



PLEASE READ THIS FIRST



PURPOSE OF THIS FORM

This form enables employers to comply with Section 27 (1) of the Employment Equity Act 55 of 1998 as amended.

This form contains the format for Income Differential Statement to be completed by designated employers to the Employment Conditions Commission.

WHO COMPLETES THIS FORM?

All designated employers who are required to submit a report in terms of Section 27(1) of the Employment Equity Act, 55 of 1998 as amended. Employers who wish to voluntarily comply with the reporting requirements of the Act are also required to complete this form.

WHEN SHOULD EMPLOYERS REPORT?

Designated employers must submit the Income Differential Statement annually on the first working day of October or by 15 January of the following year in the case of electronic reporting.

Employers who become designated on or after the first working day of April but before the first working day of October must submit their Income Differential Statement on the first working day of October of the following year.

SEND TO:

Employment Equity Registry
The Department of Labour
Private Bag X117
Pretoria 0001

Online reporting:
www.labour.gov.za
Helpline: 0860101018

NO FAXED OR E-MAILED REPORTS WILL BE ACCEPTED

SECTION A: EMPLOYER DETAILS & INSTRUCTIONS

Trade name	Department of the Premier
DTI registration name	W6
DTI registration number	
PAYE/SARS number	7430740391
UIF reference number	
EE reference number	6377
Seta classification	Public Sector
Industry/Sector	Community, Social and Personal Service
Telephone number	CSC: 021 483 5478

Postal address	PO Box 659
Postal code	8000
City/Town	Cape Town
Province	Western Cape

Physical address	9 th Floor, 4 Dorp Street, Cape Town
Postal code	8000
City/Town	Cape Town
Province	Western Cape

Details of CEO/Accounting Officer at the time of submitting this report

Name and surname	Advocate Brent Gerber
Telephone number	021 483 6032
Fax number	021 483 4715
Email address	Lwandile.Ntshwanti@westerncape.gov.za

Details of Employment Equity Senior Manager at the time of submitting this report

Name and Surname	Louise Esterhuysen
Telephone number	021 483 8708
Fax number	021 483 8708
Email address	Louise.Esterhuysen@elsenburg.com

Business type

- | | |
|--|---|
| <input type="checkbox"/> Private Sector | <input type="checkbox"/> State-Owned Enterprise |
| <input type="checkbox"/> National Government | <input checked="" type="checkbox"/> Provincial Government |
| <input type="checkbox"/> Local Government | <input type="checkbox"/> Educational Institution |
| <input type="checkbox"/> Non-profit Organisation | |

Information about the organisation at the time of submitting this report

Number of employees in the organisation	<input type="checkbox"/> 0 to 49 <input type="checkbox"/> 50 to 149 <input checked="" type="checkbox"/> 150 or more
Is your organisation an organ of State?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Is your organisation part of a group / holding company?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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If yes, please provide the name. _____

Year for which this report is submitted	2016/2017
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SECTION B: THE FOLLOWING MUST BE TAKEN INTO CONSIDERATION WHEN COMPLETING THE EEA4 FORMS

