

THE CAPE TOWN
TRADE UNION
LIBRARY



P 83/375 CONDITIONS
OF EMPLOYMENT
Box No 16

NOTICE PAY

FOSATU PUBLICATION

This booklet gives the minimum period of notice required before either the employer or his employee may terminate his contract of employment as laid down in the various wage regulating measures ie. Wage Determinations, Industrial Council Agreements and Wage Orders. The booklet must be used in conjunction with the:

"The complete guide to wage regulation measures" by H. Cheadle and L. Silver to determine the exact area and industrial scope to which each particular measure applies. The notice period given in the booklet is of course the minimum required and it can be varied by employers in determining individual contracts of employment.

30.04.80.

Printed and Published by:

*F O S A T U
125 Gale Street
DURBAN*

1.

Auto Manufacturing Industry: (Eastern Province)

1 day

Baking and/or Confectionery Industry: (Cape)

24 hours during the first month of employment and 1 week thereafter.

Baking and/or Confectionery Industry: (Durban and Districts)

24 hours during the first four weeks of employment and 1 week thereafter.

Baking and/or Confectionery Industry: (Port Elizabeth and Uitenhage)

One week starting from the regular pay day.

2.

Baking and Confectionery Industry:
(Pretoria)

One week for weekly and 2 weeks for monthly paid.

Bedding Manufacturing Industry: (TVL)

1 hour

Bespoke Tailoring Industry: (Wits.)

No notice required during the first 5 days of employment and 5 days thereafter.

Biscuit Manufacturing Industry: (RSA)

24 hours during the first week of employment and seven calendar days thereafter.

Bread and Confectionery: (Certain Areas)

1 day during the first 4 weeks of employment and one week thereafter.

3.

Bread and Confectionery Industry:
(Certain TVL Areas and Sasolburg)

1 day during the first 4 weeks of employment and one week thereafter.

Bread and Confectionery Industry:
(East London, King Williams Town and Queenstown)

1 day during the first 4 weeks of employment and one week thereafter.

Brewing Industry: (Cape Town)

24 hours during the first 12 weeks of employment and 1 week thereafter.

Brewing Industry: (Wits.)

24 hours during the first 3 months and 1 week thereafter.

Brush and Broom Manufacturing Industry:
(Certain Areas)

1 day during the first 4 weeks of employment and one week thereafter.

Building and Monumental Masonry Industries: (Bloemfontein)

2 hours before the end of the day's work during the first 4 weeks of employment and 1 day thereafter.

Building and Monumental Masonry Industries: (Transvaal)

Foreman and General Foreman:

No notice required during the first 22 days of employment and 5 working days thereafter.

Other Artisans:

No notice required during the first 65 days of employment and 5 working days thereafter.

5.

Building and Monumental Masonry Industries: (Transvaal)

No notice required during the first 2 days of employment and 2 working days thereafter.

Building Industry: (Albany)

Carpenters, joiners, plumbers, ceiling erectors - 2 hours

electricians - 5 days

others - 1 hour

Building Industry: (Durban)

No notice required during the first 3 days and one working day thereafter.

Building Industry: (East London)

Building Assistants: grade II: 1 hour during the first week and 24 hours thereafter.

6.

others : 1 hour.

Building Industry: (Kimberley)

No notice required during the first 3 days thereafter 2 hours for journeymen and 1 hour for others.

Building Industry: (Kimberley)
(Electrical Installation Section)

No notice required during the first 3 days and 1 hour thereafter.

Building Industry: (Kroonstad)

No notice required during the first 3 days and 1 hour thereafter.

Building Industry: (OFS Goldfields)

1 hour

Building Industry: (Pietermaritzburg and Northern Areas)

7.

Watchmen: during the first 14 days of employment not less than 24 hours and 1 week thereafter.

Others: No notice required during the first 3 days and 2 hours thereafter.

Building Industry: (Port Elizabeth)

Journeymen and supervisors: 2 hours
others: 1 hour

Building Industry: (Queenstown)

1 hour.

Building Industry: (Western Province, Boland)

2 hours

Building Industry: (Western Province, Cape Peninsula)

2 hours

8.

Building Industry: (Worcester)

2 hours

Building Society Undertaking: (RSA)

24 hours during the first 3 months and 1 month thereafter.

Canvas and Ropeworking Industry: (Cape)

24 hours during the first month and 1 week thereafter.

Canvas goods and Allied Products Industry: (Certain Areas)

1 day during the first four weeks of employment and one week thereafter.

