Act.

**CHAPTER 3****PRIVATE EMPLOYMENT AGENCIES****Registration of private employment agencies**

- 13.** (1) The Minister may, after consulting the Board, prescribe criteria for the registration of private employment agencies. 50

**Kubika ngemisebenti nekugcwaliswa kwetikhala temsebenti**

- 10.** (1) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, ente imitsetfosimiso ledzinga kutsi bacashi batise Litiko—
- (a) nganoma siphilikhala semsebenti noma sikhala lesisha lesikhona kubo ngendlela noma ngaleso sikhatsi lesingancunywa nguNgcongcoshe; 5
  - (b) lokucashwa kwanoma ngubani lofuna umsebenti lotfunyelwe sikhungo semisebenti; kanye
  - (c) noma ngabe nguluphi ludzaba lolufanele kutsi lungatfutukisa lemibandzela yetinsita tekucatsanisa ngalokufanele.
- (2) Umtsetfosimiso lowentiwe ngekwesigatjana (1) ungahlukanisa emkhatsini 10 wemikhakha yemsebenti kanye nemikhakha yebacashi.

**Lwatiso lwekucashwa**

- 11.** Litiko lingatfutukisa libuye lakhe lwatiso lweluhlelo lwemsebenti kwentela kulawula, kubuyeketa, nekucwaninga kanye nemikhuba yekuhlathiya, lengafaka ekhatsi, ingavaleli ngaphandle, lolwatiso lolulandzelako: 15
- (a) lamagama, tiku kanye nemisebenti lebeyentiwa ngulaba labafuna umsebenti;
  - (b) tikhala temsebenti letikhona emakethe yemsebenti;
  - (c) ematfuba ekucesha lakhona;
  - (d) emakhono lakhetsekile neticu labanato laba labafuna umsebenti lokubhaliswe kuluhlelo lwemisebenti yesive; noma 20
  - (e) imininingwane yemcashu.

**Kuniketa imisebenti yesive imali**

- 12.** (1) Lokuniketwa kwemisebenti yesive ngekwaloMtsetfo kufanele kuniketwe imali kulemali lemenyetelwe kuloluphakelelo timali lwaleLitiko kwentela tinjongo kantsi inga, ngalokungetiwe, niketwa imali levela— 25
- (a) Imali leniketwe Sikhwama Sekuncephetelisa ngekuhambisana nemibandzela ye-*Unemployment Insurance Act*;
  - (b) Imali leniketwe ivela kuSikhwana Semshwalense Wekucashwa ngekuhambisana nemibandzela ne-*Compensation For Occupational Injuries and Diseases Act, 1993* (Umtsetfo Nom. 130 wanga 1993); 30
  - (c) imali levele ekubhalisweni kwetikhungo tekucasha letitimele, ngekuvumelana naNgcongcoshe weTimali; kanye
  - (d) netibonelelo kanye nemali yemnikelo leyentelwe letinjongo kuleLitiko.
- (2) Letimali letitfolwe Litiko lemisebenti yesive ingasetjentiswa ngendlela lechaziwe nekuniketa imali— 35
- (a) lokulawula nekusebenta kwemisebenti yalo ngekwaloMtsetfo;
  - (b) tikimu tebasebenti labadzilitiwe, labafuna umsebenti, ikakhulukati, labo labatsintsekako labafuna umsebenti;
  - (c) kubuyiswa kwesimilo nekutfutukisa kwekungena kabusha emsebentini kubantfu labakhubatekile ngenca yekulimala emsebentini noma kuba nesifo lositfole emsebentini; 40
  - (d) timali letiniketwa basebenti njengenzuzo kutinhlango letiniketa ematfuba emsebenti kubasebenti labatsintsekako labafuna umsebenti;
  - (e) tikhungo temisebenti letitimele temiklamo lecondzile noma lekhsetsekile ngalokuphatselene netisebenti letifuna umsebenti letikhsetsekile; noma 45
  - (f) noma ngabe muphi umklamo longancunywa nguNgcongcoshe, lotfutukisa imibandzela yemisebenti yesive noma lehambisana netinjongo taloMtsetfo.

**SAHLUKO 3****TIKHUNGO TEMISEBENTI LETITIMELE****Kubhaliswa kwetikhungo temisebenti letitimele** 50

- 13.** (1) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, beka indlela yokubhaliswa kwetikhungo temisebenti letitimele.

- (2) The criteria for registering private employment agencies must differentiate between private employment agencies—
- (a) that are registered as temporary employment services; or
  - (b) that only seek to perform other employment services as contemplated in this Act. 5
- (3) The Minister must designate an official of the Department as the registrar of private employment agencies.
- (4) Any person wishing to provide employment services must apply to the registrar in the prescribed form and manner in order to register as a private employment agency.
- (5) The registrar must, within 60 days of the application, issue a private employment agency with— 10
- (a) a certificate of registration, if the application is successful or a temporary certificate of registration as prescribed; or
  - (b) a letter containing reasons, notifying the private employment agency that it has not been granted registration, in accordance with the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000). 15
- (6) The registration certificate of a private employment agency must specify whether or not the private employment agency is permitted to perform the functions of a temporary employment service.
- (7) The registrar must maintain in electronic form a register of private employment agencies that have been registered in terms of this Act and must make suitable arrangements for the public to access the register. 20
- (8) The private employment agency must display its certificate of registration in a conspicuous place at the premises from where it operates.
- (9) A person may not operate a private employment agency except in accordance with the provisions of this Act and the terms of its registration. 25

#### **Prohibited acts in respect of private employment agencies**

- 14.** A private employment agency may not—
- (a) provide false employment services information;
  - (b) provide any employment service that it is not authorised to perform in terms of its certificate of registration; 30
  - (c) counterfeit, alter or transfer its registration certificate; or
  - (d) retain the original identity documents or original qualification certificates of work seekers.

#### **Charging of fees by private employment agencies** 35

- 15.** (1) No person may charge a fee to any work seeker for providing employment services to that work seeker.
- (2) Despite subsection (1), the Minister may, after consulting the Board, by notice in the *Gazette* permit private employment agencies to charge fees in terms of a specified fee to specified categories of employees or for the provision of specialised services. 40
- (3) A notice in terms of subsection (2) may specify categories of employees by reference to the work performed or to the earnings of such employees.
- (4) A private employment agency must not deduct any amount from the remuneration of an employee or require or permit an employee to pay any amount in respect of the placing of that employee with an employer. 45
- (5) Any agreement between a private employment agency and a client in terms of which employees perform work for the client, must specify separately the remuneration that employees will receive and the fee that the client is paying to the private employment agency.
- (6) A provision in any agreement concluded with an employee that is in breach of this section is invalid and of no force and effect. 50
- (7) The Commission for Conciliation, Mediation and Arbitration established in terms of section 112 of the Labour Relations Act or a bargaining council having jurisdiction may conciliate and arbitrate any dispute concerning the application of this section.

- (2) Indlela yekubhalisa tikhungo temisebenti letitimele kufanele kutsi yehluka kundlela yekubhalisa tikhungo letitimele—
- (a) lababhaliswe njengetinsita temsebenti wesikhashane; noma
  - (b) labafuna kwenta umsebenti lomunye wekucasha njengoba kuvetwe kuloMtsetfo. 5
- (3) Ngcongcoshe kufanele abeke umuntfu losebentela Litiko njenganobhala wetikhungo temisebenti letitimele.
- (4) Noma ngabe ngubani lohlose kuniketa tinsita temsebenti kufanele abhalele kunobhala ngendlela leballiwe nangendlela lekufanele kubhaliswe njengesikhungo lesicashako lesitimele. 10
- (5) Nobhala kufanele, ngaphambi kwemalanga langema-60 lekufaka sicelo, banikete sikhungo lesicashako lesitimele nge—
- (a) sitifiketi sekubhalisa, uma ngabe lesicelo siphumelele noma sitifiketi sesikhashane sekubhaliswa njengoba kubekiwe; noma
  - (b) incwadzi lecuketse tizatfu, watise lesikhungo lesicashako lesitimele kutsi asikavunyelwa kubhaliswa, ngekuhambisana ne-*Promotion of Administrative Justice Act, 2000* (Umtsetfo Nom. 3 wanga 2000). 15
- (6) Sitifiketi sekubhaliswa kwesikhungo lesicashako lesitimele kufanele sichaze kutsi ngabe noma hhayi lesikhungo lesicashako lesitimele sivumelekile kutsi sente imisebenti yemsebenti wesikhashane. 20
- (7) Nobhala kufanele agcine irejista leyi-elektronikhi yetikhungo temisebenti letitimele letibhaliswe ngekwalomtsetfo bese benta emalungiselelo lafanele kutsi ummango ufinyelele kulerejista.
- (8) Lesikhungo lesicashako lesitimele kufanele sikhangise ngesitifiketi sabo sekubhaliswa endzaweni lebonakalako kulenzawo lapho basebentela khona. 25
- (9) Umuntfu angeke abenesikhungo lesicashako lesitimele ngaphandle ngekuhambisana nemibandzela yaloMtsetfo kanye nemigomo yalokubhaliswa.

#### **Tento letingakavunyelwa ngalokuphatselene netikhungo temisebenti letitimele**

- 14.** Sikhungo lesicashako lesitimele angeke—
- (a) sinikete lwatiso ngemsebenti lolungasilo liciniso; 30
  - (b) kuniketwa noma yiphi insita ngemsebenti lengekho emtsetfweni kutsi ingasebenta ngekwesitifiketi sabo lababhaliselwe wona;
  - (c) kufoja, kugucula noma kudlulisela sitifiketi sekubhaliswa; noma
  - (d) kugcina lemiculo lekungiyo mbamba noma titifiketi teticu lekungito mbamba tebantfu labasebentako. 35

#### **Kubitwa kwetimali tikhungo letitimele temisebenti**

- 15.** (1) Akekho umuntfu longabita imali kunoma ngabe ngubani lofuna umsebenti kutsi aniketwe tinsita tekutfola umsebenti kulowo lofuna umsebenti.
- (2) Ngaphandle kwesigatjana (1), Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, ngekwesatiso *kuGazethi*, avumele tikhungo temisebenti letitimele kutsi babite imali ngekwemali lebekiwe kuya kumikhakha lebekiwe yebasebenti noma kwentela imibandzela yemisebenti lekhethsekile. 40
- (3) Satiso ngekwesigatjana (2) angabeka tinhlobo tebasebenti ngekuhambisana nemsebenti lowentiwa noma kulokutfolwa njengeluhlolo lwalabo basebenti.
- (4) Sikhungo lesicashako lesitimele akukafanele kutsi sikhokhe noma malini kumholo wemsebenti noma bacele noma bavumele umcashi kutsi akhokhele noma malini ngekufaka lowo msebenti emsebentini. 45
- (5) Noma ngabe ngusiphi sivumelwano emkhatsini wesikhungo lesicashako lesitimele kanye neklayenti ngendlela basebenti labasebenta ngayo leklayenti kufanele isho ngalokuhlukile lelihlo lelitawutfolwa ngulowo locashwako kanye nalemali letawukhokhwa nguleklayenti kulesikhungo lesicashako lesitimele. 50
- (6) Umbandzela kunoma ngabe ngusiphi sivumelwano lesentiwe nemsebenti lesingahambelani nalesigaba asisebenti kantsi asicindzeteli futsi asinamtselela.
- (7) Inkhomishana yeKubuyisana, Kungenelela nekuLamula leyasungulwa ngekwesigaba 112 se-*Labour Relations Act* noma sesigungu sekucocisana lesinemandla singahlanganisa singenelele kunoma ngukuphi kungavani ngalokuphatselene nekusetjentsiswa kwalesigaba. 55

### **Retention of information by private employment agencies**

- 16.** (1) A private employment agency must keep an electronic or manual register reflecting—
- (a) the work seekers registered with them;
  - (b) work seekers that have been placed in employment; and 5
  - (c) particulars of the employer where the work seeker was placed.
- (2) The records contemplated in subsection (1) must be retained for a minimum period of three years.

