



**DATED: 22 November 2018**

**TO ALL PARTICIPANTS IN THE MOTOR INDUSTRY**

**NOTICE OF NEW INSPECTORATE PROCESS**

The National Council has approved the implementation of new compliance audit (inspection) processes which are based on the compliance status of employers. In doing so, Designated Agents of the MIBCO Inspectorate Department may conduct three types of compliance audits (inspections); namely:

- **Desktop Compliance Audit:** this is done telephonically between a Designated Agent and the employer representative.
- **Self-assessment Compliance Audit:** the Designated Agent sends a compliance audit form to the employer representative to complete.
- **Onsite Compliance Audit (known as an inspection):** the Designated Agent conducts a physical audit (inspection) at the employment establishment, which includes employee and employer interviews; addressing all staff; inspecting payroll information and inspecting workplace conduct in terms of labour regulations.

The Desktop and Self-assessment are new forms of compliance audits and have been implemented from 1 September 2018. The Onsite Compliance Audit is still being done, but will be intensified from January 2019. All employers will undergo Onsite Compliance Audits, but compliant employers may have their Onsite Compliance Audits substituted by the less intense Desktop and Self-assessment Audits. All three compliance audits are currently being conducted as pilot implementation processes in preparation for full implementation from 1 July 2019. The implementation of the new compliance audits and processes are in accordance with the Chapter 3, Section 33 (*Appointment and powers of designated agents of bargaining councils*) (1)(a) of the Labour Relations Act.

For more information or for clarity in this regard, please contact your Regional Secretary or regional Chief Agent on 0861 664 226.

This is another initiative by MIBCO to organise and give order to the Motor Industry.

The MIBCO Team

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**Good to Great Together**