Canvas goods industry: (Wits. and Pretoria)

24 hours during the first month and 1 week thereafter.

9.

Catering Trade: (Certain Principal Areas)

1 day during the first 4 weeks.
Thereafter 1 week for weekly paid and
2 weeks for monthly paid.

Catering Trade: (Larger Towns)

1 day during the first 4 weeks.
Thereafter 1 week for weekly paid and
2 weeks for monthly paid.

Cement Manufacturing Industry:

1 day during the first 4 weeks and one
week thereafter.

Cement Products Industry:

1 day during the first 4 weeks and one
week thereafter,

Ceramics Industry:

10.

1 day during the first 4 weeks and one week thereafter.

Chemical and Allied Products Industry:

1 day during the first 4 weeks and 1 week thereafter.

Chemical Industry: (Cape)

Weekly paid : 1 week starting pay day
Monthly paid : 2 weeks starting with the 1st or 15th of the month.

Chemical Industry: (Witwatersrand)

1 week for weekly paid and 2 weeks for monthly paid.

Cinematograph and Theatre Industry:

1 working day during the first 4 weeks. Thereafter 1 week for weekly paid and 2 weeks for monthly paid.

11.

Civil Engineering Industry:

2 hours

Civil Engineering Industry:

(Unskilled Labour) (Certain Areas)

2 hours

Clothing Industry: (Cape)

Weekly paid : 4 hours during first week and 1 week (starting end of day) thereafter.

Monthly paid : 24 hours during first 4 weeks and 1 month (starting at the end of the month) thereafter.

Clothing Industry: (Cape)

(Knitting Division)

Weekly paid : 4 hours during first

week and 1 week (starting end of day) thereafter

Monthly paid : 24 hours during first 4 weeks and 1 month thereafter.

Clothing Industry: (Cape)
(Ladies Hosiery Division)

Weekly paid : 4 hours during first 2 weeks and 1 week (starting end of day) thereafter.

Monthly paid : 24 hours during first 4 weeks and 1 month thereafter.

Clothing Industry: (Cape: Country Areas)

Weekly paid : 4 hours during first week and 1 week (starting end of day) thereafter.

13.

Monthly paid : 24 hours during first 4 weeks and 1 month thereafter.

Clothing Industry: (Eastern Province)

No notice required during the first week. Thereafter 1 week for weekly paid and 2 weeks for monthly paid.

Clothing Industry: (OFS and Northern Cape)

No notice required during the first 5 days. Thereafter, 5 working days for weekly employees and 1 month (starting from the beginning) for monthly paid.

Clothing Industry: (Natal)

No notice required during the first week. Thereafter 1 week for weekly paid and 2 weeks for monthly paid.

Clothing Industry: (Transvaal)

No notice required during the first 5

days. Thereafter, 5 working days for weekly paid employees and 1 month (starting from the beginning) for monthly paid.

Clothing Industry: (Transvaal)
(Outwork Agreement)

No notice required during the first 5 days. Thereafter 5 working days for weekly paid employees and 1 month (starting from the beginning) for monthly paid.

Coal Trade: (Certain Areas)

1 day during the first 4 weeks of employment and 1 week thereafter.

Coffin Manufacturing Industry: (Principal Areas)

1 day during the first 4 weeks of employment and 1 week thereafter.

Cold Storage, Bacon curing and small goods manufacturing Industry: (Certain Areas)

1 day during the first 4 weeks of employment and 1 week thereafter.

Commercial distribution Trade:
(Kimberley)

1 week for weekly paid and 1 month (effective from the 1st or 15th) for monthly paid.

Commercial distribution Trade:
(Larger Towns)

1 day during the first 4 weeks. Thereafter, 1 week for weekly paid and 2 weeks for monthly paid.

Commercial distribution Trade: (Principal Areas)

1 day during the first 4 weeks. Thereafter 1 week for weekly paid and 2 weeks for monthly paid.

Condensed Milk and other milk products industry: (Certain Areas)

1 day during the first 4 weeks, and one week thereafter.

Cotton Textile Manufacturing Industry: (Cape)

24 hours during the first 4 weeks. Thereafter one week for weekly paid and 1 month for monthly paid.

Dairy Industry: (RSA)

1 day during the first 4 weeks. Thereafter 1 week for weekly paid and 1 month for monthly paid.

Dairy Trade: (Wits. and Pretoria)

1 day during the first month. Thereafter 2 weeks for delivery employees and 1 week for others.

