1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr M S Mokaila, Tradesman Aid, Directorate: Animal Health

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

He absented himself from work without informing his supervisor/office of his inability to report for duty from 2 January 2014 to 4 April 2014.

* 1. Charge 2

He absented himself from work without informing his supervisor/office of his inability to report for duty from 15 April 2014 to 30 May 2014.

1. **Finding**

Mr Mokaila pleaded not guilty to the charges levelled against him. The chairperson found him guilty after considering the evidence lead during the disciplinary hearing and the closing arguments from both parties.

1. **Sanction**

Mr Mokaila was dismissed.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Ms N Lekwala, Senior Plant Health Officer, Directorate: Plant Health

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

She contravened clause 6.1.4 of the Policy and Guidelines on the Management of Leave because she failed to submit medical certificates in respect of her alleged sick absence on from 5 February to 14 February 2014.

* 1. Charge 2

She contravened clause 6.1.4 of the Policy and Guidelines on the Management of Leave because she failed to submit medical certificates in respect of her alleged sick absence on from 8 April 2014 to 29 April 2014.

1. **Finding**

Ms Lekwala pleaded guilty to the charges levelled against her and the chairperson accordingly found her guilty.

1. **Sanction**

Ms Lekwala was given a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr P A Nonyinga, Forester, Forestry Management.

1. **Finding of Investigation**

Mr Nonyinga was accused of utilizing a departmental vehicle without the necessary authority. Subsequently, the vehicle was confiscated by a traffic official.

The investigation established that although Mr Nonyinga had no trip authorization in his possession when the vehicle was impounded, he did have an approved trip authorization form to utilize the vehicle, which he indicated to have mistakenly left in his office

No grounds for charges were established.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr M P Mahlaula, Registry Clerk Grade I, Directorate: Office of the Director-General

1. **Finding of Investigation**

Mr Mahlaula was accused of regularly reporting late for duty and often leaving his office during working hours without the permission of his supervisor.

The investigation could not established any proof to substantiate the allegations made against Mr Mahlaula.

No grounds for charges were established.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr R F Potgieter, Security Officer, Directorate: Security Services

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

He contravened paragraph 1.19.1 of the Security Procedures Manual by sleeping while on duty on 12 February 2014.

* 1. Charge 2

He contravened paragraph 1.18.1 of the Security Procedures Manual by leaving his post unattended and without the permission of his supervisor at the entrance near Block LB in Agriculture Place building during the following dates:

* 11 August 2014 and
* 12 August 2014

1. **Finding**

Mr Potgieter pleaded not guilty to both charges levelled against him. The chairperson found him guilty on both charges after considering the evidence lead during the disciplinary hearing and the closing arguments from both parties.

1. **Sanction**

Mr Potgieter was given one month suspension without pay coupled with a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Financial Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr T Mabelapoo, Senior Supply Chain Management Practitioner, Directorate: Supply Chain Management

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003 and Mr Mabelapoo was issued with a written warning for his failure to adhere to Supply Chain Management processes and procedures.

1. **Cost**

Operational costs

1. **Matter**

Financial Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr M Guvuza, Director: Security Services

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003 and Mr Govuza was issued with a written warning for recommending the utilization of a service provider while the contract had expired.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr L L Letela, Messenger, Directorate: Plant Health.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On 1 October 2014, he threatened to assault his supervisor, Ms C Matthews, Administrative Officer, Directorate: Plant Health, when she enquired about his whereabouts after he left work without permission on 30 September 2014.

* 1. Charge 2

On 13 November 2014, he threatened to assault Ms N K Hlongwane, Principal Human Resources Officer, Directorate: Human Resources Management, by indicating that he will beat her.

1. **Finding**

Disciplinary hearing not yet finalised.

1. **Sanction**

Awaiting outcome of disciplinary hearing.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr K J Matemane, Messenger, Chief Directorate: Natural Resources Management

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On 28 October 2014, he absented himself from work without informing his supervisor/office of his inability to report for duty.

* 1. Charge 2

On or about the period extending from 29 October 2014 to 4 November 2014, he contravened paragraph 6.1.7 of the Policy and Guidelines on the Management of Leave by failing to inform his supervisor/office that he was unable to report for duty due to illness.

1. **Finding**

Mr Matemane pleaded not guilty to the charges levelled against him. The Chairperson found Mr Matemane not guilty after considering the evidence and closing arguments of both parties.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Mr R F Potgieter, Security Officer, Directorate: Security Services.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charge/s**

On 20 November 2014, he assaulted Mr S Nelitshindwe, Senior Accounting Clerk, Directorate: Financial accounting, by punching him after the latter demanded that he return his access card.

1. **Finding**

Disciplinary hearing not finalised.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Ms Z Netnou, Personal Assistant to Director: Agriculture Inputs Control.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

she absented herself from duty without informing her supervisor/office of her inability to report for duty on the following dates: 22/12/2014; 23/12/2014; 24/12/2014; 02/01/2015; 05/01/2015 and 16/01/2015.

1. **Finding**

Ms Netnou pleaded guilty to the charge levelled against her and the Chairperson accordingly found her guilty.

