



**DANGER/ HAZARD ALLOWANCE
POLICY**

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DRAFT DANGER/HAZARD ALLOWANCE POLICY

1. PREAMBLE

- 1.1. The South African Local Government Bargaining Council (SALGBC) in its Circular 02/2021 acknowledges that:
- 1.2. The Main Collective Agreement does not cover Danger allowance and the allowance cannot and should not be negotiated at any Division of the SALGBC.
- 1.3. The SALGBC, advised that municipalities without Danger Allowance policy must with their senior municipal management and identified leadership of IMATU and SAMWU discuss the matter in order to arrive at an amicable resolution of which employees in the essential designation are indeed exposed to dangers or hazards and what procedure for those so identified needs to be applied to compensate them through the payment of a danger allowance subject to municipalities fulfilling their compliance in giving effect to this.
- 1.4. Therefore, the Danger allowance policy shall be an agreement between the parties at the Local Labour Forum between IMATU, SAMWU and Polokwane Municipality

2. DEFINITIONS

“**Danger**” is when your life is at risk of a possibility of losing life or limb permanently or partially and may lead to death or disability.

“**Hazard**” is any source of potential damage, harm or adverse health effects on something or someone.

“**Danger allowance**” is the additional compensation paid to employees who are working under hazardous/dangerous conditions or in extreme physical discomfort or distress.

3. SCOPE OF APPLICATION

- 3.1. This policy shall apply to all employees of Polokwane municipality falling within the registered scope of the SALGBC and are also eligible to receive the allowance **in terms of clause 5 below.**
- 3.2. This policy shall not apply to Councillors.

4. COMMENCEMENT DATE

The policy shall come into effect on a date determined by council as an effective date of the policy.

5. PRINCIPLES

- 5.1. Payment of the Danger/Hazard Allowance shall take into consideration the following: -
- 5.1.1. The nature of their duties and the work environment
 - 5.1.2. The nature and the extent at which they are exposed to the danger or the hazard
 - 5.1.3. The frequency of the danger or the hazard that is when do employees experience a genuine danger or hazard to their life during their employment.
 - 5.1.4. The health and safety measures and/or precautionary measures the Employer has put in place.
 - 5.1.5. If mitigating measures are in place, the degree to which the danger/hazard could be mitigated.
 - 5.1.6. If not mitigated or partially mitigated the reasons that the danger/hazard persist and the degree to which it continues to present a genuine life-threatening situation to the employee
 - 5.1.7. Substantive motivation provided by the Employer where the danger/hazard cannot be mitigated through safety and or precautionary measures, a motivation should be submitted.

6. RISK MATRIX ANALYSIS

The following occupational categories were identified for a risk matrix analysis through hazard categories.

6.1. In line with OHS there are six primary **hazard categories** namely:

- Physical hazards
- Chemical hazards
- Biological hazards
- Safety hazards
- Ergonomic hazards
- Psychosocial hazards

6.1.1. Biological

Biological hazards include viruses, bacteria, insects, animals, etc., that can cause adverse health impacts. For example, mould, blood and other bodily fluids, harmful plants, sewage, dust, and vermin.

6.1.2. Chemical

Chemical hazards are hazardous substances that can cause harm. These hazards can result in both health and physical impacts, such as skin irritation, respiratory system irritation, blindness, corrosion, and explosions.

6.1.3. Physical

Physical hazards are environmental factors that can harm an employee without necessarily touching them, including heights, noise, radiation, and pressure.

6.1.4. Safety

These are hazards that create unsafe working conditions. For example, exposed wires or a damaged carpet might result in a tripping hazard. *These are sometimes included under the category of physical hazards.*

6.1.5. Ergonomic

Ergonomic hazards are a result of physical factors that can result in musculoskeletal injuries. For example, a poor workstation setup in an office, poor posture, and manual handling.

6.1.6. Psychosocial

Psychosocial hazards include those that can have an adverse effect on an employee's mental health or wellbeing. For example, sexual harassment, victimisation, stress, and workplace violence.

7. CATEGORIZATION

7.1. Very High-Risk Category

Very high exposure risk jobs are those with high potential and likely to result in failure, harm, or injury.

7.2. High Risk Category

High risk exposure

High exposure risk jobs are those with high potential and likely to result in failure, harm, or injury.

7.3. Medium Risk Category

Medium Exposure Risk

Medium exposure risk jobs include the chance or probability that a person will be harmed or experience an adverse health effect if exposed to a hazard.

7.4. Low Risk Category

Lower Exposure Risk

Lower exposure risk (caution) jobs are those not likely to result in failure, harm, or injury: not having a lot of risk.

