



employment & labour

Department:
Employment and Labour
REPUBLIC OF SOUTH AFRICA

Postal Address: Private Bag x117, PRETORIA, 0001. Street Address: Laboria House, 215 Francis Baard Street, PRETORIA
Tel: 0860101018

The Chief Executive Officer
RAY NKONYENI MUNICIPALITY
P O BOX 5
PORT SHEPSTONE
PORT SHEPSTONE
PORT SHEPSTONE
4240

DOL Ref. No.: 822338
Date: 13 December 2022
Contact Person:
Contact Number: 0860101018

Dear Sir/Madam

**EMPLOYMENT EQUITY ACT, NO 55 OF 1998 AS AMENDED:
ACKNOWLEDGEMENT OF EMPLOYMENT EQUITY REPORT FOR THE 2022 REPORTING PERIOD
(Reported)**

This serves to inform you that your organisation is considered to have **Reported** for the **2022** reporting period in terms of Section 21 of the Employment Equity Act No. 55 of 1998, as amended.

Therefore, your organisation will appear on the Employment Equity Public Register for **2022** that will be published by the Minister of Employment and Labour in terms of Section 41 of the Employment Equity Act.

Yours In Equity

pp Director-General
Department of Employment and Labour



PLEASE READ THIS FIRST	SECTION A: EMPLOYER DETAILS & INSTRUCTIONS																																																																						
<p>PURPOSE OF THIS FORM</p> <p>This form enables employers to comply with Section 23 of the Employment Equity Act 55 of 1998, as amended.</p> <p>This form contains the format for employment equity reporting by designated employers to the Department of Employment and Labour.</p> <p>WHO COMPLETES THIS FORM?</p> <p>All designated employers. Employers who wish to voluntarily comply with Chapter 3 of the Act are also required to complete this form.</p> <p>WHEN SHOULD EMPLOYERS REPORT?</p> <p>Designated employers must submit their report annually on the first working day of October or by 15 January of the following year in the case of electronic reporting.</p> <p>Employers who become designated on or after the first working day of April but before the first working day of October must only submit their first report on the first working day of October of the following year.</p> <p>SEND TO:</p> <p>Employment Equity Registry The Department of Employment and Labour Private Bag X117 Pretoria 0001</p> <p>Online Reporting: www.labour.gov.za Helpline: 0860101018</p> <p>NO FAXED OR E-MAILED REPORTS WILL BE ACCEPTED</p>	<table border="1"> <tr> <td>Trade name</td> <td>RAY NKONYENI MUNICIPALITY</td> </tr> <tr> <td>DTI registration name</td> <td>RAY NKONYENI MUNICIPALITY</td> </tr> <tr> <td>DTI registration number</td> <td>822338</td> </tr> <tr> <td>PAYE/SARS number</td> <td>7710794654</td> </tr> <tr> <td>UIF reference number</td> <td>00187600</td> </tr> <tr> <td>EE reference number</td> <td>822338</td> </tr> <tr> <td>Seta classification</td> <td>LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR</td> </tr> <tr> <td>Industry/Sector</td> <td>WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES</td> </tr> <tr> <td>Industry Sub Sector</td> <td>Remediation activities and other waste management services</td> </tr> <tr> <td>Bargaining Council</td> <td>South African Local Government</td> </tr> <tr> <td>Telephone number</td> <td>0396882021</td> </tr> <tr> <td>Postal address</td> <td>P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE</td> </tr> <tr> <td>City/Town</td> <td>PORT SHEPSTONE</td> </tr> <tr> <td>Postal code</td> <td>4240</td> </tr> <tr> <td>Province</td> <td>KWAZULU NATAL</td> </tr> <tr> <td>Physical address</td> <td>10 CONNOR STREET PORT SHEPSTONE PORT SHEPSTONE</td> </tr> <tr> <td>City/Town</td> <td>PORT SHEPSTONE</td> </tr> <tr> <td>Postal code</td> <td>4240</td> </tr> <tr> <td>Province</td> <td>KWAZULU NATAL</td> </tr> <tr> <td colspan="2" style="text-align: center;">Details of CEO / Accounting Officer at the time of submitting this report</td> </tr> <tr> <td>Name and surname</td> <td>KHETHUKUTHULA JOSEPH ZULU</td> </tr> <tr> <td>Telephone number</td> <td>0396882020</td> </tr> <tr> <td>Fax number</td> <td>0396820327</td> </tr> <tr> <td>Email address</td> <td>khetha.zulu@rnm.gov.za</td> </tr> <tr> <td colspan="2" style="text-align: center;">Details of Employment Equity Senior Manager at the time of submitting this report</td> </tr> <tr> <td>Name and surname</td> <td>Nelisiwe Belinda Thabatha</td> </tr> <tr> <td>Telephone number</td> <td>0396882070</td> </tr> <tr> <td>Fax number</td> <td>0396820327</td> </tr> <tr> <td>Email address</td> <td>Nell.Thabatha@rnm.gov.za</td> </tr> <tr> <td colspan="2" style="text-align: center;">Information about the organization at the time of submitting this report</td> </tr> <tr> <td>Business type</td> <td>Non-Profit Organization</td> </tr> <tr> <td>Number of employees in the organization</td> <td>150 or more</td> </tr> <tr> <td>Is your organization an organ of State?</td> <td>Yes</td> </tr> <tr> <td>Is your organisation part of a group / holding company? If yes, please provide the name.