1. **Sanction**

Ms Netnou was given two (2) month suspension without pay coupled with a final written warning.

1. **Cost**

Operational costs.

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E N Makeke, Senior Employee Relations Practitioner

1. **Accused employee**

Ms J M Wessels, Manager: Fresh Fruits and Flowers, Directorate: Food Safety and Quality Assurance

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

She absented herself from work without the authorisation of her supervisor on the following dates:

|  |  |  |
| --- | --- | --- |
| From | To | Total number of days |
| 27/02/2013 | 28/02/2013 | 2 |
| 8/04/2013 | 9/04/2013 | 2 |
| 16/04/2013 | - | 1 |
| 22/04/2013 | 26/04/2013 | 5 |
| 10/05/2013 | - | 1 |
| 15/05/2013 | 20/05/2013 | 4 |
| 3/06/2013 | 12/06/2013 | 8 |
| 19/06/2013 | 3/07/2013 | 11 |
| 12/08/2013 | 26/08/2013 | 10 |

* 1. Charge 2

On 26 June 2013, she wrongfully misused the property of the state by printing eight copies of vegetable regulations for no justifiable reasons. Each documents of the regulations contained 96 pages

1. **Finding**

Ms Wessels pleaded not guilty to both charges. The chairperson found Ms Wessels guilty for absenting herself without authorisation on the following dates: 23 to 26 April 2013, 15 to 20 May 2013 and 24 to 29 August 2013 on charge one. The chairperson also found Ms Wessels guilty on charge number two.

1. **Sanction**

Ms Wessels was given three (3) month suspension without pay coupled with a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Ms R Majadibodu, Senior Human Resources Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Ms M P Maphepa, Administration Clerk Grade II, Directorate: Inspection Services.

1. **Finding of Investigation**

Ms Maphepa was accused of performing or engaging herself in remunerative work outside the department without obtaining the written permission or approval from the relevant delegated authority.

The investigation established that Ms Maphepa resigned from the companies that she was alleged to have performed remunerative work without the necessary approval.

Grounds for charges were established.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Ms R Majadibodu, Senior Human Resources Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr N R Mafukela, Chief Administrative Clerk, Directorate: Forestry Management.

1. **Finding of Investigation**

Ms Mafuleka was accused of performing or engaging herself in remunerative work outside the department without obtaining the written permission or approval from the relevant delegated authority.

Grounds for charges were established.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Ms R Majadibodu, Senior Human Resources Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Ms M M Mabelebele, Agricultural Food and Quarantine Officer, Directorate: Food Safety and Quality Assurance.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003. Employee issued with written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Ms R Majadibodu, Senior Human Resources Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Ms G Viljoen, Senior Administration Clerk Grade II, Directorate: Climate Change and Disaster Management.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003. Employee issued with written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Ms M Kanye, Employee Relations Practitioner

1. **Accused employee**

Mr B Buthelezi, Farm Aid, Directorate: Genetic Resources.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

He failed to inform his supervisor of his absence on the following dates:

* 16 July-28 July 2014.
* 4 August-22 August 2014.
* 29 August 2014.
* 14 October 2014.
* 17 October -21 October 2014.

1. **Finding**

Accused resigned.

1. **Cost**

Operational costs.

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr F Aphane, Deputy Director, Directorate: Security Services

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 4 December 2012, he failed to conduct a preliminary investigation regarding ongoing thefts at Roodeplaat as per reasonable instruction by his supervisor.

* 1. Charge 2

On or about 17 February 2013, he failed to investigate and submit the investigation report regarding ongoing thefts at Roodeplaat as per reasonable instruction by his supervisor.

* 1. Charge 2

On or about 10 July 2013, he failed to visit the GADI office to address challenges faced by security officers as per a reasonable instruction by his supervisor.

* 1. Charge 4

On or about 01 August 2013, he failed to investigate and provide feedback on allegations of stolen manholes and illegal security activities at Harvest House as per reasonable instruction by his supervisor.

* 1. Charge 5

He ignored and failed to respond to emails forwarded to him for official purposes by his supervisor on the following dates:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 06/02/2013 | 20/02/2013 | 08/04/2013 | 09/04/2013 | 12/04/2013 | 18/04/2013 |
| 03/05/2013 | 27/05/2013 | 03/07/2013 | 06/07/2013 | 10/07/2013 | 04/10/2013 |
| 24/07/2013 | 31/07/2013 | 01/08/2013 | 13/08/2013 | 20/08/2013 | 21/08/2013 |
| 26/08/2013 | 29/08/2013 | 01/09/2013 | 04/09/2013 | 09/09/2013 | 13/09/2013 |
| 15/09/2013 | 17/09/2013 | 18/09/2013 |  |  |  |

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of one month suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr R Maholobela, Tradesman Aid, Directorate: Forestry Management

1. **Finding of Investigation**

No grounds for charges were established.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Ms M Maiwashe, Senior Personel Officer, Directorate: Forestry Management

1. **Finding of Investigation**

No grounds for charges were established.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Ms P T Masondo, Food and Quarantine Technician, Directorate: Inspection Services

1. **Finding of Investigation**

No grounds for charges were established.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Ms P T Masondo, Food and Quarantine Technician, Directorate: Inspection Services

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 01 September 2014 she assaulted her colleague, Ms H Manganye, while on departmental premises at Mahamba Boarder Post in Mpumalanga.

