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## CIRCULAR

**Kindly forward to your wage department and place a copy on your staff notice board for the attention of your employees**

23 March 2009

**Attn: General Manager**

### DECLARATION OF PUBLIC HOLIDAY ON WEDNESDAY 22 APRIL 2009 (VOTING DAY)

In terms of the Public Holidays Act, Wednesday 22 April 2009 has been declared as a public holiday and has been gazetted under Proclamation No. 17, 2009 in Government Gazette 32039 dated 19 March 2009.


#### PAYMENT FOR PUBLIC HOLIDAYS

In accordance with Clause 11 of the consolidated main agreement, the following provisions for payment to employees for public holidays apply:-

1. If an employee DOES NOT work on a public holiday, which is otherwise an ordinary working day (including periods of short time and lay offs), he/she shall be paid at his/her ordinary rate for the ordinary hours of that day of the week.
2. If an employee WORKS on a public holiday, which is otherwise an ordinary working day, he/she shall be paid at his/her ordinary rate for the ordinary hours of that day of the week plus 1.33 times the hourly rate. Hours worked beyond the ordinary hours shall be paid an additional 2.5 times the ordinary hourly rate.
3. Where an employee is involved in shift work, of which part of the shift hours is worked on a public holiday, that employee must be granted leave on the shift prior to or subsequent to the public holiday. In such cases, the employee is paid according to the provisions outlined in item 1 above.

#### FULL DEFINITIONS

For the full provisions regarding payment for public holidays, please refer to page 26 of the consolidated main agreement, which can be downloaded from the MEIBC's website at [www.meibc.co.za](http://www.meibc.co.za).

 Yours sincerely

Alistair Smith  
Chief Executive Officer

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