

NABC NEWSLETTER

NATIONAL ASSOCIATION OF BARGAINING COUNCILS



FIRST EDITION | 2021



EDITORIAL

Welcome to the first edition of the NABC Newsletter for 2021, a publication that includes information highlighting important information relevant to Bargaining Councils.

NABC & SABFS Information Sharing Session

On 11 March 2021 the NABC and the South African Board of Sheriffs hosted a joint information sharing session virtually to discuss various challenges relating to the Sheriffs which were identified by member Bargaining Councils.

The session also included highly informative presentations from Court Services and Small Claims Court.

The session assisted the NABC in addressing the numerous challenges that are being experienced by the various Bargaining Councils. The NABC is now aware of all of the pertinent role players and their relevant functions.

The NABC is confident that this session will cultivate better working relations between Bargaining Councils and the SABFS. We look forward to future collaborations of this nature with the SABFS.

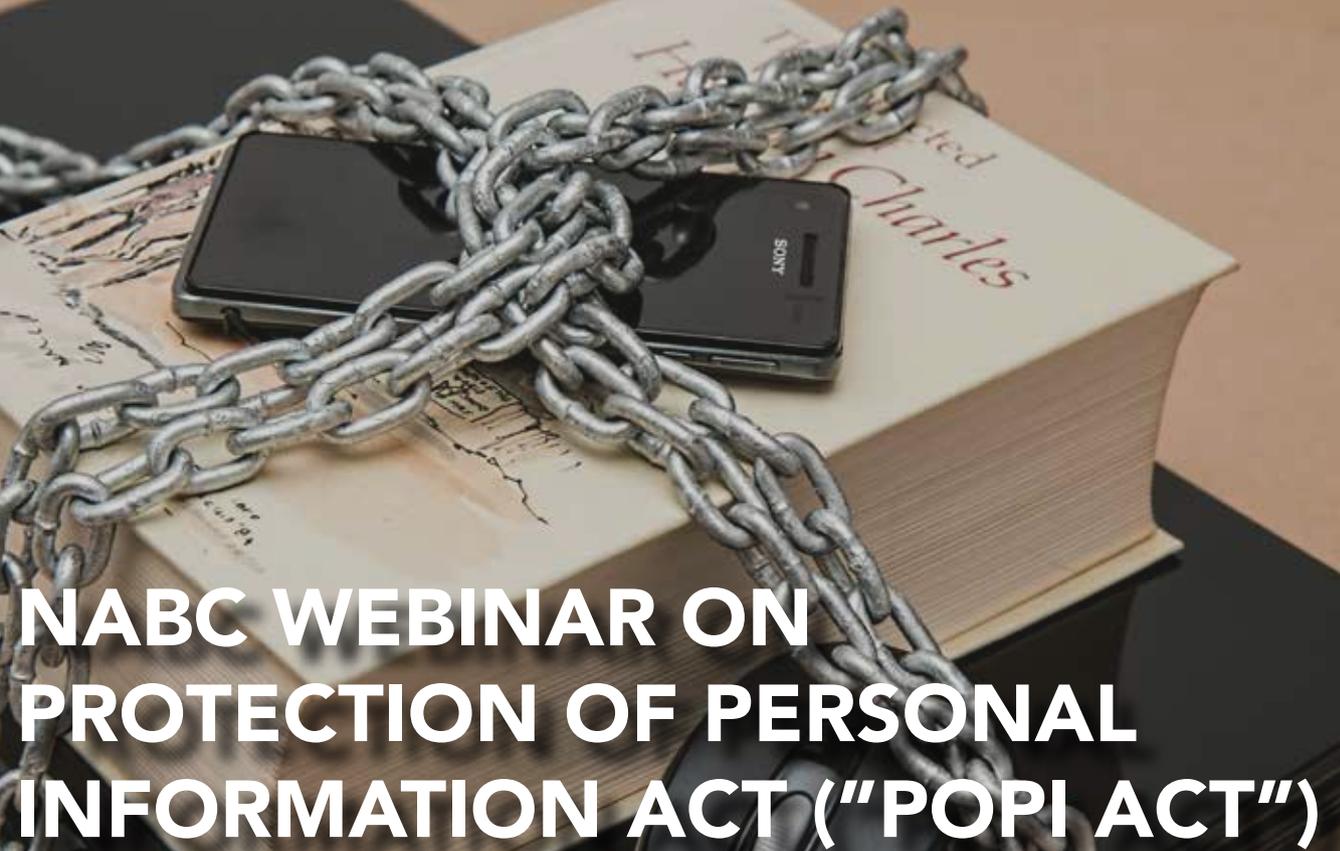


NABC & SABFS INFORMATION SHARING SESSION

11 March 2021 @10h00

- SABFS Overview
- NABC Overview
- Sheriffs Overview
- Court Services
- Small Claims Court





NABC WEBINAR ON PROTECTION OF PERSONAL INFORMATION ACT ("POPI ACT")

The NABC identified a program, aimed at educating and empowering employees, trade union representatives and any other relevant individuals on the Protection Of Personal Information Act ("POPI ACT").

The NABC therefore hosted a Webinar on 15 March 2021 on the above topic.

Bargaining Councils that participated:

The following NABC members councils took part in the POPI ACT training:

1. Bargaining Council for the Food Retail, Restaurant, Catering & Allied Trades (BCFOOD)
2. General Public Service Sectoral Bargaining Council (GPSSBC)
3. Motor Industry Bargaining Council (MIBCO)
4. National Bargaining Council for the Chemical Industry (NBCCI)
5. National Bargaining Council for the Hairdressing, Cosmetology, Beauty and Skincare Industry (HCSBC)
6. National Bargaining Council of the Leather Industry of South Africa (NBCLI)
7. Public Service Coordinating Bargaining Council (PSCBC)

Program Outcomes:

Accountability

- Roles and Responsibilities

Processing Limitation

- Consent
- Purpose

Purpose Specific

- Purpose, explicit & lawful data
- Data subject rights

Further Processing Limitation

- Data subject rights
- Secondary processing

Information Quality

- Withdrawal of consent
- Complete. Accurate data collection

Openness

- Important steps
- Proof of consent
- Information Regulator's information

Security Safeguards

- Safety and security risk assessment

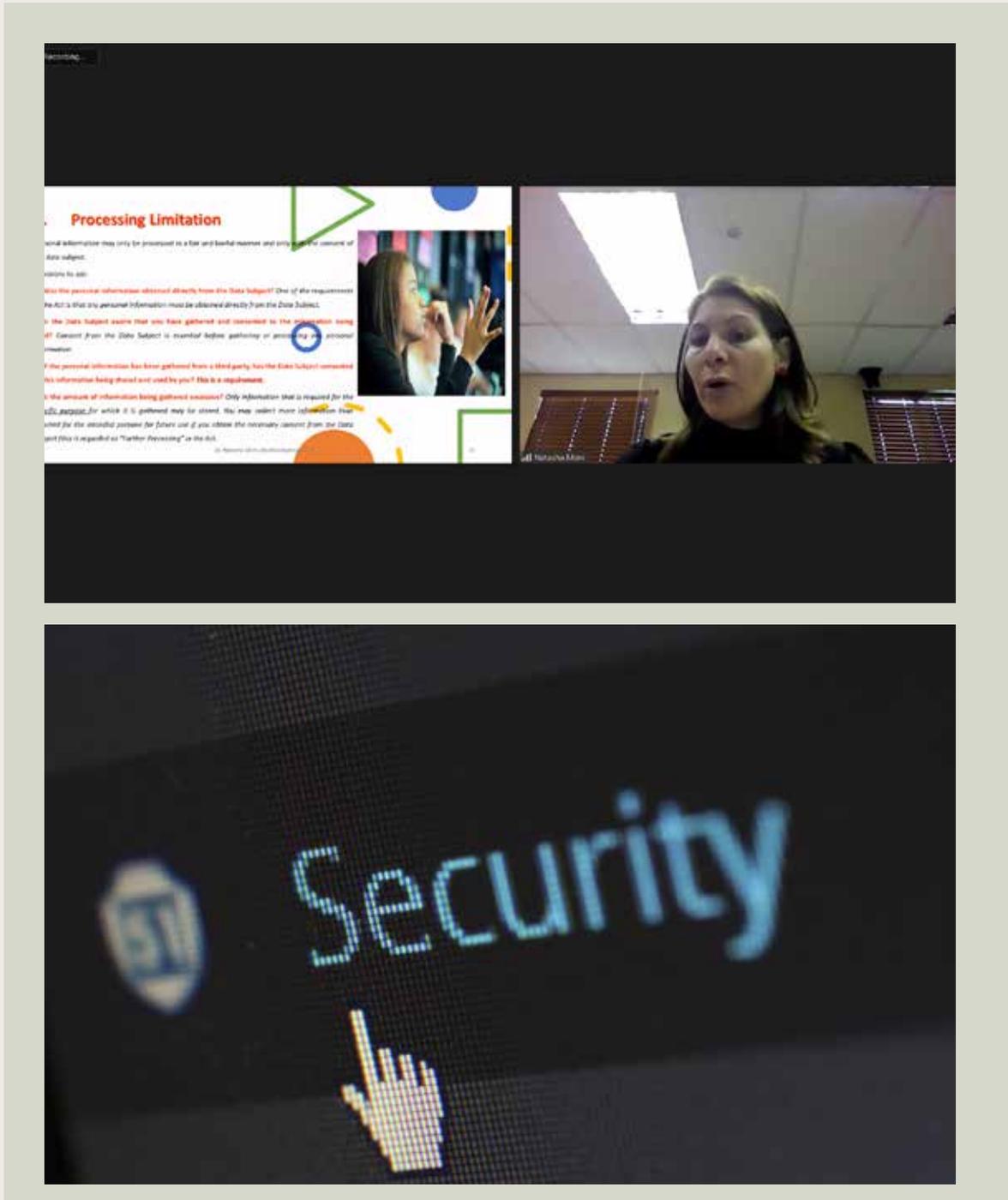


- Adherence to safety and security policies

Data Subject Participation

- Data Subject's rights
- Processes in place
- Withdrawal

The webinar was well attended and received positive feedback from NABC member council's. It proved to be exceedingly beneficial to all learners & Bargaining Councils. The NABC looks forward to hosting future successful virtual seminars.





#EvolutionofWork:

What do workers want from a post-Covid office? Survey insights...

If 2020 has proven anything, it's that people can be just as productive working from home as in the office. With more people looking to return to the workplace, research has shown how offices should adapt in order to accommodate them.

Linda Trim, director at Giant Leap - one of South Africa's largest workplace design specialists, said the question is how to modify the physical office as a place for culture, connection, community-building, and innovation while still allowing for that flexibility.

"When we design for connection and communication, then people's individual experiences in the workplace becomes the most important measure of success," she said.

Based on our research, here are six strategies and considerations that will shape the future workplace:

1. The office should remain mostly open

Despite concerns about the pandemic, 71% of workers we surveyed would like to go back to an office that is mostly open. Through our research over the years, we have found that mostly-open environments with on-demand privacy — like phone rooms or focus rooms — are most desired by employees and return the highest effectiveness and satisfaction ratings.

2. Flexible seating and self-identifying neighbourhoods

If you're considering a shift to more unassigned seating, people's preferences can be complicated.