* 1. Charge 1

On or about 01 September 2014, she attempted to assault her colleague, Ms H Manganye, with a bottle while at departmental premises at Mahamba Border Post.

* 1. Charge 1

On or about 01 September 2014, she left her working area and the site without authorisation or informing her superiors.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of one month suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr B Mavhungu, Senior Forester, Directorate: Forestry Management.

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 18 November 2013 he assaulted another employee; Mr Ramaremela while on duty.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of one month suspension without pay and a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Ms B V Mdluli, Project Coordinator, Directorate: Subsistence Farming

1. **Finding of Investigation**

No grounds for charges were established.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr K Mohale, Food and Quarantine Technician, Directorate: Inspection Services

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 02 until 04 August 2013 he contravened paragraph 15.2.1.6 of Chapter 15 of the Transport Policy of the department by deviating materially from the authorised route whilst driving a departmental vehicle, registration number XYP 931 GP.

* 1. Charge 2

On or about 02 until 04 August 2013, he contravened paragraph 15.2.5.3 of Chapter 15 of the Transport Policy of the department by parking a departmental vehicle registration number XYP 931 GP for overnight at a private property without authorisation.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of corrective counseling.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr T Mukoma, Scientist Production Grade, Directorate: Genetic Resources

1. **Finding of Investigation**

No grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
2. **Finding**
3. **Sanction**
4. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr W P Ngobeni, Security Officer, Directorate: Forestry Management

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

He absented himself from duty without informing his supervisor/office of his inability to report for work for a period longer than one calendar month, starting from 07 October 2013 to date. In so doing he contravened Section 17(3)(a)(i) of the Public Service Act, 1994. This resulted in the prejudice of discipline of the department.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of counseling and a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr I T Nonyane, Tradesman Aid, Directorate: Animal Health

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

He absented himself from duty without informing his supervisor/office of his inability to report for work from 06 May 2014 until 05 August 2014.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of dismissal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr S W Ntshongo, Farm Aid, Directorate: GADI

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

A disciplinary hearing is set down for 23 April 2015 against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
2. **Finding**
3. **Sanction**
4. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Ms P Moatshe, Housekeeping Executive, Directorate: Information and Communication Technology

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

The employee was issued with final written warning as a form of progressive discipline in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
2. **Finding**
3. **Sanction**
4. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr W Phalafala, Senior Admin Clerk, Directorate: Smallholder Development

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 27 February 2014, he travelled excessive kilometres without authority whilst driving a departmental vehicle with registration number BF90BWGP which was allocated to him for official purposes.

* 1. Charge 1

On or about 27 February 2014, he fraudulently amended the starting kilometre reading on the trip authority from 54620 to 54720 whilst utilising a departmental vehicle with registration number BF90BWGP which was allocated to him for official purposes.

* 1. Charge 1

On or about 10 December 2013, he travelled excessive kilometres without authority whilst driving a departmental vehicle with registration number BF89ZRGP which was allocated to him for official purposes.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr R F Maluleke, Tradesman Aid, Directorate: Animal Health

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

He contravened paragraph 6.1.7 of Policy and Guideline on the Management of Leave by failing to notify his immediate supervisor of your inability to report for duty during the period 22 April 2013 to 04 May 2013.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of one month suspension without pay. Pending appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr N V Ramaremela, Driver, Directorate: Forestry Management

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 18 November 2013 he displayed disrespect towards his supervisor, Mr Mavhungu in the workplace by demonstrating abusive and insolent behaviour of pointing fingers and calling names which resulted in a fight between himself and Mr Mavhungu.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of a final written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr E Mathebula, Senior Employee Relations Practitioner

1. **Accused employee**

Mr T T Tjikana, Scientific Technician, Directorate: Genetic Resources

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge 1

On or about 2nd and 3rd September 2013, he absented himself from work without informing his office of his inability to report for duty.

1. **Finding**

Guilty

1. **Sanction**

Chairperson pronounced a sanction of three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr T Mangongoma

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He contravened paragraph 15.2.1.2 of Chapter 15 of the Transport Policy of the department by driving a departmental vehicle, registration number FWL 434 EC, without authority and such vehicle was involved in an accident on 26 May 2013.

Charge number two

He negligently damaged a departmental vehicle, registration number FWL 434 EC, on 26 May 2013, whilst driving the vehicle.

1. **Finding**

Mr T Mangongoma pleaded guilty on all the charges levelled against him. The chairperson found him guilty.

1. **Sanction**

One week suspension without pay coupled with a written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr Mamaile.

1. **Finding of investigation**

No grounds for charges were established.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr S Gabeni

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Unpaid leave was recommended for the day where a medical certificate was not submitted.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr MV Madyibi

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He failed to obtain permission for exceeding the prescribed 2 500 kilometres per month during October 2012 for the departmental vehicle with registration number FPP 509 EC. This is prescribed in Transport Circular dated 27 March 2012.

