



BARGAINING COUNCIL FOR THE CONTRACT CLEANING SERVICES INDUSTRY (KWA-ZULU NATAL)

15 / 21 WOODFORD GROVE
STAMFORD HILL, 4001
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GREYVILLE 4023
ACCOUNTS FAX: 031 303 9709 / 086 618 0057
Website Address: www.bccci.co.za

COMPLIANCE INSPECTION CHECK LIST

COMPANY:

PHYSICAL ADDRESS:

POSTAL ADDRESS:

PHONE:

FAX:

CONTACT PERSON:

CELL:

E-MAIL ADDRESS:

DATE OF INSPECTION:

1 CLAUSE 23: COMPLIANCE WITH STATUTORY BODIES:

Check receipts for the past 3 months

	REG NO	LAST RECEIPT	AMOUNT	FOR MONTH
UIF				
SETA LEVIES				
SARS, PAYE				
SARS, VAT				
WCA				

2 CLAUSE 18 COUNCIL LEVIES , CLAUSE 30 PROVIDENT FUND, CLAUSE 34 FAMILY

MEDICAL CRISIS PLAN AND CLAUSE 35 COLLECTIVE BARGAINING LEVY:

have either of the following happened in the past 3 months:

- (a) the Council imposed a penalty for late payment? / X
- (b) the Provident Fund charged interest on a late payment? / X
- (c) the Family Medical Crisis Plan interest on a late payment? / X

	NO OF EE'S	LAST PAID	AMOUNT	FOR MONTH
LEVIES				
REMITTANCE ADVICES SENT TO COUNCIL				
PROV FUND				
PROOF OF SCHEDULES SENT TO NBC				
FAMILY MEDICAL CRISIS PLAN				
PROOF OF SCHEDULES SENT TO ADMINISTRATOR				

3 OTHER CLAUSES AS PER MAIN AGREEMENT:

CLAUSE	REGULATION	<input checked="" type="checkbox"/> / <input type="checkbox"/> X	COMMENTS
4	HOURLY RATE		
	ANNUAL BONUS		
	NIGHT ALLOWANCE		
5	DATE PAID		
	PAYSLIP		
	DEDUCTIONS		
7	ORDINARY HOURS		
	MINIMUM HOURS – 6 PER DAY		
	OVERTIME		
8	ANNUAL LEAVE		
	4 TH WEEK		
9	SICK LEAVE		
10	SUNDAYS & P/HOLIDAYS		
12	MATERNITY LEAVE		
13	PIECEWORK		
14	UNIFORMS ISSUED		

17	UNION PAYMENTS		
22	STAFF RECORDS		
23	REG OF EMPLOYERS		
26	EXEMPTIONS GRANTED		

The Company did / did not co-operate in every respect. If they did not co-operate in what respect did they not?

The Company has failed the inspection and a Compliance order has been issued in regards the following:

OR

The Company has complied in every respect for a period of 3 months and I recommend that a Certificate of Compliance be issued.

DESIGNATED AGENT	COMPANY REPRESENTATIVE	DATE

BEFORE A CERTIFICATE OF COMPLIANCE CAN BE ISSUED THE SECRETARY AND CHAIRMAN / VICE CHAIRMAN MUST STUDY THE ABOVE REPORT.

We have studied the report and confirm that the information contained herein confirm that a Compliance Certificate be issued to the Company.

SECRETARY	CHAIRMAN / VICE	DATE