



#### National Office

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VAT No: 4120260544

CIRCULAR No.: 2020/01

17 March 2020

To: Employer Parties  
Trade Union Parties  
Employers in the Industry  
Employees in the Industry  
Regional Managers  
Commissioners  
Interpreters  
MEIBC Staff

### URGENT CIRCULAR IN RESPECT OF THE RESPONSE TO COVID 19

1. In issuing this circular, the MEIBC had regard to the following instruments and other directives:
  - The directive issued by the President of the Republic of South Africa, Honourable Cyril Ramaphosa;
  - The Guidelines for the containment of the Coronavirus in the public service issued by the Department of Public Service and Administration;
  - The directives and guidelines issued by the Department of Health; and
  - The protocols issued by the National Institute for Communicable Diseases.
  - The Urgent Directive issued by the CCMA dated 17 March 2020
2. The MEIBC has further taken into account the actions taken by the High Court, Labour Court and the Labour Appeal Court.
3. There are two important preventative health principles, namely maintaining high levels of hygiene and practicing social distancing, which help in containing the spread of the virus.
4. This circular will apply with effect from 18 March 2020 until 14 April 2020, both dates inclusive.
5. **The MEIBC hereby advises as follows:**
  - 5.1. **All contact processes** involving face-to-face interaction with users are hereby postponed subject to paragraph 6 (exceptions).

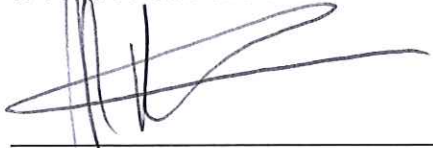
Cape Town Office 1401 14 <sup>th</sup> Floor Golden Acre Adderly Street	Dispute Resolution P.O. Box 9381 Johannesburg 2000	East London / Boarder P.O. Box 13162 Vincent, 5217	Gauteng Regional Office P.O. Box 9381 Johannesburg, 2000	George 2 <sup>nd</sup> Floor Egles View Building 5 Progress Street	KwaZulu Natal P.O. Box 5900 Durban, 4000	Port Elizabeth/ Midlands P.O. Box 12848 Centrahill, 6006	Richards Bay P.O. Box 1563 Richards Bay, 3900	Tshwane P.O. Box 570 Pretoria, 0001	Welkom P.O. Box 30095 Moreskof, 9462	Witbank P.O. Box 3787 Witbank, 1035
L: 021 421 6140 F: 086 636 8696	L: 011 834 4660 F: 086 636 8699	L: 043 743 7790 F: 086 636 8691	L: 011 639 8000 F: 086 636 8689	L: 044 873 3200 F: 044 873 3212	L: 031 305 4761 F: 086 636 8693	L: 041 586 1542 F: 086 636 8694	L: 035 789 2084 F: 086 636 8698	L: 012 407 3700 F: 086 648 3582	L: 057 352 4142 F: 057 352 5093 086 636 8697	L: 013 658 9400 F: 086 636 8695

- 5.2. All matters set down between 18 March 2020 up to and including 14 April 2020 are hereby postponed, subject to paragraph 6 (exceptions) below.
- 5.3. No persons will be allowed to walk into any of the MEIBC offices for the purposes of enquiries and serving/delivering any processes or documents. The MEIBC will only accept referrals received through other non-contact methods such as email or fax, as contained in rule 7 of the CCMA Rules. Users are encouraged to use these alternative methods of serving.
- 5.4. All scheduled visits by Council Agents for the period stated above are postponed, however Agents will be available to address Industry queries via telephone and email.

## 6. Exceptional Circumstances

- 6.1. In an attempt to strike a balance between the continuation of cases and protecting lives and health of our users and our staff, we have created the following exceptions:
  - 6.1.1. Conciliations may continue if to be conducted telephonically and be agreed to by Parties.
  - 6.1.2. Subject to any directive that may be issued by Eskom, all processes in the Medupi and Kusile sites will continue.
7. The Industry is encouraged to make use of the National Institute for Communicable Diseases Coronavirus Emergency 24-hour hotline number 0800 029 999 or WhatsApp number 060 012 3456 and to visit their website at [www.nicd.ac.za](http://www.nicd.ac.za) if required. For those who are tested at independent laboratories, remember that these are preliminary results. All positive results must be verified by the National Institute for Communicable Diseases.
8. The MEIBC will continue to monitor the situation actively and take appropriate measures or additional precautions if necessary.

Your wellbeing and that of your families are our priority, while we seek to ensure that the International pandemic does not have greater impact on the nation, let us work together to reduce and avoid chances of getting infected.



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**Sicejo Nduna**  
**Chief Executive Officer (General Secretary)**