



Chamber Moves to New Premises

New Physical Address:

Unit 2

21 Shepstone Road

New Germany

Following the security issues experienced at the old premises and the sale of the property, - home for the last six years, the Chamber decided to move on to new premises. The new offices are in close proximity to the previous site - about two blocks away, and still in New Germany.

The requirement to move was probably a blessing in disguise, as the buildings and surrounds were beginning to take on a rather bleak and un-kempt appearance, and there had been a number of security issues over the last two years. The most recent being an armed holdup after-hours in 2006.

It is hoped that those issues are now a thing of the past.

Whilst the Chamber has been very busy in the move to new premises, all other business has continued as usual, including:

- dealing with some serious labour disputes
- unions seeking recognition with some of our members
- the hosting of the Annual General Meeting
- the facilitation of a number of public courses on administrative training
- hosting of a BBBEE workshop dealing with the requirements that businesses need to put in place to ensure that they are best able to adapt to the Scorecard requirements to qualify at the highest level
- hands-on in-plant technical training for Flexographic Machine Minders

PIFSA KZN Members are reminded that they should approach their Regional Chamber where a host of services are offered to Members some of which are:

- labour advice and hands-on assistance
- training and development
- drafting of Skills Plans
- BEE assistance
- Financing of capital equipment

PIFSA Finance

For the purchase of New/Second hand Equipment/Machinery?

If you are considering the purchase of equipment or machinery, then you should consider using the Federation's Finance arm **PIFSA Finance**.

PIFSA Finance is a Joint Venture between PIFSA and ABSA Bank. It has been structured specifically for the Printing, Packaging and Allied Industries.

Make a call to the Chamber 031-7058744 to see how this can help your next purchase.

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Wall Charts

The Chamber has a stock of wall charts that companies should display on their premises.

- Basic Conditions of Employment Act
- Occupational Health and Safety Act
- Employment Equity Act

Charts are available at a discounted price of R85,00 per chart (excl. VAT)

Chamber Annual General Meeting

The Royal Natal Yacht Club was the venue for the Chamber's Annual General Meeting that was held on 8th March 2007. Again there was a good turnout of members attending the meeting.

Election of Office Bearers

Chamber President – Pops Ramdhani of Pops Print and Stationers began the second year of his two-year term of office.

Other members of the Management Committee are:

1st Vice President, Kevin Moore Boyle of Hirt and Carter; 2nd Vice President, Vinesh Gokool of Atlas Printers; 3rd Vice President, Craig Hardman of Mailbox Printshop.

Executive Committee Members

Mr. M. Boatwright	Paper Print
Mr. R. Cumming	The Natal Witness
Mr. M. Conway	Shave and Gibson Group
Mr. Y. Govender	Silveray Stationery
Mr. L. Faithful	Pinetown Printers
Mr. W. Kewley	BK Bookbinders
Mr. P. Knock	Knox Printing
Mr. B. Lynch	Printability
Ms. A. Durjan	Palm Stationery Mnf
Mr. A. Penetti	Protea Printers
Mr. P. Tubb	UVP Pro Bind

In his speech to members, PIFSA Chief Executive Officer Chris Sykes updated members on the activities of the Federation and its Chambers over the previous year. He also made reference to the recently promulgated BEE Act, and the likely influence thereof. Chris ended his speech by explaining to members the status of the Cross Media Training Centre and the MAPPP SETA.

After the proceedings had been concluded, those members who had completed 15 and 25 years' membership with the Chamber were awarded certificates in honour of their achievements.

Awards were made to the following companies:

25 Years

C.P.W. Printers (Pty) Ltd
Global Stationery Manufacturers c.c.
Polyflex (Natal) (Pty) Ltd
Shave & Gibson Group (Pty) Ltd

15 Years

Albany Print (Pty) Ltd
Aluminium Foil Converters (Pty) Ltd
Art Printers
Astraflex
Avery Dennison SA (Pty) Ltd
Brandmark
CE Stewart & Company
City Print
Clan Print (Pty) Ltd
Colour Planet (Pty) Ltd
Divfood Durban Plant
Dodd Sprinters c.c.
Easi Bind
First Graphics
Graphite
Heidelberg South Africa (Pty) Ltd
Imaging Data Solutions
Impress Investments
Ince
Mailbox Print Shop c.c.
Melita Printers & Stationery c.c.
Mondipak (Pty) Ltd
Nampak Laminated & Coated Products
Pala Printers c.c.
Rapid Run c.c.
Repropack
Reprovision
South Coast Herald
Sprint Print c.c.
Sylko (Pty) Ltd
Trade Litho
Winning Forms

Inflation

Producer Price Index (PPI)

The annual percentage change in the PPI is lower at + 9,5% at February 2007 (i.e. the PPI at February 2007 compared with that at February 2006).

