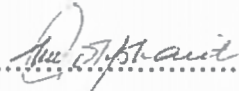


**DEPARTMENT OF LABOUR
NOTICE 910 OF 2017**

LABOUR RELATIONS ACT, 1995

**NATIONAL BARGAINING COUNCIL FOR THE LEATHER INDUSTRY OF
SOUTH AFRICA: EXTENSION TO NON-PARTIES OF THE AGENCY SHOP
COLLECTIVE AGREEMENT FOR EMPLOYERS**

I, **MILDRED NELISIWE OLIPHANT**, Minister of Labour, hereby in terms of section 32(2) read with section 32(8) of the Labour Relations Act, 1995, declare that the provisions of the collective agreement which appears in the Schedule hereto, which was concluded in the **National Bargaining Council for the Leather Industry of South Africa** and is binding in terms of section 31 of the Labour Relations Act, 1995, on the parties which concluded the agreement, shall be binding on the other employers and employees in that Industry, with effect from the second Monday after the date of publication of the agreement for the period ending 30 June 2027.


.....
MN OLIPHANT, MP
MINISTER OF LABOUR
DATE: 03/11/2017.....

UMNYANGO WEZABASEBENZI**UMTHETHO WOBUDLELWANO KWEZABASEBENZI KA-1995****UMKHANDLU KAZWELONKE WOKUXOXISANA PHAKATHI
KWABAQASHI NABASEBENZI BEMBONINI YEZIKHUMBA:**

**UKWELULELWA KWESIVUMELWANO SENTELA SABAQASHI
NABASEBENZI SELULELWA KULABO ABANGEYONA INGXENYE
YESIVUMELWANO**

Mina, **MILDRED NELISIWE OLIPHANT**, uNgqongqoshe WezabaSebenzi, ngokwesigaba 32(2) sifundwa kanye nesigaba 32(8) soMthetho Wobudlelwano KwezabaSebenzi ka-1995, ngazisa ukuthi isiVumelwano sabaqashi nabasebenzi esitholakala kwiSheduli yesiNgisi exhunywe lapha, esenziwa **uMkhandlu Kazwelonke Wokuxoxisana phakathi Kwabaqashi Nabasebenzi Embonini yeZikhumba**, futhi ngokwesigaba 31 soMthetho Wobudlelwano kwezabaSebenzi, ka 1995 esibopha labo abasenzayo, sizobopha bonke abanye abaqashi nabasebenzi kuleyomboni, siyokuqala ukusebenza kusukela ngomSombuluko wesibili emuva kokushicilelwa kwalesiSivumelwano kufikela ngomhlaka 30 kuNhlanguvana 2027.

.....
MN OLIPHANT, MP
UNGQONGQOSHE WEZABASEBENZI
USUKU: 03/11/2017.....

SCHEDULE**NATIONAL BARGAINING COUNCIL OF THE LEATHER INDUSTRY OF
SOUTH AFRICA****AGENCY SHOP COLLECTIVE AGREEMENT FOR EMPLOYERS**

in accordance with the provisions of the Labour Relations Act, No.66 of 1995,
made and entered into by and between the

**a) Association of South African Manufacturers of Luggage, Handbags and
General Goods;**

(Hereinafter referred to as the "employer" or the "employer organisation" on the
one part), and

b) National Union of Leather & Allied Workers (N.U.L.A.W)
and

c) Southern African Clothing and Textile Workers Union

(Hereinafter referred to as the "employees" or the "trade unions" of the other
part.

being parties to the National Bargaining Council of the Leather Industry of
South Africa, to conclude an agency shop agreement.



INDEX

1. Scope of application of Agreement
2. Date and Period of Operation
3. Definitions
4. The Agency Shop Agreement
5. Interest on Late Payments
6. Agents
7. Exemptions
8. Dispute resolution

Annexures

- "A" Exemptions and Exemptions Appeal Policy and Procedure

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1. SCOPE OF APPLICATION OF AGREEMENT

- (1) The terms of this Agreement shall be observed in the General goods and Handbag Section of the Leather Industry:
 - (a) in the Republic of South Africa
 - (b) by all employers who are members of the party employer organisation in the General Goods and Handbags Sector of the Leather Industry on the one hand and, on the other hand by the Trade Unions.
- (2) The terms of this Agreement shall not apply to non-parties in respect of Clauses (1)(b), 2(1) and 6.