### **Confidentiality of information collected**

- 17.** (1) The processing of personal information of work seekers by a private employment agency must— 10
- (a) be done in a manner that protects the information and ensures respect for the privacy of the work seeker; and
  - (b) be limited to matters related to the qualifications and professional experience of the work seeker concerned or any other relevant information. 15
- (2) A private employment agency—
- (a) may provide information to a prospective employer concerning a work seeker, in accordance with subsection (1);
  - (b) must, if requested by the Department, provide the necessary information to the Department, provided that this does not infringe any right of the individual concerned, any proprietary right or law regulating the disclosure of information; and 20
  - (c) may provide information to any other organ of state only if it is required to do so in terms of any other legislation or for the purposes of the administration of justice. 25

### **Cancellation of registration of private employment agency**

- 18.** (1) The registrar may cancel the registration of a private employment agency for failure to comply with the requirements of this Act or any regulations made in terms of this Act or any prescribed procedures.
- (2) The registrar must, before withdrawing the registration of a private employment agency— 30
- (a) notify the private employment agency in writing of his or her intention to cancel its registration and of the reasons for so doing;
  - (b) give the private employment agency 30 days, calculated from the date the notice is given in terms of paragraph (a), an opportunity to make representations on why its registration should not be cancelled; 35
  - (c) consider any representations received; and
  - (d) notify the agency of the decision.
- (3) If the registration is withdrawn, the registrar must remove the name of such private employment agency from the register of private employment agencies. 40

### **Review of decision of registrar**

- 19.** (1) Any person aggrieved by the decision of the registrar not to grant or to cancel registration, may apply for a review in the Labour Court against that decision within 30 days of the date of the decision of the registrar.
- (2) The Labour Court may, on good cause shown, extend the period within which a person may lodge the application for review. 45

## **CHAPTER 4**

### **EMPLOYMENT SERVICES BOARD**

#### **Establishment of Employment Services Board**

- 20.** The Employment Services Board is hereby established. 50

**Kugcinwa kwelwatiso tikhungo temisebenti letitimele**

- 16.** (1) Sikhungo lesicashako lesitimele kufanele sigcine irejista ye-elektronikhi noma lebhawle phansi lekhombisa—
- (a) labafuna umsebenti lababhaliswe nabo;
  - (b) labafuna umsebenti lesebatfolelwe umsebenti; kanye 5
  - (c) imininigwane yemcashilapho lona lofuna umsebenti sekasebenta khona.
- (2) Emarekhodi lavetwe kusigatjana (1) kufanele kutsi agcinwe sikhatsi lesilinganiselwa kuminyaka lemitsatfu.

**Kuba yimfihlo kwelwatiso lolucongelelwe**

- 17.** (1) Lokusetjentiswa kwelwatiso lwemuntfu lofuna umsebenti sikhungo lesicashako lesitimele kufanele—
- (a) kwentiwe ngendlela levikela lolwatiso abuye acinisekise kuhlonipheka kuba yimfihlo kwalona lofuna umsebenti; kanye
  - (b) kuvinjelwe kutindzaba letihambisana naleticu kanye nelwati lwemsebenti lwalona lofuna umsebenti lotsintsekako noma noma ngabe nguluphi lolunye lwatiso. 15
- (2) Sikhungo lesicashako lesitimele—
- (a) banganiketa lwatiso kumcashilofuna kucasha lona lofuna umsebenti, ngalokuphatselene nesigatjana (1);
  - (b) kufanele, uma ngabe ucelwe Litiko, unikete lwatiso lolufanele kuLitiko, uma ngabe loku kungeke kungacekeli phansi emalungelo alona lotsintsekako, noma ngabe liphililungelo lelifanele noma umtsetfo lolawula lokuvetwa kwalolwatiso; kanye 20
  - (c) anganiketa lwatiso kunoma liphiligatja lembuso uma ngabe kudzingeke kutsi kwentiwe njalo ngalokuphatselene nanoma muphi umtsetfo lohayiwe noma tizatfu tekulawulwa kwebulungiswa. 25

**Kucinywa kwekubhaliswa kwesikhungo lesicashako lesitimele**

- 18.** (1) Nobhala angacima lokubhaliswa kwesikhungo lesicashako lesitimele kuhluleka kuhambisana netidzingo talomtsetfo noma miphi imitsetfolemisiwe leyentiwe ngekwawo noma letinye tindlela letibekiwe. 30
- (2) Nobhala ngembi kwekutsi ahocise lokubhaliswa kwesikhungo lesicashako lesitimele—
- (a) atise lesikhungo lesicashako lesitimele ngalokubhaliswe ngetinhloso tekucima lokubhaliswa naletizatfu tekwenta njalo;
  - (b) kuniketa lesikhungo lesicashako lesitimele emalanga langema-30, labalwe kusukela ngalolusuku lwesatiso lesiniketwe ngekwendzima (a), litfuba lekutimelela kutsi kungani kubhaliswa kwaso akukafaneli kucinywe; 35
  - (c) kunaka noma kuphi kumeleleka lokutfolakele; kanye
  - (d) atise sikhungo ngalesincumo.
- (3) Uma ngabe lokubhaliswa kuhocisiwe, nobhala kufanele akhiphe leligama laleso sikhungo lesicashako lesitimele kurejista yetikhungo temisebenti letitimele. 40

**Kubuyeketa kwesincumo sanobhala**

- 19.** (1) Noma ngabe ngubani lokhalako ngalesincumo salonobhala kutsi anganiketi noma acime lokubhalisa, angafaka sicelo sekubuyeketa eNkhantolo Yemsebenti ngekumelana naleso sincumo sanobhala. 45
- (2) Inkhantolo Yemsebenti inga, ngendlela lekahle, akhulise lesikhatsi umuntfu langafaka ngayo sicelo sekubuyeketa.

**SAHLUKO 4****IBHODI YETISEBENTI TAHULUMENDE**

- Kusungulwa kweBhodi Yetisebenti taHulumende 50**

**20.** IBhodi Yetisebenti taHulumende iyasungulwa.

### Composition of Board

- 21.** (1) The Board consists of the following suitable persons appointed by the Minister:
- (a) An independent chairperson, who is a non-voting member of the Board;
  - (b) three persons appointed *ex officio* to represent the interests of the State; and 5
  - (c) three persons from each of the following constituencies, nominated by NEDLAC:
    - (i) Organised labour;
    - (ii) organised business; and
    - (iii) organisations of community and development interests. 10
- (2) A member of the Board—
- (a) may be appointed for a term of up to five years; and
  - (b) may be reappointed for a maximum of two terms.
- (3) The appointment of the members contemplated in subsection (1)(a) and (b) must be done after following a fair and competitive selection process. 15

### Functions of Board

- 22.** The Board must advise the Minister on—
- (a) work opportunities;
  - (b) the criteria for the registration and de-registration of private employment agencies and the implementation and enforcement of the provisions of this Act applicable to private employment agencies; 20
  - (c) the development of criteria and guidelines for the implementation of this Act and the exercise of any function in terms of this Act;
  - (d) the promotion of supported work for persons with disabilities as contemplated by Chapter 6; 25
  - (e) any regulations that the Minister may, or must, make in terms of this Act;
  - (f) the publication of an annual employment services report; and
  - (g) any other matter related to employment services, on request of the Minister or NEDLAC.

### Constitution of Board 30

- 23.** (1) The Board must, as soon as possible after the appointment of its members and subject to the approval of the Minister, adopt a constitution.
- (2) Subject to this Act, the constitution of the Board must provide for—
- (a) the procedure for the election of a deputy chairperson to act on behalf of the chairperson, in the absence of the chairperson; 35
  - (b) the establishment and functioning of a committee of the Board, including an executive committee;
  - (c) the rules for convening and conducting of meetings of the Board and its committees, including the quorum required for and the minutes to be kept of those meetings; 40
  - (d) the voting rights of the different members and the manner in which decisions are to be taken by the Board and its committees;
  - (e) a code of conduct for the members of the Board;
  - (f) the determination through arbitration of any dispute concerning the interpretation or application of the constitution; 45
  - (g) subject to subsections (3) and (4), a procedure for amending the constitution; and
  - (h) any other matter necessary for the performance of the functions of the Board.
- (3) At least 30 days' notice must be given for a meeting of the Board at which an amendment to the constitution is to be considered. 50
- (4) A supporting vote of at least two thirds of the members of the Board and the approval of the Minister is required for an amendment to its constitution.

**Kwakhiwa kwaleBhodi**

- 21.** (1) LeBhodi itawuba nalabantfu labalandzelako lababekwe nguNgcongcoshe:  
 (a) Sihlalo lotimele, longasilo lilunga lekufanele livote kuBhodi;  
 (b) bantfu labatsatfu lababekwe njengalabangekho emtsetfweni kutsi bamele tinshisekelo teMbuso; kanye 5  
 (c) bantfu labatsatfu labavela kutindzawo letintsatfu, labakhetfwe yiNEDLAC:  
 (i) basebenti labahlelekile;  
 (ii) bemabhizinisi labahlelekile; kanye  
 (iii) kuhlelwa kwemmango kanye netinshisekelo tekutfufuka.  
 (2) Lilunga leBhodi lingabekwa— 10  
 (a) sikhatsi lesilinganiselwa kuminyaka lesihlanu; kanye  
 (b) angabuye acashwe futsi sikhatsi lesilinganiselwa kumathemu lamabili.  
 (3) Lokubekwa kwemalunga lavetwe kusigatjana (1)(a) na (b) kufanele kwentiwe ngemuva kwekulandzelela inchubo yekukhetsa lengavuni licala nalencintisanako.

