



FURNITURE BARGAINING COUNCIL

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CIRCULAR 16/20

TO ALL EMPLOYERS IN THE INDUSTRY

1. CONTRIBUTION YEAR: OCTOBER 2019 TO SEPTEMBER 2020

- (A) **Deadline for the Submission of: (1) Monthly Return Forms; (2) Payment of Fees, Levies and Contributions due to the Council and (3) Employee Council Loan Repayments.**
- (B) **Payout of Employee Leave Pay and/or Holiday Bonus Fund monies.**

In terms of the provisions of the Industry's Main Collective Agreement, all employer and employee Council fees, levies and contributions together with all employee housing and emergency fund loan repayments which are payable to the Council, must be paid to the Council by not later than the **10th day of each month**, following the month to which these payments relate.

You are hereby reminded that:

- All **monthly return forms** due to the Council for the contribution year **October 2019 to September 2020** must reach the Council's offices by not later than **Friday, 9 October 2020**.
- The **payment of all monies** for Council fees, levies and contributions and employee Council loan repayments due to the Council for the contribution year **October 2019 to September 2020** must be paid to the Council by not later than **Friday, 9 October 2020**.
- Insufficient monies paid or monies received by Council after **Friday, 9 October 2020**, may result in **insufficient** monies being available to be allocated to *inter alia* the Leave Pay Fund and/or the Holiday Bonus Fund for your employees, for the contribution year **October 2019 to September 2020** and may only be processed and paid to your employees in **2021**.

NB: Unless exempted as a guarantee establishment/employer, no establishment/employer may pay directly to its employees Leave Pay and/or Holiday Bonus Fund monies which are payable to this Council. These contributions must be paid to this Council in terms of the Industry's Main Collective Agreement for assessment, monitoring and control purposes.

Please note that **no ex post facto exemption will be granted to any establishment/employer which has elected to pay Leave Pay and/or Holiday Bonus Fund monies directly to its employees, without a prior approved exemption.**

The Council reserves **the right to inform all employees** of the establishment's/employer's non-compliance in the event that employees at a particular establishment, do not qualify or partially qualify to receive payment from the Council for their 2020 Leave Pay and/or Holiday Bonus Fund monies.

All establishments/employers are accordingly requested to cooperate and ensure that they comply with the above reminder and the relevant legislation which regulate the above matters.

2. **BANKING DETAILS FOR THE PAYMENT OF LEAVE PAY AND/OR HOLIDAY BONUS FUND MONIES**

Establishments are requested to provide and confirm banking details for all their employees. The Excel spread sheets and/or forms that Council will make available to confirm banking details, need to be completed, signed off by all employees and employers and submitted back to the Council before **Friday, 9 October 2020**.

Please note that payment will only be made into members' bank accounts held with the following institutions:

Standard Bank
 First National Bank
 Nedbank
 ABSA
 Capitec
 Bidvest

South African banks have experienced a substantial decrease in cheque usage, with cheques making up less than 0.1% of total payments in South Africa. During the COVID 19 Level 5 lockdown, volumes reduced by 80%. Financial service providers in South Africa and other countries have already migrated away from issuing or accepting cheques.

Considering the above, all banks have now officially made the decision to **NO LONGER HONOUR** any cheques presented to them for payment after **31 December 2020**. Council is no longer issuing cheques to employees with bank accounts who can receive EFTs and consequently, Council will no longer issue cheques, due to extraordinary circumstances, after 31 December 2020. Please take note that all cheques that may have been issued by the Council must be cashed and/or presented at the bank for payment on or before 31 December 2020.

In light of the above it is has now become a necessary requirement for every establishment/employer/member in the industry to ensure that the Furniture Bargaining Council is furnished with proper banking details for every member, to ensure that the member receives his annual Leave Pay and/or Holiday Bonus Fund monies, or any other benefits.

NB: Capitec bank opens bank accounts for members who do not have South African identity documents, but have valid passports.

Any queries that you may have regarding this Circular must be directed to your area agent or the Council's Inspectorate Department. Please do not direct any queries you may have regarding this Circular to any other Council staff members.

22 September 2020