"In our survey we found that most people's preference leaned towards having an assigned desk — only 17% were willing to share. This is perhaps unsurprising given the current health crisis — but when you offer the opportunity to work in a more hybrid way, just over half of workers (51%) would be willing to trade their assigned desk for greater flexibility to choose when and where they work," Trim noted

3. Most work spaces in the office should be video-conference enabled

Offices should, as standard, provide video conferencing that will help connect distributed teams. Most spaces will need to be enabled for video conferences, taking into account factors such as acoustics, degree of enclosure, background sightlines, technology, and more.



“There will be a need to overhaul the protocols and etiquette around how we use these spaces. With video conferencing potentially occurring not just in meeting rooms, but in semi-enclosed and open spaces as well, the office may feel buzzier than before,” Trim said.

4. Shift from workstations to collaborative spaces

With fewer workers typically on-site in the future, the balance of spaces at the office will need to shift to meet worker’s needs. Allocating fewer workstations to individuals frees up space that can be repurposed for a wider variety of collaborative spaces.

At the same time, companies and organisations can’t eliminate workstations entirely.

“Our survey found space to focus on independent focus work is still the number three reason workers want to come into the office. To support equity for employees, some spaces for individual focus work should be included in offices going forward.”

5. Create space for culture, mentoring, and connection

Awareness of what others are working on outside one’s own team is particularly important to building and maintaining company culture in a more remote work environment.

“For example, through our research we learned that fewer than half of workers participated in coaching or mentoring sessions during the pandemic — but those who did were disproportionately in executive, senior leadership or managerial roles.”

Over video calls, it’s more difficult to see when team members are struggling and more difficult to discern how to best support them. Having a physical space to connect in-person and develop team and mentoring relationships is important not only to individual growth, but also to an organisation’s long-term culture.

Ultimately, what we’re seeing is an acceleration of a trend that we’ve identified in our workplace research over the last decade: people already working in a hybrid arrangement have reported the highest satisfaction with their work situation.

“Now, with the pandemic, many more workers have gained the experience of working from home — and our latest survey results show that people’s office expectations are changing to match,” Trim concluded.

**BY: LINDA TRIM,
DIRECTOR AT GIANT
LEAP**



“Now, with the pandemic, many more workers have gained the experience of working from home”



3 tips to keep your company culture flourishing while working remotely

How has your internal communication and workplace culture changed during lockdown? Do you think it has changed or has it remained the same? What systems do you have in place to gauge and keep track of your team's morale, engagement and culture? It is important to remember, that your employees are the ambassadors of a company's reputation. Their behaviour and interactions with others are a direct reflection of your company, which ultimately impact your reputation. Do their actions reflect one of pride for the company or are their comments rather snide? "What gets built on the inside, gets reflected to the outside world," shares Chris Bischoff, reputation manager at Reputation Matters. "Reputations are an inside out approach. You can't build a solid reputation by only focusing on external stakeholders and communication channels."

Since most people have started working from home, it is an important time to assess whether your internal communication initiatives are working to create a cohesive team culture even though team members are not seeing each other as regularly.

"Now is not the time to neglect internal communication, don't assume that your employees are 'fine', and target all your attention and communication efforts on external communication initiatives," says Bischoff. "Do a quick exercise; ask your colleagues how they would describe the team's culture in three separate words. See whether these words differ or if they are consistent. If the words are



vastly different, it will be an indication that everything is not quite as aligned as you may have thought it was. It may now be the perfect time to reevaluate how to tackle your internal communication, so that you can end the year off with a brand new and improved communication strategy for 2021."

To start, Reputation Matters recommends these three simple yet effective ways that you can encourage a healthy and productive organisational climate:



1. Using the right communication channels.

Internal communication is one of the biggest factors that contributes to an organisation's internal climate and reputation.

Remember your average workforce could consist of four generations, Generation Z (18 to 24 years), millennials (25 to 39 years), Gen X (40 to 54 years) and baby boomers (55+ years); all of which have their own preferred ways of communicating.