**Umsebenti weBhodi**

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- 22.** IBhodi kufanele ibonise Ngcongcoshe nge—  
 (a) matfuba emsebenti;  
 (b) indlela yekubhaliswa kanye nekungabhaliswa kwetikhungo temisebenti letitimele kanye nekusebentisa nekusebentisa lemibandzela yaloMtsetfo losebenta kutikhungo temisebenti letitimele; 20  
 (c) lokusungulwa kwendlela kanye nemihlahlandlela wekwentiwa kwaloMtsetfo nekweniwa kwanoma muphi umsebenti ngekwaloMtsetfo;  
 (d) lokutfufukiswa kwalomsebenti losekelekile webantfu labaphila nekukhuba-teka njengoba kuvetwe Sahluko 6;  
 (e) noma miphi imitsetfo lemisiwe Ngcongcoshe anga, noma kufanele, 25 ngekwaloMtsetfo;  
 (f) kukhishwa kwembiko wemnyaka wonkhe wetinsita temisebenti; kanye  
 (g) noma ngabe nguluphi ludzaba loluphatselene netinsita temisebenti, ngeku-celwa nguNgcongcoshe noma iNEDLAC.

**Kwakheka kweBhodi**

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- 23.** (1) IBhodi kufanele, ngekushesha ngemuva kwekubeka emalunga ayo kanye nangekuya ngemvume yaNgcongcoshe, ibe nemtsetfosisekelo.  
 (2) Ngekuya ngaloMtsetfo, umtsetfosisekelo weBhodi kufanele ifake ekhatsi loku—  
 (a) inchubo yekukhetfwa kwasekela sihlalo lotawusebenta ngekumelela sihlalo, uma ngabe sihlalo angekho; 35  
 (b) kusungulwa kanye nekusebenta kwelikomidi leBhodi, kufaka ekhatsi likomidi lelikhulu;  
 (c) imitsetfo yekubamba nekuhambisa imihlangano yeBhodi nemakomidi ayo, kufaka ekhatsi ikhoramu ledzingekako kanye nemaminitsi latawugcinelwa leyo mihlangano; 40  
 (d) emalungelo ekuvota emalunga lahlukene kanye naletindlela lapho khona tincumo kufanele titsatfwe ngayo yiBhodi nemakomidi ayo;  
 (e) indlela yekutiphatsa yemalunga eBhodi;  
 (f) lesincumo sekuyofika ekulawulweni kwetikhalo letiphatselene nekuhunyushwa noma kusetjentiswa kwemtsetfosisekelo; 45  
 (g) ngekuya ngesigatjana (3) na (4), indlela yekuchibiyela umtsetfosisekelo; kanye  
 (h) noma ngabe nguluphi ludzaba lolufanele lekweniwa kwemisebenti yeBhodi.  
 (3) Lokungenani emalanga langema-30 satiso kufanele siniketwe kwentela umhlangano weBhodi lapho khona kuchitjiyelwa kweMtsetfosisekelo kufanele kunakwe. 50  
 (4) Livote lelisekelako lokungenani lebantfu lababili kulabatsatfu lemalunga eBhodi kanye nemvume yaNgcongcoshe kuyadzingeka kute kutsi kuchitjiyelwe umtsetfosisekelo wabo.

### Disqualification from membership of Board

- 24.** A person may not be appointed as or remain a member of the Board, as the case may be, if that person—
- (a) is an unrehabilitated insolvent or becomes insolvent and the insolvency results in the sequestration of that person's estate; 5
  - (b) has been declared by a competent court to be mentally ill;
  - (c) has been convicted, in the Republic or elsewhere, of theft, fraud, forgery, perjury or any other offence involving dishonesty;
  - (d) has been convicted of any other offence, whether in the Republic or elsewhere, committed after the Constitution of the Republic of South Africa, 1993, took effect, and sentenced to imprisonment without the option of a fine; 10
  - (e) has been, or is, removed from an office of trust on account of misconduct in respect of fraud or the misappropriation of money;
  - (f) is otherwise disqualified from serving as a member of a board in terms of the Companies Act, 2008 (Act No. 71 of 2008); or 15
  - (g) has or acquires an interest in a business or enterprise which may conflict or interfere with the proper performance of his or her functions as a member of the Board.

### Resignation and removal from office

- 25.** (1) A member of the Board may resign by giving to the Minister— 20
- (a) one month's written notice; or
  - (b) less than one month's written notice, with the approval of the Minister.
- (2) The Minister may, subject to the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000), remove a member of the Board from office—
- (a) if such member becomes disqualified in terms of section 24; 25
  - (b) if such member acted contrary to this Act;
  - (c) if such member failed to disclose an interest or to withdraw from a meeting as required;
  - (d) if such member has failed to perform the functions of his or her office efficiently and effectively; 30
  - (e) on the ground of misconduct, incapacity or incompetence; or
  - (f) if such member is absent from three consecutive meetings without leave of the chairperson.

### Dissolution of Board

- 26.** (1) The Minister may dissolve the Board if the Minister, on good cause shown, loses confidence in the ability of the Board to perform its functions effectively and efficiently or on any reasonable grounds. 35
- (2) The Minister may dissolve the Board only after having—
- (a) provided the Board with reasons for losing confidence in its abilities;
  - (b) given the Board a reasonable opportunity to respond to those reasons; and 40
  - (c) afforded the Board a hearing on any submissions received.
- (3) If the Minister dissolves the Board, the Minister—
- (i) may appoint an administrator to take over the functions of the Board to do anything which the Board might otherwise be empowered or required to do by or under this Act, subject to such conditions as the Minister may determine; 45
  - and
  - (ii) must, as soon as it is feasible, but not later than three months after the dissolution of the Board, replace the members of the Board in the same manner as the manner in which they were appointed.
- (4) The appointment of the administrator terminates when the Board members have 50 been replaced.

### Kukhishwa ekubeni lilunga leBhodi

24. Umuntfu angeke wacashwa njenge noma ahlala alilunga leBhodi, njengoba kungabe kubekiwe, uma ngabe lowo muntfu—
- (a) ahlakatwe ngalokungakabuyiswa noma kuhlakatwa lokuholelele ekukhishweni kwelifa lalowo muntfu; 5
  - (b) utfolwe yinkhantolo lesebentako njengemuntfu logulwa yingcondvo;
  - (c) utfolakele anelicala, eRiphabhulikhi noma kulenye indzawo, ngekuntjontja, kukhohlakala, kufoja, kucamba emanga emtsetfweni noma lelinye licala lelifaka ekhatsi kungatsembeki;
  - (d) utfolakele anelicala nganoma nguliphi licala, noma eRiphabhulikhi kumbe 10 kulenye indzawo, lekalente ngemuva kwekutsi kube neMtsetfosisekelo waseNingizimu Afrika, 1993, ucale kusebenta, wase ugwetjelwa kutsi aboshwe kungadzingeki kutsi ahlawule;
  - (e) ukhishwe ehhovisi noma kusikhwama sebatsenjwa ngenca yekungatiphatsi kahle ngalokuphatselene nekukhohlakala noma kuphatfwa kabi kwetimali; 15
  - (f) kwanyalo usamisiwe kutsi asebente njengelilunga leBhodi ngekwe-*Companies Act*, 2008 (Umtsetfo Nom. 71 wanga 2008); noma
  - (g) utfole noma utawuba nenshisekelo ebhizinisini noma kubhizinisi lesafufusa lengangcubutana noma ingenelele ngekusebenta kahle ekwenteni umsebenti njengelilunga leBhodi. 20

### Kushiya phansi nekukhishwa ehhovisi

25. (1) Lilunga leBhodi lingabeka phansi ngekutsi linikete Ngcongcoshe—
- (a) satiso lesibhalwe phansi senyanga yinye; noma
  - (b) satiso lesibhalwe phansi lesingaphansi ngenyanga yinye, ngekwemvume yaNgcongcoshe. 25
- (2) Ngcongcoshe anga, ngekuya nge-*Promotion of Administrative Justice Act*, 2000 (Umtsetfo Nom. 3 wanga 2000), kukhipha lilunga leBhodi ehhovisi—
- (a) uma ngabe lelo lungu likhishwa kutsi alikafaneli ngekwesigaba 24;
  - (b) uma ngabe lelo lungu alikenti ngendlela lehambisana naloMtsetfo;
  - (c) uma ngabe lelo lungu lihluleke kuveta inshisekelo noma likhishwe emhlanganweni njengoba kudzingekile; 30
  - (d) uma ngabe lelo lungu lihlulekile kwenta imisebenti yelihhovisi lalo ngalokufanele nangendlela lekahle;
  - (e) uma ngabe kukukhohlakala, kungabi nemandla noma kungasebenti kahle; noma 35
  - (f) uma ngabe lelo lungu lingabi khona emahlanganweni emahlandla lamatsatfu ngekulandzelana ngaphandle kwemvume yasihlalo.

### Kuhlakatwa kweBhodi

26. (1) Ngcongcoshe angahlakata iBhodi uma ngabe Ngcongcoshe, ngesizatfu lesikahle lesikhonjisiwe, alahlekelwe litsemba ngelikhono leBhodi lekusebenta kahle 40 nangemphumelelo noma nganoma tiphi tizatfu.
- (2) Ngcongcoshe angahlakata iBhodi ngemuva kwekuba—
- (a) anikete iBhodi tizatfu tekulahlekelwa litsemba kumakhono ayo;
  - (b) anikete iBhodi litfuba lelivakalako lekuphendvula leto tizatfu; kanye
  - (c) anikete iBhodi noma kuphi kulalelwa kwemihlangano lekwetfuliwe kwase 45 kuyatfolakala.
- (3) Uma ngabe Ngcongcoshe ahlakata iBhodi, Ngcongcoshe—
- (i) angabeka umlawuli kutsi atsatse lemisebenti yeBhodi kutsi ente noma yini lapho khona iBhodi inganiketwa emandla noma icelwe kutsi yente loko ngaphansi kwaloMtsetfo, ngekuya ngaleyo mibandzela njengoba 50 ingancunywa nguNgcongcoshe; kanye
  - (ii) kufanele, ngekushehsa uma ngabe sekubonakala kodvwa kungakadluli tinyanga letintsatfu ngemuva kwekuhlakatwa kweBhodi, kususe kufakwe labanye emalunga eBhodi ngendlela lefanako nalena lababekwa ngayo.
- (4) Kubekwa kwemlawuli kuphela uma ngabe emalunga eBhodi sekakhishwe 55 kwafakwa lamanye.

**Secretariat of Board**

27. The Director-General must provide the necessary resources and secretariat to enable the Board to fulfil its functions.

**Remuneration and allowances**

28. A member of the Board who is not in full-time employment of the State may be paid such remuneration and allowances as may be determined by the Minister, after consultation with the Minister of Finance. 5

**Finances**

29. (1) The funds of the Board consist of monies defrayed from the budget vote of the Department. 10

(2) The Director-General, as the accounting officer of the Department, is responsible for the funds referred to in subsection (1), subject to the Public Finance Management Act.

