

ALLOWANCES AND PAYMENTS TO STAFF

		2013	2014	2015	2016	2017	Per	Applicable to work performed after...	Assumptions, Principles and Additional Information
1	Lectures & Practicals. (Temp Teaching Rate)	R122 p/hr (6.09%)	R132 p/hr (8.2%)	R140 p/hr (6.1%)	R149 (6.43%)	R160 7.38%	hour	1 July 2017.	·The commitment remains to align this rate to the Lecturer's hourly rate, but will be subject to budget constraints. ·This is based on actual hours of work rather than number of lectures.
2	Lectures-Professional rate	R170 p/hr (6.25%)	R200 p/hr (17.64%)	R210 p/hr (5.0%)	R222 (5.71%)	R240 8.11%	hour	1 July 2017.	·This rate is applied in acknowledgement that certain disciplines, in particular those related to professions such as Law, Pharmacy and areas of Journalism, need to pay a higher rate in order to secure the services of professionals in their field. · From 2015 this will be approximately 50% more than the standard temp teaching rate
3	Teaching/Research Assistant	R 96.50 (3.8%)	R 105 (8.81%)	R 112 (6.7%)	R119 (6.25%)	R128 7.56%	hour	1 July 2017.	· Please refer to the Protocol Related to the Employment of Temporary Staff including Teaching Assistants by following the link below: https://www.ru.ac.za/humanresources/leadingacademics/temporaryteaching/ · From 2014 the rate will be approx. 80% of the Temporary Teaching rate.
4	Fieldtrips	R1 000 p/d (8.7%)	R1 056 p/d (5.6%)	R1 120 p/d (6.1%)	R 1 192 6.43%	R 1 280 7.38%	day	1 July 2017.	· Based on an 8-hour day, using the temporary teaching rate. · The rate includes overnight stays.
5	Exam Commissioners	R 140 (6.9%)	R 149 (6.4%)	R 155 (6.23%)	R164 (5.81%)	R175 6.71%	session	1 July 2017.	·Paid to external exam commissioners.
6	Exam Administration. Includes responsibilities such as: Photocopying/Printing & Securing exam papers	R92 p/hr (5.75%)	R93 p/hr (1.9%)	R98 p/hr (6.5%)	R107 (9.18%)	R115 7.48%	hour	1 July 2017.	· From 2014 this rate has been aligned to the hourly temp rate applicable to gr11.
7	Invigilators	R75 p/hr (no change)	R79.50 p/hr (6.0%)	R85 p/hr (6.5%)	R92 (8.24%)	R100 8.70%	hour	1 July 2017.	Principles determined with effect from 1/1/2011: · From 2013 the rate is aligned to the hourly rate of gr 10 temp support staff , based on the fact that the person is overseeing a process and there is some complexity. · Academics who are expected to invigilate as part of their administrative duties are not paid this hourly Rate.
8	Prosecutors & Proctors	R361 p/hr (6.18%)	R383 p/hr (6.09%)	R408 p/hr (6.5%)	R433 (6.12%)	R463 6.93%	hour	1 January 2017	· Related to student disciplinary hearings · Support staff annual adjustment applied as these are not academic functions.
9	Subvention	R2 435pm (6.08%)	R2 435pm (no change)	R2 583pm (6.1%)	R2 725 (5.50%)	R2 725 no change	month	n/a	· Usually this is an additional payment from a professional body to certain academic staff, to supplement income received from the academic's employer. Staff holding a CA qualification in Accounting receive a subvention from SAICA (other criteria apply as determined by the subvention committee). · Previously Professors in Law, Comp Science and Information Systems received a subvention. While this was paid in the past by professional bodies, in more recent years, Rhodes assumed this cost. As a scarcity allowance applies in Computer Science and Information Systems, this is no longer applicable to them. In Law, this subvention will be paid to full professors. An annual adjustment will usually apply but this will be at the discretion of the Director: HR.

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STUDENT RATES:

		2013	2014	2015	2016	2017	Per	Applicable to work performed after...	Assumptions, Principles and Additional Information
10	<u>Student Assistance</u>								
	Administration rate	R28.50p/hr (7.55%)	R30 p/hr (5.26%)	R32 p/hr (6.7%)	R34.00 (6.25%)	R36.50 7.35%	hour	1 July 2017.	<p><i>Sunday or Public Holiday work should be avoided. It should be paid at double the standard rate. Work after 6pm or before 7am where the work is on site attracts a 5% premium.</i></p> <p>· This rate, considered to be pitched at the grade 6 level, is applicable to students doing work that is not academic in nature, and therefore not necessarily related to their field of study.</p> <p>· From 2011, the rate is approx. 80% of the student rate for admin-type work. That this work is done at inconvenient hours and at exam-time is factored in already.</p> <p>· IT Lab Assistant work is pitched at approximately the grade 7 level. Therefore, the rate has been set in relation to the admin rate, at the same ratio between permanent staff cash remuneration at these levels. Currently this is approx. 15%.</p> <p>· This work is considered to be at approximately the grade 9 level. Therefore the rate has been set based on the ratio between cash remuneration at the grade 7 level versus that at the grade 9 level, for permanent staff. Currently this is approx. 35%</p>
	Defined decision making rate (eg setting desks)	R23 p/hr (4.55%)	R25 p/hr (8.7%)	R26 p/hr (4.0%)	R 28.00 (7.69%)	R30.00 7.14%	hour		
	IT Lab Assistants as well as Facilities (since 2014)	R30.65p/hr (7.5%)	R35 p/hr (14.19%)	R37 p/hr (5.9%)	R39.50 (6.76%)	R42.00 6.33%	hour		
	Student Tech rate (IT)	Under Review	R46p/hr	R49p/hr (6.5%)	R52.50 (7.14%)	R56.50 7.62%	hour		
11	<u>Tutors</u>								
	- Undergraduate	R30 p/hr	R32 p/hr	R39 p/hr	R40	R 42.50	hr	1 July 2017.	<p>· A new methodology for determining the budget allocations per department, was implemented in 2015, based on extensive analyses and in terms of a model determined by Prof Sewry. A single rate is applied for all student work that involves work of an academic nature.</p>
	- PostGraduate	R34 p/hr	R37 p/hr			6.25%			
12	Assistant Prosecutors	R34 p/hr	R37 p/hr	R39 p/hr	R41	R44	hr	1 July 2017.	<p>· Rate was equivalent to that of postgraduate tutor. Since student rates have now been collapsed to a single rate, this will be equivalent to student assistance hourly rate, but with up to a 5% premium.</p>

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		2013	2014	2015	2016	2017	Per	Applicable to work performed after...	Assumptions, Principles and Additional Information
13	Standby allowances: 1) Artisans 2) CPU Managers 3) HCC Nurses <i>- Sleep in for 10mths</i> <i>- Sleep out for 10 mths</i>	R547 p/w R1 186 p/m R447.50pm= R537x10/12 R248pm= R298x10/12 (6.05%)	R580 p/w R1 257 p/m R473pm= R568x10/12 R263pm= R317x10/12 (6.04%)	R3 336	R3 536	R3 780	Per month per standby section.	1 January 2017.	Standby rates and positions eligible for standby, was reviewed from 2015. The Protocol document sets out eligibility, as well as conditions attached to standby work. <u>The individual payment is determined by the number of individuals in an eligible section who share standby responsibilities.</u> Eligible areas for standby are: IT - Network Technicians; HCC- Nurses & Head Nurse (10mths); Electrical Section- Electricians; Building Maintenance- Plumbers; Engineering- Fitters & Turners, Aircon & Refrigerator Technicians, Machine Handyman as well as Mechanics and Lawnmower Repairer. Standby during the Shutdown period is handled in terms of the Shutdown Protocol
14	Crisis Line- Counselling Centre: <i>Rate per week on duty if a day off is not taken</i> <i>Rate per week on duty if a day off is taken</i>	R2 094 R1 403	R2 260 R1 514	R2 260 R1 514	R2 396 R1 605	R2 420 R1 621	p/week on duty	1 January 2017	<ul style="list-style-type: none"> Following a review of the allowance in 2016, based on annual statistics for calls and callouts, the allowance will be determined as a total of 21hrs x the hourly rate at the temporary grade 11 rate. This is 67% of the rate above (ie without a day off).
15	CPU (Night) Shift allowance:	R800 pm	R800 pm	R800 pm	R953 pm	R 953	month	1 January 2017	<ul style="list-style-type: none"> This is a negotiated item.
16	Critical Services: CPU Staff					R400.00	month	1 July 2017.	<ul style="list-style-type: none"> This is a new item with effect 1 July 2017 in line with the Critical Services Agreement. The rate will be subject to adjustment/review in 2020.