2. DATE AND PERIOD OF OPERATION

- (1) This Agreement will come into operation for the parties on 25 July 2017 and remain in force for the period ending 30 June 2027,
- (2) This Agreement will come into operation for non-parties on such date as the Minister of Labour extends the agreement to them, and will thereafter remain in force for the period ending 30 June 2027.

3. DEFINITIONS

Words used in this agreement and which are defined in the Labour Relations Act, 1995 shall have the same meaning as in that Act; and unless the contrary intention appears, words importing the masculine gender shall include the feminine.

“Act” means the Labour Relations Act, No.66 of 1995, as amended.



“Agreement” means the Agency Shop Agreement

“Council” means the National Bargaining Council of the Leather Industry of South Africa.

“General Goods and Handbag Section” of the Leather Industry means that part of the industry in which employers and employees are associated for the manufacture and/or partial manufacture, and/or finishing of partially manufacture, and/or of components, and/or assembling of components of:-

- (a) travel goods and requisites, including suitcases, trunks, travelling, folding, sling, shopping, knitting and school bags, satchels, rucksacks, attache, brief and vanity cases, and other similar containers.
- (b) harnesses, saddlery, bridles, saddle bags, girths, leggings, stirrup straps and other similar equipment, wallets, purses, tobacco pouches, cases and boxes for jewellery, musical instruments, binoculars, arms, footwear, bottles, cigarettes, cigars and pipes, dog collars and leads, watch straps, rug straps, belts, braces, suspenders, garters, armlets (excluding belts, braces, suspenders, garters, armlets manufactured from cloth), and other similar articles designed as substitutes;
- (c) handbags and other bags, and containers designed to hold ladies and gentlemens' personal effects;
- (d) footballs, punchballs, netball balls and boxing gloves;
- (e) hockey and cricket balls; provided that the activities listed under sub-paragraphs (a) and (b) shall not include-

- (aa) the manufacture of metal components and/or attachments.
- (bb) the manufacture of canvas bank bags, canvas kitbags, canvas rucksacks, canvas haversacks, canvas sampling bags and canvas explosive bags;
- (cc) the manufacture of any article from rubber;
- (dd) the manufacture of any article or the practice of any trade or occupation covered by the Printing Industry which, without in any way limiting the generally accepted meaning of the term, means the industry or undertaking in which employers and employees are associated for the production of printed matter of any nature whatsoever;
- (ee) the manufacture of any article from metal or any kind of container (with or without metal parts) from fibre and/or cardboard (corrugated or otherwise) and/or paper or any compound of paper and/or any like material a constituent part of which is fibre and/or cardboard and/or paper and/or any constituent of paper and/or plastic, but excluding the manufacture wholly or mainly from fibre or plastic sheeting material of trunks, attache cases, bags and all similar containers designed to hold personal effects, musical instruments and sporting kit.

The word "plastic" in the paragraph directly above means any of the group of materials which consists of or contain as an essential ingredient an organic substance of a large molecular mass, and which, while solid in the finished state, at some stage in its manufacture has been or can be forced, i.e. cast,

calendered, extruded or moulded into various shapes by flow, usually though the application singly or together of heat and pressure.

"Party Employer Organisation" shall mean the Association of South African Manufacturers of Luggage, Handbags and General Goods

4. THE AGENCY SHOP AGREEMENT

- 1) This Agreement establishes an Agency Shop in terms of the Provisions of Section 25 of the Act, The Object of this Agreement is to strengthen and ensure the viability of Collective Bargaining by providing for a mechanism that allows for the costs of Collective Bargaining to be shared by the Industry and in this case in particular the Employers to who the Collective Agreements apply.
- 2) Despite the provisions of this agreement, all employers who are not members of the employer organisation remain eligible for membership of the employer organisation.
- 3) In the event of any non-member electing to join the employer organisation, such employer will be exempted from the agency fee, and will be transferred to the employer organisation membership and payment of membership fees will commence.
- 4) No employer will be compelled to become a member of the employer organisation.
- 5) Subject to the provisions of this clause, every employer that does not belong to the employer organisation shall pay a levy to be known as an

6    

"Agency Fee" (fee) of R400.00 per month.