**Reporting**

30. (1) The Board must report to the Minister at least once every year on its activities. 15

(2) The Board must report to the Minister on the activities of the Board as and when requested to do so by the Minister.

**CHAPTER 5****PRODUCTIVITY SOUTH AFRICA****Establishment of Productivity South Africa 20**

31. (1) Productivity South Africa is hereby established as a juristic person to promote employment growth and productivity.

(2) Productivity South Africa must be managed in accordance with the Public Finance Management Act.

(3) Productivity South Africa acts through its Board. 25

(4) For the purpose of this chapter, "Board" means the Board of Productivity South Africa established in terms of section 33.

**Functions of Productivity South Africa**

32. The functions of Productivity South Africa are— 30

(a) to promote a culture of productivity in the workplace;

(b) to develop relevant productivity competencies;

(c) to facilitate and evaluate productivity improvement and competitiveness in workplaces;

(d) to measure and evaluate productivity in the workplace;

(e) to maintain a data-base of productivity and competitiveness systems and to publicise these systems; 35

(f) to undertake productivity-related research;

(g) to support initiatives aimed at preventing job losses; and

(h) to perform any other prescribed function.

**Establishment and composition of Board of Productivity South Africa 40**

33. (1) The Board of Productivity South Africa is hereby established.

(2) The Board consists of seven members appointed by the Minister, as follows:

(a) A chairperson;

(b) two members nominated by NEDLAC to represent organised labour;

(c) two members nominated by NEDLAC to represent organised business; and 45

(d) two members to represent the government.

**Litsimba labonobhala beBhodi**

27. Umcondzisi Jikelele kufanele anikete litsimba labonobhala netinsita letifanele kute kutsi iBhodi yente umsebenti wayo.

**Kukhokhelwa nemali labaniketwa yona**

28. Lilunga leBhodi lelingakacashwa ngalokugcwele leMbuso angakhokhelwa abuye 5  
aniketwe nemali njengoba kungancunywa nguNgcongcoshe, ngemuva kwekutsintsana  
naNgcongcoshe weTimali.

**Timali**

29. (1) Letimali teBhodi tinemali letitsetfwe kuluphakelo mali lweLitiko.  
(2) Umcondzisi Jikelele, njengemhloli mabhuku waleliLitiko, kutawuba ngumtfwalo 10  
wakhe wetimali locondziswe kusigatjana (1), ngekuya nge-*Public Finance Management Act*.

**Kubika**

30. (1) IBhodi kufanele ibike kuNgcongcoshe lokungenani kanye ngemnyaka 15  
ngemisebenti yayo.  
(2) IBhodi kufanele ibike kuNgcongcoshe ngemisebenti yeBhodi ngalesikhatsi  
icelwe kutsi yenta njalo nguNgcongcoshe.

**SAHLUKO 5****ININGIZIMU AFRIKA LEKHICITAKO****Kusungulwa kweNingizimu Afrika Lekhicitako** 20

31. (1) INingizimu Afrika Lekhicitako iyasungulwa njengeletawutfufukisa kukhula  
kwemisebenti nekukhicitwa ngalokusemtsetfweni.  
(2) INingizimu Afrika Lekhicitako kufanele kutsi ilawulwe ngekuhambisana  
ne-*Public Finance Management Act*.  
(3) INingizimu Afrika Lekhicitako isebenta ngeBhodi yayo. 25  
(4) Kwentela tinjongo talesahluko, “iBhodi” kushiwo iBhodi yeNingizimu Afrika  
Lekhicitako lesungulwe ngekwesigaba 33.

**Imisebenti yeNingizimu Afrika Lekhicitako**

32. Imisebenti yeNingizimu Afrika Lekhicitako ngulena— 30  
(a) kutfutukisa lisiko lekukhicitwa etindzaweni temisebenti;  
(b) kutfutukisa imikhicito lefanele;  
(c) kulawula nekuhlaliya kutfutukisa kwekukhicitwa kanye nekuncintisana  
emisebentini;  
(d) kulinganisa nekubuyeketa kukhicitwa emisebentini;  
(e) kugcina luhla lwemikhicito neluhlelo lwekuncintisana kanye nekukhishwa 35  
kwaletinhlelo kute tatiwe;  
(f) kwenta lucwaningo lwekukhicitwa;  
(g) kusekela imitamo lehlose kuvikela kulahleka kwemisebenti; kanye  
(h) kwenta lomunye umsebenti labaniketwe wona.

**Kusungulwa nekwakhiwa kweBhodi yeNingizimu Afrika Lekhicitako** 40

33. (1) IBhodi yaseNingizimu Afrika Lekhicitako iyasungulwa.  
(2) LeBhodi inemalunga lasikhombisa labekwe nguNgcongcoshe ngaloluhlobo: 45  
(a) Sihlalo;  
(b) emalunga lamabili lakhethwe yiNEDLAC kumelela temisebenti letihleliwe;  
(c) emalunga lamabili lakhethwe yiNEDLAC kumelela emabhizinisi lahlelekile; kanye  
(d) nemalunga lamabili lamelele hulumende.

(3) The appointment of the members contemplated in subsection (2)(a) and (d) must be done after following a fair and competitive selection process.

(4) The Board is responsible for the management and control of the affairs of Productivity South Africa.

(5) The members of the Board hold office for a period of five years and are eligible for reappointment upon expiry of their terms of office, but may not serve for more than two consecutive terms of office. 5

### **Constitution of Board of Productivity South Africa**

**34.** (1) The Board must, as soon as possible after the appointment of its members, prepare and adopt a constitution, subject to the approval of the Minister. 10

(2) The constitution contemplated in subsection (1) must, subject to this Act, provide for—

- (a) the establishment and functioning of committees of the Board, including an executive committee;
- (b) rules for convening and conducting of meetings of the Board and its committees, including the quorum required for and the minutes to be kept for those meetings; 15
- (c) the voting rights of the different members of the Board and the manner in which decisions are to be taken by the Board and its committees;
- (d) the procedure for the filling of vacancies of the Board; 20
- (e) a code of conduct for members of the Board;
- (f) the determination through arbitration of any dispute concerning the interpretation or application of the constitution;
- (g) the procedure for amending the constitution;
- (h) financial arrangements, including bank accounts, investment of surplus money, annual budgets, annual reports, financial statements and annual audits; 25  
and
- (i) any other matter necessary for the effective performance of the functions of Productivity South Africa.

### **Chief Executive Officer** 30

**35.** (1) The Board must appoint a Chief Executive Officer for the Board, who is the accounting officer of the Board.

(2) The Chief Executive Officer is responsible for the administration and the general management and control of the day-to-day functioning of Productivity South Africa, subject to the directions and instructions issued by the Board. 35

(3) The Chief Executive Officer must, at the request of the Board, attend any meeting of the Board, but is not entitled to vote.

(4) The Chief Executive Officer must, in addition to such function as may be assigned to him or her in terms of this Act—

- (a) supervise the employees of the Board; 40
- (b) account for the assets and liabilities of the Board; and
- (c) perform any function and exercise any power assigned to him or her by the Board.

(5) The Board may appoint any other employees it deems necessary for the effective performance of the functions of Productivity South Africa by the Board. 45

(6) The procedure for the appointment of the Chief Executive Officer and other employees of the Board must be determined by the Board in terms of the rules.

(7) The Board must have due regard to representivity with reference to race, gender and disability when appointing the Chief Executive Officer and other employees.

(8) The Board must determine the conditions of service, remuneration and service benefits of the Chief Executive Officer and other employees, after consultation with the Minister of Finance. 50

(9) If the Chief Executive Officer is for any reason unable to perform his or her functions, or if the post of the Chief Executive Officer is vacant, the Board may designate a person in the service of the Board to act as the acting Chief Executive Officer until the Chief Executive Officer is able to resume office, or until the Board appoints a new Chief Executive Officer. 55

- (3) Lokubekwa kwemalunga lokuvetwe kusigatjana (2)(a) na (d) kufanele kwentiwe ngemuva kwekulanzela inchubo lekahle nalencintisako yekukhetsa.
- (4) IBhodi ngiyo lelawula ibuye iphatse tindzaba teNingizimu Afrika Lekhicitako.
- (5) Emalunga eBhodi lasehhovisi sikhatsi lesiminyaka lesihlanu kantsi angabuye acashwe futsi uma ngabe kuphela sikhatsi sabo ehhovisi, kodvwa angeke basebente tikhatsi letimbili tilandzelana basehhovisi. 5

### **Kwakhiwa kweBhodi yeNingizimu Afrika Lekhicitako**

34. (1) IBhodi kufanele, ngekushesha ngemuva kwekubeka emalunga abo, balungise babuye bavumelane ngemtsetfosisekelo, ngekuya ngemvume yaNgcongcoshe.
- (2) Umtsetfosisekelo lovetwe kusigatjana (1) kufanele, ngekuya ngaloMtsetfo, 10 inikete—
- (a) kusungulwa nekusebenta kwemakomidi eBhodi, kufaka ekhatsi likomidi lelikhulu;
- (b) imitsetfo yekubamba nekubita imihlangano yeBhodi nemakomidi alo, kufaka ekhatsi ikhoramu ledzingekako kanye nemaminitisi lekufanele agcinelwe leyo mihlangano; 15
- (c) emalungelo ekuvota alamalunga lahlukene eBhodi nangendlela tincumo lekufanele titsatfwe ngayo yiBhodi nemakomidi ayo;
- (d) indlela yekuvala tikhala temsebenti teBhodi;
- (e) indlela yekutiphatsa yemalunga eBhodi; 20
- (f) lesincumo sekungenelela kunoma yiphi ingcabano ngalokuphatselene nekuhunyushwa noma kusetjentiswa kwalomtsetfosisekelo;
- (g) indlela yekuchibiyela umtsetfosisekelo;
- (h) kuhlelwa kwetimali, kufaka ekhatsi ema-akhawunti asebhange, kusiswa kwemali lesele, luphakelo timali lwemnyaka, imibiko yemnyaka, titatimende tetimali kanye nekuhlolwa kwetincwadzi temnyaka; kanye 25
- (i) noma luphi lolunye ludzaba lwekusebenta kahle kwemisebenti yeNingizimu Afrika Lekhicitako.