Charge number two

He failed to obtain permission for exceeding the prescribed 2 500 kilometres per month during November 2012 for the departmental vehicle with registration number FPP 509 EC. This is prescribed in Transport Circular dated 27 March 2012.

Charge number three

He failed to obtain permission for exceeding the prescribed 2 500 kilometres per month during April 2013 for the departmental vehicle with registration number FRW 509 EC. This rule is prescribed in Transport Circular dated 27 March 2012.

1. **Finding**

Mr MV Madyibi pleaded guilty on all the charges levelled against him. The chairperson found him guilty.

1. **Sanction**

One week suspension without pay coupled with a written warning.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Ms MS Mokgata

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

She contravened clause 15.2.5.3 of the Departmental Financial Instructions by parking the departmental vehicle, registration number: CG 90 KF GP, at her place of residence without the necessary approval on the following dates:

* 30 August 2013; and
* 31 August 2013.

Charge number two

She misused a departmental vehicle, registration number: CG 90 KF GP, by using it on Friday, 30 August 2013 and Saturday, 31 August 2013 when the vehicle was supposed to be parked at the reception area on the mentioned dates.

1. **Finding**

Ms Mokgata pleaded not guilty on all the charges levelled against her. The chairperson found her guilty on charge one.

1. **Sanction**

Two months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr M Buqwana

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charge**

On 14 July 2013, at 10:29:02 pm, he deleted footage saved on a computer hard drive inside the control room. This footage was evidence that was going to be used in a disciplinary hearing against Ms Matlalia whom he is representing.

1. **Finding**

Mr Buqwana pleaded not guilty on the charge levelled against him. The chairperson found him guilty.

1. **Sanction**

Two weeks suspension without pay coupled with a final written warning.

1. **Cost**

Operational costs.

1. **Matter**

Financial misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Ms N Mtsolo

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charge**

She committed fraud by completing an amount of R13.28 on the copy of the invoice for two poles, whereas she issued an invoice for the amount of R68.00 for firewood and took the difference of R54.72 for her personal use on 9 April 2013.

1. **Finding**

Ms Mtsolo pleaded guilty on the charge levelled against her. The chairperson found her guilty.

1. **Sanction**

One month suspension without pay coupled with a final written warning.

1. **Cost**

Operational costs.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr LE Mokhoane

1. **Finding of investigation**

Grounds for charges were established, the employee subsequently resigned.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He failed to inform his supervisor of his absence on the following dates:

|  |  |  |
| --- | --- | --- |
| From | To | Total number of days |
| 23/01/2014 | 24/01/2014 |  |
| 18/02/2014 | 19/02/2014 | 2 |
| 12/03/2014 | 12/03/14 | 1 |
| 17/03/14 | 20/03/14 | 4 |
| 25/03/14 | 26/03/14 | 2 |
| 28/03/14 | 28/03/14 | 1 |
| 7/04/14 | 7/04/14 | 1 |
| 9/04/14 | 9/04/14 | 1 |

1. **Charge number one**

He failed to submit medical certificates for the following dates:

|  |  |  |
| --- | --- | --- |
| From | To | Total number of days |
| 22/01/14 | 22/01/14 | 1 |
| 23/01/2014 | 24/01/2014 | 2 |
| 12/03/2014 | 13/03/14 | 2 |
| 26/03/14 | 26/03/14 | 1 |
| 1/04/14 | 4/04/14 | 4 |
| 9/04/14 | 13/04/14 | 3 |

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr SN Khanyile

1. **Finding of investigation**

No grounds for charges were established.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr WG Mnguni

1. **Finding of investigation**

No grounds for charges were established

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr S Zuma

1. **Finding of investigation**

No grounds for charges were established

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr PP Segodi

1. **Finding of investigation**

Employee resigned

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr Ndude

1. **Finding of investigation**

Employee resigned

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr E Roberts

1. **Finding of investigation**

Employee resigned

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr TD Damane

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charge**

He assaulted your supervisor, Mr S Laleni, Security Guard, Directorate: Woodlands and Indigenous Forest Management, KZN, on 16 July 2014 at Nyaka Forest, by stabbing him on the head and body.

1. **Finding**

Mr Damane pleaded guilty on the charge levelled against him. The chairperson found him guilty.

1. **Sanction**

The employee was dismissed.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr W Williams

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

He wrongly utilised telephone pin codes of his colleagues without their authorisation to call his wife.

1. **Finding**

Mr W Williams pleaded guilty on the charge levelled against him. The chairperson found him guilty.

1. **Sanction**

Two months suspension without pay, the employee lodged an appeal against the sanction, awaiting outcome of appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr SA Gabeni

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He absented himself from work without authorisation from his supervisor on 18 September 2014.

Charge number two

He absented himself from work without authorisation from his supervisor on 19 September 2014.

1. **Finding**

Mr S Gabeni pleaded not guilty on all the charges levelled against him. The chairperson found him guilty.

1. **Sanction**

Three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr MR Nxekwa

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He contravened paragraph 15.2.1.2 of Chapter 15 of the Transport Policy of the department by driving a departmental vehicle, registration number CT19 PX GP, without authority on 6 November 2014.