- 6) The employer shall pay the amount stated in sub-clause (5) to the Secretary of the Council, P O Box 3959, North End, P.E. 6056, before the 15th day of each month.
- 7) The Council Secretary shall deposit all monies received as fees in terms of this clause into the Council's account, and at the end of each month pay the Agency Fees received to the employer organisation by way of a deposit into a separate account (account) administered by the employer organisation.
- 8) The fees shall be kept in the account and be used only for expenditure pertaining to the advancing or protecting of the socio-economic interests of the industry.
and may not be –
 - (a) paid to a political party as an affiliation fee; or
 - (b) contributed in cash or kind to a political party standing for election to any political office.
- 9) The party employer organisation shall arrange for an annual audit of the account within six months of the end of its financial year by an auditor who shall –
 - (a) conduct the audit in accordance with generally accepted auditing standards;
 - (b) report in writing to the party employer organisation and, in the report, express an opinion as to whether or not the party employer organisation has complied with its constitution relating to financial matters and the provisions of subclause (8).

- 10) The party employer organisation shall submit to the Council, within 30 days of the receipt of the auditor's report referred to in subclause (9), a certified copy of that report.
- 11) Any person may inspect the auditor's report submitted to the Council in terms of subclause (10) at the registered office of the Council situated at 2nd floor, The Station Building, 160 Monty Naicker Street, Durban.
- 12) The Council shall provide a certified copy of, or extract from, the Auditor's Report to any person requesting such copy or extract.
- 13) An employer who conscientiously objects to the parties objectives in terms of this Agreement may apply for exemption from the provisions of this clause in terms of clause 7. Should such exemption be granted, the levies shall be paid into a separate fund administered by the Department of Labour in terms of section 25(4)(b) of the Act.
- 14) Any dispute about the application, including enforcement or interpretation of the provisions of this clause shall be referred to the Council in terms of clause 8 of this Agreement.

5. INTEREST

- 1) Should any amount due in terms of Clause 4(5) not be received by the fifteenth day of the month following the month in respect of which it is payable, the Employer shall pay interest on such outstanding amount at a rate determined by the Council from time to time, subject to the provisions of the Limitation and Disclosure of Finance Charges Act, 1968.

- 2) The interest in terms of subclause (1) shall be calculated from the first day of the month in which payment became due until the day upon which payment is actually received by the Council Secretary.
- 3) The Council shall be entitled in its absolute discretion to waive payment of interest or part thereof.

6. AGENTS

- (1) The Council shall designate one or more of its agents to assist in giving effect to the terms of this Agreement.
- (2) It shall be the duty of every Employer to permit such Agents to enter his establishment and to institute such enquiries and to examine such documents, books, wage-sheets, pay envelopes and pay tickets and to question such individuals in order to ascertain whether the provisions of this Agreement are being complied with.

7. EXEMPTIONS

Exemptions and exemption appeals shall be conducted in terms of the provisions of Annexure "A"

8. DISPUTE RESOLUTION

- (1) The Council Secretary may at any time require a designated agent to

monitor compliance with the provisions of this Agreement.

- (2) Any person may lodge a complaint or refer a dispute about the interpretation, application or enforcement of this Agreement to the Council Secretary for resolution in terms of this Agreement.
- (3) The Council Secretary may require a designated agent to investigate the complaint or dispute.
- (4) The designated agent shall investigate the facts surrounding the dispute and if the agent has reason to believe that a collective agreement has been breached, the agent may endeavour to secure compliance with the agreement through conciliation.
- (5) The designated agent must submit a written report to the Secretary on the investigation, the steps taken to secure compliance and the outcome of those steps.
- (6) If in the course of performing duties of a designated agent, an agent discovers what appears to be a breach of the Agreement, the agent:
 - (a) may investigate the alleged breach;
 - (b) may endeavour to secure compliance with the Agreement; and
 - (c) must submit a report to the Secretary on the investigation, the steps taken to secure compliance and the outcome of those steps.
- (7) On receipt of the report, the Secretary may:
 - (a) require the designated agent to make further investigations;
 - (b) if further conciliation is indicated, appoint a conciliator from the Council's panel of conciliators;
 - (c) refer the dispute for conciliation to the Disputes Committee of the Council;

