

24 July 2009

CIRCULAR TO THE INDUSTRY

RE: DELAYED MONTHLY RETURNS

Clause 54 of the Main Collective Agreement stipulates that monthly returns (along with the related proof of payment) are to be submitted to Council by the 20th day of each month – that is, in respect of the previous month. This allows for the returns to be processed in a timely and efficient manner within Council. This, in turn, ensures that industry employee benefits (such as leave applications, withdrawals etc) are readily available immediately when they are required.

A number of employers within the industry are failing to comply with the dates stipulated in the Main Collective Agreement thereby creating difficulty for Council when implementing the necessary processing procedures.

Council always endeavours to accommodate all our stakeholders where possible. In turn, we appeal to industry employers to ensure that monthly returns reach us by the 20th day of the month as per the Clause stipulated above. In this way, unnecessary setbacks in the overall process will be eliminated and avoided.

Those employers who make use of electronic fund transfer as a method of payment are reminded to do so timeously, taking into account the lag period before the funds reflect in Council's account – this still needs to be on or before the 20th of the month.

Completed returns and proof of payment may be emailed or faxed to Council at the following contact numbers. Should you need clarity and assistance you can also use the contact details below.

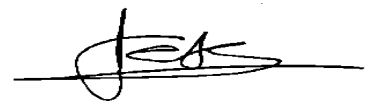
	Email	Fax
Kwa-Zulu Natal	geetha.reddy@nbcfrfi.co.za	086 544 6744
Western Cape	alan.rudolph@nbcfrfi.co.za or luigi.wilson@nbcfrfi.co.za	021 930 6032
Gauteng	returns.gauteng@nbcfrfi.co.za	086 664 9402
Head Office	cashier@nbcfrfi.co.za or cashierjhb@nbcfrfi.co.za	086 695 7491

Council's banking details are as follows:

Bank	FNB
Account Name	National Bargaining Council for the Road Freight Industry
Branch	FNB Corporate Banking Transnational Services JHB
Branch Code	250 655
Account Type	Current Account

Should you require assistance or more information please contact your local agent.

Yours faithfully,



Joe Letswalo
NATIONAL SECRETARY