</td> <td>No</td> </tr> <tr> <td>Year for which this report is submitted</td> <td>2022</td> </tr> </table>	Trade name	RAY NKONYENI MUNICIPALITY	DTI registration name	RAY NKONYENI MUNICIPALITY	DTI registration number	822338	PAYE/SARS number	7710794654	UIF reference number	00187600	EE reference number	822338	Seta classification	LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR	Industry/Sector	WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES	Industry Sub Sector	Remediation activities and other waste management services	Bargaining Council	South African Local Government	Telephone number	0396882021	Postal address	P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE	City/Town	PORT SHEPSTONE	Postal code	4240	Province	KWAZULU NATAL	Physical address	10 CONNOR STREET PORT SHEPSTONE PORT SHEPSTONE	City/Town	PORT SHEPSTONE	Postal code	4240	Province	KWAZULU NATAL	Details of CEO / Accounting Officer at the time of submitting this report		Name and surname	KHETHUKUTHULA JOSEPH ZULU	Telephone number	0396882020	Fax number	0396820327	Email address	khetha.zulu@rnm.gov.za	Details of Employment Equity Senior Manager at the time of submitting this report		Name and surname	Nelisiwe Belinda Thabatha	Telephone number	0396882070	Fax number	0396820327	Email address	Nell.Thabatha@rnm.gov.za	Information about the organization at the time of submitting this report		Business type	Non-Profit Organization	Number of employees in the organization	150 or more	Is your organization an organ of State?	Yes	Is your organisation part of a group / holding company? If yes, please provide the name.	No	Year for which this report is submitted	2022
Trade name	RAY NKONYENI MUNICIPALITY																																																																						
DTI registration name	RAY NKONYENI MUNICIPALITY																																																																						
DTI registration number	822338																																																																						
PAYE/SARS number	7710794654																																																																						
UIF reference number	00187600																																																																						
EE reference number	822338																																																																						
Seta classification	LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR																																																																						
Industry/Sector	WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES																																																																						
Industry Sub Sector	Remediation activities and other waste management services																																																																						
Bargaining Council	South African Local Government																																																																						
Telephone number	0396882021																																																																						
Postal address	P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE																																																																						
City/Town	PORT SHEPSTONE																																																																						
Postal code	4240																																																																						
Province	KWAZULU NATAL																																																																						
Physical address	10 CONNOR STREET PORT SHEPSTONE PORT SHEPSTONE																																																																						
City/Town	PORT SHEPSTONE																																																																						
Postal code	4240																																																																						
Province	KWAZULU NATAL																																																																						
Details of CEO / Accounting Officer at the time of submitting this report																																																																							
Name and surname	KHETHUKUTHULA JOSEPH ZULU																																																																						
Telephone number	0396882020																																																																						
Fax number	0396820327																																																																						
Email address	khetha.zulu@rnm.gov.za																																																																						
Details of Employment Equity Senior Manager at the time of submitting this report																																																																							
Name and surname	Nelisiwe Belinda Thabatha																																																																						
Telephone number	0396882070																																																																						
Fax number	0396820327																																																																						
Email address	Nell.Thabatha@rnm.gov.za																																																																						
Information about the organization at the time of submitting this report																																																																							
Business type	Non-Profit Organization																																																																						
Number of employees in the organization	150 or more																																																																						
Is your organization an organ of State?	Yes																																																																						
Is your organisation part of a group / holding company? If yes, please provide the name.	No																																																																						
Year for which this report is submitted	2022																																																																						

Please indicate below the preceding twelve month period the report covers (except for first time reporting where the period may be shorter):

From (date): 01/10/2021

To (date): 30/09/2022

Please indicate below the duration of your current employment equity plan:

From (date): 26/06/2020

To (date): 30/06/2023

PLEASE READ THIS FIRST

- a. The report should cover a twelve month period, except for first time reporting where this may not be possible and the months covered should be consistent from year to year for the duration of the plan.
- b. Employers must complete the EEA2 and the EEA4 forms and submit them together to the Department of Employment and Labour. Reports submitted by employers to the Department may only be hand delivered, posted or submitted online by the first working day of October or by 15 January of the following year only in the case of electronic reporting.
- c. An employer who becomes designated on or after the first working day of April, but before the first working day of October, must only submit its first report on the first working day of October in the following year.
- d. "Designated groups" mean Black people (i.e. Africans, Coloureds and Indians), women and people with disabilities who are citizens of the Republic of South Africa by birth or descent; or became citizens of the Republic of South Africa by naturalization (i) before 27 April 1994 or (ii) after 26 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date but who were precluded by apartheid policies.
- e. The alphabets "A", "C", "I", "W", "M" and "F" used in the tables have the following corresponding meanings and must be interpreted as "Africans", "Coloureds", "Indians", "Whites", "Males" and "Females" respectively.
- f. "Temporary employees" are those employees employed for less than three months.
- g. Guidelines on occupational levels are provided in the EEA9 Annexure of these regulations.
- h. Numerical goals must include the entire workforce profile, and not the difference between the current workforce profile and the projected workforce profile the employer seeks to achieve at the end of its employment equity plan (EE Plan).
- i. Numerical targets must include the entire workforce profile, and not the difference between the current workforce profile and the projected workforce profile the employer seeks to achieve by the next reporting period.
- j. All areas of the form must be fully and accurately completed and submitted by employers. Designated employers who fail to observe this provision will be deemed not to have reported.
- k. Employers must not leave blank spaces, use 'not applicable' (NA) or a 'dash' (-) when referring to the value "0" (Zero) or the word "No".

SECTION B: WORKFORCE PROFILE**1. WORKFORCE PROFILE**

1.1 Please report the total number of employees (including employees with disabilities) in each of the following occupational levels: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	4	0	0	0	2	0	0	0	0	0	6
Professionally qualified and experienced specialists and mid-management	19	1	1	2	18	0	2	1	0	0	44
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	105	5	22	5	94	3	6	3	1	0	244
Semi-skilled and discretionary decision making	221	0	14	4	177	5	15	7	0	0	443
Unskilled and defined decision making	184	0	3	0	142	0	0	0	0	0	329
TOTAL PERMANENT	533	6	40	11	433	8	23	11	1	0	1066
Temporary employees	19	0	0	1	25	1	1	0	0	0	47
GRAND TOTAL	552	6	40	12	458	9	24	11	1	0	1113

1.2 Please report the total number of employees with disabilities only in each of the following occupational levels: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	1	0	0	0	0	0	0	1	0	0	2
Semi-skilled and discretionary decision making	4	0	1	1	2	0	0	1	0	0	9
Unskilled and defined decision making	6	0	0	0	0	0	0	0	0	0	6
TOTAL PERMANENT	11	0	1	1	2	0	0	2	0	0	17
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	11	0	1	1	2	0	0	2	0	0	17

SECTION C: WORKFORCE MOVEMENT**2. Recruitment**

2.1 Please report the total number of new recruits, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	4	0	0	0	3	0	0	0	0	0	7
Semi-skilled and discretionary decision making	10	0	0	1	13	2	0	0	0	0	26
Unskilled and defined decision making	10	0	0	0	2	0	0	0	0	0	12
TOTAL PERMANENT	24	0	0	1	18	2	0	0	0	0	45
Temporary employees	5	0	0	1	1	0	0	0	0	0	7
GRAND TOTAL	29	0	0	2	19	2	0	0	0	0	52

3. Promotion

3.1 Please report the total number of promotions into each occupational level, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	0	0	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making	0	0	0	0	1	0	0	0	0	0	1
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	0	0	0	0	1	0	0	0	0	0	1
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	0	0	0	0	1	0	0	0	0	0	1

4. Termination

4.1 Please report the total number of terminations in each occupational level, including people with disabilities.
Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	0	0	0	0	0	0	0	0	0	1
Senior management	1	0	0	0	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	3	0	0	2	2	0	0	0	0	0	7
Semi-skilled and discretionary decision making	9	0	2	0	6	0	1	0	0	0	18
Unskilled and defined decision making	13	0	0	0	6	0	0	0	0	0	19
TOTAL PERMANENT	27	0	2	2	14	0	1	0	0	0	46
Temporary employees	14	0	1	3	7	1	0	1	0	0	27
GRAND TOTAL	41	0	3	5	21	1	1	1	0	0	73

SECTION D: SKILLS DEVELOPMENT**5. Skills Development**

5.1 Please report the total number of people including people with disabilities, who received training ONLY for the purpose of achieving the numerical goals, and not the number of training courses attended by individuals. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	1	0	0	0	1
Professionally qualified and experienced specialists and mid-management	2	0	1	1	0	1	0	0	5
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	8	0	1	0	17	0	0	0	26
Semi-skilled and discretionary decision making	19	0	1	1	20	0	1	1	43
Unskilled and defined decision making	4	0	0	0	8	0	0	0	12
TOTAL PERMANENT	33	0	3	2	46	1	1	1	87
Temporary employees	0	0	0	0	0	0	0	0	0
GRAND TOTAL	33	0	3	2	46	1	1	1	87