Dental Mechanicians Occupation: (RSA)

1 month from pay day.

Diamond Cutting Industry: (RSA)

24 hours during the 1st week, 1 week during the first 6 months and 1 month thereafter.

Dissolving Pulp manufacturing Industry: (Umwinto)

24 hours during the first 3 months and 2 calendar week thereafter.

Edible Nuts and Snacks Industry: (RSA)

1 day during the first week employment and 1 week thereafter.

Electrical Contracting and Servicing Industry: (Cape)

(Electrical contracting section)

1 clear working day.

Electrical contracting and servicing industry: (Cape)

(Servicing Section)

18.

1 clear working day.

Electrical contracting Industry:
(Transvaal)

1 working day.

Electrical Industry: (East London)

1 day after first 12 hours.

Electrical Industry: (Natal)
(Electrical Contracting Section)

1 clear day.

Electrical Industry: (Natal)

(Electrical Engineering and servicing
section)

1 clear day.

Fish Processing Industry: (Certain
Areas)

19.

1 workday during the first 4 weeks of employment and 1 week thereafter.

Food Industry: (RSA)

1 day during the first 4 weeks of employment and 1 week thereafter.

Funeral Undertaking: (Principal Areas)

1 day during the first 4 weeks of employment and 1 week thereafter.

Furniture Manufacturing Industry:
(Eastern Cape Province)

1 hour.

Furniture Manufacturing Industry:
(Eastern Cape Province,
East London, and surrounding areas)

1 hour.

Furniture Manufacturing Industry:
(Natal)

20.

1 hour.

Furniture Manufacturing Industry:
(OFS)

1 hour.

Furniture Manufacturing Industry:
(South Western Districts)

1 week.

Furniture Manufacturing Industry:
(Transvaal)

1 hour.

Glass and Glassware Manufacturing:

1 day during the the first 4 weeks of
employment 1 week thereafter.

Hairdressing Trade: (Cape Peninsula)

1 workday during 1st 4 weeks. There-

21.

after 1 week for weekly paid and 2 weeks for monthly paid.

Hairdressing Trade: (Durban)

General Assistants: 1 day

Others: 1 day during first 4 weeks 1 week thereafter.

Hairdressing Trade: (Kimberley)

1 day during the first 4 weeks and 1 week thereafter.

Hairdressing Trade: (OFS, Beacon Bay and East London)

1 day during the first 4 weeks and 1 week thereafter.

Hairdressing Trade: (Port Elizabeth and Uitenhage)

1 week.

Hairdressing Trade: (Pretoria)

1 week.

Hairdressing Trade: (Wits.)

General assistants: 1 work day.

Others: 1 day during the first 4 weeks
and 1 week thereafter.

Heavy clay and Allied Products Indus-
try: (Certain Areas)

1 day during the first 4 weeks and 1
week thereafter.

Hotel and Liquor Trade: (Certain
Areas)

24 hours during the first 4 weeks.
Thereafter barmen, offsales attend-
ants, wine stewards, general workers:
- 48 hours.

23.

others:- 1 week for weekly paid and 2 weeks for monthly paid.

Ice Cream Manufacturing Industry:
(Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Iron, Steel, Engineering & Metallurgical Industry: (RSA)

1 working day.

Iron, Steel Engineering and Metallurgical Industry: (RSA) (Radio Manufacturing Section)

1 working day.

Iron, Steel, Engineering & Metallurgical Industry: (RSA) (Radio, Refrigeration of domestic electrical division):

24.

1 work day.

Iron, Steel, Engineering and Metallurgical Industry: (RSA) (IPSA subgroup agreement)

1 work day.

Jewellery & Precious Metal Industry: (Cape)

24 hours during the first week.
Thereafter, 1 week for weekly paid and
2 weeks for monthly paid.

Knitting Industry: (Transvaal)

No notice required during the first 5 days and 5 working days thereafter.

Ladies Stocking Industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Laundry dry cleaning and Dyeing
trade: (Cape)

1 day during the first 4 weeks.
Thereafter 1 week for weekly paid and
2 weeks for monthly paid.

Laundry, Dry Cleaning and Dyeing
Trade: (Natal)

1 work day during the first 2 weeks.
Thereafter, 1 week for weekly paid and
2 weeks for monthly paid.

Laundry, Dry Cleaning and Dyeing
Trade: (Certain Areas)

1 day during the first 4 weeks and 1
week thereafter.