- (d) issue a compliance order; or
 - (e) refer the dispute to arbitration in terms of this Agreement.
- (8) If a conciliator is appointed or the dispute is referred to the Disputes Committee, the Secretary must decide the date, time and venue of the conciliation meeting and must serve notices of these particulars on the parties to the dispute.
- (9) Where a dispute is referred to conciliation, the conciliator or disputes committee must attempt to resolve the dispute within a period of 30 days or within an extended period as agreed by the parties to the dispute.
- (10) Where a dispute is not resolved after a conciliation meeting, or after 30 days, or after any extended period as agreed between the parties, the Council must issue a certificate stating that the dispute was not resolved.
- (11) Where the Act requires a dispute to be resolved through arbitration and a certificate has been issued in terms of (10), any party may request the Council to appoint an arbitrator to resolve the dispute. Such request must be made within 30 days of the date of the certificate issued in terms of (10). The parties to the dispute may agree to extend this period or the arbitrator may condone a late referral on good cause shown.
- (12) If a compliance order is issued, that order must be served on the party allegedly in breach of the Agreement.
- (13) The party on whom the order is served may object in writing. The objection must be served on the Council within 14 days service of the order.
- (14) If a party objects, the Secretary may take any of the steps referred to in sub-clause (7) except the issue of another compliance order.
- (15) If a party fails to object, the Secretary may, at any time, apply to have the



order made an arbitration award.

- (16) If the dispute is referred to arbitration, the Secretary must appoint an arbitrator from the Council's panel of arbitrators. Arbitrators serving on the panel shall be appointed to arbitrate matters on a rotational basis, unless the parties to the dispute agree on an Arbitrator from the panel, with the next available Arbitrator being appointed should any panel member(s) not be available in terms of such rotation.
- (17) The Secretary, in consultation with the arbitrator, must decide the date, time And venue of the arbitration hearing.
- (18) The Secretary must serve notices of the date, time and venue of the arbitration on:
- (a) the parties to the dispute;
 - (b) any person who may have a legal interest in the outcome of the arbitration.
- (19) Unless this agreement provides otherwise, the Arbitrator must resolve the dispute through arbitration.
- (20) The arbitrator must conduct the arbitration in a manner that the arbitrator considers appropriate in order to determine the dispute fairly and quickly, but must deal with the substantial merits of the dispute with the minimum of legal formalities.
- (21) Subject to the arbitrator's discretion as to the appropriate form of the proceedings, a party to the dispute, including the Council, may give evidence, call witnesses, question witnesses of any other party, and address concluding arguments to the arbitrator.
- (22) The arbitrator may suspend the arbitration proceedings and attempt to resolve

the dispute through conciliation if the Council and the parties to the dispute consent to this.

- (23) In any arbitration proceedings, a party to the dispute may appear in person or be represented by a legal practitioner, a co-employee or by a member, office-bearer or official of that party's trade union or employer organisation and, if the party is a juristic person, by a director or employee.
- (24) If the party who referred the dispute to the Council fails to appear in person or to be represented at the arbitration proceedings, the arbitrator may dismiss the matter.
- (25) If a party, other than the party who referred the dispute to the Council, fails to appear in person or be represented at the arbitration proceedings, the arbitrator may-
- (a) continue with the arbitration proceedings in the absence of that party;
 - or
 - (b) adjourn the arbitration proceedings to a later date.
- (26) The Secretary may refer disputes to expedited arbitration if the Secretary is satisfied that-
- (a) a compliance order has been issued and the party on whom the order has been issued has not objected to the order;
 - (b) the dispute is capable of being determined by written evidence only;
 - (c) the dispute is only about the interpretation of the Agreement; or
 - (d) the parties to the dispute agree.
- (27) Notwithstanding the provisions of sub-clause (23), the arbitrator may determine the dispute and make the compliance order an award without hearing oral evidence if the arbitrator is satisfied that-