Charge number two

He contravened paragraph 15.2.1.2 of Chapter 15 of the Transport Policy of the department by driving a departmental vehicle, registration number CT19 PX GP, without authority from 17-18 November 2014.

1. **Finding**

Mr MR Nxawe pleaded not guilty on all the charges levelled against him. Awaiting for the chairperson’s report.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr Mokgoro

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number 1

He failed to inform his supervisor of his absence from work on the dates mentioned below.

|  |  |
| --- | --- |
| FROM | TO |
| 2/01/14 | 31/01/14 |
| 3/02/14 | 28/02/14 |
| 3/03/14 | 31/03/14 |
| 1/04/14 | 10/04/14 |
| 1/08/14 | 12/08/14 |
| 20/08/14 | 29/08/14 |
| 1/09/14 | 12/09/14 |
| 23/09/14 | 30/09/14 |
| 1/10/14 | 17/10/14 |
| 24/10/14 | 31/10/14 |
| 3/11/14 | 29/11/14 |

Charge number 2

You failed to inform your supervisor of your absence from work on the dates mentioned below.

|  |  |
| --- | --- |
| FROM | TO |
| 22/01/15 | 28/01/15 |
| 5/02/15 | 13/02/15 |

1. **Finding**

Disciplinary hearing will be held on 21 April 2015.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr Fobo

1. **Finding of investigation**

No grounds for charges were established

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms LM Magadla, Senior Employee Relations Practitioner, Directorate: Employee Relations.

1. **Accused employee**

Mr I Tema

1. **Finding of investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Charges**

Charge number one

He unreasonably refused to sign a trip authority for Ms P Monokoane, Chief Security Officer, Directorate: Security Services, for the month of December 2012. This resulted to her inability to visit Roodeplaat where a tractor was stolen on 1 December 2012, a day immediately succeeding the day of his refusal. Consequently, Ms Monokoane could not visit the scene immediately.

Charge number Two

He failed to visit Roodeplaat to investigate the theft of a tractor stolen at Roodeplaat after the matter was reported to him by Mr Kgomo, Chief Security Officer, Directorate: Security Services on 1 December 2012.

1. **Finding**

Mr I Tema pleaded not guilty on all the charges levelled against him. The chairperson found him not guilty.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Adv JF Landman, Deputy Director: Employee Relations, Directorate: Employee Relations.

1. **Accused employee**

Mr ME Dyantyi

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Adv JF Landman, Deputy Director: Employee Relations, Directorate: Employee Relations.

1. **Accused employee**

Ms V Booysen

1. **Finding of investigation**

No grounds for charges were established.

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Adv JF Landman, Deputy Director: Employee Relations, Directorate: Employee Relations.

1. **Accused employee**

Mr C Makeleni

1. **Finding of investigation**

Grounds for charges were established

1. **Appropriate steps taken**

Progressive disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No.1 of 2003.

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr W Sithole, Senior Forestry Development Officer, Directorate: Forestry Management, KZN.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number 1

You contravened paragraph 14.2.2.2 of Chapter 14 contained in the Departmental Financial Instructions (DFI) by using a departmental vehicle, registration number NP 187028 on 2 January 2015, without the authorisation of your supervisor Mr S Masuku,Senior Forestry Development Officer, Directorate: Forestry Management, KZN.

Charge number 2

You misused a departmental fuel card on 2 January 2015, by refilling fuel to the amount R484.28 which you used for your own benefit.

Charge number 3

You failed to complete the log sheet according to the kilometres which reflected on the odometer during August 2014. This resulted in a gap of 38232 unaccounted kilometres.

1. **Finding**

The disciplinary hearing is still pending.

1. **Sanction**

Not applicable yet.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr T Rankhumise, Statistical Analysis, Directorate: Statistics and Economic Analysis

1. **Allegations**

Mr Rankhumise performed remunerative work outside the employ of the department and used the landline telephone of the department in the process.

1. **Finding of Investigation**

Allegations confirmed. Disciplinary action in terms of progressive discipline was instituted and a written warning was issued.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr R Selititsha, Chief Agricultural Food and Quarantine Technician, Directorate: Inspection Services

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number 1

He solicited a bribe from Grges, the client of Morgan Cargo, on 23 July 2014.

Charge number 2

He conducted himself in a corrupt manner by accepting a bribe of R5000 from Grges, the client of Morgan Cargo, on 24 July 2014.

1. **Finding**

Guilty. The employee resigned with immediate effect after a finding of guilty. Consequently, no sanction was imposed.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr O Kubayi, Principal Human Resources Officer, Directorate: Human Resources Management.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number one

He kept 25 fraudulent death certificates in the steel cabinet placed in his office. Such certificates were found on 10 September 2013 in the steal cabinet placed in his office although he does do not work with these documents and they were intended to be used to fraudulently claim the funeral benefits at the Government Employee Pension Fund (GEPF).

Charge number two

He kept 3 uncompleted Z894 forms with a fraudulent Nedbank bank with an intention to fraudulently claim pension from the Government Employee Pension Fund (GEPF). Such forms were found on 10 September 2013 in the steal cabinet placed in his office.

