



The Central Chamber of PIFSA

Presents

## Members Forum

This Workshop will cover the below concerns as well as any others raised:

- 1) Leave:
  - Sick leave
  - Unpaid leave
  - Authorisation of leave
  - Medical certificates
- 2) Shift allowance:
  - Amount to be paid
  - When to pay it
- 3) Poor time keeping & desertion
- 4) Insubordination
- 5) Overview of the Statutory Council & CCMA

This forum is aimed at first line managers, foremen and supervisors, and including middle management involved in production.

We will deal with the practical application of how to handle and deal with these situations and there is no charge.

The Salient details are as follows:

Date: 22<sup>nd</sup> February 2012

Time: 13h00 – 16h00

Venue: 3M, 146A Kelvin Drive, Woodmead (Map attached) – TO BE CONFIRMED

Tea and Coffee will be served

For any further information please contact Sam-Sue Bricknell at the Central Chamber office on 011 287 1167 or [sam@pifsa.org](mailto:sam@pifsa.org). For enrolment please complete the Enrolment form and fax it to Sam-Sue on 086 508 1350 or 011 287 1178.

