

## DEPARTMENT OF SOCIAL DEVELOPMENT

NO. 76

31 JANUARY 2020

**Social Service Professions Act, 1978 (Act No. 110 of 1978)****REGULATIONS REGARDING ALLOWANCES PAYABLE TO MEMBERS**

The Minister of Social Development has, in terms of section 28(1)(b) of the Social Service Professions Act, 1978 (Act No. 110 of 1978), and on the recommendation of the South African Council for Social Service Professions, made the regulations set out in the Schedule hereto.



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**MS LINDIWE D ZULU, MP**  
**MINISTER OF SOCIAL DEVELOPMENT**

**DATE:** 26/1/2019

## SCHEDULE

### Definitions

1. In these Regulations any word or expression to which a meaning has been assigned in the Act, shall have been such meaning, unless the context indicates otherwise-

**"Act"** means the Social Service Professions Act 110 of 1978 and includes the regulations, schedules and rules;

**"chairperson"** means the of the Professional Board or the chairperson of a committee;

**"committee"** means a committee established under sections 9, 10, 14C(1)(f), 21(7) and 28(1)(gD)(vi) of the Act;

**"meeting"** means any scheduled or special meeting of the Council, a Professional Board, a Committee, a task team established through a resolution of the Council or a Professional Board, or an ad hoc meeting that is convened for a purpose related to the business of the Council;

**"member"** means a member of the Council, Professional Board or a committee;

**"other business"** means any activity where a member has to attend to matters pertaining to the mandate of Council, a Professional Board or a Committee, which does not include the attendance of a prescribed meeting; and

**"president"** means the president of the Council.

### Allowances payable to Members

2.(1) The Council shall pay allowances as provided for in sub-regulation (2) and regulation 3 as prescribed.

(2) Members shall be paid the following allowances with the amounts as prescribed in Annexure A:

- (a) A full day session allowance is payable to the president, chairperson of a Professional Board, and chairperson of a Committee irrespective of the duration of such meeting;
- (b) A full day session allowance is payable to a member attending a meeting irrespective of the duration of such meeting;
- (c) Where more than one meeting is attended on the same day, the allowance will be limited to the amount payable for one meeting only as contemplated in paragraphs (a) and (b);
- (d) A working allowance is payable to a member to attend to any other business of Council;

- (e) A working allowance is payable to the president or a chairperson of a Professional Board for the purpose of preparing for meeting of the Council or a Professional Board to maximum of eight hours per meeting;
- (f) An hourly session allowance is payable to the president, a chairperson and a member participating in a meeting through a telephone conference or similar up to a maximum of three hours. The hourly session fee shall be inclusive of the members telecommunication costs;
- (g) A communication allowance is payable to the president and a chairperson of a Professional Board;
- (h) An internet allowance at a fixed monthly rate, subject to conditions that may be determined by the Council from time to time, is payable to members;
- (i) An allowance for subsistence is payable to a member when a member is away from his or her place of residence for the purpose of attending a meeting or for conducting of any such other business and shall be calculated per night that the member is away from his or her place of residence;
- (j) The travel costs payable to a member attending a meeting or to conduct any other business include, where applicable, –
  - (i) fee for the parking of a member's private vehicle at an airport or the taxi or shuttle fee from the member's residence to the relevant airport;
  - (ii) airfare for economy class option available if a member, subject to the permission of the Registrar, purchases his or her own flight ticket. Provided that the member provides at least three valid quotes;
  - (iii) the taxi or shuttle fee from the airport at the destination of the meeting to the place where the meeting is held and/or to the place of overnight accommodation;
  - (iv) hotel accommodation, meals and soft drinks, as prescribed, if a member, subject to the permission of the Registrar, arranges and pays for his or her own accommodation;
  - (v) motor vehicle allowance if a member uses his or her own private transport to attend a meeting or conduct business: Provided that the distance shall not exceed five hundred (500) kilometers for single direction from the member's home and back;
  - (vi) motor vehicle allowance if a member uses his or her own private transport to attend a meeting or conduct business for a distance exceeding 500 kilometers for single direction, an amount payable shall be the lesser of the amount of an airfare (VAT excluded), if there are scheduled flights for the route; or the prescribed kilometer allowance.

(3) The provisions of sub regulation 2(b) shall be applicable in the same manner, to a member who, during the course of a meeting or any other business, is obliged to travel to his or her place of residence or any other place and back to the venue of that meeting or business, if the President or chairperson is convinced of the necessity of such journey.