Charge number three

He kept 18 fraudulent Z300 completed funeral benefit claim forms and fraudulently completed Z894 forms with an intention to fraudulently claim pension and funeral benefits from the Government Employee Pension Fund (GEPF). Such forms were found on 10 September 2013 in the steel cabinet placed in his office although he do not work with these documents.

Charge number four

He kept 17 fraudulent copies of identity document which are without the photos of the owners. Such copies were found on 10 September 2013 in the steel cabinet placed in his office.

Charge number five

He kept 21 fraudulent copies of identity document which are with the photos. Such copies were found on 10 September 2013 in the steel cabinet placed in his office.

Charge number six

He kept a fraudulent marriage certificate and a fraudulent identity document of Mr R.E. Chauke in the drawer of his table. Such documents were found on 9 September 2013.

Charge number seven

He kept the following fraudulent copies in the drawer of his desk which were found on 9 September 2013:

* 8 blank copies of certifying stamps and date stamps of the SAPS;
* 4 copies of Nedbank bank stamps; and
* 8 copies of First National Bank (FNB) bank stamps.

Charge number eight

He kept a fraudulent copy of a tertiary qualification which appears to have been obtained at Pretoria University on 7 September 2005. Such certificate was found in the drawer of his desk on 9 September 2013.

Charge number nine

He kept 3 fraudulent green bar coded identity documents (originals). Such copies were found on 10 September 2013 in the steel cabinet placed in his office.

Charge number ten

He kept a fraudulent SARS Income Tax form IT 150 in the steel cabinet placed in his office. This form was found on 10 September 2013.

Charge number eleven

He fraudulently attempted to obtain a loan of R50 000 at Capitec bank, Sunnyside Branch, using the identity document of the employee of the department, Mr E. Mudau, Plant Health Officer, Directorate: Plant Health.

1. **Finding**

Guilty on charges number 1,2,3,4,5,6,7,10 and 11.

Not guilty on charges number 8 and 9.

1. **Sanction**

Dismissal after appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr N S Sibiya, Forester, Directorate: Forestry Management, KZN

1. **Allegations**

Mr N Sibiya, Forester, Directorate: Forestry Management, KZN, indicating that he drove a departmental vehicle under the influence of alcohol, and whilst he was still on probation.

1. **Finding of Investigation**

Allegations dismissed. Case closed.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr N S Matundu, Senior Forester, Directorate: Forestry Management, KZN

1. **Finding of Investigation**

Grounds for charges were established. (See charges below for facts and details).

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

The accused resigned before the commencement of the hearing.

1. **Charges**

The accused had been charged with the following:

Charge number 1

You contravened Regulation 31.2.3 of the Treasury Regulations, paragraph 13.3.6.11 and 13.3.8.6(b)(i) of Departmental Financial Instructions (DFI) by failing to comply with the departmental tendering process when awarding a tender to Mr M C Hlongwa of Dalindyebo Constructions on 3 March 2014.

Charge number 2

You exceeded your powers by signing a letter dated 3 March 2014 awarding a tender to Mr M C Hlongwa of Dalindyebo Constructions on 3 March 2014, when you had no authority to do so.

Charge number 3

You contravened the provisions of the contract dated 13 July 2012 and a subsequent letter dated 7 June 2013 by allowing Dalindyebo Constructions to harvest timber on compartment number B23, despite the expiry of such contract between this company and the department.

Charge number 4

You failed to ensure that proper accounting books are used as control measures during the felling of timber harvested in compartment number B23 by Mr M C Hlangwa of Dalindyebo Constructions after awarding a tender to his company. These include Tally Sheet, Loading Book and Tax invoice.

Charge number 5

You used incorrect tariffs when selling Transmission Poles to Mr M C Hlangwa of Delindyebo Constructions by charging R102.00 per turn during April and May 2014, whereas this is a tariff applicable to Pulpwood.

Charge number 6

You contravened Regulation 31.2.3 of the Treasury Regulations, paragraph 13.3.6.11 and 13.3.8.6(b)(i) of Departmental Financial Instructions (DFI) by failing to comply with the departmental tendering procedure when awarding a tender to Mr W M Dlamini on 3 March 2014.

Charge number 7

You exceeded your powers by signing a letter dated 3 March 2014 awarding a tender to Mr W M Dlamini on 3 March 2014, when you had no authority to do so.

Charge number 8

On or around 3 March 2014, you committed an act of gross dishonesty by deliberately misleading Ms E Diphare, Deputy Director: Commercial Forestry, Directorate, Forestry Management, KZN, that the compartment number A15B was temporary unplanted. Subsequently, you awarded a tender to fell the same compartment to Mr W M Dlamini in a letter dated 3 March 2014 without following the necessary tender process.

Charge number 9

You stole timber on compartment number B17, which you gave for free to Mr Ngubane during June 2014, claiming that you were opening a buffer zone.