Laundry, Dry Cleaning and Dyeing
Trade: (Transvaal)

1 day during the first two weeks.
Thereafter, 1 week for weekly paid
(starting pay day) and $\frac{1}{2}$ month for

monthly paid (starting either 1st or 15th).

Leather Industry: (RSA)
(Footwear Section)

1 week.

Leather Industry: (RSA)
(General goods section)

Without notice at the end of the 5th day of work and not less than 1 week thereafter.

Leather Industry: (RSA)
(Handbag Section)

Without notice at the end of the 5th day of work and not less than 1 week thereafter.

Leather Industry: (RSA)
(Tanning Section)

1 week.

Letting flats or rooms: (Certain Coastal Areas)

1 day during the first 4 weeks and 1 week thereafter.

Letting flats or rooms: (Certain inland areas)

1 day during the first 4 weeks and 1 week thereafter.

Light Cotton Textile Manufacturing Industry:

1 day during the first 4 weeks and 1 week thereafter.

Liquor and Catering Trade: (Cape)

Barman, service bar barman, barhand:- 48 hours.

others:- 48 hour during first month and 1 week thereafter.

Liquor and Catering trade: (Durban)

24 hours.

Liquor and Catering Trade: (Pietermaritzburg)

Barman, barmaids, general service employees and employees in wine and malt establishments:- 24 hours.
others:- 7 days.

Liquor and Catering Trade: (Pretoria)

24 hours during the first 13 weeks and 1 week thereafter.

Liquor and Catering Trade: (Wits. and Vereeniging)

No notice during first week, 24 hours during the first 3 months. Thereafter:
Those who sell or serve liquor:- 48 hours.
others:- 7 days.

Liquor Manufacturing Industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Liqour, Private Hotel and Boarding House Trades and the trade of letting flats and rooms: (South Coast Natal)

7 days.

Local government undertaking: (Transvaal)

3 months.

Meat Trade: (Bloemfontein, Kimberley and Welkom)

1 day during the first 4 weeks and 1 week thereafter.

Meat Trade: (Certain Natal areas and Pretoria)

1 day during the first 4 weeks and 1 week thereafter.

Meat Trade: (Certain areas in the Western and Eastern Provinces)

1 day during the first 4 weeks and 1 week thereafter.

Meat Trade: (East London)

24 hours during the first month. Thereafter, 1 week (starting pay day) for weekly paid and $\frac{1}{4}$ month (starting end or 15th of the month) for monthly paid.

Meat Trade: (Larger Towns)

1 day during the first 4 weeks and 1 week thereafter.

Metal Containers and Allied Products Industry:

1 day for the first 4 weeks and 1 week thereafter.

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Metal Containers and Allied Products
Industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Millinery Industry: (Cape)

Can be dismissed without notice at the end of second pay day if weekly employed or after two weeks if monthly employed. Thereafter, weekly paid, 1 week (from pay day) and monthly paid, 2 weeks (from 12 noon on 1st or 16th).

Millinery Trade: (Transvaal)

Can be dismissed without notice till 2nd pay day. Thereafter 5 working days.

Millinery Industry: (RSA)

1 day during first 4 week and 1 week thereafter.

Mineral Water Manufacturing Industry:
(Certain Areas)

1 day during first 4 weeks and 1 week thereafter.

Motor Industry: (RSA)

1 shift.

Motor Transport Undertaking: (Goods)

24 hours during the first 3 months and 1 week thereafter.

Non-White Passenger Transport Trade:
(Durban)

1 work day during first 52 weeks and 1 week thereafter.

Non-White Trade:

No notice required during first 2 weeks. Thereafter 1 week from pay day

33.

for weekly paid and 2 weeks (starting either 1st or 15th) for monthly paid.

Plywood Industry: (Certain Areas)

1 day during the first 4 weeks of employment and 1 week thereafter.

Printing and Newspaper Industy:

Duplicating Section: weekly paid - 1 week starting payday.

: monthly paid - 2 weeks starting 1st or 15th.

others : weekly paid 1 week from or last day of week.

monthly paid - 1 month starting 1st of month.

Private Hotel and Boarding House Trade: (Certain Coastal Areas)

34.

1 day during the first 4 weeks and 1 week thereafter.

Private Hotel and Boarding house
Trade: (Certain inland Areas)

1 day during the first 4 weeks and 1 week thereafter.

Pulp and Paper Manufacturing Industry:

24 hours.

