



DANGER ALLOWANCE POLICY

2023/24

NS

TABLE OF CONTENTS

1. PREAMBLE1

2. SCOPE OF APPLICATION1

3. DEFINITIONS1

4. OBJECTIVES2

5. LEGISLATIVE FRAMEWORK2

6. ROLES AND RESPONSIBILITIES2

7. ALLOWANCE3

8. ELIGIBILITY3

9. QUALIFICATION CRITERIA3

10. CATEGORIES4

11. DISPUTE RESOLUTION5

MS

1. PREAMBLE

- 1.1. The municipality is committed to ensure a work environment that is safe and take reasonable steps to mitigate risks that may give rise to an unsafe work environment.
- 1.2. The municipality acknowledges that each job inherently has its own dangers and risks that the incumbent may be exposed to.
- 1.3. The municipality shall take all measures to safeguard employees within their various workstations acknowledging that some work functions have an omnipresent high level of safety risks.

2. SCOPE OF APPLICATION

- 2.1. The policy shall apply to essential employees in the municipality.
- 2.2. The policy shall be implemented only for the period of COVID-19 lockdown.

3. DEFINITIONS

- 3.1. **MLM** means Maruleng Local Municipality.
- 3.2. **Employee** means any person, excluding an independent contractor, who works for the municipality and who receives, or is entitled to receive, any remuneration;
- 3.3. **Council** means the municipal council of MLM.
- 3.4. **Danger Allowance** means a monthly amount paid to a qualifying employee.
- 3.5. **Day** means a working day.
- 3.6. **High Risk Designation** means a designation whose duties exposes incumbents to high level of prospects to encounter physical or environmental or operational dangers amongst others.
- 3.7. **High Risk Functions** means a field-based role or job that has exposure to physical, environmental and operational dangers
- 3.8. **Month** means a working month.

NS

4. OBJECTIVES

- 4.1. To establish terms and conditions regulating danger allowance.
- 4.2. To identify positions and category of jobs that qualifies for danger allowance.
- 4.3. To determine applicable rates for danger allowance.

5. LEGISLATIVE FRAMEWORK

- (a) Constitution of the Republic of South Africa Act No. 108 of 1996.
- (b) Municipal Finance Management Act 56 of 2003
- (c) Employment Equity Act 55 of 1998
- (d) Basic Conditions of Employment Act 75 of 1997
- (e) Promotion of Equality and Prevention of Unfair Discrimination, Act 4, 2000
- (f) Promotion of Administrative Justice Act 3 of 2000
- (g) Promotion of Access to information, Act 2 of 2000
- (h) Basic Conditions of Employment Act No 75 of 1997
- (i) Labour Relations Act No 66 1995, as amended

6. ROLES AND RESPONSIBILITY

- 6.1. The Human Resource Management and Expenditure Divisions shall be responsible for overall administration and implementation of the policy.
- 6.2. The Human Resource Management Division shall be responsible for generating advisory memorandum for payments of the allowance, whilst the Expenditure Division shall be responsible for verifying compliance, make calculations and make payments and applicable deductions.
- 6.3. The qualifying employee's department shall generate monthly variation advisory reports to Human Resource Management regarding compliance or non-compliance qualifying criteria.
- 6.4. A qualifying employee has a responsibility to adhere to provisions of the policy

N/S

7. ALLOWANCE

- 7.1. Danger allowance shall be a monthly benefit and applicable tax prescription shall apply.
- 7.2. The monthly tax inclusive benefit shall be **R 500.00 per month** per qualifying employee.
- 7.3. The value of the benefit shall be adjusted annually at a percentage increase determined for salaries and wages as determined by parties at the South African Local Government Bargaining Council (SALGBC).
- 7.4. The allowance will be paid along with normal salary and subject to applicable taxation and disclosures.

8. ELIGIBILITY

- 8.1. A qualifying employee shall be entitled to receive a monthly danger allowance on condition:
 - (i) That the employee is not absent without leave (AWOL) during that month for any number of days.
 - (ii) That the employee has not taken more than 15 leave days in a given month.
 - (iii) That the employee has not engaged in unprotected industrial action.
 - (iv) That the employee remains appointed to designation classified as qualifying designation

9. QUALIFICATION CRITERIA

- 9.1. For a designation to qualify to be classified as high risk the following criterion must be met:
 - (a) The designation must be within a department classified as high-risk function.

NS

- (b) It must be informed and supported by a comprehensive danger risks exposures assessment report compiled in consultation with line management, LLF and the Policy Committee.
- (c) A determination must be made by the recommending and approving authority that the specific area of danger risks exposures associated and inherent in the position have not been adequately mitigated or cannot be proactively eliminated with the use of reasonable protective measures.
- (d) That the factors giving rise to a danger risks exposure are consistent (not of an adhoc determination nature) and may occur unexpectedly.
- (e) As determined by the legislative authority.

10. CATEGORIES

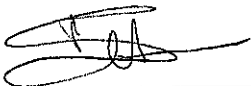
Department	Division	Qualifying Designations
Technical Services	Electrical	<ul style="list-style-type: none"> • Superintendent • Technician • Electrician • Artisan • Artisan Assistant • Driver / Operator • General Workers / Assistants
	Water & Sanitation	<ul style="list-style-type: none"> • Superintendent • Plumbers • Water Tank Drivers • General Workers / Assistants
Community Services	Traffic Law Enforcement	<ul style="list-style-type: none"> • Assistant Director: Traffic Law Enforcement • Chief Traffic Officer • Superintendent: Traffic • Assistant Superintendent • Traffic Officer
	Waste Management and Environmental Services	<ul style="list-style-type: none"> • Chief Environmental Officer • Environmental Officer • Foremans • Waste Removal Drivers • General Workers Cleaning Services

N.S

11. DISPUTE RESOLUTION

11.1. Any dispute arising from the interpretation of the policy relevant legislation shall prevail.

11.2. An employee contravening this policy will be subjected to disciplinary action.

Resolution Number	SC05/05/2023
Version	01
Compiled by	Human Resources
Date Approved	29/05/2023
Effective Date	01/07/2023
Signature	

NS