1. All employees (including Foreign Nationals) must be included when completing the EEA4 form in the appropriate space provided in the table below. Temporary employees are employees employed to work for less than three months.
2. Calculation of remuneration must include twelve months, which must be in line with the period covered by the EEA2 reporting form. In the case of employees who have not worked a full twelve month period an amount equivalent to the annual salary should be furnished, e.g. if a person worked for three months and earned R30 000, the annual equivalent will be $(R30\ 000 / 3) * 12$, which means the annual equivalent for this person will be R120 000. All payment amounts to be reflected in the table below must be rounded to the nearest Rand (R) and included as total remuneration for each group in terms of race and gender.
3. No blank spaces, commas (,), full stops or decimal points (.) or any other separator should be included when capturing the payment amounts in each of the cells in the table below – for example R7 345 567.22 must be captured as 7345567 with no separators.
4. The payments below indicate what must be included and what must be excluded in an employee's remuneration for the purposes of calculating pay in order to complete the EEA4 form.
 - 4.1. Included**
 - (a) Housing or accommodation allowance or subsidy or housing or accommodation received as a benefit in kind;
 - (b) Car allowance or provision of a car, except to the extent that the car is provided to enable the employee to work;
 - (c) Any cash payments made to an employee, except those listed as exclusions in terms of this schedule;
 - (d) Any other payment in kind received by an employee, except those listed as exclusions in terms of this schedule;
 - (e) Employer's contributions to medical aid, pension, provident fund or similar schemes; and
 - (f) Employer's contributions to funeral or death benefit schemes.
 - 4.2. Excluded**
 - (a) Any cash payment or payment in kind provided to enable the employee to work (for example, an equipment, tool or similar allowance or the provision of transport or the payment of a transport allowance to enable the employee to travel to and from work);
 - (b) A relocation allowance;
 - (c) Gratuities (for example, tips received from customers) and gifts from the employer;
 - (d) Share incentive schemes;
 - (e) Discretionary payments not related to an employee's hours of work or performance (for example, a discretionary profit-sharing scheme);
 - (f) An entertainment allowance; and
 - (g) An education or schooling allowance.
5. The value of payments in kind must be determined as follows –
 - (a) a value agreed to in either a contract of employment or collective agreement, provided that the agreed value may not be less than the cost to the employer of providing the payment in kind; or
 - (b) the cost to the employer of providing the payment in kind.
6. An employee is not entitled to a payment or the cash value of a payment in kind as part of remuneration if-
 - (a) the employee received the payment or enjoyed, or was entitled to enjoy, the payment in kind during the relevant period; or
 - (b) in the case of a contribution to a fund or scheme that forms part of remuneration, the employer paid the contribution in respect of the relevant period.
7. If an employee's remuneration or wage fluctuates significantly from period to period, any payment to that employee in terms of the BCEA must be calculated by reference to the employee's remuneration or wage during-
 - (a) the preceding 13 weeks; or
 - (b) if the employee has been in employment for a shorter period, that period.

SECTION C: INCOME DIFFERENTIALS STATEMENT Please use the table below to indicate the number of employees, including people with disabilities, and their remuneration in each occupational level in terms of race and gender.

Occupational levels		MALE						FEMALE						FOREIGN NATIONALS		Total	
		A	C	I	W	A	C	I	W	A	C	M	F				
Top Management	Number of workers	1	3		3												10
	Remuneration	1509890	5313334		4611974												16059567
Senior Management	Number of workers	5	14	2	15	2	13	2	10								63
	Remuneration	5798769	15189945	2001375	15354134	1914643	12659769	2159591	10160708								65238931
Professionally qualified and experienced specialists and mid-management	Number of workers	50	180	7	88	64	126	4	61								581
	Remuneration	23567311	101309027	4164326	53631550	33606250	70347149	1850391	38466653	812078							327754736
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	Number of workers	22	61	1	14	28	97	2	20								245
	Remuneration	7362247	20543491	336180	4345740	9479753	32853222	631606	6585868								82138107
Semi-skilled and discretionary decision making	Number of workers	17	37		3	25	46		7								135
	Remuneration	3399836	7735052		684188	5190213	8687959		1498843								27196092
Unskilled and defined decision making	Number of workers	2	6			1	9										18
	Remuneration	258620	456577			144204	1241130										2100531
TOTAL PERMANENT	Number of workers	97	301	10	123	120	291	8	101								1052
	Remuneration	41896672	150547427	6501882	78627586	50335063	125789229	4641588	61336440	812078							520487964
Temporary employees	Number of workers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Remuneration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	Number of workers	97	301	10	123	120	291	8	101	1							1052
	Remuneration	41896672	150547427	6501882	78627586	50335063	125789229	4641588	61336440	812078							520487964

WA Ballakistan, PN: 15461084 was appointed on 15 March 2017 and hi salary was paid in April 2017.

SECTION E: Signature of the Chief Executive Officer/Accounting Officer

Chief Executive Officer /Accounting Officer

I BRENT GERBER-----(full Name) CEO/Accounting Officer of

hereby declare that I have read, approved and authorized this information.

Signed on this 17th day of OCTOBER----- (month) year 2017

At (place): CAPE TOWN-----



Chief Executive Officer/Accounting Officer