### **Umphatsi lomkhulu**

35. (1) IBhodi kufanele ibeke Umphatsi lomkhulu weBhodi, lekungumhloli mabhuku weBhodi. 30
- (2) Umphatsi lomkhulu nguye lekufanele alawule kanye nekuphatfwa lokwetayelekile nekulawulwa kwemsebenti wamalanga onkhe kweNingizimu Afrika Lekhicitako, ngekuya ngetinkhomba nemiyalelo lekhishwe yiBhodi.
- (3) Umphatsi lomkhulu kufanele, ngesicelo seBhodi, angenelele kunoma muphi umhlangano weBhodi, kodvwa Umphatsi lomkhulu akufanele kutsi avote. 35
- (4) Umphatsi lomkhulu kufanele, ngekungetelwa kulowo msebenti lekanganiketwa wona ngekwaloMtsetfo—
- (a) aphantse basebenti baleBhodi;
- (b) abe nemtfwalo wemphahla netintfo teBhodi; kanye 40
- (c) bente noma basebentise emandla nemisebenti laniketwe yona yiBhodi.
- (5) IBhodi ingabeka noma siphi lesinye sisebenti leysisibona sifanele kutsi sisebente kahle kuleBhodi yeNingizimu Afrika Lekhicitako.
- (6) Indlela yekubekwa kweMphatsi lomkhulu naletinye tisebenti teBhodi kufanele kuncunywe yiBhodi ngekwemitsetfo. 45
- (7) IBhodi kufanele imeleleke ngalokuphatselene nebuve, bulili kanye nekukhuba- teka uma ngabe babeka Umphatsi lomkhulu kanye naletinye tisebenti.
- (8) IBhodi kufanele incume tindlela tekusebenta, liholo kanye nalokuhlonyulwa emsebentini kweMphatsi lomkhulu naletinye tisebenti, ngemuva kwekutsintsana naNgcongcoshe weTimali. 50
- (9) Uma ngabe Umphatsi lomkhulu nganoma siphi sizatfu angakhoni kwenta umsebenti wakhe, noma ungabe leso sikhala semsebenti Semphatsi Lomkhulu sivulekile, iBhodi ingabeka umuntfu kulomsebenti kutsi asebente njengelibambela leMphatsi lomkhulu adzimate Umphatsi lomkhulu abuyele ehhovisi noma iBhodi idzimate ibeke Umphatsi Lomkhulu Lophakeme. 55

### Dissolution of Board

- 36.** (1) The Minister may dissolve the Board if the Minister, on good cause shown, loses confidence in the ability of the Board to perform its functions effectively and efficiently or on any reasonable grounds.
- (2) The Minister may dissolve the Board only after having— 5
- (a) provided the Board with reasons for losing confidence in its abilities;
  - (b) given the Board a reasonable opportunity to respond to those reasons; and
  - (c) afforded the Board a hearing on any submissions received.
- (3) If the Minister dissolves the Board, the Minister— 10
- (i) may appoint an administrator to take over the functions of the Board to do anything which the Board might otherwise be empowered or required to do by or under this Act, subject to such conditions as the Minister may determine; and
  - (ii) must, as soon as it is feasible but not later than three months after the dissolution of the Board, replace the members of the Board in the same 15 manner as the manner in which they were appointed.
- (4) The appointment of the administrator terminates when the Board members have been replaced.

### Disqualification from membership of Board

- 37.** A person may not be appointed as or remain as a member of the Board, as the case 20 may be, if that person—
- (a) is an unrehabilitated insolvent or becomes insolvent and the insolvency results in the sequestration of that person's estate;
  - (b) has been declared by a competent court to be mentally ill;
  - (c) has been convicted, in the Republic or elsewhere, of theft, fraud, forgery, 25 perjury or any other offence involving dishonesty;
  - (d) has been convicted of any other offence, whether in the Republic or elsewhere, committed after the Constitution of the Republic of South Africa, 1993, took effect, and sentenced to imprisonment without the option of a fine;
  - (e) has been, or is, removed from an office of trust on account of misconduct in 30 respect of fraud or the misappropriation of money;
  - (f) is otherwise disqualified from serving as a member of a board in terms of the Companies Act, 2008 (Act No. 71 of 2008); or
  - (g) has or acquires an interest in a business or enterprise which may conflict or interfere with the proper performance of his or her functions as a member of 35 the Board.

### Resignation and removal from office

- 38.** (1) A member of the Board may resign by giving to the Minister—
- (a) one month's written notice; or
  - (b) less than one month's written notice, with the approval of the Minister. 40
- (2) The Minister may, subject to the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000), remove a member of the Board from office—
- (a) if such member becomes disqualified in terms of section 37;
  - (b) if such member acted contrary to this Act;
  - (c) if such member failed to disclose an interest or to withdraw from a meeting as 45 required;
  - (d) if such member has failed to perform the functions of his or her office efficiently and effectively;
  - (e) on the ground of misconduct, incapacity or incompetence; or
  - (f) if such member is absent from three consecutive meetings without leave of the 50 chairperson.

**Kuhlakatwa kweBhodi**

- 36.** (1) Ngcongcoshe angahlakata iBhodi uma ngabe Ngcongcoshe, ngesizatfu leikahle lasikhombisile, alahlekelwe litsemba ngelikhono leBhodi lekwenza umsebenti wayo kahle nangempumelelo noma letinye tizatfu lekangatibala. 5
- (2) Ngcongcoshe angahlakata iBhodi ngemuva kwekutsi— 5
- (a) anikete iBhodi tizatfu tekulahlekelwa litsemba ngelikhono layo;
  - (b) anikete iBhodi litfuba lelivakalako lekutsi iphendvule kuleto tizatfu; kanye
  - (c) anikete iBhodi ngetetfulo labatitfolile nganoma kutsphi kudzingidvwa lokube khona.
- (3) Uma ngabe Ngcongcoshe ahlakata iBhodi, Ngcongcoshe— 10
- (i) angabeka umlawuli kutsi ente umsebenti weBhodi kutsi ente noma yini iBhodi lenganiketwa emandla noma idzingeke kutsi iwente ngaphansi kwaloMtsetfo, ngekuya ngalemibandzela lengancunywa nguNgcongcoshe; kanye
  - (ii) kufanele, ngekushesha uma ngabe sekwenteka kodvwa kungakadluli tinyanga letintsatfu ngemuva kwekuhlakatwa kweBhodi, bafake lamanye emalunga eBhodi ngendlela lefanako nalena lebacashwa ngayo. 15
- (4) Lokucashwa kwemlawuli kuyaphela uma ngabe emalunga eBhodi sekufakwe lamanye. 20

**Kukhishwa ekubeni lilunga leBhodi** 20

- 37.** Umuntfu angeke acashwe njenge noma ahlale alilunga leBhodi, njengoba kungaba njalo, uma ngabe lowo muntfu—
- (a) kuhlakatwa lokungakabuyiswa noma kuhlakatwe kanye nalemiphumela yekuhlakatwa ekutfunjweni kwelifa lalowo muntfu;
  - (b) ubonwe njengalongaphili kahle enhloko yinkhantolo lesebentako; 25
  - (c) utfolwe anelicala, eRiphabhulikhi noma kulenye indzawo, ngekuntjontja, kuhkhohlakala, kufoja, kucamba emanga embi kwemtsetfo noma lelinye licala lelifaka ekhatsi kungatsembeki;
  - (d) utfolakele ananoma liphi licala, noma mhlambe eRiphabhulikhi noma kulenye indzawo, lelentiwe ngemuva kwekusebenta kweMtsetfosisekelo waseNingizimu Afrika, 1993, wase uyaboshwa ngaphandle kwekuniketwa inhlawulo; 30
  - (e) wakhishwa, noma ukhishwe, ehovisi le-akhawunti yebatsenjwa ngekungati-phatsi kahle ngalokuphatselene nekukhohlakala noma kusebentisa kabi imali;
  - (f) ukhishiwe ekusebenteni njengelilunga leBhodi ngekwe-*Companies Act*, 2008 (Umtsetfo Nom. 71 wanga 2008); noma 35
  - (g) une noma ukhombise inshisekelo ekubeni nebhizinisi noma ibhizinisi lesafufusa lengancubutana noma ingenelele nekusebenta kahle kwemisebenti yakhe njengelilunga leBhodi.

**Kuyekela umsebenti noma kukhishwa ehhovisi** 40

- 38.** (1) Lilunga lebhodi lingayekela umsebenti ngekuniketa Ngcongcoshe—
- (a) satiso senyanga yinye; noma
  - (b) satiso lesingaphansi kwenyanga yinye lesibhaliwe, ngekwemvume yaNgcongcoshe.
- (2) Ngcongcoshe anga, ngekuya ngekusebentisa i-*Promotion of Administrative Justice Act*, 2000 (Umtsetfo Nom. 3 wanga 2000), akhiphe lilunga lebhodi ehhovisi— 45
- (a) uma ngabe lelo lungu likhishwa ngekwesigaba 37;
  - (b) uma ngabe lelo lungu lisebente ngalokungahambisani naloMtsetfo;
  - (c) uma ngabe lelo lungu lihluleke kuveta inshisekelo noma lihocise emhlanganweni njengoba kudzingekile; 50
  - (d) uma ngabe lelo lungu lihlulekile kwenta lemisebenti yelihhovisi lalo ngempumelelo nakahle;
  - (e) uma ngabe lingakatiphatsi kahle, lingakhoni kwenta umsebenti noma lingawati umsebenti; noma
  - (f) uma ngabe lelo lungu lingekho emhlanganweni lemitsatfu ngekulandzelana ngaphandle kwemvume yasihlalo. 55

### **Remuneration of members of Board of Productivity South Africa**

39. A member of the Board, who is not in the full-time employ of the State, may receive such remuneration and allowances as the Minister may determine, after consultation with the Minister of Finance.

### **Finances of Productivity South Africa** 5

40. Productivity South Africa is financed from—
- (a) money appropriated by Parliament for this purpose;
  - (b) income earned from services rendered by it;
  - (c) grants or donations made to it; and
  - (d) money received from any other source. 10

### **Reporting**

41. (1) The Board must report to the Minister at least once every year on its activities.  
 (2) The Minister must table the report contemplated in subsection (1) in Parliament within 14 days after receipt thereof if Parliament is in ordinary session or, if Parliament is not in ordinary session, within 14 days after the commencement of its next ordinary session. 15

## **CHAPTER 6**

### **PROMOTION OF SUPPORTED WORK FOR PERSONS WITH DISABILITIES**

#### **Establishment of Supported Employment Enterprises** 20

42. (1) Supported Employment Enterprises is hereby established as a national government component contemplated in section 7A of the Public Service Act, 1994 (Proclamation No. 103 of 1994), to promote work and employment opportunities for persons with disabilities.  
 (2) Supported Employment Enterprises must be managed in accordance with the Public Finance Management Act. 25

#### **Functions of Supported Employment Enterprises**

43. The functions of Supported Employment Enterprises are to—
- (a) facilitate supported employment;
  - (b) provide work opportunities for persons with disabilities; 30
  - (c) develop and implement programmes that promote the employability of persons with disabilities, including persons with permanent disablement as defined in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993), in the light of their evolving needs in a changing economy; and
  - (d) perform any other function as may be prescribed by the Minister. 35

#### **Appointment of head of Supported Employment Enterprises**

44. The Minister must, in accordance with the Public Service Act, 1994 (Proclamation No. 103 of 1994), appoint a head of Supported Employment Enterprises, who is also the Chief Executive Officer and accounting officer of Supported Employment Enterprises. 40

#### **Powers and functions of head of Supported Employment Enterprises**

45. (1) The head of Supported Employment Enterprises is responsible for—
- (a) the administration and management of Supported Employment Enterprises, subject to the direction of the Minister;

**Liholo lemalunga eBhodi yeNingizimu Afrika Lekhicitako**

39. Lilunga lebhodi, lelingakacashwa ngalokuphelele Mbuso, lingatfolo lelo holo kanye nemali leniketwako njengoba Ngcongcoshe angabe ancumile, ngemuva kwekutsintsana naNgcongcoshe weTimali.

