



FURNITURE BARGAINING COUNCIL

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CIRCULAR 13/08

TO ALL EMPLOYERS AND EMPLOYEES IN THE FREE STATE PROVINCE

Sir/Madam

CORRECTION NOTICE: AMENDMENTS TO THE INDUSTRY'S COLLECTIVE AGREEMENT

Please be advised that Industry Circular No. **09/08** with heading **AMENDMENTS TO THE INDUSTRY'S COLLECTIVE AGREEMENT** should have been numbered as Circular No. **12/08** and the following information in that circular in respect of Overtime Wages for newly appointed drivers and crew, Leave Pay Fund contributions and Holiday Bonus Fund contributions was incorrect and should read as follows:

1. **Overtime Wages for All Newly Appointed Drivers and Crew**

As from Monday, **22 September 2008** all newly appointed drivers and crew shall only receive overtime payment equal to 1.5 times their normal hourly rate of pay, irrespective of the overtime hours worked by such drivers and crew.

2. **Leave Pay Fund Contributions and Holiday Bonus Fund Contributions**

From all establishments' **first (1st)** pay week in **October 2008**, all employees qualify for separate leave pay benefits and separate holiday bonus benefits, which must be calculated as follows:

2a) **Leave Pay Fund Contributions**

Leave pay fund contributions which are payable by the employer only shall be calculated at **five percent (5%)** of the wages earned by the employee for all ordinary hours worked by the employee and on all the hours which would ordinarily have been worked by the employee on paid public holidays only.

NB: No leave pay fund contributions are payable on wages which are payable for overtime work, Sunday work, allowances and on wages which are payable for sick leave days, study leave days, family responsibility leave days and trade union representative leave days.

2b) **Holiday Bonus Fund Contributions**

Holiday bonus fund contributions which are payable by the employer only shall be calculated on the wages earned by the employee for all ordinary hours worked by the employee and on all the hours which would ordinarily have been worked by the employee on paid public holidays only and shall be determined as follows:

- **Ten percent (10%)** of the employees ordinary weekly wages if the employee has lost twenty (20) minutes or less of the full possible number of ordinary hours that the employee is entitled to be paid for in any specific pay week for ordinary hours worked and paid public holiday hours.
 - **Five percent (5%)** of the employee's ordinary weekly wages if the employee has lost between twenty one (21) minutes and sixty (60) minutes of the full possible number of ordinary hours that the employee is entitled to be paid for in any specific pay week for ordinary hours worked and paid public holiday hours.
 - No holiday bonus fund contributions are payable by the employer when an employee has lost more than sixty (60) minutes of the full possible number of ordinary hours that the employee is entitled to be paid for in any specific pay week for ordinary hours worked and paid public holiday hours.
- NB:** No holiday bonus fund contributions are payable on wages which are payable for overtime work, Sunday work, allowances and on wages which are payable for sick leave days, study leave days, family responsibility leave days and trade union representative leave days.

3. **Annual Closure Dates – December 2008 and January 2009**

At a Council Meeting held on Tuesday, 7 October 2008, it was resolved that the industry's employers may themselves to a limited extent determine their own annual closure dates for **December 2008** and **January 2009**, for a period of **fifteen (15) consecutive working days**. The first day of annual closure for all establishments must be between Monday, **15 December 2008** and Monday, **22 December 2008** and the last day of annual closure for all establishments must be between Thursday, **8 January 2009** and Wednesday, **14 January 2009**.

Kindly ensure that all provisions of this Circular are complied with. Do not hesitate to contact the Agents of this Council should you require any additional information. Please do not contact any junior staff members of the Council.

A COPY OF THIS CIRCULAR MUST BE DISPLAYED ON YOUR ESTABLISHMENT'S NOTICE BOARD