

CIRCULAR

5 August 2015

**Kindly place on your staff notice board
for the attention of your employees**

Attention: General Manager

Re: COUNCIL LEVIES PAYABLE IN TERMS OF THE REGISTRATION AND ADMINISTRATION EXPENSES AGREEMENT

Kindly be advised that the Minister of Labour has renewed the Registration and Administration Expenses Agreement which provides for the payment of Council levies. The Agreement has been published under Notice R.758 of 2015 in Government Gazette 39043 dated 31 July 2015 with effect from 10 August 2015.

Kindly be advised further that a provision is made for the payment of the following levies, as set out in the monthly contribution form.

ADMINISTRATION LEVY (Per employee)		
Per Week	Per Month	Minimum Fee (Per month)
R1.72	R7.45	R175.00
DISPUTE RESOLUTION LEVY (Per employee)		
Per Week	Per Month	Minimum Fee
R0.62	R2.68	-

The employer pays a matching contribution per employee – thus total contributions per month per employee:

Administration Levy	R14.90 (Minimum fee of R175 applies)
Dispute Resolution Levy	R5.36

Kindly take notice that the dispute resolution levy is **also payable by administration staff.**

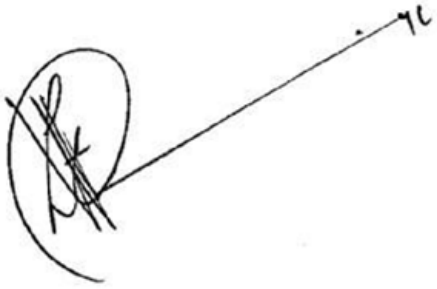
The monthly contribution forms will be dispatched by MIBFA to all employers in the industry on 10 August 2015 for completion for the month of August 2015 and return, with payment, to MIBFA by 7 September 2015.

Those employers and employees who have suspended payments are now under a legal obligation to recommence payments.

The funds are utilised, in terms of the provisions of the Labour Relations Act to fund the operation of the Council and the Centre for Dispute Resolution for the benefit of employers and employees in the industry.

For any further clarity regarding the abovementioned matter, do not hesitate to contact the office of the General Secretary.

Yours sincerely

A handwritten signature in black ink, consisting of a large, stylized letter 'T' followed by several vertical strokes, all enclosed within a large, hand-drawn oval. A long, thin horizontal line extends from the right side of the oval towards the right edge of the page.

Thulani Mthiyane
General Secretary