Charge number 10

You contravened a forestry practice by allowing Mr P Ngubane to fell timber on the buffer zone of compartment number B17 before the harvesting of the entire compartment during June 2014. You gave Mr Ngubane the harvested timber for free without authorisation from your supervisor, Mr J C Nondonga, Assistant Director: Forestry, Directorate: Forestry Management, KZN.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Ms N C Ncinza, Senior Forestry Development Officer, Directorate: Forestry Management, KZN.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number 1

You contravened paragraph 14.2.2.2 of the Departmental Transport Policy contained in Chapter 14 of the Departmental Financial Instructions (DFI) by using a departmental vehicle, registration number NP 94233, without an approved trip authorisation and whilst you were on annual leave during the period 5 to 18 January 2015.

Charge number 2

You misused a departmental vehicle registration number NP94233, by using it for unofficial purposes during the period 5 to 18 January 2015.

Charge number 3

You contravened paragraph 6.1.7 of the Policy and Guidelines on the Management of Leave by failing to report your inability to report for duty to your supervisor, Mr S Masuku, during the period 19 to 27 January 2015.

1. **Finding**

The disciplinary hearing is still pending.

1. **Sanction**

Not applicable yet.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr M R Madwe, Security Guard, Directorate: Woodlands and Indigenous Forest Management.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number 1

You contravened paragraph 15.2.1.5 of Chapter 15 of Transport Policy of the department, contained in the Department Financial Instructions, by deviating materially from the authorised route whilst driving a departmental vehicle, Registration No. NP 95110, on 15 April 2013.

Charge number two

You were grossly negligent in that you consumed alcohol before driving a departmental vehicle, Registration No. NP 95110 and such vehicle caused damage to a private vehicle, Registration No. NPS 20854, on 15 April 2013.

1. **Finding**

Guilty after the employee tendered a plea of guilty.

1. **Sanction**

Two months suspension without pay

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr MA Olifant, Driver, Forestry Management, KZN

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number one

He contravened paragraph 15.2.1.6 of Chapter 15, the Transport Policy of the department, contained in the Departmental Financial Institutions (DFI), by deviating materially from authorised route whilst driving a departmental vehicle, Registration No. NP 198082. This vehicle was damaged as it overturned.

Charge number two

He contravened paragraph 15.2.1.10 of Chapter 15, the Transport Policy of the department, contained in the Departmental Financial Institutions (DFI), by taking a private trip to his home in Bulwa on Friday, 14 February 2014 and he returned on Sunday, 16 February 2014 although he is not authorised to use a departmental vehicle on weekends. No motivation was furnished by him to the Departmental Transport Committee in this regard, in accordance with the aforesaid paragraph.

1. **Finding**

Guilty after the employee tendered a plea of guilty.

1. **Sanction**

Three months suspension without pay and a final written warning

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Ms L Motlatudi, Health Promotions Officer, Directorate: Employee Development and Performance Management

1. **Finding of Investigation**

Grounds for charges were established. (See charges below for facts and details).

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

The accused had been charged with the following:

Charge number 1

You fraudulently created an invoice dated 28-30 May 2013 with which you claimed an amount of R500 from petty cash office at the Directorate: Financial Administration.

Charge number 2

You fraudulently created an invoice dated 30 July 2013 with which you claimed an amount of R50 from petty cash office at the Directorate: Financial Administration.

Charge number 3

You fraudulently created an invoice dated 12 August 2014 with which you claimed an amount of R250 from petty cash office at the Directorate: Financial Administration.

Charge number 4

You fraudulently created an invoice dated 12 September 2013 with which you claimed an amount of R495 from petty cash office at the Directorate: Financial Administration.

Charge number 5

You fraudulently created an invoice dated 6 November 2013 with which you claimed an amount of R156 from petty cash office at the Directorate: Financial Administration.

Charge number 6

You fraudulently created an invoice dated 3 December 2013 with which you claimed an amount of R210 from petty cash office at the Directorate: Financial Administration.

Charge number 7

You fraudulently created an invoice dated 17 February 2014 with which you claimed an amount of R110 from petty cash office at the Directorate: Financial Administration.

Charge number 8

You fraudulently created an invoice dated 11 March 2014 with which you claimed an amount of R700 from petty cash office at the Directorate: Financial Administration.

1. **Finding**

Guilty after a plea of guilty was tendered by the accused.

1. **Sanction**

A sanction of dismissal was imposed on the accused. A notice of appeal was received and the appeal outcome is awaited.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr LE Ramohlale, Senior Agricultural Economist, Directorate: Marketing

1. **Finding of Investigation**

Grounds for a charge were established. (See charges below for facts and details).

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

He attempted to defraud an amount of R5 400 from the department by submitting a fraudulent invoice dated 3 December 2013 which indicated to have been issued by Hlalani Kahle Agricultural Cooperative after rendering a service of catering for the period of 3-5 December 2013.

1. **Finding**

Guilty

1. **Sanction**

A sanction of dismissal was imposed on the accused. A notice of appeal was received and the appeal outcome is awaited.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr H Plum, Forestry Foreman, Directorate: Forestry Management, KZN.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number 1

He contravened Regulation 31.2.3 of the Treasury Regulations, paragraph 13.3.6.11 and 13.3.8.6(b)(i) of Departmental Financial Institutions (DFI) by falling to comply with the departmental tendering process when awarding a tender to Mr M Rwexane in a letter dated 19 March 2014.