This rate is 0,3 of a percentage point lower than the corresponding annual rate of 9,8% at January 2006.

CPI and CPIX

The headline inflation rate (year-on-year) decreased by 0,3 of a percentage point to 5.7% in February 2007.

The year on year increase in CPIX was also lower for February 2007. This by 0,4 of a percentage point at 4.9%.



Jason Staats of Shave and Gibson receives a 25 year award from PIFSA CEO Chris Sykes



Craig Hardman of Mailbox Print Shop with their 15 year award



Maggs Ramdutt of Art Printers shows off their award for 15 years membership.



Colin Dodd of Dodd Sprinters together with Chris Sykes - 15 year award.



Garth Kusel receives the 15 year membership award on behalf of Divfood Durban



Greg Moody of Aluminium Foil Converters receives the 15 year award

Spotlight on Labour Law

Sexual Harassment

This is never an easy matter to deal with, in any employment situation. Employers would be wise to take preventative action to avoid any such cases being levelled within their organisation.

There is an onus on the part of the aggrieved employee to bring the matter to the attention of his/her employer. Once this has been done, and should an employer not take decisive and timely action in such cases, an aggrieved employee could claim to have been forced to resign because the employer allowed the harassment by another employee to continue. This could lead to a very costly experience for the employer.

Once an allegation of sexual harassment has been brought to the attention of the employer, the employer must consult the relevant parties and should then take the steps necessary to remove any such conduct/behaviour. This could range from counseling the "perpetrator" or initiating action that could lead to his/her dismissal. Failure on the part of the employer to take the necessary steps could result in an allegation that the employer has contravened the law. A costly mistake!

Policy in Place

Employers should ensure that they have a Sexual Harassment Policy in place, and that all employees are aware of its content. This should include a definition of what behaviour constitutes sexual harassment, what victims of sexual harassment should do in circumstances of alleged harassment, as well as the procedures to be followed by an employer when a case is reported.

A policy document will assist an employer to take the quick and decisive action necessary in such circumstances.

Should you need assistance in this regard, contact Geoff Warren at the Chamber on 031-7058744.

New Members

The Chamber welcomes the following new members:

Paper Print	(full member)
Engedi Multimedia c.c.	(associate member)
tesa SA	(associate member)

Estimating Students Achievements

The Chamber hosted an evening of awards recently where it recognised the achievements of its Estimating students of 2006. The evening was attended by the past and current Estimating students together with the Chamber Executive Committee and the Regional Executive of the SA Institute of Printing.

Nine students attempted the examinations, and there was a 100% pass rate. Credit for this achievement must go to the students themselves as well as their Lecturer Alan Hay.

Seen below are the successful students proudly standing with Estimating lecturer, Alan Hay.



L-R Rajen Moonsamy, Rishaad Ismail, Kerusha Govender, Jessica Pillai, Pravesh Dipnarain, Alan Hay (lecturer), Colin Raghunanan, Shaun Asogan and Fayzal Mohammed



Top Student for KZN Estimating with an aggregate of 96% seen in centre: Colin Raghunanan together with KZN Chamber President Pops Ramdhani and Lecturer Alan Hay



Shaun Asogan of UVP Probind is congratulated by MD Peter Tubb

Antalis Management Development Programme for The Printing and Allied Industries 2007

This course which runs for a period of three days, from the morning of Thursday 21st June, to the afternoon of Saturday 23 June is designed to give aspiring and current middle and senior level managers an introduction to the essential tools required by any manager to be successful. By implication it is also ideally designed for the owner/manager of any small business, who recognises that he/she needs to build on past experience. It is not meant to intimidate but the fact that it is being run by the **University of Pretoria Business School, The Gordon Institute for Business Science**, is an indication that PIFSA views the matter as extremely important and has entrusted the responsibility of tuition to one of the top business schools in the country.