**Timali teNingizimu Afrika Lekhicitako** 5

40. INingizimu Afrika Lekhicitako iniketwa imali levela—
- (a) kumali leyabelwe yiPhalamende kwentela letinjongo;
  - (b) imali lengenako leniketwe ngibo;
  - (c) sibonelelo noma imali lecongelelwe leyentelwe bona; kanye
  - (d) nemali letfolakele kuleminye imitfombo.
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**Kubika**

41. (1) IBhodi kufanele ibikele Ngcongcoshe kanye ngemnyaka ngemisebenti yayo.  
 (2) Ngcongcoshe kufanele afundze lombiko lovetwe kusigatjana sePhalamende kungakapheli emalanga lali-14 ngemuva kwekuyitfolo uma ngabe iPhalamende ihleli ngalokwetayekile noma, uma ngabe iPhalamende ingakahlali ngalokwetayekile, kungakadluli emalanga lali-14 nayiphindze ihlala ngalokutako.
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**SAHLUKO 6****KUTFUTFUKISW KWEMSEBENTI LOVIKELWE WEBANTFU  
LABAPHILA NEKUKHUBATEKA****Kusungulwa kwemisebenti lesekelekile emabhizinisini** 20

42. (1) Imisebenti lesekelekile emabhizinisini iyasungulwa njengemkhakha wahulumende wavelonkhe lovetwe kusigaba 7A se-*Public Service Act, 1994* (Umtsetfo Nom. 103 wanga 1994), kutfutukisa umsebenti nematfuba emsebenti ebantfu.

(2) Kumisebenti lesekelekile emabhizinisini kufanele kutsi ilawulwe ngekuhambisana ne-*Public Finance Management Act*.

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**Imisebenti yemisebenti levikelekile emabhizinisini**

43. Imisebenti yemisebenti lesekelekile Emabhizinisini kufanele—
- (a) isungulwe ibuye isebentise kusekelwa kwemisebenti;
  - (b) banikete ematfuba emsebenti kwentela bantfu labaphila nekukhubateka;
  - (c) batfutukise babuye bente tinhlelo letitfutukisa kucasheka kwebantfu labaphila nekukhubateka, nebantfu labakhubateke ngalokugcwele njengoba kuchazwe ku-*Compensation for Occupational Injuries and Diseases Act, 1993* (Umtsetfo Nom. 130 wanga 1993), ngekuhambisana ngetidzingo tabo letigucukako kumnotfo; kanye
  - (d) kwenta noma ngabe muphi umsebenti njengoba ungabe uchazwe ngu-Ngcongcoshe.
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**Kubekwa kwenhloko yemisebenti lesekelekile emabhizinisini**

44. Ngcongcoshe kufanele ngekuhambisana ne-*Public Service Act, 1994* (Simemetelo Nom. 103 wanga 1994), kubeka inhloko yemisebenti lesekelekile emabhizinisini lekabuye abe nguMphatsi lomkhulu kanye nelihhovisi lemhloli mabhuku weMabhizinisi Ekucasha lokuSekelekile.

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**Emandla nemisebenti yenhloko yeMabhizinisi Ekucasha laSekelekile**

45. (1) Inhloko yemisebenti lesekelekile emabhizinisini inemisebenti we—
- (a) kulawula nekuphatsa EMabhizinisi Ekucasha laSekelekile, ngekuya ngetinkhomba taNgcongcoshe;
- 45

- (b) the compilation of a business and financial plan and reports in terms of the Public Finance Management Act, 1999 (Act No 1 of 1999), for approval by the Minister;
  - (c) the appointment of members of staff of Supported Employment Enterprises; and 5
  - (d) control of, and maintenance of discipline over, members of staff of Supported Employment Enterprises.
- (2) The head of Supported Employment Enterprises is accountable to the Minister and must, when requested to do so, report to the Minister on the activities of Supported Employment Enterprises. 10
- (3) If the Chief Executive Officer of Supported Employment Enterprises is for any reason unable to perform any of his or her functions, or if the post of the Chief Executive Officer is vacant, the Minister must, in writing, appoint another person as acting Chief Executive Officer until the Chief Executive Officer is able to resume those functions, or until the Minister appoints a new Chief Executive Officer. 15
- (4) (a) The head of Supported Employment Enterprises may, in writing and on such conditions as he or she may determine, delegate any power or duty of the head of Supported Employment Enterprises to a senior member of Supported Employment Enterprises, unless the Minister prohibits a specific delegation.
- (b) The power of the head of Supported Employment Enterprises to delegate includes the power to sub-delegate. 20
- (5) A delegation made under subsection (4) does not—
- (a) divest the Chief Executive Officer of the responsibility or accountability concerning the performance of the function in question; or
  - (b) prohibit the performance of the function in question by the Chief Executive Officer. 25
- (6) A delegation made under subsection (4) may be repealed, withdrawn or amended, but the repeal, withdrawal or amendment does not affect any right which may have accrued to a person as a result of the function performed before the delegation was repealed, withdrawn or amended. 30
- (7) The Minister may override any decision taken by the head of Supported Employment Enterprises, subject to any rights that may have vested as a consequence of the delegation.

#### **Staff of Supported Employment Enterprises**

46. The Minister may create the post structures necessary for the functioning of Supported Employment Enterprises, after consultation with the Minister of Finance. 35

#### **Finances of Supported Employment Enterprises**

47. Supported Employment Enterprises are financed from—
- (a) money appropriated by Parliament for this purpose;
  - (b) income earned from services rendered by it; 40
  - (c) grants or donations made to it; and
  - (d) money received from any other source.

### **CHAPTER 7**

#### **GENERAL PROVISIONS**

#### **Jurisdiction of Labour Court** 45

48. (1) Except as otherwise provided in this Act and subject to the jurisdiction of the Labour Appeal Court, the Labour Court has exclusive jurisdiction in respect of all matters, excluding the prosecution of criminal offences, arising from this Act.
- (2) The Labour Court may review any administrative action in terms of this Act on any grounds permissible in law. 50

- (b) lokwentiwa kwalebhizinisi neluhlelo lwetimali nemibiko ngekuhambisana ne-*Public Finance Management Act, 1999* (Umtsetfo Nom 1 wanga 1999), ngekwemvume yaNgcongcoshe;
- (c) kucashwa kwemalunga ebasebenti EMabhizinisi Ekucasha laSekelekile; kanye 5
- (d) kulawulwa kwe, nekulungiswa kwekubuyisa endleleni kwe, malunga ebasebenti EMabhizinisi Ekucasha laSekelekile.
- (2) Inhloko yeMisebenti lesekelekile Emabhizinisini ibika kuNgcongcoshe kantsi kufanele ibike kuye ngemisebenti yeMabhizinisi Ekucasha laSekelekile.
- (3) Uma ngabe lenhloko yeMisebenti lesekelekile Emabhizinisini nganoma siphi sizatfu bakhone kwenta noma miphi imisebenti, noma uma ngabe sikhala semsebenti Semphatsi Lomkhulu sivulekile, Ngcongcoshe kufanele, ngalokubhaliwe, kucashwe lomunye umuntu njengelibambela leMphatsi lomkhulu adzimate Umphatsi lomkhulu akhone kucala leyo misebenti noma Ngcongcoshe adzimate acashe lomunye Umphatsi Lomkhulu lomusha. 10
- (4) (a) Inhloko yemisebenti lesekelekile emabhizinisini inga, ngalokubhaliwe, kanye nakuleyo mibandzela langahle ayincume, anikete noma maphi emandla noma umsebenti wenhloko yemisebenti lesekelekile emabhizinisini kulilunga leliphakeme leMabhizinisi Ekucasha laSekelekile, ngaphandle kwekutsi Ngcongcoshe avimbela kuphakanyiswa lokutsite. 15
- (b) Emandla enhloko yemisebenti lesekelekile emabhizinisini ekutfumela kufaka ekhatsi kubuye utfumele futsi.
- (5) Kutfumela lokwentiwe ngaphansi kwesigatjana (4) aku—
- (a) muki Umphatsi lomkhulu lomtfwala nebuli ngalokuphatselene kusebenta kwalomsebenti lobaliwe; noma 25
- (b) kuvimbela kusebenta kwemisebenti lobaliwe weMphatsi lomkhulu.
- (6) Litsimba lelitfunyelwe ngaphansi kwesigatjana (4) ingacitfwa, imiswe noma ichtijyelwe, kodvwa lokucitfwa, kumiswa nekuchibiyela akutsintsi noma liphi lilungelo lelingabe litfolwe ngumuntu ngenca yemisebenti lowentiwe ngaphambilini kwekutsi lelitsimba licitfwe, limiswe noma lichtigyelwe. 30
- (7) Ngcongcoshe angabukela phansi lesincumo lesitsetfwe Mabhizinisi Ekucasha laSekelekile, ngekuya nganoma maphi emalungelo langabe aniketwe wona ngenca yalabo labatfunyiwe.

#### **Basebenti bemisebenti lesekelekile emabhizinisini**

46. Ngcongcoshe angavula sikhala semsebenti lesifanele kwentela kusebenta kweMabhizinisi Ekucasha laSekelekile, ngemuva kwekutsintsana naNgcongcoshe weTimali. 35

#### **Timali temisebenti lesekelekile emabhizinisini**

47. Imisebenti lesekelekile emabhizinisini itfolo imali levela—
- (a) kumali leyabiwe yiPhalamende kwentela letinjongo; 40
- (b) imali letfolakala emisebentini leniketwa ngibo;
- (c) tibonelelo noma imali lecokelwe leyentelwe lapho; kanye
- (d) nemali letfolakele kunoma muphi umtfombo.

### **SAHLUKO 7**

#### **IMIBANDZELA LEYETAYELEKILE** 45

#### **Emandla Enkhantolo Yemisebenti**

48. (1) Ngaphandle kwekutsi kubekwe ngaleny indlela kuloMtsetfo nangekuya ngendzawo yeNkhantolo yekuFaka Sikhala Semisebenti, Inkhantolo yeMisebenti inemalungelo endzawo lakhetsikele ngalokuphatselene nato tonkhe tindzaba, kufaka ekhatsi kushushiswa kwemacala ebugebengu, lokuvela kuloMtsetfo. 50
- (2) Inkhantolo yeMisebenti ingabuyeketa noma muphi umsebenti wekulawula ngalokuhambisana naloMtsetfo nganoma yiphi indlela levumelekile ngekwemtsetfo.