SECTION E: NUMERICAL GOALS & TARGETS**6. Numerical Goals**

6.1 Please indicate the numerical goals as contained in the EE Plan (i.e. the entire workforce profile including people with disabilities) you project to achieve at the end of your current Employment Equity Plan in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	0	0	0	0	0	0	0	0	0	1
Senior management	4	0	0	0	2	0	1	0	0	0	7
Professionally qualified and experienced specialists and mid-management	23	1	2	1	18	0	2	2	0	0	49
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	110	5	24	11	97	3	12	4	0	0	266
Semi-skilled and discretionary decision making	227	7	21	8	179	3	20	12	0	0	477
Unskilled and defined decision making	195	6	9	5	158	3	8	5	0	0	390
TOTAL PERMANENT	560	19	56	26	454	9	43	23	0	0	1190
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	560	19	56	26	454	9	43	23	0	0	1190

7. Numerical Targets

7.1 Please indicate the numerical targets as contained in the EE Plan (i.e. the workforce profile including people with disabilities) you project to achieve at the end of the next reporting cycle, in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	4	0	0	0	2	0	1	0	0	0	7
Professionally qualified and experienced specialists and mid-management	19	1	1	2	18	0	2	1	0	0	44
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	105	5	22	5	94	3	6	3	1	0	244
Semi-skilled and discretionary decision making	221	0	14	4	177	5	15	7	0	0	443
Unskilled and defined decision making	184	0	3	0	142	0	0	0	0	0	329
TOTAL PERMANENT	533	6	40	11	433	8	24	11	1	0	1067
Temporary employees	19	0	0	1	25	1	1	0	0	0	47
GRAND TOTAL	552	6	40	12	458	9	25	11	1	0	1114

SECTION F: MONITORING & EVALUATION**8. Consultation**

8.1 Please indicate below the stakeholders that were involved in the consultation process when developing and implementing your Employment Equity Plan and the preparation of this Employment Equity Report.

Consultation	Yes	No
Consultative body or employment equity forum	Yes	
Registered trade union (s)	Yes	
Employees	Yes	

9. Barriers and affirmative action measures

9.1 Please indicate which categories of employment policy or practice barriers to employment equity were identified. If your answer is 'Yes' to barriers in any of the categories, please indicate whether or not there are affirmative action measures developed and the time-frames to overcome them.

Categories	Barriers	Affirmative Action Measures	Timeframe for Implementation of AA Measures	
			Start Date (DD/MM/YYYY)	End Date (DD/MM/YYYY)
Recruitment Procedures	Yes	Yes	26/06/2020	30/03/2021
Advertising Positions	Yes	Yes	26/06/2020	30/06/2023
Selection criteria	Yes	Yes	04/02/2021	30/06/2022
Appointments	No	No		
Job classification and grading	No	No		
Remuneration and benefits	No	No		
Terms and conditions of employment	No	No		
Job assignments	No	No		
Work environment and facilities	Yes	Yes	01/07/2022	30/06/2023
Training and development	No	No		
Performance and evaluation systems	No	No		
Promotions	No	No		
Transfers	No	No		
Succession and experience planning	Yes	Yes	01/07/2022	30/06/2023
Disciplinary measures	No	No		
Dismissals	No	No		
Retention of designated groups	No	No		
Corporate culture	No	No		
Reasonable accommodation	Yes	Yes	01/07/2022	30/06/2023
HIV and AIDS education and prevention programmes	No	No		
Assigned senior manager(s) to manage EE implementation	No	No		
Budget allocation in support of employment equity goals	Yes	Yes	01/07/2022	30/06/2023
Time off for employment equity consultative committee to meet	No	No		

10. Monitoring and evaluation of implementation:

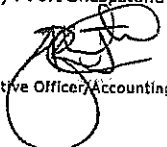
10.1 How regularly do you monitor progress on the implementation of the Employment Equity Plan? Please choose one.

Monthly	Quarterly
	Quarterly

10.2 Did you achieve the annual objectives as set out in your Employment Equity Plan for this period?

Yes	No	Please explain
Yes		Objectives were partially achieved. - Recruitment and selection policy was reviewed - Policy on Succession Planning and talent Management was developed - Made progress towards achieving 2% representativity of people with disabilities -Performance Management cascaded to lower levels

EEA2 Section G: Signature of the Chief Executive Officer/ Accounting Officer

Chief Executive Officer/Accounting Officer
<p>I KHETHUKUTHULA JOSEPH ZULU (full Name) CEO/Accounting Officer of RAY NKONYENI MUNICIPALITY hereby declare that I have read, approved and authorized this information.</p> <p>Signed on this 13th day of December (month) year 2022</p> <p>At (place) : Port Shepstone</p> <p> Chief Executive Officer/Accounting Officer</p>