- (a) the parties have been properly served; and
 - (b) it is appropriate in the circumstances to do so.
- (28) Within 14 days of the conclusion of the arbitration proceedings-
 - (a) the arbitrator must issue an arbitration award with reasons, signed by the arbitrator; and
 - (b) the Council must serve a copy of that award on each party to the dispute.
- (29) On good cause shown, the Secretary of the Council may extend the period in which the arbitration award and the reasons are to be served and filed.
- (30) The arbitrator may make any appropriate award, including an order for costs, that gives effect to the collective agreement.
- (31) An arbitrator may at his or her own initiative or as a result of an application by an affected party, vary or rescind an award-
 - (a) erroneously sought or made in the absence of any party affected by the award;
 - (b) in which there is ambiguity, or an obvious error or omission, but only to the extent of that ambiguity, error or omission; or
 - (c) granted as a result of a mistake common to the parties to the proceedings.
- (32) The Secretary of the Council may apply to make the arbitration award an order of the Labour Court under section 158(1) of the Labour Relations Act.
- (33) (a) If the Arbitrator finds that any party has failed to comply with any provision of the collective agreement which is binding on that party, the Arbitrator may, in addition to any other appropriate order, impose a penalty.

- (a) The maximum penalty that the arbitrator may impose for a failure to comply with any provision of the collective agreement -
- (i) not involving a failure to pay an amount due to an employee/party in terms of any provision is the penalty determined in terms of Table One or Table Two;
 - (ii) involving a failure to pay an amount due to an employee/party, is the greater of the amount determined in terms of Table One or Table Two.

TABLE ONE**MAXIMUM PERMISSIBLE PENALTY NOT INVOLVING AN UNDERPAYMENT**

No previous failure to comply	R100 per employee in respect of whom the failure to comply occurs
A previous failure to comply in respect of the same provision	R200 per employee in respect of whom the failure to comply occurs
A previous failure to comply within the previous 12 months or two previous failures to comply in respect of the same provision within three years	R300 per employee in respect of whom the failure to comply occurs
Three previous failures to comply in respect of the same provision within three years	R400 per employee in respect of whom the failure to comply occurs
Four previous failures to comply in respect of the same provision within three years	R500 per employee in respect of whom the failure to comply occurs

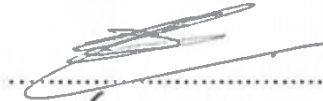
TABLE TWO

MAXIMUM PERMISSIBLE PENALTY INVOLVING AN UNDERPAYMENT

No previous failure to comply	25% of the amount due, including any interest owing on the amount at the date of the order
A previous failure to comply in respect of the same provision within three years	50% of the amount due, including any interest owing on the amount at the date of the order
A previous failure to comply in respect of the same provision within a year, or two previous failures to comply in respect of the same provision within three years	75% of the amount due, including any interest owing on the amount at the date of the order
Three previous failures to comply in respect of the same provision within three years	100% of the amount due, including any interest owing on the amount at the date of the order
Four or more previous failures to comply in respect of the same provision within three years	200% of the amount due, including any interest owing on the amount at the date of the order

SIGNED BY THE PARTIES AT DURBAN ON THE 25TH JULY 2017.

S ESSON, Member of the Council




A O BENJAMIN, Member of the Council



V MEMBINKOSI, Member of the Council



S NAIDOO, General Secretary of
the Council



ANNEXURE A**EXEMPTION AND EXEMPTION APPEAL POLICY AND PROCEDURE****1. BACKGROUND**

Section 32(3)(dA) of the Labour Relations Act (the "Act") requires that a Bargaining Council have an effective procedure to deal with applications by non-parties for exemptions from the provisions of its collective agreements.

Accordingly an exemption and exemption appeal policy & procedure in respect of the National Bargaining Council of the Leather Industry of S.A (hereafter referred to as the "Council") for both party and non-party is established and maintained in terms hereof.

2. DEFINITIONS

'Act' means the Labour Relations Act, 1995 (Act 66 Of 1995) as amended

"Agent" means a designated agent of the National Bargaining Council of the Leather Industry of South Africa

"Agreements" means collective agreements concluded in the National Bargaining Council of the Leather Industry of South Africa



“Applicant” means a party or non-party employer conducting a business under the jurisdiction of the Council, a registered trade union or any person employed in the Industry and who applies for an exemption or appeals against a decision of the Exemptions Committee in terms of this procedure.