Retails Meat Trade: (Pretoria)

24 hours during the first 2 weeks and 1 week thereafter.

Retail Meat Trade: (Wits.)

No notice required during first week:
Thereafter labourers, butcher's assistants, preparation assistants, drivers, wrappers and packers:- 24 hours.
others:- 6 working days.

Road Passenger Transport Industry:
(Kimberley)

1 day during first 4 weeks. Thereafter 1 week (starting pay day) for clerical and 1 work day for others.

Road Passenger Transport Industry:
(Port Elizabeth)

No notice required during first 2 weeks and thereafter 1 week (from pay day).

Road Passenger Transportation Indus-
try: (Port Elizabeth)
(Artisans Agreement)

No notice required during first 2 weeks and thereafter 1 week (from pay day).

Road Passenger Transportation Trade:
(Certain Areas)

36.

1 day during the first 4 weeks and 1 week thereafter.

Roadmaking Industry: (Certain Areas)

2 hours.

Rubber and Rubber Products Industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Rubber Manufacturing Industry: (Durban)

1 day during the first month and 1 week thereafter.

Soap, candles, detergents, edible oils and fats industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Stevedoring Trach:

no notice.

Stonecrushing Industry: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Sugar Manufacturing and refinery Industry: (Natal)

Grade CI-C3 in the Municipal area of Durban:- 1 clear shift.

Others:- 1 week.

Sweet Manufacturing Industry: (Certain Areas)

1 week during the first 4 weeks of employment. Thereafter, 1 week for weekly paid and 2 week for monthly paid.

Sweetmaking Industry: (Cape)

24 hours during first 2 weeks. Thereafter 1 week (starting pay day) for weekly paid and 2 weeks (starting either 1st or 15h) for monthly paid.

Sweetmaking Industry: (East London)

1 workday during first 4 weeks. Thereafter, 1 week (starting pay day) for weekly paid and 1 month (starting 1st or 15th) for monthly paid.

Sweetmaking Industry: (Johannesburg)

1 week for weekly paid and 1 month (starting 1st) for monthly paid.

Tea, Coffee and Chicory Industry:
(Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Tearoom, Restaurants and Catering
Trade: (Pretoria)

1 working day during first 4 weeks.
Thereafter 1 week from pay day for
weekly paid and 2 weeks (starting 1st
or 15th) for monthly paid.

Tearoom, Restaurant and Catering
Trade: (Wits.)

No notice required during the first
week. During the first 12 weeks, 24
hours and thereafter 1 week.

Textile Industry: (RSA)

24 hours during the first 4 weeks and
1 week thereafter.

Tabacco Manufacturing Industry:
(Rustenberg)

Monthly paid : First 3 months - 24
hours.

Thereafter - 1 month
(starting payday)

Weekly paid : First week - 24 hours.
: Thereafter - 1 week
(starting payday).

Tabacco Industry: (Transvaal)

Monthly paid : First 3 months - 24
hours.
Thereafter - 1 month.

Weekly paid : First week - 24 hours.
Thereafter - 1 week.

Transport Undertaking (Goods): (Cer-
tain Areas)

1 workday.

Tyre and Rubber Manufacturing:
(Eastern Province)

1 workday during the first 4 weeks and
1 week thereafter.

41.

Unskilled Labour: (Cape)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour: (Certain Areas in the Eastern Cape)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour: (Certain Natal Areas)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour: (Certain OFS Areas and Kimberley)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour (Local Authorities) : (Bloemfontein, Kimberley and Welkom)

42.

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour (Local Authorities)
: (Certain Natal Areas)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour (Local Authorities)
: (Certain Transvaal Areas and Sasolburg)

1 day during the first 4 weeks and 1 week thereafter.

Unskilled Labour (Local Authorities)
: (East London, Port Elizabeth, and Uitenhage)

1 day during the first 4 weeks and 1 week thereafter.

Watch Patrol Services: (Cape)

24 hours.

43.

Watch Patrol Services: (Certain Transvaal areas and Sasolburg)

24 hours.

Watch Patrol Services: (Durban, Pietermaritzburg, Pinetown)

24 hours.

Watch Patrol Services: (East London and Port Elizabeth)

24 hours.

Woolwashing Industry: (RSA)

1 day.

Wool, Mohair, Hides and Skins Trade: (Certain Areas)

1 day during the first 4 weeks and 1 week thereafter.

Worsted Textile Manufacturing Industry: (Cape)

24 hours during the first 3 months and 1 week thereafter.