PLEASE READ THIS FIRST	SECTION A: EMPLOYER DETAILS & INSTRUCTIONS																																																																						
<p>PURPOSE OF THIS FORM</p> <p>This form enables employers to comply with Section 27 (1) of the Employment Equity Act 55 of 1998 as amended.</p> <p>This form contains the format for an Income Differential Statement to be completed by designated employer and submitted to the Department of Employment and Labour.</p> <p>WHO COMPLETES THIS FORM?</p> <p>All designated employers must submit a report in terms of Section 27 (1) of the Employment Equity Act, 55 of 1998 as amended.</p> <p>WHEN SHOULD EMPLOYERS REPORT?</p> <p>Designated employers must submit their report annually at a Department of Employment and Labour office on the first working day of October for immediate capturing or by 15 January of the following year for online reporting.</p> <p>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.</p> <p>Online Reporting: www.labour.gov.za Helpline: 0860101018</p> <p>NO FAXED OR E-MAILED REPORTS WILL BE ACCEPTED</p>	<table border="1"> <tr> <td>Trade name</td> <td>RAY NKONYENI MUNICIPALITY</td> </tr> <tr> <td>DTI registration name</td> <td>RAY NKONYENI MUNICIPALITY</td> </tr> <tr> <td>DTI registration number</td> <td>822338</td> </tr> <tr> <td>PAYE/SARS number</td> <td>7710794654</td> </tr> <tr> <td>UIF reference number</td> <td>00187600</td> </tr> <tr> <td>EE reference number</td> <td>822338</td> </tr> <tr> <td>Seta classification</td> <td>LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR</td> </tr> <tr> <td>Industry/Sector</td> <td>WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES</td> </tr> <tr> <td>Industry Sub Sector</td> <td>Remediation activities and other waste management services</td> </tr> <tr> <td>Bargaining Council</td> <td>South African Local Government</td> </tr> <tr> <td>Telephone number</td> <td>0396882021</td> </tr> <tr> <td>Postal address</td> <td>P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE</td> </tr> <tr> <td>City/Town</td> <td>PORT SHEPSTONE</td> </tr> <tr> <td>Province</td> <td>KWAZULU NATAL</td> </tr> <tr> <td>Postal code</td> <td>4240</td> </tr> <tr> <td>Physical address</td> <td>10 CONNDR STREET PORT SHEPSTONE PORT SHEPSTONE</td> </tr> <tr> <td>City/Town</td> <td>PORT SHEPSTONE</td> </tr> <tr> <td>Province</td> <td>KWAZULU NATAL</td> </tr> <tr> <td>Postal code</td> <td>4240</td> </tr> <tr> <td colspan="2" style="text-align: center;">Details of CEO/Accounting Officer at the time of submitting this report</td> </tr> <tr> <td>Name and surname</td> <td>KHETHUKUTHULA JOSEPH ZULU</td> </tr> <tr> <td>Telephone number</td> <td>0396882020</td> </tr> <tr> <td>Fax number</td> <td>0396820327</td> </tr> <tr> <td>Email address</td> <td>khetha.zulu@rnm.gov.za</td> </tr> <tr> <td colspan="2" style="text-align: center;">Details of Employment Equity Senior Manager at the time of submitting this report</td> </tr> <tr> <td>Name and surname</td> <td>Nelisiwe Belinda Thabatha</td> </tr> <tr> <td>Telephone number</td> <td>0396882070</td> </tr> <tr> <td>Fax number</td> <td>0396820327</td> </tr> <tr> <td>Email address</td> <td>Neli.Thabatha@rnm.gov.za</td> </tr> <tr> <td colspan="2" style="text-align: center;">Information about the organization at the time of submitting this report</td> </tr> <tr> <td>Business type</td> <td>Non-Profit Organization</td> </tr> <tr> <td>Number of employees in the organization</td> <td>150 or more</td> </tr> <tr> <td>Is your organization an organ of State?</td> <td>Yes</td> </tr> <tr> <td>Is your organisation part of a group / holding company? If yes, please provide the name.</td> <td>No</td> </tr> <tr> <td>Year for which this report is submitted</td> <td>2022</td> </tr> </table>	Trade name	RAY NKONYENI MUNICIPALITY	DTI registration name	RAY NKONYENI MUNICIPALITY	DTI registration number	822338	PAYE/SARS number	7710794654	UIF reference number	00187600	EE reference number	822338	Seta classification	LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR	Industry/Sector	WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES	Industry Sub Sector	Remediation activities and other waste management services	Bargaining Council	South African Local Government	Telephone number	0396882021	Postal address	P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE	City/Town	PORT SHEPSTONE	Province	KWAZULU NATAL	Postal code	4240	Physical address	10 CONNDR STREET PORT SHEPSTONE PORT SHEPSTONE	City/Town	PORT SHEPSTONE	Province	KWAZULU NATAL	Postal code	4240	Details of CEO/Accounting Officer at the time of submitting this report		Name and surname	KHETHUKUTHULA JOSEPH ZULU	Telephone number	0396882020	Fax number	0396820327	Email address	khetha.zulu@rnm.gov.za	Details of Employment Equity Senior Manager at the time of submitting this report		Name and surname	Nelisiwe Belinda Thabatha	Telephone number	0396882070	Fax number	0396820327	Email address	Neli.Thabatha@rnm.gov.za	Information about the organization at the time of submitting this report		Business type	Non-Profit Organization	Number of employees in the organization	150 or more	Is your organization an organ of State?	Yes	Is your organisation part of a group / holding company? If yes, please provide the name.	No	Year for which this report is submitted	2022