“Bargaining Council or Council” means the National Bargaining Council of the Leather Industry of South Africa

“Day” means any day other than a Saturday, Sunday or public holiday, and when any particular number of days is prescribed for the doing of any act, the number of days must be calculated by excluding the first day and including the last day;

“Exemptions Committee” means the National Exemptions Committee or any other sub-committee delegated by the National Exemptions Committee to perform all or part of its functions

“Exemption Criteria” means the exemption criteria contained in the collective agreements of the National Bargaining Council of the Leather Industry of South Africa

“General Secretary” means the General Secretary of the Council



3. EXEMPTIONS AND EXEMPTION APPEALS

3.1 EXEMPTIONS: An Applicant may apply to the Bargaining Council for exemption from the provisions of collective agreements concluded in the Bargaining Council.

3.1.1 The Council must consider applications for exemptions within 30 days of receipt of a valid application.

3.2 EXEMPTION APPEALS: An Applicant who is aggrieved by the Exemption Committee's decision has the right to appeal to the Independent Exemptions Appeal Body appointed by the Council.

3.2.1 The Independent Appeal Body will hear and decide appeals as soon as possible and not later than 30 days after a valid appeal is lodged

3.2.2 A decision of the Independent Exemption Appeal Body shall be final.

4. EXEMPTIONS COMMITTEE

4.1 Establishment & Composition of the Exemptions Committee:

The Council shall establish a National Exemptions Committee consisting of eight (8) members four (4) of whom are appointed by the employer organisations party to the Council and four (4) appointed by the trade unions party to the Council. The employer organizations are for the time being each entitled to one member, with the most representative being entitled to appoint an additional member. The trade unions to the Council are for the time being entitled to a minimum



of one member each with the remaining two positions being filled by the unions' based on their representativeness in the COUNCIL.

4.2 Exemption Committee Meetings

4.2.1 A quorum for the meetings shall be the attendance of at least two party employer members and at least two party trade union members.

4.2.2 Exemption Committee meetings shall be held on an ad-hoc basis in the province in which the applicant conducts business subject to the decision of the Exemptions Committee.

5. THE EXEMPTIONS MANDATE

5.1 The Exemptions Committee is mandated by the Council to consider all party and non-party applications for exemption from the collective agreements concluded in the Bargaining Council.

5.2 The Exemptions Committee may delegate any of its functions or duties to a District Committee or any other committee of the Council as the case may be.

5.3 The Exemptions Committee will consider and determine applications for exemption in a manner it considers appropriate to determine the application fairly and quickly, which may be limited to a consideration of written motivations or the hearing of oral submissions as the case may be.

5.4 The Exemptions Committee, when considering an application for exemption must take into account the exemption criteria.



5.5 The Exemptions Committee shall have the power to approve, refuse, partly approve or withdraw an application for exemption

5.6 The Exemptions Committee, on not approving an application or part thereof or withdrawing an exemption must provide the Applicant with written reasons for its decision.

6. EXEMPTIONS

6.1 APPLICATION PROCESS

6.1.1 Applications for exemption from the provisions of a collective agreement must be made in writing on the prescribed application form, and lodged with the local office of the Council.

6.1.2 Applications must be motivated and supported by relevant documents, data and audited financial statements (where applicable) and other relevant financial information.

6.1.3 Applications that impact employees terms and conditions of employment must be accompanied by written proof that employees and/or their representatives/trade unions have been consulted and further accompanied by a record of their support or not of the application.

6.1.4 Applications must indicate the period for which the exemption is sought.

6.2 EXEMPTION PROCEDURE

6.2.1 The Council must open and maintain a register for each application which records the following:

6.2.1.1 date of receipt of application

6.2.1.2 reference number

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- 6.2.1.3 name of applicant
 - 6.2.1.4 brief description of exemption application
 - 6.2.1.5 name of the Agreement and the clause/s from which exemption is sought
 - 6.2.1.6 date of validation of exemption application
 - 6.2.1.7 date of exemption hearing
- 6.2.2 Upon receipt of an application, the date received must be recorded in the register
- 6.2.3 The agent of the relevant District Office shall on receipt of an application scrutinise the application to ensure that the application is complete and valid.
- 6.2.4 Should the agent find the application to be incomplete, the agent shall send written communication to the applicant advising of this and what is required to complete the application
- 6.2.5 After the agent is satisfied that the application is complete, the application shall be considered valid and the agent shall record the date of validation accordingly.
- 6.2.6 Within five days from date of validation the agent shall verify the employer's consultation with the employees/trade union and report in writing whether the employees / trade union support or oppose the application.
- 6.2.7 Within seven days of receipt of the agent's report on the consultation process, the General Secretary shall arrange a date, time and venue for the hearing of the application.

