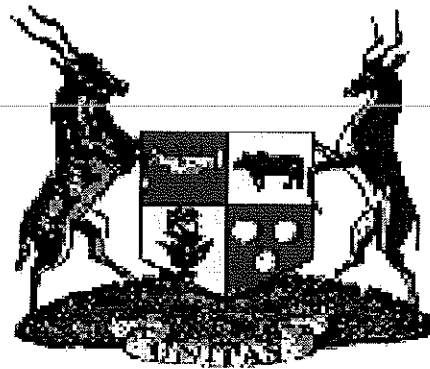


*RUSTENBURG
LOCAL
MUNICIPALITY*



**POLICY: FUNERAL
ASSISTANCE FOR FATAL
INJURY-ON-DUTY**

AGENDA: MAYORAL COMMITTEE: 18 NOVEMBER 2003

684. POLICY: FUNERAL ASSISTANCE FOR FATAL INJURY-ON-DUTY
(Directorate: Corporate Support Services) (11/3/1/6)(7691)(SMDP/lp)

1. STRATEGIC THRUST

The strategic thrust to encourage as sense of ownership and identify amongst employees is addresses by this item.

2. PURPOSE OF THE REPORT

The purpose of the report is to submit the policy, Funeral Assistance for Fatal Injury-on-Duty to the Council for proposal.

3. EXECTUVE SUMMARY

Council resolved on 30/09/2003 per item no. 587 A, that a policy be submitted to Council pertaining to fatal injuries on duty.

4. FINANCIAL IMPLICATIONS

For this financial year, no provision was made for this purpose. It is not possible to provide for a specific amount, as it is not known in advance if / when a situation like this will occur. Individual cases will have to be submitted to Council to approve an over-expenditure.

This item served before the Portfolio Committee: Corporate Support Services on 05 November 2003.

RECOMMENDED:

ACTION

--- That the attached Policy: Funeral Assistance for Fatal Injury-on-Duty, be approved. (Pages 130 - 131)

DCS

minutes m/c 18/11/03
684. POLICY: FUNERAL ASSISTANCE FOR FATAL INJURY-ON-DUTY - CC
(Directorate: Corporate Support Services) (11/3/1/6)(7691)(SMDP/br)

ACTION

--- That the attached Policy: Funeral Assistance for Fatal Injury-on-Duty, be approved. (Annexure 1: Pages 1 - 2)

DCS

minutes C1 25/11/03
684. POLICY: FUNERAL ASSISTANCE FOR FATAL INJURY-ON-DUTY - CC
(Directorate: Corporate Support Services) (11/3/1/6)(7691)(SMDP/br)

ACTION

--- That the attached Policy: Funeral Assistance for Fatal Injury-on-Duty, be approved. (Annexure 1: Pages 1 - 2)

DCS

POLICY : FUNERAL ASSISTANCE FOR FATAL INJURY-ON-DUTY

(SMDP/jmm) (11/3/1/6)

1. AIM

The aim of the Policy is to provide a uniform and consistent approval, to enable Council to provide funeral assistance in the case of a fatal injury-on-duty.

2. SCOPE

The scope of the policy includes all cases of injury-on-duty, resulting in the death of any employee in the service of the Rustenburg Local Municipality, if injured while executing his / her official, municipal duties.

3. LEGISLATION

The Compensation of Occupational Injuries and Diseases Act, no. 130 of 1993, cover an employee if he / she dies as a result of an injury-on-duty caused by an accident, for funeral costs to a maximum of R7 395,00 or the actual amount, whichever is the lesser for the cost of the coffin, grave, shroud and the hire of the hearse.

4. POLICY

Any funeral assistance for a fatal injury-on-duty must comply with stipulations of applicable legislation of the Compensation Commissioner, in the sense that the employee concerned shall be executing his official, municipal duties at the time when the accident occurs.

5. ASSISTANCE

5.1 Memorial Services

A memorial service will be conducted during official working hours, at a place that will be accessible to all employees.

5.2 Transport

A bus for 60 persons, will be rented by the Municipality, for a distance not exceeding 500 km (return journey), to transport employees who want to attend the funeral.

5.3 Funeral expenses

An amount of R6 000,00 will be provided to the bereaved family, towards the coverage of funeral expenses.

5.4 Assistance

The Directorate Corporate Support Services will assist as far as possible to expedite the finalization of the claim that must be submitted to the Compensation Commissioner, in accordance with legislation.

5.5 All claims for any of the above-mentioned assistance shall be substantiated by official receipts and / or other acceptable proof.

6. DISCIPLINE

Discipline and behaviour of all employees who attend the memorial service and funeral should at all times be maintained. The Council's Code of Conduct and Disciplinary Procedure will apply, should any employees such Code of Conduct.

7. ADMINISTRATIVE UP-KEEP

The Directorate Corporate Support Services will be responsible for the administrative up-keep of the Policy.