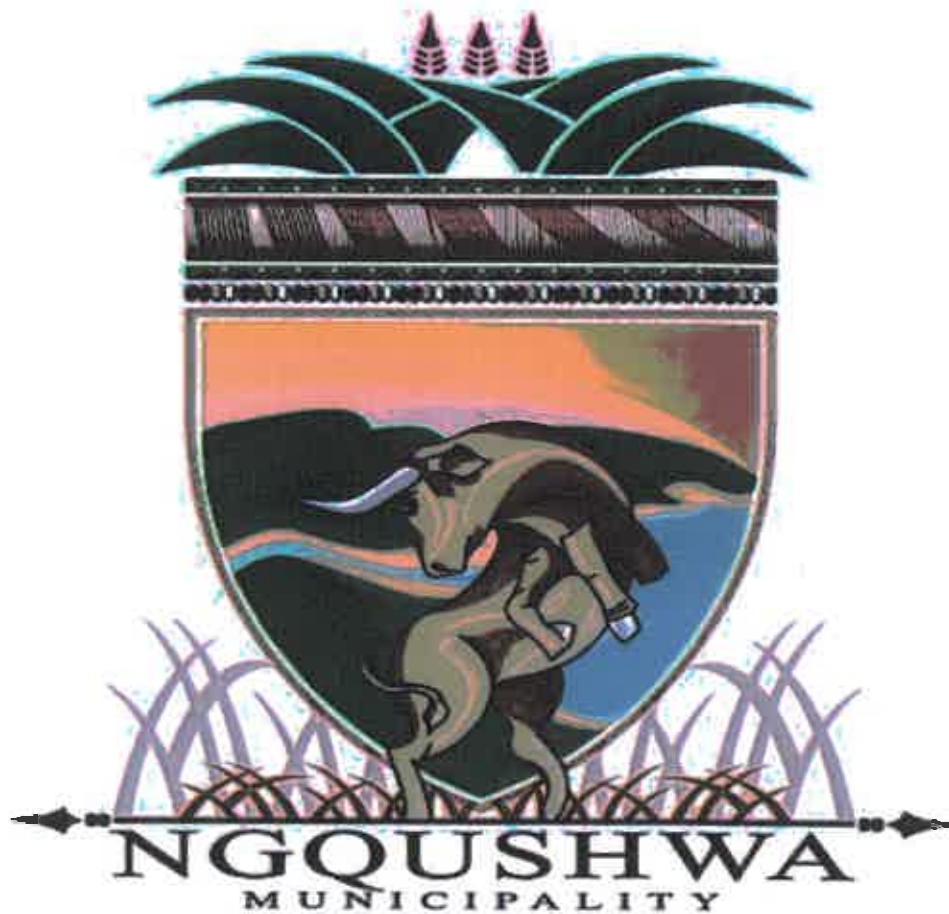


NGQUSHWA MUNICIPALITY



INCLEMENT WEATHER POLICY

2021/22

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1. BACKGROUND

The Municipality acknowledges that some of its staff are on-site employees. It is therefore imperative that the weather conditions should be considered at all times. The municipality also acknowledges that it is imperative to protect the employees in any weather condition. This policy deals with situations where employees are exposed to weather that is not conducive to work under, which might cause danger to their lives and the property of the municipality.

2. OBJECTIVES OF THIS POLICY

- 2.1 To establish and maintain a safe and healthy work environment for Municipal employees on bad weather days
- 2.2 To provide regulations for managing work environment on bad weather days

3. APPLICATION OF THIS POLICY

- 3.1 This policy will apply to all on-site employees of the municipality
- 3.2 This policy shall become operative with effect from the date of approval by the Municipal Council

4. DEFINITIONS

In this policy unless the context indicates otherwise:-

"Adversarial weather" means unfavourable and harmful weather

"Manager" means a municipal employee employed by Council in terms of Section 56 to be in charge of a department and includes an employee occupying such position in an acting capacity

"Inclement weather" means a cold, wet, snowy, stormy or any adversarial weather conditions

"On-site employees" means employees who are expected to work outside the buildings and in an open space where there is no shelter or structure

protecting them from the exposure to the weather conditions

"Rainy day" means a day on which the intensity of the rainfall affects the safety, health or effectiveness of on-site employees and the qualitative production of work

"Supervisor" means the immediate/overall supervisor of a particular team of on-site employees

5. REGULATIONS

- 5.1 Every on-site employee shall be required to wear his or her protective clothing on a rainy day. Disciplinary action be instituted against those who defy wearing protective clothing.
- 5.2 Management shall ensure that all the on-site employees have been supplied with the necessary protective clothing
- 5.3 Depending on the level rate or concentration of the rainfall, the supervisor may require the on-site employees to continue with the on-site duties whilst having their protective clothing on
- 5.4 Should the on-site employee be of the view that the level rate or concentration of the rainfall affects the safety, health, effectiveness and qualitative production of his/her work, he/she will abandon the work he/she was performing and move to a suitable place where there is shelter
- 5.5 Should the supervisor upon his/her assessment of the weather conditions, be of the view that there are slim and no prospects of the stoppage of rainfall or any adversarial weather conditions he/she may instruct the on-site employees to abandon the site work
- 5.6 Where no other duties can be assigned to the on-site employees who have been told to abandon work after 10h00, the supervisor shall with the prior approval of the Line Manager, permit the on-site employees to cease work at any time fall within their normal working hours
- 5.7 The on-site employees who have been released in terms of Clause 5.6 above, shall be deemed to have worked all their normal working hours on that rainy day
- 5.8 The application of the policy may be extended to other types of severe inclement weather conditions posing hazards to the health and lives of employees by the respective manager/designee

6. COMMENCEMENT OF THIS POLICY

This policy will come into effect on the date of adoption by Council

7. INTERPRETATION OF THIS POLICY

- 7.1 All words contained in this policy shall have an ordinary meaning attached thereto, unless the definition or context indicates otherwise
- 7.2 Any dispute on interpretation of this policy shall be declared in writing by any party concerned
- 7.3 The Office of the Municipal Manager shall give a final interpretation of this policy in case of a written dispute
- 7.4 If the party concerned is not satisfied with the interpretation, a dispute may then be pursued with the South African Local Government Bargaining Council or Arbitration

8. PERMANENT/TEMPORARY WAIVER OR SUSPENSION OF THIS POLICY

- 8.1 This policy may be partly or wholly waived or suspended by the Municipal Council on a temporary or permanent basis after consultation with Management and Trade Unions
- 8.2 Notwithstanding clause 8.1 the Municipal Manager may under circumstances of emergency temporarily waive or suspend this policy subject to reporting of such waiver or suspension to Council and Trade Unions

9. AMENDMENT AND/OR ABOLITION OF THIS POLICY

This policy may be amended or repealed by the Council after consultation with Management and Trade Unions

10. COMPLIANCE AND ENFORCEMENT


- 10.1 Violation of or non-compliance with this policy will give a just cause for disciplinary steps to be taken
- 10.2 It will be the responsibility of all Executive Managers, Line Managers,

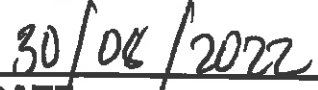
This policy is adopted and approved by the full Ngqushwa Local Municipality Council for implementation



MUNICIPAL MANAGER


MAYOR



DATE


DATE