
GREATER GIYANI MUNICIPALITY

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PERSONAL PROTECTIVE EQUIPMENT POLICY

Council Resolution: CR110 – 27/05/22 SP
Approval: CR110 – 27/05/22 SP

Object

The primary object of this policy is:-

- (a) to provide protective clothing to Council employees to enable them to perform their work effectively; and
- (b) to provide guidelines, standard and uniformity on the implementation, monitoring and control of the issuing of protective clothing in respect of council employees.

TABLE OF CONTENTS

Item Heading	Page
1. PREAMBLE	3
2. DEFINITIONS	3
3. OBJECTIVE OF POLICY	3
4. POLICY APPLICATION	3
5. BASIC POLICY REQUIREMEMNTS	3
6. LEGISLATIVE FRAMEWORK	4
7. POLICY NORMS, VALUES AND PRINCIPLES	4
8. BENEFICIARY POLICY TARGET	4
9. POLICY IMPLENTATION AUTHORITY	4
10. POLICY ADVISORY AUTHORITY	4
11. POLICY AUTHORISATION AUTHORITY	4
12. POLICY MONITORING AUTHORITY	5
13. POLICY AMENDMENT	5
14. SHORT TITTLE	5
15. CODE OF CONDUCT	5
16. ANNEXURES	5
17. INTERPRETATION	5
18. TRANSITIONAL ARRANGEMEMNTS	5
19. COMENCEMENT	5



1. PREAMBLE

Whereas the protective clothing is to provide protection to Municipal employees to enable them their work effectively;

Whereas the protective clothing is for identical identification to the general public;

Whereas the Municipality will provide s protective clothing to its employees; and Whereas there is a dire need to provide such protective clothing;

the Greater Giyani Municipal Council hereby adopts this policy to give effect to the implementation of the protective clothing.

2. DEFINATIONS

In this policy unless the context indicates otherwise-

"Protective clothing" means worn to shield the body from dangerous substances or a hostile environment.

"Employee" means a permanent, temporary, and part-time or contract employees or apprentice receiving pay or entitled to it, but excluding a student and independent contractor.

"Council" means Municipal Council referred to in section 157 of the Constitution.

3. OBJECTIVES OF THE POLICY

- (a) The purpose of the protective policy is intended to provide protective clothing to Council employees to enable them to perform their work effectively.
- (b) The purpose of the protective policy is also intended at providing guidelines, standard and uniformity on the implementation, monitoring and control of the issuing of protective clothing in respect of council employees.

4. POLICY APPLICATION

- (a) The policy applies to affected Council employees and prospective employees of the Greater Giyani Municipality.
- (b) Any employee who feels aggrieved by the application of the policy may submit his/her grievance in terms of the Grievance Procedure (SALGBC) as well as the Labour Relations Act, 66 of 1995.

5. BASIC POLICY REQUIREMEMNTS

- (a) Only Council employees whose work requires the use of protective clothing as provided for by the Occupational Health and Safety Act.
- (b) That the employees be informed through Health and Safety Representatives (H&S reps) and OHS Officer that they will be held responsible for the replacement of lost, damaged PPE's issued to them, due to negligence.
- (c) That the employees be informed through H&S Representatives and OHS Officer that should they not wear PPE's while performing their duties, they would be in contravention of Section 14 of the Act.
- (d) That the employee be informed through H&S Representatives and OHS Officer that should they not wear PEE's while performing their duties; they would not allow using any Municipality assets, being return home by Supervisor, Health & Safety Representative or Occupational Health and Safety Officer, with leave without pay.

- (e) The procurement of PPE's shall be decentralised to departments in consultation with the Corporate Services Department.

6. LEGISLATIVE FRAMEWORK

- (a) The Constitution of the Republic of South Africa, Act No. 108 of 1996
- (b) The Basic Condition of Employment Act, No. 755 of 1997
- (c) The Labour Relations Act, No. 66 of 1995
- (d) The Occupational Health and Safety Act, No. 85 of 1993
- (e) The Local Government Municipal Systems Act, No. 32 of 2000
- (f) Municipal Finance Management Act No. 56 of 2003

7. POLICY NORMS, VALUES AND PRINCIPLES

- (a) Council shall provide protective clothing free of charge to a certain category of employees in the execution of their duties subject to the following conditions:
 - i. Any item issued to an employee by Council
 - ii. Shall remain the property of the Council.
 - iii. Shall not be used for any other purpose than that for which it has been issued for by Council.
 - iv. Shall be returned to Council by the employee on termination of the employee's service, unless the council should decide otherwise.
- (b) If an employee fails to return to Council the allocated protective clothing on termination of his/her service, the pro rata portion of the most recent contract price of the issue shall be recovered by Council in respect of the unexpired portion of the term of the issue, as determined by Council.
- (c) Any employee who receives protective clothing from Council as indicated above should at all times when reporting for duty be clean and neatly dressed.
- (d) The whole process must be underpinned by among others: -fairness, openness qualitative and done in terms of the Procurement Policy of the Municipality.

8. BENEFICIARY POLICY TARGET

Council employees as outlined in part 5 above.

9. POLICY IMPLEMENTATION AUTHORITY

Corporate Services Department through Occupational Health and Safety Division.

10. POLICY ADVISORY AUTHORITY

To be in line with principle of checks and balance, as provided for by the Greater Giyani Procurement Policy.

11. POLICY AUTHORISATION AUTHORITY

The Council will remain the principal source of authority.

12. POLICY MONITORING AUTHORITY

The Portfolio Committee Governance and Administration.

13. POLICY AMENDMENT

Council may only amend the policy.

14. SHORT TITTLE

The policy is called "Personal Protective Equipment Policy".

15. CODE OF CONDUCT

- (a) All councillors shall abide by schedule I of the Local Government: Municipal System Act No 32 of 2000.
- (b) All Council employees shall abide by schedule 2 of the Local Government Municipal System Act No 32 of 2000.

16. ANNEXURES

Any separate but relevant information that may be made available from time to time will be annexed into this policy and forms parts of the integral policy.

17. INTERPRETATION

In the event of any inconsistency between this policy and any other legislation, such legislations prevail.

18. TRANSITIONAL ARRANGEMEMNTS

Anything which has been done in terms of any other policy prior to this one, and which may be done in terms of this policy, must be regarded as having been done in terms of this policy.

19. COMENCEMENT

The policy takes effect on the date determined by the Council by official notice published and displayed on the Municipality public notice boards.

SIGNED BY:

Cllr Zitha T
THE MAYOR


SIGNATURE

27/05/2022
DATE

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