(3) If proceedings concerning any matter arising from this Act are instituted in a court that does not have jurisdiction in respect of that matter, that court may at any stage during proceedings refer the matter to the Labour Court.

### Monitoring and enforcement

**49.** (1) Chapter 10 of and Schedule II to the Basic Conditions of Employment Act 5  
apply with the necessary changes required by the context to—

- (a) the monitoring and enforcement of this Act; and
- (b) any legal proceedings concerning a contravention of this Act.

(2) The Labour Court may, on application by the Director-General, impose a fine not exceeding R50 000 on an employer that contravenes any of the provisions listed in 10  
Schedule 3.

(3) The Minister may, by notice in the *Gazette*, amend the maximum amount of the fine referred to in subsection (2) in order to counter the effect of inflation.

### Offences and penalties

**50.** (1) It is an offence to— 15

- (a) obtain or attempt to obtain any prescribed document by means of fraud, false pretences or submitting a false or forged prescribed document;
- (b) furnish false information in any prescribed document knowing that the information is false;
- (c) obstruct or attempt to influence improperly a person who is performing a 20  
function in terms of this Act; and
- (d) operate a private employment agency without being duly registered or in violation of its registration.

(2) A court that convicts a person of an offence contemplated in subsection (1)(a), (b) or (c) may impose a term of imprisonment not exceeding 12 months or such fine as is 25  
permitted by the Adjustment of Fines Act, 1991 (Act No. 101 of 1991), or both such fine and imprisonment.

(3) A court that convicts a person of an offence contemplated in subsection (1)(d) may impose a term of imprisonment not exceeding 24 months or such fine as is permitted by 30  
the Adjustment of Fines Act, 1991 (Act No. 101 of 1991), or both such fine and imprisonment.

(4) Any employer who contravenes section 8(1) shall be guilty of an offence and liable on conviction to a fine or imprisonment as contemplated in section 49(3) of the Immigration Act.

(5) Any employer who contravenes section 9 shall be guilty of an offence and liable 35  
on conviction to a fine or imprisonment as contemplated in section 49(6) of the Immigration Act.

### Delegations

**51.** (1) The Minister may delegate to the Director-General any power or duty conferred or imposed on the Minister in terms of this Act, except a power to make 40  
regulations and the Minister's powers in terms of sections 21, 23, 28, 33(2) and 39.

(2) The Director-General must exercise any power or duty that has been delegated in terms of subsection (1), subject to any conditions that the Minister considers necessary.

(3) Any delegation in terms of subsection (1)—

- (a) must be in writing; 45
- (b) does not prevent the Minister from exercising the power or performing the duty so delegated; and
- (c) may at any time be withdrawn in writing by the Minister, subject to any rights that may have vested as a consequence of the delegation.

(3) Uma ngabe tinchubo letiphatselene nanoma luphi ludzaba loluvela ngekwalo-Mtsetfo lusenkhantolo langanamvume yekudzingidza lolo ludzaba, leyo nkantolo nanoma nini ngaleso sikhatsi kudzingidvwa loludzaba ingaludlulisela eNkantolo yeMsebenti.

### **Kucwayisa nekucindzetela**

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**49.** (1) Sahluko 10 neShejuli II yeMtsetfo Wetindlela Letetayelekile Tekucashwa kusebenta naletingucuko letifanele letidzingwa ngulengcikitsi kute—

(a) lokucwayisa nekucindzetelwa kwaloMtsetfo; kanye

(b) noma ngabe ngutiphi tinchubo temtsetfo letiphatselene nekuphulwa kwaloMtsetfo.

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(2) Inkantolo yeMsebenti inga, ngekufakwa kwesicelo kweMcondzisi Jikelele, abeke inhlawulo lengadluli ku R50 000 kumsebenti lophula noma miphi imibandzela lebhawle kuShejuli 3.

(3) Ngcongcoshe anga, ngekwesatiso ku*Gazethi*, achibiyele lelinani lelilinganisiwe lenhlawulo lebalwe kusigatjana (2) kute kutsi kuhambisane nalomtselela wekunyuka kwetintfo.

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### **Emacala netinhlawulo**

**50.** (1) Kulicala ku—

(a) tfole noma kutama kutfole noma ngabe nguwuphi umculu lokhishiwe ngenca yekukhohlakala, kucamba emanga noma kwetfole umculu lokhishiwe longemanga noma lofojiwe;

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(b) niketa lwatiso lolungemanga kunoma muphi umculu lokhishiwe wati kahle kutsi lolwatiso lungemanga;

(c) kuphatamisa noma kuzama kuba nemtselela longasikahle kumuntfu lowenta umsebenti ngekwaloMtsetfo; kanye

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(d) nekusebentisa sikhungo lesicashako lesitimele ngaphandle kwekutsi sibhaliswe kahle noma kungasebentisi kahle kubhaliswa kwaso.

(2) Inkantolo lebeke umuntfu licala ngalokuvetwe kusigatjana (1)(a), (b) noma (c) ingabeka sikhatsi sekuvalelwa lesingadluli kutinyanga letili-12 noma leyo nhlawulo levumelekile ngekwe-*Adjustment of Fines Act*, 1991 (Umtsetfo Nom. 101 wanga 1991), noma leto tinhlawulo totimbili kanye nekuboshwa.

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(3) Inkantolo lebeke umuntfu licala lelibalwe kusigatjana (1)(d) ingabeka sikhatsi sekuvalelwa lesingadluli kutinyanga letingema-24 noma leyo nhlawulo levunyelwe yi-*Adjustment of Fines Act*, 1991 (Umtsetfo Nom. 101 wanga 1991), noma leto tinhlawulo totimbili kanye nekuboshwa.

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(4) Noma muphi umcashi lowephula sigaba 8(1) utawutfolakala anelicala kantsi uma ngabe agwetjwa kutawufanele ahlawuliswe noma aboshwe njengoba kuvetwe kusigaba 49(3) seMtsetfo Wetifikanamtfwalo.

(5) Noma ngabe ngumuphi umcashi lowephula sigaba 9 utawutfolakala anelicala kantsi kutawumelwe agwetjwe ngekuniketwa inhlawulo noma aboshwe njengoba kuvetwe kusigaba 49(6) seMtsetfo Wetifikanamtfwalo.

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### **Kuniketa emandla**

**51.** (1) Ngcongcoshe anganiketa emandla kuMcondzisi Jikelele noma waphi noma umsebenti lobekiwe noma loniketwe Ngcongcoshe ngekwaloMtsetfo, ngaphandle kwemandla ekwenta umtsetfosimiso kanye nemandla aNgcongcoshe ngekwetigaba 21, 23, 28, 33(2) na 39.

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(2) Umcondzisi Jikelele kufanele asebentise noma maphi emandla noma umsebenti lekaniketwe wona ngekwesigatjana (1) ngekuya nganoma miphi imibandzela Ngcongcoshe layibona ifanele.

(3) Noma ngabe liphi litsimba leliniketwa emandla ngekwesigatjana (1)—

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(a) kufanele kubhalwe phansi;

(b) akuvikeli Ngcongcoshe kutsi asebentise emandla noma ente umsebenti lawunikete lomunye; kanye

(c) nanoma nini angahocisa ngalokubhalwe phansi nguNgcongcoshe, ngekuya nganoma maphi emalungelo lanawo ngalokuphatselene nalokuniketwa emandla.

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## Regulations

- 52.** (1) The Minister may, after consultation with the Board, make regulations relating to—
- (a) the categories of employment in respect of which vacancies and new positions must be reported, including—
    - (i) job descriptions; 5
    - (ii) qualifications;
    - (iii) remuneration levels; and
    - (iv) the format and manner in which vacancies and filling of positions must be reported; 10
  - (b) the recording of the names and prescribed details of work seekers on a register and their removal from the register;
  - (c) a procedure and forms in terms of which private employment agencies may apply for registration;
  - (d) a procedure for lodging and considering complaints concerning the operation of private employment agencies; 15
  - (e) a procedure for considering the cancellation of the registration of a private employment agency;
  - (f) regulating the provision of employment services by persons outside of the public administration; or 20
  - (g) any other matter relating to the provision of public employment services or the regulation of private employment agencies.
- (2) The Minister may, after consulting the Board of Productivity South Africa, make regulations regarding any improvements in workplace productivity and competitiveness which are necessary or expedient to enable the Board to perform its functions under this Act. 25

## Repeal of laws and transitional provisions

- 53.** (1) The law specified in Schedule 1 is hereby repealed to the extent specified in that Schedule.
- (2) The repeal of the law referred to in subsection (1) is subject to the transitional provisions contemplated in Schedule 2. 30

## Short title and commencement

- 54.** This Act is called the Employment Services Act, 2014, and comes into operation on a date determined by the President by proclamation in the *Gazette*.

**Imitsetfosimiso**

- 52.** (1) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi, ente imitsetfosimiso lehambisana ne—
- (a) mikhakha yekusebenta ngalokuphatselene netikhala temisebenti kanye netikhala temisebenti kufanele tibikwe, kufaka ekhatsi— 5
    - (i) luhlobo lwesikhala semisebenti;
    - (ii) ticu;
    - (iii) emazinga eluholo; ne
    - (iv) neluhlobo nendlela tikhala temisebenti nekugcwaliswa kwetikhala kufanele kubikwe; 10
  - (b) kubhaliswa kwemagama kanye neminingwane lebhaliwe yalabafuna umisebenti kurejista nekukhishwa kwabo kurejista;
  - (c) inchubo nendlela lapho khona tikhungo temisebenti wangaphandle angabhalela kutsi abhaliswe;
  - (d) indlela yekufaka nekutsatsa tikhalo letiphatselene nekusebenta kwetikhungo temisebenti letitimele; 15
  - (e) lenchubo yekutsatsa kusulwa kubhaliswa kwesikhungo lesicashako lesitimele;
  - (f) kulawula lemibandzela yemisebenti yekucasha kwebantfu labangaphandle kwekulawulwa kwemmango; noma 20
  - (g) noma ngabe nguluphi lolunye ludzaba loluphatselene nemibandzela yemisebenti yesive noma kulawulwa kwesikhungo lesicashako lesitimele.
- (2) Ngcongcoshe anga, ngemuva kwekutsintsana neBhodi yeNingizimu Afrika Lekhicitako, kwenta imitsetfosimiso lephatselene nanoma kuphi kutfutfuka emisebentini ngalokukhicitwako kanye nekuncintisana lekufanele noma lokuphutfumako kuvumela iBhodi kutsi yenta umisebenti wayo ngaphansi kwaloMtsetfo. 25

**Kucitfwa kwemitsetfo nemibandzela lesemkhatsini**

- 53.** (1) Lemitsetfo lebalwe kuShejuli 1 iyacitfwa ngendlela lebalwe kuleShejuli.  
 (2) Lokucitfwa kwalemitsetfo lebalwe kusigatjana (1) itawuya ngemibandzela lesemkhatsini levetwe kuShejuli 2. 30

**Sihloko lesifishane nekucala kusebenta**

- 54.** LoMtsetfo ubitwa ngeMtsetfo weMisebenti yeSive, 2014 kantsi utawucala kusebenta ngelusuku lolutawuncunywa nguMengameli ngesimemetelo *kuGazethi*.