"Our research has highlighted some interesting communication preferences among the different generations," says Bischoff. "Give a baby boomer a choice between a Skype or face-to-face meeting, they will most likely opt for face-to-face. While some employees may like a quick WhatsApp message, others may feel like it is too personal. It is important to understand these differences to keep your employees engaged to make sure that you are using the best possible channel of communication to get your internal messages across. Instead of assuming what your employees' communication preferences are, consider running a short poll to find out what their preferences are."

2. Have regular huddles.

It has become increasingly important to find new ways to keep your team's motivational levels up and to always make sure that everyone feels supported. A daily or even weekly huddle is a short meeting, no more than 15 minutes long, to touch base with the team. Having these quick check-in sessions will help bring your team closer together while working apart. During the huddle allow each team member to touch on their most immediate deliverables within the next 24 hours, their bottlenecks and where they may need support. You may even want to consider including a daily aspiration or to celebrate a win from the previous day. It is important that these huddles don't turn into brainstorming sessions, they are there for quick check-ins. If more time is required on a specific item,

then a separate meeting can be set up for it.

3. Do internal climate research.

When last have you checked in with your team to get their feedback on what they think about the company's internal communication and culture? Instead of guessing, conduct a climate survey for your team to find out what factors are positively contributing to your organisational climate and what factors are breaking it down.

"At Reputation Matters, we have developed an organisational climate survey (OCS) to help companies understand how their employees experience their working environment. Our OCS research model is a lot more than just an internal communication or 'just another' employee engagement survey; it looks at all the internal elements that contribute to a team's success, motivation and productivity. It includes your company's culture, engagement as well as helping you to identify your reputation that gets built from the inside.

"Understanding your internal climate by doing research can provide you with a strategy to build an internal 'family' culture that your team enjoys being a part of," says Bischoff. "An internal 'family'-like culture is the type of environment that will lead your employees to be the proud ambassadors of your company's reputation."



NABC MEMBERS

Amanzi Bargaining Council

Bargaining Council for the Food Retail, Restaurant, Catering & Allied Trades

Bargaining Council for the Meat Trade, Gauteng

Bargaining Council for the Restaurant, Catering and Allied Trades

Furniture Bargaining Council

General Public Service Sectoral Bargaining Council

Motor Industry Bargaining Council

National Bargaining Council for Clothing Manufacturing Industry

National Bargaining Council for Sugar

National Bargaining Council for the Chemical Industry

National Bargaining Council for the Hairdressing, Cosmetology, Beauty and Skincare Industry

National Bargaining Council of the Leather Industry of South Africa

Public Service Co-ordinating Bargaining Council

The Bargaining Council for the Civil Engineering Industry

Transnet Bargaining Council



BECOME A MEMBER

Organisation & Job Title	
Title	
Initials, Surname	
First name	
Physical Address	
City or Town	
Province/ Country	Postal Code:
Email	
Contact numbers	Work: Fax:
Cell number	
Previous NABC Member?	Yes No
Category of membership and fees	<p>Mega: R13,340 - over 100,000 members</p> <p>Large: R9,945 - between 50,000 - 100,000 members</p> <p>Medium: R6,642 - between 10,000 - 50,000 members</p> <p>Small: R3,335 - Up to 10,000 members</p>
Method of payment	<p>Direct deposit into Standard Bank, Hatfield (011545), current account number: 3703 583 33</p> <p><i>Please print your name as deposit reference and email the deposit slip to us</i></p> <p>Cheque (to be made out to NABC)</p>



VISION

Uniting Bargaining Councils

MISSION

To enhance bargaining councils by ensuring stakeholder presence and excellent service offerings through broad engagements and collaboration



EDITORIAL COMMITTEE

Sharlaine Oodit
Frikkie De Bruin
Oomang Parag
Shana Trail

GET IN TOUCH

260 Basden Avenue, Lyttelton, Centurion 0176

TEL: 012 644 8100

EMAIL: nabc@pscbsc.org.za