Trade name	RAY NKONYENI MUNICIPALITY																																																																						
DTI registration name	RAY NKONYENI MUNICIPALITY																																																																						
DTI registration number	822338																																																																						
PAYE/SARS number	7710794654																																																																						
UIF reference number	00187600																																																																						
EE reference number	822338																																																																						
Seta classification	LOCAL GOVERNMENT, WATER & RELATED SERVICES SECTOR																																																																						
Industry/Sector	WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES																																																																						
Industry Sub Sector	Remediation activities and other waste management services																																																																						
Bargaining Council	South African Local Government																																																																						
Telephone number	0396882021																																																																						
Postal address	P O BOX 5 PORT SHEPSTONE PORT SHEPSTONE																																																																						
City/Town	PORT SHEPSTONE																																																																						
Province	KWAZULU NATAL																																																																						
Postal code	4240																																																																						
Physical address	10 CONNDR STREET PORT SHEPSTONE PORT SHEPSTONE																																																																						
City/Town	PORT SHEPSTONE																																																																						
Province	KWAZULU NATAL																																																																						
Postal code	4240																																																																						
Details of CEO/Accounting Officer at the time of submitting this report																																																																							
Name and surname	KHETHUKUTHULA JOSEPH ZULU																																																																						
Telephone number	0396882020																																																																						
Fax number	0396820327																																																																						
Email address	khetha.zulu@rnm.gov.za																																																																						
Details of Employment Equity Senior Manager at the time of submitting this report																																																																							
Name and surname	Nelisiwe Belinda Thabatha																																																																						
Telephone number	0396882070																																																																						
Fax number	0396820327																																																																						
Email address	Neli.Thabatha@rnm.gov.za																																																																						
Information about the organization at the time of submitting this report																																																																							
Business type	Non-Profit Organization																																																																						
Number of employees in the organization	150 or more																																																																						
Is your organization an organ of State?	Yes																																																																						
Is your organisation part of a group / holding company? If yes, please provide the name.	No																																																																						
Year for which this report is submitted	2022																																																																						