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6.2.8 The set down date for the hearing must not be later than 30 days of the validation of the application by the Agent.

6.2.9 The General Secretary shall notify the applicant in writing of the date, time and venue of the hearing.

6.2.10 In the event that the applicant does not attend the hearing, the Exemptions Committee will consider the application on the written application and supporting documents.

6.2.11 The General Secretary must within fourteen days of the exemption being granted advise the applicant of such decision in writing and issue a Licence of Exemption setting out the following:

6.2.11.1 The full names of the Applicant.

6.2.11.2 The provisions of the collective agreement from which the exemption has been granted.

6.2.11.3 The conditions subject to which the exemption is granted.

6.2.11.4 The period which the exemption will operate clearly stating the commencement and expiring dates.

6.2.12 Where the Committee does not approve an Application or part thereof or when deciding to withdraw an Exemption, the General Secretary must advise the applicant in writing within fourteen days of the date of such decision and provide the Applicant with reasons therefor.

7. EXEMPTION APPEALS



7.1 Establishment of an Independent Appeal Body

7.1.1 In terms of section 32(3)(e) of the Act, the Council creates and maintains an Independent Exemptions Appeal Body to hear and decide appeals against an Exemptions Committee's refusal or partial refusal to grant an exemption or its withdrawal or partial withdrawal of an exemption.

7.1.2 An Independent Appeal Body must be appointed by the Council and may consist of one or more persons, as determined by the Council

7.1.3 No representative, office-bearer or official of a trade union or employers' organisation party to the Council may be a member of the Independent Exemptions Appeal Body.

7.2 APPLICATION PROCESS & PROCEDURE

7.2.1 An Applicant aggrieved by an Exemptions Committee's decision shall within **30 days** of being notified of the Exemptions Committee's decision have the right to appeal to the Independent Exemptions Appeal Body.

7.2.2 Should the appellant show good cause, the Independent Appeal Body may condone a late appeal.



- 7.2.3 A valid notice of appeal must be in writing clearly setting out the grounds on which the appeal is based and be accompanied by relevant supporting documentation.
- 7.2.4 Upon receipt of an appeal application, the General Secretary shall forward the appeal application together with the original application for exemption and supporting documents to the Independent Appeal Body for a decision
- 7.2.5 The General Secretary in consultation with the Independent Appeal Body will arrange a date, time and venue for the appeal hearing. The date of the hearing shall not be later than 30 days from which a valid appeal was filed with the Council.
- 7.2.6 The Independent Appeal Body shall hear and determine appeals in any manner it considers appropriate to determine the application fairly and quickly.
- 7.2.7 The Independent Appeal Body shall render a decision within fourteen days from the last date of the appeal hearing
- 7.2.8 Should the Independent Appeal Body reverse a decision of the Exemptions Committee, the Council must issue the applicant with a licence of exemption accordingly
- 7.2.9 The Independent Appeal Body has discretion to order against the appellant payment of all costs incurred by the Council in arranging and conducting the appeal in the

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event of it upholding the decision of the Exemptions Committee

8. EXEMPTION CRITERIA

The Exemptions Committee and Independent Appeal Body must when considering an exemption application/appeal, take into account the following criteria:

- (a) any written and/or verbal substantiation provided by the applicant
- (b) fairness to the employer, its employees and other employers and the employees in the industry;
- (c) whether an exemption, if granted, would undermine this Agreement or the collective bargaining process;
- (d) whether it will make a material difference to the viability of a new business, or a business previously outside the jurisdiction of the Council;
- (e) unexpected economic hardship occurring during the currency of The Agreement, and job creation and/or loss thereof.
- (f) the infringement of basic conditions of employment rights;
- (g) the fact that a competitive advantage might be created by the exemption;
- (h) comparable benefits or provisions where applicable;
- (i) the applicant's compliance with other statutory requirements such as the Occupational Injuries and Diseases Act or Unemployment Insurance; or
- (j) any other factor which is considered appropriate.