Although lectures are given by university lecturers and professors, they have extensive practical business experience and the course content is not pitched at a level so that the ordinary "person in the street" will not be able to understand what is being discussed.

The **Antalis Management Development Programme** for the Printing and Allied Industries will target middle to senior managers within the industry and should be seen as a high level developmental programme for people in this category, and aimed at managers who need to consolidate their management experience.

Please contact the Chamber Offices for further and detailed information.

Employment Information

Do you have Policies and Procedures in place?
Are your staff records up to date?
Do you have letters of appointment for your staff?
Are your staff aware of the Company's Rules and Policies?

The KZN Chamber can assist in introducing Company Policies and Procedures and in getting your employee files up to date, for more details please contact Helen on 031-7058744.

South African Public Holidays – 2008

New Years Day	Tuesday	1 January
Human Rights Day/ Good Friday	Friday	21 March
Family Day	Monday	24 March
Freedom Day	Sunday	27 April
Public Holiday	Monday	28 April
Workers Day	Thursday	1 May
Youth Day	Monday	16 June
National Women's Day	Saturday	9 August
Heritage Day	Wednesday	24 Sept
Day of Reconciliation	Tuesday	16 Dec
Christmas Day	Thursday	25 Dec
Day of Goodwill	Friday	26 Dec

Your attention is drawn to the Public Holiday Act of 1994 that if any of these Public Holidays fall on a Sunday, the following Monday shall be a Public Holiday.

NB: The information has been compiled from official source (Department of Home Affairs) Whilst every effort is made in ensuring that the information supplied to us is correct, PIFSA cannot be held responsible for any changes or inaccuracies.

Resignation Prior to Disciplinary Hearing

There has been an increasing trend of late for employees who are facing disciplinary action that could lead to dismissal, to resign before the hearing.

An employer cannot prevent an employee from resigning in the face of disciplinary action. Nor can the employer refuse the employee's resignation.

Even though an employee has resigned, the employer is still entitled to go ahead with a disciplinary hearing. Contracts of employment require a notice period, and an employer could require that the employee serve this period. Many employers however, have better things to do than conduct a hearing, and therefore accept the resignation.

The most important factor in this matter is that the employer should *never offer the employee the alternative – "resign or we take disciplinary action."* This could lead to allegations of constructive dismissal. Rather see the matter through if you have to. If you have a good case, proceed with the hearing!

Members' News

Should you wish to have news from or about your company published in the Chamber Bulletin, please send details by fax or e-mail to the Chamber. See address at bottom of page 1 in this issue or contact Helen on 031 7058744.

CHAMBER COURSES – 2007

Course	Details	Duration	Date	Price
First Aid	Delegates will receive First Aid Training to equip them as an In-house First Aider.	2 Days	9 May 2007	T.B.A
Supervisors' Course	A course for first line Supervisors/Managers	2 Days 08h30 – 16h30	14-15 May 2007	R1 850,00 (Incl. VAT) Tea, Lunch and Course Notes
Telephone Technique	The contents of this workshop is supplemented with video modeling and delegates' practical role play of effective practices that should be used for effective application of skills when dealing with others over the telephone.	1 Day 08h30 – 16h30	23 May 2007	R999,00 (Incl. VAT) Tea, Lunch and Course Notes
Dealing with Misconduct and Poor Work Performance	A hands on practical workshop where delegates get to understand and apply the code of good practice, ensuring fair water-tight disciplinary action.	1 Day 08h30 – 16h30	31 May 2007	R999,00 (Incl. VAT) Tea, Lunch and Course Notes
Labour Relations Course	This course gives an overview of the Labour Relations Act and the Basic Terms and Conditions Act applicable to the Printing and Packaging Industry.	1 Day 08h30 – 16h30	6 June 2007	R999,00 (Incl. VAT) Tea, Lunch and Course Notes
Integrated Business Administrator	Integrated Programme for Estimating, Production Admin Staff.	5 weeks plus 12 months internship	23 July – 24 August	R10 000 (Incl. VAT)