SECTION B: THE FOLLOWING MUST BE TAKEN INTO CONSIDERATION WHEN COMPLETING THE EEA4 FORMS

1. The objective of the EEA4 Form is to collect information for the assessment of the remuneration gap between the highest paid and lowest paid employees and, at the same time, to assess inequalities in remuneration in relation to race and gender in the various occupational levels. It must be noted that the total number of employees in the EEA2 in each occupational level (Workforce profile table 1.1) must be taken into account when completing this form (EEA4).
2. 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 over a period of 12 months.
3. "Remuneration" means any payment in money or in kind, or both in money and in kind, made or owing to any person in return for that person working for any other person, including the State.
4. Remuneration (i.e. fixed and variable remuneration) contained in this form must reflect information of the same employees reflected in the EEA2 Form for the reporting period concerned across all occupational levels. The workforce in terms of race and gender must be exactly the same as the workforce outlined in the EEA2 Form.
5. All employees, including Foreign Nationals and temporary employees (i.e. those employees employed to work for less than three months) must be included when completing the EEA4 Form.
6. Calculation of remuneration must include a period of twelve months and reflect the same reporting period covered by the EEA2 Form. Where an employee had not worked for a full twelve month period, an amount equivalent to the annual remuneration must be calculated and furnished. For example, the annual equivalent for an employee who worked for three months and earned R30 000 is R120 000 (i.e. $(R30\ 000 / 3) \times 12$). All remuneration amounts to be reflected in the table below must be rounded up to the nearest Rand (R) and included as total remuneration (fixed / guaranteed remuneration plus any variable remuneration) that was paid out for each group in terms of population group and gender.
7. No blank spaces, commas (,), full stops or decimal points (.) or any other separator should be included when capturing the remuneration information in each of the cells in the table below – for example R7 345 567.6 must be captured as 7345568 with no separators.
8. All remuneration (i.e. total cost to company) must be included in the form as annualized fixed / guaranteed remuneration and annualized variable remuneration). The information below provides inclusions and exclusions to consider when completing the EEA4 Form.
 - 8.1 Fixed / Guaranteed remuneration includes:
 - a) Salary/wage;
 - b) Housing or accommodation subsidy or housing or accommodation received as a benefit in kind;
 - c) Travel allowance or provision of a car, except to the extent that the allowance or the car is provided to enable the employee to work as provided for by the Fourth and Seventh Schedules of the Income Tax Act;
 - d) Any cash payments made to an employee, except those listed as exclusions in terms of this schedule;
 - e) Any other payments in kind received by an employee, except those listed as exclusions in terms of this schedule;
 - f) Employer's contributions to medical aid, pension, provident fund or similar benefit funds;
 - g) Employer's contributions to income protection, funeral or death benefit schemes; and
 - h) Guaranteed (non-discretionary) annual bonus/13th cheque.
 - 8.2 Variable remuneration includes:
 - a) Short-term incentives: annual or shorter incentives and (generally) cash performance-based payments, including deferrals (commission schemes are included here);
 - b) Long-term incentives: longer than one year, (usually) share-based awards and cash-based settlement that have a vesting period of more than one year must also be included, which may be retention and / or performance-based;
 - c) Lump sums in respect of ongoing employment e.g. back pay and leave paid upon termination;
 - d) Discretionary payments not related to an employee's hours of work or performance (for example, a retention bonus);
 - e) As provided for by the Income Tax Act, the taxable benefit portion of bursaries and scholarships provided to the employee and/or relatives of the employee; and
 - f) Dividends included as remuneration by the Fourth Schedule of the Income Tax Act.
 - 8.3 Excluded:
 - a) Any allowance, cash payment or payment in kind provided to enable the employee to work (for example, an equipment, tool or similar allowances or the provision of transport or the payment of a transport allowance to enable the employee to travel to and from work);
 - b) Gratuities (for example, tips received from customers) and gifts from the employer;
 - c) Non-employment related lump sums such as severance pay; and
 - d) Dividends not included as remuneration by the Fourth Schedule of the Income Tax Act.
9. Information and Calculations:

Information is required on the number of employees, including persons with disabilities, and the total remuneration in each occupational level in terms of the population group and gender in Section C of the EEA4 form.

In addition, remuneration information is required for the lowest paid individual at the lowest occupational level and the remuneration of the highest paid individual is required for each of the other occupational levels in your organisation in terms of population group and gender in Section D of the EEA4 form.

 - 9.1 Please provide the remuneration of the employee with the highest total remuneration (i.e. fixed/guaranteed and variable remuneration) for each occupational level in terms of population group and gender. Where applicable, information must be provided for both males and females for Africans, Coloureds, Indians, Whites and Foreign Nationals.
 - 9.2 Please provide the remuneration of the employee with the lowest total remuneration (i.e. fixed/guaranteed and variable remuneration) for the lowest occupational level in your organisation in terms of population group and gender. Where applicable, information must be provided for both males and females for Africans, Coloureds, Indians, Whites and Foreign Nationals.
 - 9.3 Please provide the average/mean remuneration, the median remuneration and the remuneration gap as required in Section E of the EEA4 Form.

SECTION C: WORKFORCE PROFILE AND TOTAL REMUNERATION

Please use the table below to indicate the number of employees, including people with disabilities, and the total remuneration in terms of population group and gender for each occupational level. In addition, please provide the total remuneration per occupational level by your organisation.

Occupational levels	Male				Female				FOREIGN NATIONALS		Total
	A	C	X	W	A	C	X	W	Male	Female	
Top Management	Number of employees	0	0	0	0	0	0	0	0	0	0
	Total Remuneration	0	0	0	0	0	0	0	0	0	0
	Number of employees	4	0	0	0	2	0	0	0	0	6
Senior Management	Total Remuneration	4871712	0	0	0	2645692	0	0	0	0	7517404
	Number of employees	19	1	1	2	18	0	2	1	0	44
	Total Remuneration	13901513	1202715	1086951	1809661	15903855	0	1851614	1058607	0	4228628
Professionally qualified and experienced specialists and mid-management	Number of employees	105	5	22	5	94	3	6	3	1	244
	Total Remuneration	57445980	3256799	15723897	3079566	50903395	1912884	3532259	2232700	707807	139390589
	Number of employees	221	0	14	4	177	5	15	7	0	443
Semi-skilled and discretionary decision making	Total Remuneration	71173139	0	6468263	1610289	5755355	1760078	6486047	2963022	0	146018333
	Number of employees	184	0	3	0	142	0	0	0	0	329
	Total Remuneration	38095605	0	711752	0	26834011	0	0	0	0	65641369
Unskilled and defined decision making	Number of employees	539	6	40	11	433	6	23	11	1	1066
	Total Remuneration	191289070	4459514	2398863	6508320	153934338	3673762	11871970	6254419	707807	402749513
	Number of employees	19	0	0	1	25	1	1	0	0	47
Temporary Employees	Total Remuneration	1608785	0	0	52859	1407480	52788	52520	0	0	3174424
	Number of employees	592	6	40	12	498	9	24	11	1	1113
	Total Remuneration	102897055	4459514	2398863	6621479	155342018	3726542	11924440	6254419	707807	405913937