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		2013	2014	2015	2016	2017	Per	Applicable to work performed after...	Assumptions, Principles and Additional Information
17	Transport allowances : <i>One Way Trip</i>	R7.70 p/trip @ 1/1/2013 R8.80 p/trip @1/8/2013	R8.80 p/trip	R8.80 p/trip	R360.00	R400.00 11.11%	month	1 January 2017.	This is paid where staff are required to start at or before 7am and who leave after 6pm and where transport is not provided by Rhodes University. The allowance is a flat monthly rate paid to staff in posts where the above requirement is met. Between 2013 and 2015 the rate was not subject to negotiation, but was based on the number of eligible trips.
	<i>Health Care Centre: Nurses</i>	R28 pm-incr. 1/8/2013	R32.08 pm	R32.08 pm	R360.00	R400.00	month		
	<i>Health Care Centre: Assistant</i>	R169 pm – incr 1/8/2013	R192.87 pm	R192.87 pm	R360.00	R400.00	month		
	<i>Central Cleaning Services</i>	R167 pm – incr 1/8/2013	R190.67 pm	R190.67 pm	R360.00	R400.00	month		
	<i>Food Services</i>	R234 pm – incr 1/8/2013	R266.91 pm	R266.91 pm	R360.00	R400.00	month		
	<i>Campus Guards</i>	R239pm – incr 1/8/2013	R272.80pm	R272.80pm	R360.00	R400.00	month		
	<i>Shift Supervisors</i>	R231pm-incr 1/8/2013	R264pm	R264pm	R360.00	R400.00	month		
18	Food Allowance	R 360 (5.88%)	R 392 (8.89%)	R 427 (9.0%)	R453.00 6.09%	R476.00 5.08%	month (Jan/Dec)	1 January 2017.	<ul style="list-style-type: none"> Payable to all Food Services staff in January and December. For the rest of the year, food is received in recognition of additional hours worked (45hrs). Value determined each year by Director: Residential Operations, based on cost of the food.
19	Casual rates	R91 p/day (7.06%)	R98 p/day (7.7%)	R104 p/day (6.1%)	R109.00 4.81%	R128.00 17.4%	day	1 July 2017.	<ul style="list-style-type: none"> Casuals are appointed on a hourly or daily rate for periods of short duration. The rate is determined by using as the base, the current salary of a domestic for this region (for workers working less than 27 ordinary hours per week) plus a 15% premium. This is inclusive of the cost of living adjustment. The daily rate assumes an 8-hour work day.
		R11.38 p/hr	R12.25 p/hr	R12.96 p/hr	R13.63	R16.00	hour		
20	Interpreters	R35 p/h	R36 p/h	R36 p/h	R38.50 (6.94%)	R41.50 7.79%	hour	1 July 2017.	<ul style="list-style-type: none"> Fieldwork translation from isiXhosa to English and vice versa. Linked to the hourly rate at between the grade 3 and 4 temp level.

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RATES RELATED TO INDIVIDUALS WHO TAKE ON DRIVING RESPONSIBILITIES DURING WORK HOURS OR AFTER HOURS AND DRIVE FOR STUDENT RELATED ACTIVITIES WHERE THEY ARE REQUIRED TO BE AWAY FROM GRAHAMSTOWN.

		2013	2014	2015	2016	2017	Per	Applicable to work performed after...	Assumptions, Principles and Additional Information
21	DRIVING (When this is not the persons primary job)	R35 p/hr (7.69%)	R37 p/hr (5.7%)	R38 p/hr (2.8%)	R41 (7.89%)	R50 21.95%	hour	1 July 2017.	<ul style="list-style-type: none"> For each hour of driving or any other duty associated with driving, such as washing the vehicle, loading/unloading, changing a flat tyre, etc. Linked to hourly temp rate for Drivers (grade 5- previously grade 4). No overtime paid in addition to this. This includes any student who is qualified to drive, irrespective of whether the driver would have been a passenger, eg the student is on the fieldtrip.
	DRIVING (When the person is employed by the University as a driver)	Refer to comment							<ul style="list-style-type: none"> During normal working hours, the rate will be the person's normal remuneration rate. Overtime payable for driving outside normal work hours, at the appropriate rate in terms of overtime principles guiding such payment at the time of the work.
	STANDBY	R25.50p/hr (6.25%)	R27 p/hr (5.88%)	R29 p/hr (6.5%)	R31 (6.90%)	R 33.5 8.06%	hour	1 July 2017.	<ul style="list-style-type: none"> This is for the time the person is away from home/work and waiting for the return trip or other driving assignments, unless the driver would have been on the trip anyway. Based on the hourly temporary rate applicable to grade 1. Usually applies for the period between 8 a.m. and 5 p.m.
	OVERNIGHT	R 128 (5.79%)	R 136 (6.25%)	R 145 (6.5%)	R152.25 (5%)	R162.00 6.40%	night	1 July 2017.	<ul style="list-style-type: none"> Where the person is required to be away from home, e.g. on fieldtrips, unless the driver would have been on the trip anyway. This is based on the standby rate but capped at R100 in 2009. To increase with cost of living adjustments. Usually applies to the period between 5pm and 8am.
	SUBSISTENCE								Rates available from Finance Division