International Exhibitions and Conferences

[Sign UK 2007, NEC Birmingham, UK](#)

[Label Summit Latin America 2007, Sao Paulo, Brazil](#)

[EmbaxPrint 2007, Brno, Czech Republic](#)

[PrintEx, Sydney, Australia](#)

[FESPA 2007, Berlin, Germany](#)

[Newstec, Brighton, UK](#)

[IfraExpo India 2007, Chennai, India](#)

[Graph Expo & Pack Print 2007, Chicago, USA](#)

[IGAS, Tokyo, Japan](#)

[Labelexpo Europe 2007, Brussels, Belgium](#)

[IfraExpo 2007, Vienna, Austria](#)

[Digital Print World, London, UK](#)

[Polygraphinter, Moscow, Russia](#)

[Ipex South Asia 2007, New Delhi, India](#)

[K2007, Düsseldorf, Germany](#)

[Ipex Digital CEE, Warsaw, Poland](#)

[Labelexpo Asia 2007, Shanghai, China](#)

[FESPA World Expo India, New Delhi](#)

[FESPA Digital Printing Europe 2008, Geneva](#)

[Drupa 2008, Düsseldorf, Germany](#)

[Labelexpo Americas 2008, Chicago, USA](#)

[FESPA World Expo Asia-Pacific, Thailand, Bangkok](#)

1 - 3 May, 2007

15 - 16 May, 2007

22 - 25 May, 2007

24 - 26 May, 2007

5 - 9 June, 2007

11 - 12 June, 2007

4 - 6 September, 2007

9 - 12 September, 2007

21 - 27 September, 2007

26 - 29 September, 2007

8 - 11 October, 2007

16 - 18 October, 2007

16 - 20 October, 2007

24 - 27 October, 2007

24 - 31 October, 2007

6 - 8 November, 2007

28 - 30 November, 2007

7 - 9 December, 2007

1 - 3 April, 2008

29 May - 11 June, 2008

8 - 11 September, 2008

27 - 30 November, 2008



Integrated Business Administrator Program for KZN

Do you need the services of a bright young employee in your Estimating, Production Admin or Accounting Department?

Read on

The **IBA Program** has been born from an alliance between PIFSA, Cross Media Training Centre and QuickEasy Software.

The **IBA Program** provides an entry level qualification for young learners interested in pursuing a career in the Printing and Packaging Industry.

The program is run on a full time basis over a five week period, and is followed by a twelve month **internship** at a Printing or Packaging company.

Graduates of the **IBA Program** can be readily employed into the Estimating, Production and Accounting departments of any Printing or Packaging Company - many have already been employed, most of them at their original Sponsors.

The programme has been run extensively in the Cape and Gauteng, and is now being brought to KZN.

Why is the IBA Programme so successful?

- All **IBA** learners are matriculated and carefully screened to ensure they have both the aptitude and attitude required to do the work they're being trained for.
- There is no bureaucracy or red-tape! Simply make a short-list from the Learner Pool, contact us to arrange interviews, make your final selection and seal it with a short tri-party agreement.
- **Learners are not employees!** At the end of the 12 month internship, Sponsors can decide whether or not to employ their Learners.
- Sponsors receive a **free** 12 month QuickEasy user-license per Learner sponsored. (A 30% recovery of the training fees!)
- Part of the training costs can be recovered by the Sponsor, through mandatory grant claims from MAPPP-SETA, subject to their terms and conditions.
- Supporting the IBA Program in most cases improves your BBBEE score card.

What are the Costs to Company?

After having selected a student, a sponsoring company will bear the following costs:

- | | |
|---------------------------------|-------------------------------------|
| • Training cost (PIFSA Members) | R10 000.00 |
| • Monthly stipend to student | R 1 500.00 X 12 = <u>R18 000.00</u> |
| Total Annual Cost | R28 000.00 |

In the short term it just makes financial sense!

In the long term it ensures an abundance of qualified Estimators and Admin Staff available to the Printing Industry at a reasonable wage!

This Program is to run from 23 July – 24 August 2007

Contact Geoff Warren at the Chamber for further details or visit

www.ibaprogram.com and www.pifsa.org

Application is underway to register this programme with MAPPPSETA