**SCHEDULE 1**

**LAW REPEALED  
(Section 53)**

| <b>No. and Year of Law</b> | <b>Short title</b>           | <b>Extent of repeal</b>   |  |
|----------------------------|------------------------------|---|--|
| Act No. 97 of 1998         | Skills Development Act, 1998 | <p>1. The deletion of the definition of “<b>employment services</b>”.</p> <p>2. Sections 2(1)(g) and (h), (2)(a)(v), (vi) and (xii), 5(4) in so far as it relates to Productivity South Africa, 22(1), 23(1)(a) and (d), (2) and (3), 24, 25, 26, 26K, 26L, 26M, 26N, 32(1) and (2), 33 and 36(a), (o), (p) and (q).</p> <p>3. Item 7 of Schedule 2A and Schedule 4.</p> <p>4. Any other provisions in so far as it relates to “employment services” or Productivity South Africa, as established by section 26K.</p> | <p>5</p> <p>10</p> <p>15</p> <p>20</p> |

## ISHEJULI 1

**IMITSETFO LECITSIWE**  
(sigaba 53)

| Nom. neMnyaka weMtsetfo     | Sihloko lesifishane                      | Lizinga lalokucitfwa   |  |
|-----------------------------|--|--|--|
| Umtsetfo Nom. 97 wanga 1998 | Umtsetfo Wekutfutukiswa Kwemakhono, 1998 | <p>1. Lokukhishwa kwenzazelo “<b>imisebenti yesive</b>”.</p> <p>2. Tigaba 2(1)(g) na (h), 2(2)(a)(v), (vi) ne (xii), 5(4) njengoba ihambisam neNingizimu Afrika Lekhicitako, 22(1), 23(1)(a) na (d), (2) na (3), 24, 25, 26, 26K, 26L, 26M, 26N, 32(1) na (2), 33, 36(a), (o), (p) na (q).</p> <p>3. Liphuzu 7 yeShujuli 2A ne Shejuli 4.</p> <p>4. Noma miphi leminye imibandzela njengoba ichaza “tinsita temisebenti” noma iNingizimu Afrika Lekhicitako, njengoba isungulwe ngesigaba 26K.</p> | <p>5</p> <p>10</p> <p>15</p> <p>20</p> <p>25</p> |

## SCHEDULE 2

### TRANSITIONAL PROVISIONS

#### Definitions

1. In this schedule—
- “**Productivity South Africa**” means Productivity South Africa established in terms of section 26K of the Skills Development Act; 5
  - “**Service Product Factories**” means the 12 Service Product Factories established by Cabinet in 1948 employing persons with disabilities who are unable to obtain or retain employment in the open labour market;
  - “**Skills Development Act**” means the Skills Development Act, 1998 (Act No. 97 of 1998); and 10
  - “**this Act**” means the Employment Services Act, 2014.

#### Private Employment Agencies

2. (1) Any private employment agency registered in terms of section 24(1) of the Skills Development Act is deemed to be registered as a private employment agency in terms of section 13 of this Act. 15
- (2) A private employment agency contemplated in subitem (1) must apply for registration under section 13 of this Act—
- (a) within two years of this Act coming into effect, if it provides temporary employment services; 20
  - (b) within three years of this Act coming into effect, if it does not provide temporary employment services.
- (3) The registrar appointed in terms of section 13(3) of this Act may deal with any application for the registration of a private employment services agency in terms of section 24(1) of the Skills Development Act, or deal with any matter in respect of which the Director-General is considering the withdrawal of registration in accordance with section 24(5) of the Skills Development Act, which the Director-General is considering at the time this Act comes into effect, in accordance with the provisions of this Act. 25
- (4) Until such time as the Minister issues a notice in terms of section 15(2) of this Act, a private employment agency is entitled to charge a work seeker those fees permitted in terms of Regulation 5(8) of the Regulations with regard to private employment agencies published in terms of the Skills Development Act. 30

#### Productivity South Africa

3. (1) Productivity South Africa established in terms of the Skills Development Act remains in force until repealed by this Act. 35
- (2) Anything done under the repealed provisions of the Skills Development Act relating to Productivity South Africa is deemed to have been done in terms of this Act.

#### Service Product Factories

4. All assets, rights, liabilities and obligations of the Service Product Factories established by Cabinet in 1948 are transferred to Supported Employment Enterprises established in terms of section 42 of this Act, with effect from the date determined by the Minister by notice in the *Gazette*. 40

## ISHEJULI 2

## IMIBANDZELA LESEMKHATSINI

## Tinchazelo

1. Kuleshejuli—
- “**INingizimu Afrika Lekhicitako**” kushiwo iNingizimu Afrika Lekhicitako lesungulwe ngekwesigaba 26K seMtsetfo Wekutfutukiswa Kwemakhono; 5
- “**Timboni teMisebenti yeMikhicito**” kushiwo 12 Timboni teMisebenti yeMikhicito letisungulwe yiKhabhinethi nga 1948 leticasha bantfu labaphila nekukhubateka labahluleka kutfola noma kugcina umsebenti etimakethe temsebenti wawonkhe wonkhe; 10
- “**Umtsetfo Wekutfutukiswa Kwemakhono**” kushiwo Umtsetfo Wekutfutukiswa Kwemakhono, 1998, (Umtsetfo Nom.97 wanga 1998), njengoba uchitjiyelwe;
- “**IoMtsetfo**” kushiwo Umtsetfo Wemisebenti Yesive, 2012.

## Tikhungo Temisebenti Letitimele 15

2. (1) Noma siphil sikhungo lesicashako lesitimele lesibhaliswe ngekwesigaba 24(1) seMtsetfo Wekutfutukiswa Kwemakhono kufanele sibhaliswe njengesikhungo lesicashako lesitimele ngekwesigaba 13 saloMtsetfo.
- (2) Sikhungo lesicashako lesitimele lesivetwe kuliganyana (1) kufanele sibhalele ngaphansi kwesigaba 13 saloMtsetfo— 20
- (a) kungakapheli iminyaka lemibili loMtsetfo ucale kusebenta, uma ngabe uniketa tinsita temsebenti wesikhashane;
- (b) kungakapheli iminyaka lemitsafu yaloMtsetfo ucale kusebenta, uma ngabe unganiketi tinsita temsebenti wesikhashane.
- (3) Nobhala lobekwe ngekwesigaba 13(3) saloMtsetfo ungasebenta nganoma yini lesetjentiswako kute kubhaliswe tikhungo temisebenti letitimele ngekwesigaba 24(1) seMtsetfo Wekutfutukiswa Kwemakhono, noma ludzaba lapho Umcondzisi Jikelele unaka lokukhishwa kwekubhaliswa ngekwesigaba 24(5) seMtsetfo Wekutfutukiswa Kwemakhono, lewunakwa nguMcondzisi Jikelele ngalesikhatsi loMtsetfo ucala kusebenta, ngekuhambisana nemibandzela yaloMtsetfo. 30
- (4) Kudzimate kufike leso sikhatsi Ngcongcoshe lakhipha ngaso satiso ngekwesigaba 15(2) saloMtsetfo, sikhungo semuntfu lesicashako lesitimele sinemvume yekubita lowo lofuna umsebenti leto tindleko letivunyelwe ngekweMtsetfosimiso 5(8) ngale-Mitsetfosimiso ngalokuphatselele netikhungo temisebenti tangasese letikhishwe ngekuhambisana neMtsetfo Wekutfutukiswa Kwemakhono. 35

## INingizimu Afrika Lekhicitako

3. (1) INingizimu Afrika Lekhicitako lesungulwe ngekweMtsetfo Wekutfutukiswa Kwemakhono itawuhlala isebenta kudzimate kucitfwe loMtsetfo.
- (2) Noma ngabe yini leyentiwe ngaphansi kwalemibandzela lecitsiwe yeMtsetfo Wekutfutukiswa Kwemakhono lephatselele neNingizimu Afrika Lekhicitako ibonakala ifanele kube beyentiwe ngekwaloMtsetfo. 40

## Timboni Temisebenti yeMikhicito

4. Yonkhe imphahla, emalungelo, imitfwalo netimfanelo teTimboni Temisebenti yeMikhicito lesungulwe yiKhabhinethi nga 1948 idluliselwe kumisebenti lesekelekile emabhizinisini lesungulwe ngekwesigaba 42 saloMtsetfo, kusukela ngalolusuku lelincunye nguNgcongcoshe ngekwasatso *kuGazethi*. 45

**SCHEDULE 3****OFFENCES FOR WHICH A FINE CAN BE IMPOSED BY  
LABOUR COURT IN TERMS OF SECTION 49(2)**

|  |    |
|--|----|
| Failing to display a certificate of registration in a conspicuous place on the premises (section 13(8))                        | 5  |
| Contravening section 14(a) to (d).   |    |
| Charging a fee to any individual work seeker for employment services (section 15(1)), except in accordance with section 15(2). |    |
| Deducting any amount from an employee's remuneration in respect of the placing of that employee in employment (section 15(4)). | 10 |
| Requiring or permitting an employee to pay any amount in respect of the placement of that employee (section 15(4)).            |    |
| Failing to keep up to date records (section 16).   |    |
| Compromising the confidentiality of information (section 17).  | 15 |

**ISHEJULI 3****EMACALA LABEKELWA INHLAWULO YINKHANTOLO YEMSEBENTI****NGEKWALESIGABA 49(2)**

|   |    |
|---|----|
| Kuhluleka kukhipha sitifiketi sekubhaliswa endzaweni lecacile kulenzawo yekusebentela (sigaba 13(8))                                      | 5  |
| Kwephula sigaba 14(a) kuya ku (d).  |    |
| Kubita samba tsite kunoma ngubani lofuna umsebenti kwentela tinsita temisebenti (sigaba 15(1)), ngaphandle nakuhanjiswana nesigaba 15(2). |    |
| Kutsatsa noma malini kumholo walocashiwe ngenca yekutsi ufake lesi sisebenti emsebentini (sigaba 15(4)).                                  | 10 |
| Kudzingeka noma kuvumela sisebenti kutsi sikhokhe imali letsite ngekutsi usifake emsebentini (sigaba 15(4)).                              |    |
| Kuhluleka kugcina emarekhodi etinsuku (sigaba 16).  |    |
| Kucekela phansi lwatiso loluyimfihlo (sigaba 17).   | 15 |

