

NATIONAL TEXTILE BARGAINING COUNCIL

Tel: (031) 307 1860 / 1925
Fax: (031) 305 8447
Email: secretary@ntbc.org.za

All correspondence to be addressed to:
P O BOX 18414
DALBRIDGE, 4014
www.ntbc.org.za

3rd FLOOR JAMES BOLTON HALL, 127 MAGWAZA MAPHALALA STREET (GALE STREET), UMBILO, 4001

01 April 2020

Telephone Enquiries: The Secretary

TO: ALL STAKEHOLDERS WITHIN THE NATIONAL TEXTILE BARGAINING COUNCIL

Dear Sir/Madam

RE: COVID 19 FUND PROCEDURE AND NEW UIF TEMPLATE

With reference to the Circular sent to the Industry dated 29 March 2020 herewith the latest template required from the Department of Employment and Labour UIF office.

This brief explanatory note, taken from the signed "Covid-19 Lockdown Collective Agreement" at clause 4 and 5, quoted below for ease of reference: "PAYMENTS TO EMPLOYEES"

- 4.1 This agreement guarantees employees who qualify for wage subsidy support in terms of this agreement, an amount equal to full pay for a period of 3 weeks with effect from the start of the current lockdown period of 26 March 2020 to 16 April 2020, in weekly amounts as follows:
- (a) Week 1, ending Sunday 29 March 2020:
 - i. Deferred wages payable by the employer, for work already performed during the week of the lockdown, with;
 - ii. the balance made up from worker funds received from the UIF, for that portion of the lockdown week for which no wage is due.
 - (b) Week 2, ending Sunday 5 April 2020:

A full week's wages, payable by the employer.
 - (c) Week 3 ending Sunday 12 April 2020:

A full week's wages, payable from worker funds received from the UIF.
 - (d) Week 4 ending Sunday 19 April 2020:
 - i. Payable from worker funds received from the UIF for that part of this week when the lockdown is still in effect as declared by the President on 23 March 2020 plus;
 - ii. payable by the employer for that part of the week for work performed and which does not form part of the lockdown period
 - (e) The employers agree to pay the public holiday payments due to workers

for 10 April 2020 and 13 April 2020 respectively.
Payment will be made during the applicable pay week.

- 4.2 Normal statutory deductions and deductions prescribed by the Council's main agreement shall continue to be effected, for all payment periods referred to in sub-clause 4.1 of the COVID-19 agreement.

Similarly, employer contributions to statutory obligations and those prescribed by the Council's Main Agreement shall continue to be executed.

- 4.3 The parties acknowledge that there is a possibility that a lockdown period might be declared for a period of longer than 3 weeks, and commit to constructively continue to explore income support for employees, in the event of such a longer than 3 weeks lockdown period being declared.
- 4.4 The parties acknowledge that the cost implications of the provisions of clause 4 of this agreement is unforeseen and unprecedented and shall continue to explore means by which it could be mitigated.
- 4.5 The provisions of clause 4 of this agreement apply to companies and employees within the registered scope of the Council and who are registered with the Council, as well as those referred to in sub-clause 2.3 but provided that the latter shall not be required to register with the Council.

Attached to this Circular please find:

1. The undertaking to be completed by any party / non-party company / non-compliant company / a company that is not a signatory to the COVID-19 Lockdown collective Agreement, marked as AFFIDAVIT as per the circular dated 29 March 2020.
2. The application form, which contains a list of required documents for the payments to be made, marked as Coronavirus Department of Labour Compensation fund Application as per the circular dated 29 March 2020.
3. The Application with all the documents including the last 4 months payroll/wage schedule must be sent to covid19fund@ntbc.org.za before 03 April 2020 and to be completed as per the attached EXCEL TEMPLATE.

NOTE: THE SPREADSHEET MUST BE ON EXCEL AS PER THE TEMPLATE REQUIREMENTS.

All the documents and agreements are available on the NTBC website on www.ntbc.org.za homepage.

These forms must be submitted to: covid19fund@ntbc.org.za

Yours faithfully
For the National Textile Bargaining Council

Secretary
Alvan Pillay

(Sent Electronically)