(4) The Council shall on an annual basis determine the maximum cost or cost range for the travel, accommodation and meals for members attending a meeting or any other business, arranged directly by the Registrar or designated person.

(5) Any changes to arrangements after costs have been incurred by the Council or agreed upon in terms of sub-regulations (2)(j) and (4) in respect of airfares, the additional cost shall be at the cost of a member, unless the motivation for such a change is at the direction of the Council, a Professional Board, a Committee or the Registrar; or in case of personal reasons that warrant such a change.

#### **Allowances payable to external persons**

3.(1) An external person with particular expertise to serve on a committee established in terms of section 10 shall be paid an allowance as prescribed in Annexure A.

(2) An external person with particular expertise to serve as an assessor, moderator, examiner or any other purpose other than as provided for in sub-regulation (1) shall be paid an allowance as prescribed in Annexure A.

(3) In case where a member is a person with disability with a mobility impairment and requires the services of a personal care attendant an additional allowance shall be paid in this regard at rate that is reasonable and market related.

(4) Travel and accommodation costs for a person contemplated in sub-regulation (1), (2) and (3) shall be dealt with in accordance with regulation 2(2)(j) or 2(5).

#### **Tax**

4. Any allowance paid in terms of these regulations is subject to the deduction of income tax in line with SARS requirements.

#### **Submission and payment of claims**

5. All claims for allowances or other expenditure by a member and external person shall be submitted with the necessary proof, to the Registrar in the form determined by the Council within 14 calendar days.

#### **Repeal**

6. The regulations made under the Social Service Professions Act, 1978, published as GNR 586 in Government Gazette 10665 of 20 March 1987; as amended by GNR 762 in Government Gazette 11833 of 21 April 1989; GNR 543 in Government Gazette R. 1377 of 21 February 1992; GNR 1700 in Government Gazette 19644 of 31 December 1998, in Government Gazette 24037 of 8 November 2003; in Government Gazette 29690 of 16 March

2007; and GNR 596 in Government Gazette 38492 of 27 February 2015 are hereby repealed.

### Short title and commencement

7. These regulations are called the *Regulations regarding allowances payable to members*.

## ANNEXURE A

### ALLOWANCES PAYABLE IN ACCORDANCE WITH REGULATION 2(2) AND REGULATION 3

	Allowance	Amount
(a)	Allowance for the President or a chairperson in terms of the regulation 2(2)(a).	R1,120.00 per day
(b)	Allowance for a member in terms of the regulation 2(2)(b).	R980.00 per day
(c)	Allowance for a member in terms of the regulations 2(2)(d)	R980.00 per day for more than 6 hours or R125 per hour for less than 6 hours.
(d)	Allowance for the President and chairperson in terms of regulation 2(2)(e).	R125 per hour
(e)	Allowance for a member in terms of regulation 2(2)(f).	R252.00 per hour
(f)	Communication allowance to the President and a chairperson of a Professional Board in terms of regulation 2(2)(g).	R720.00 per month
(g)	Internet allowance for a member in terms of regulation 2(2)(h)	R90.00 per person per month
(h)	Subsistence allowance in terms of the regulation 2(2)(i)	R600.00 per night
(i)	Airfare in terms of regulation 2(2)(j)(ii)	Maximum of R5,000.00
(j)	The motor vehicle kilometer allowance in terms of regulation 2(1)(j)(v) and (vi)	Prescribed rate according to SARS
(k)	Hotel accommodation in terms of regulation 2(2)(j)(iv)	Maximum of R1,400.00 per person per night
(l)	Dinner allowance in terms of regulation 2(2)(j)(iv), if not included in hotel rate contemplated in paragraph (k).	Maximum of R210.00 per person per dinner R25.00 soft drink per person per meal

(m)	Breakfast allowance in terms of regulation 2(2)(j)(iv), if not included in hotel rate contemplated in paragraph (k).	Maximum of R170,00 per person
(n)	Allowance in terms of regulation 3(1) for a chairperson	R2,694.00 per day
(o)	Allowance in terms of regulation 3(1) for a member	R2,106.00 per day"
(p)	Allowances in terms of regulation 3(2) for attendance of a meeting	R980.00 per day
(q)	Allowances in terms of regulation 3(2) for assessment of a portfolio	R250.00 per portfolio
(r)	Allowances in terms of regulation 3(2) for moderating of a portfolio	R250.00 per portfolio
(s)	Allowances in terms of regulation 3(2) for an examiner or any other purpose.	R250 per hour
(t)	Allowances in terms of regulation 3(3).	As prescribed in sub-regulation (3)