SECTION D: FIXED / GUARANTEED AND VARIABLE REMUNERATION

Please provide the remuneration of the employee with the highest total remuneration (i.e. fixed/guaranteed and variable remuneration) in terms of population group and gender for all the occupational levels, except for the lowest occupational level in your organisation. Please provide the remuneration of the employee with the lowest total remuneration in your organisation in terms of population group and gender. Where a choice has to be made between two employees with the same total remuneration, i.e. one employee having a higher fixed/guaranteed remuneration and the other employee having a higher variable remuneration, the employee with the higher variable remuneration, except at the lowest occupational level, wherein an employee with the lowest variable remuneration should be chosen when completing the form below.


Occupational levels		MALE				FEMALE				FOREIGN NATIONALS	
		A	C	I	W	A	C	I	W	M	F
Top Management	Fixed/Guaranteed	0	0	0	0	0	0	0	0	0	0
	Variable	0	0	0	0	0	0	0	0	0	0
	Total Remuneration	0	0	0	0	0	0	0	0	0	0
Senior Management	Fixed/Guaranteed	1293708	0	0	0	1437327	0	0	0	0	0
	Variable	155229	0	0	0	0	0	0	0	0	0
	Total Remuneration	1448937	0	0	0	1437327	0	0	0	0	0
Professionally qualified, experienced specialists and mid-management	Fixed/Guaranteed	1150327	1190971	1079590	998631	957460	0	994568	1051336	0	0
	Variable	50254	11744	7361	44149	97152	0	3277	7361	0	0
	Total Remuneration	1200581	1202715	1086951	1042780	1054612	0	997845	1058697	0	0
skilled technically, academically qualified and, junior management	Fixed/Guaranteed	872359	754121	1085563	715134	809647	730201	677721	896283	705270	0
	Variable	304869	2034	29557	2241	5281	6962	122553	5671	2537	0
	Total Remuneration	1177228	756155	1115120	717375	814928	737163	800274	901954	707807	0
Semi-skilled and discretionary decision making	Fixed/Guaranteed	681598	0	681356	561985	494161	385973	534812	511504	0	0
	Variable	2241	0	2241	1753	59746	48536	1985	1985	0	0
	Total Remuneration	683839	0	683597	563738	553907	434509	536797	513489	0	0
Unskilled and defined decision making	Fixed/Guaranteed	128428	0	192681	0	128428	0	0	0	0	0
	Variable	0	0	12874	0	0	0	0	0	0	0
	Total Remuneration	128428	0	205555	0	128428	0	0	0	0	0

SECTION E: AVERAGE AND MEDIAN PAY AND THE REMUNERATION GAP

Please note the average/ mean remuneration involves adding up a number of amounts in remuneration and dividing the total by the total number of employees included in the total. The 'median' is the "middle" value in a list of payments (i.e. remuneration) ranked from lowest to highest.

What is the average annual remuneration for the top 10% of your top earners?	Average Annual Remuneration	R 871046
What is the average annual remuneration for the bottom 10% of your bottom earners?	Average Annual Remuneration	R 117739
What is the median earners remuneration in your organisation?	Median Earners Remuneration	R 295932
Please indicate whether your organisation has a policy in place to address and close the vertical gap between the highest and lowest paid employees in your workforce?	NO	
How many times (e.g. 10x, 15x, 20x) is the vertical gap between the highest and lowest paid worker in your organisation in terms of the policy?	0	
Is the remuneration gap between the highest and lowest paid employees in your organisation aligned to your policy?	YES	
	NO	
Are AA measures to address the remuneration gap included in your EE Plan?	YES	
	NO	X
Please indicate a key reason for the Income Differentials that apply to your organisation.	a) seniority/ length of service	X
	b) Qualifications	
	c) Performance	
	d) Demotion	
	e) Experiential training	
	f) Short of skill	
	g) Transfer of business	

EEA4 Section F: Signature of the Chief Executive Officer/ Accounting Officer

Chief Executive Officer/Accounting Officer
<p>I KHETHUKUTHULA JOSEPH ZULU (full Name) CEO/Accounting Officer of RAY NKONYENI MUNICIPALITY hereby declare that I have read, approved and authorized this information.</p> <p>Signed on this 13th day of December (month) year 2022</p> <p>At (place) : Port Shepstone</p> <p> Chief Executive Officer/Accounting Officer</p>