8. RISK TABLE

Severity	Meaning	Probability	Risk Category
Catastrophic	<ul style="list-style-type: none"> Multiple death Multiple Injury Equipment destroyed 	Frequent Occasional Remote Improbable Extremely probable	Very High
Hazardous	<ul style="list-style-type: none"> Large reduction in safety margin or workload such that operational perform their task accurately. Serious injury Major equipment destroyed 	Frequent Occasional Remote Improbable Extremely probable	High
Major	<ul style="list-style-type: none"> A significant reduction in safety margins, a reduction in the ability of operation and the ability of being operational. Personnel to cope with adverse operations conditions workload as a result of an increase in workload and as a result of conditions impairing their efficiency. Serious incident. Injury to personnel 	Frequent Occasional Remote Improbable Extremely probable	Medium
Minor	<ul style="list-style-type: none"> Minor incidents Nuisance Operating Limitations. Use of emergency procedures. 	Frequent Occasional Remote Improbable Extremely probable	Lower
Negligible	Few consequences.	Frequent Occasional Remote Improbable Extremely probable	

9. STANDARD RISK MATRIX

TABLE. 9.1:

Risk Magnitude	Nature of work	Occupation requiring health and safety precautions	Frequency of use of health and safety and or/ precautionary measures the Employer has implemented to mitigate the risks	Frequency of visit/ close contacts with the public.	Frequency of exposure to the identified occupational risks
Very High Exposure Risk Jobs	Fieldwork and/or Chemical exposure areas	Yes	Daily	Daily	Daily
High Exposure Risk	Fieldwork and/or Chemical exposure areas	Yes	Weekly	Weekly	Weekly
Medium Exposure Risk	Workstation based (Visit the site as when required)	As and when required (Monthly)	As and when required (Monthly)	As and when required (Monthly)	As and when required (Monthly)
Lower Exposure Risk	Workstation based	No	No	No	No

TABLE: 9.2

Risk Magnitude	Risk Acceptability	Proposed mitigating steps	Proposed Danger Allowance Amount per month.
Very High Exposure Risk Jobs Level 1	Unacceptable risk	Take action to reduce risk with highest priority	R 00.00
High Exposure Risk Level 2	Unacceptable risk	Take action to reduce risk with highest priority	R 500.00
Medium Risk Level 3	Unacceptable risk	Take action to reduce risk, inform management e.g. PPE, equipment, they don't work on live wires.	R 300.00
Low risk: Level 4	Accept Risk	Monitor closely – control, monitor, inform management	R0.00
Minimum risk: Level 5	Accept Risk	No risk reduction – control, monitor, inform management	R0.00

TABLE 9.3 Risk Rating Key

Risk Level	Scoring Range	Action Required
Low (Green)	1-4	Acceptable Maintain Control
Medium (Yellow)	5-9	Monitor and Improve Control
High Risk 2 (Red)	10-15	Immediate action requires Senior Management attention
High Risk 1 (Dark Red)	15- 20	Stop activity until risk is reduced. Urgent management intervention

10. ELIGIBILITY

- 10.1. A qualifying employee will be entitled to receive a monthly danger/hazard allowance on condition:
- i) The employee is not absent without leave (AWOL) during the 30 days of the calendar month.
 - ii) Has not taken more than 30 days of leave within calendar month.
 - iii) Has not engaged in unprotected industrial action / strike.
 - iv) The employee remains appointed to designation classified as qualifying designation
- 10.2. For a designation to qualify to be classified as very high or high risk the following criterion must be met:
- i) The designation must be within a strategic business unit / section / unit designated / classified as high, medium, or low risk function.
 - ii) It must be informed and supported by a comprehensive danger risks exposures assessment report compiled in consultation with line management, approved by Accounting Officer.
 - iii) The risk assessment report must identify specific or class of danger/hazard risks exposures associated / inherent in the position / designation including available mitigatory options.
 - iv) A determination must be made by the recommending and approving authority that the specific or class of danger risks exposures associated / inherent in the position / designation have not been adequately mitigated or cannot be proactively eliminated with the use of reasonable protective measures / equipment.
 - v) That the factors giving rise to a danger/hazard risks exposure are consistent (not of an ad hoc in nature) and may occur unexpectedly.

11. PAYMENT OF DANGER/HAZARD ALLOWANCE

- 11.1. Danger/Hazard Allowance shall be paid monthly to employees who qualify in terms of the eligibility and applicable tax prescripts shall apply;
- 11.2. The monthly taxable benefit shall be **R 500.00** for **High Risk Exposure** and **R300** for **Medium Risk Exposure**; with due consideration to:-
- *The nature of their duties and the work environment,*
 - *The nature and extent of the risk to which they are exposed,*

- *The frequency of the risk, i.e., when do the Employees experience a genuine risk to their life during their employment, and*
- *The health and safety and /or precautionary measures the employer has implemented to mitigate the risk*
- *If mitigating measures are in place, the degree to which the risk could be mitigated. If not mitigated or partially mitigated the reasons that the risk persists and the degree to which it continues to present a genuine life-threatening risk to the employee.*

11.3. **Approval of the payment shall be sought from the Accounting Officer after submission of an assessment report with a clear motivation by the Line Manager.**

12. VIOLATION AND ENFORCEMENT

The violation of the policy may lead to disciplinary measures being taken against any person who is deemed to have violated the policy.

13. REVIEW OF THE POLICY

This Policy will be reviewed after every three years or when there is a change in legislation affecting it and considering feedback received from the various stakeholders and role players. Where necessary, the required amendments will be made and submitted to Council for approval.