Charge number 2

He exceeded your powers by signing a letter dated 19 March 2014 awarding a tender to Mr M Rwexane in a letter dated 19 March 2014, when you had no authority to do so.

Charge number 3

He failed to account for timber harvested on compartment number K8 after you wrongfully authorised Mr Rwexane to harvest in this compartment in a letter dated 19 March 2014.

Charge number 4

He attempted to steal timber harvested on compartment number A10A in Summerfield which you gave to Mr Ziqubu during July 2014.

Charge number 5

He allowed an unauthorised person, Mr Ziqubu, to harvest timber on compartment number A10A in Summerfield which you gave to him without the knowledge of the department during July 2014.

Charge number 6

During July 2014, he failed to ensure that proper accounting books are used as control measures during the felling of timber harvested in compartment number A10A in Summerfield plantation which you gave to Mr Ziqubu. These include Tall Sheet, Loading Book and Tax invoices.

Charge number 7

He deliberately misled Mr K Ngongoma, Transport Office, Directorate: Forestry Management (KZN), by recording incorrect odometer readings of 10543km on the monthly log returns on 16 February 2014, the date on which Mr A Oliphant was involved in an accident with a departmental vehicle, Registration No. NP 198082, whereas the departmental records indicates that this vehicle already travelled 20582km as at 13 January 2014.

1. **Finding**

Guilty on charges number 2,3,5 and 6.

Not guilty on charges number 1,4 and 7.

1. **Sanction**

Demotion and three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Mr DP Shangase, Forestry Services Aid, Directorate: Forestry Management, KZN.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charge**

He committed an act of gross insubordination by failing to comply with an instruction of your supervisors, Mr N. Vilakazi, Mr N. Matundu and Mr K. Weir, Foreman, Senior Forester and Director: Forestry Management, KZN, from July 2013 to date, as you were employed in this position.

1. **Finding**

Guilty after a plea of guilty was tendered by the accused.

1. **Sanction**

Dismissed after appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Ms A Snyman, Administration clerk Grade II, Directorate: Food Imports and Export Standards.

1. **Finding of Investigation**

Grounds for charges were established. (See charge below for facts and details)

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-orditating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

She fraudulently edited an Espirit De Corps letter by removing the Espirit De Corps bank account details and substituted same with her personal bank details. The amended letter was used by her on 30 May 2013 to seek sponsorship from World Link Express.

1. **Finding**

Guilty after a plea of guilty was tendered by the accused employee.

1. **Sanction**

Dismissal after appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr GN Nsele, Assistant Director: Employee Relations

1. **Accused employee**

Ms A N Moleko, Assistant Director: Administration, Directorate: Forestry Management, KZN

1. **Allegations**

Ms Moleko was allegedly biased in awarding tenders to the prejudice of Ukwanelisa. She also accepted envelopes believed to be containing bribery money. She further solicited gifts from suppliers in exchange for an undertaking to give business to the supplier, ukwanelisa.

1. **Finding of Investigation**

Allegations dismissed as the supplier was not willing to provide information supporting the allegations. Case closed.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr F Aphane, Deputy Director: Physical Security

1. **Finding of the investigation**

Nogrounds for misconduct were established.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr M H Mamaile, Resource Conservation Officer

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Charge number one

Mr Mamaile contravened paragraph 15.2.1.6 of the Transport Policy for the department contained in Chapter 15 of the Departmental Financial Instructions by deviating materially from the authorised route utilising a departmental vehicle, registration number YBF 735 GP, on 17 December 2013.

Charge number two

Mr Mamaile contravened paragraph 15.2.1.6 of Chapter 15 of the Transport Policy of the department contained in Chapter 15 of the Departmental Financial Instructions by deviating materially from the authorised route whilst driving a departmental vehicle, registration number YBF 735 GP, and such a vehicle was involved in an accident on 18 December 2013. As a result, the state vehicle was damaged.

1. **Finding**

The chairperson of the disciplinary hearing found Mr Mamaile guilty.

1. **Sanction**

The chairperson of the disciplinary hearing imposed a sanction of three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Ms D M Kungwane, Agricultural Food and Quarantine Techinician

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges/allegations**

Charge number one

Ms Kungwane absented herself from work without authorisation from her supervisor on the dates mentioned below

|  |  |  |
| --- | --- | --- |
| FROM | TO | NUMBER OF DAYS |
| 24/01/2013 | 29/01/2013 | 4 |
| 30/01/2013 | 07/02/2013 | 7 |
| 08/02/2013 | 15/02/2013 | 6 |
| 25/02/2013 | 1/03/2013 | 5 |
| 11/03/2013 | 18/03/2013 | 6 |

Charge number two

She contravened the policy and guidelines on the management of leave by failing to notify her supervisor of her inability to report for duty and failed to submit supporting documents for her absence for the mentioned periods below:

|  |  |  |
| --- | --- | --- |
| FROM | TO | NUMBER OF DAYS |
| 19/01/2013 | 23/01/2013 | 3 |
| 18/02/2013 | 22/02/2013 | 5 |
| 4/03/2013 | 8/03/2013 | 5 |

1. **Finding**

The chairperson of the disciplinary hearing found Ms Kungwane guilty.

1. **Sanction**

The chairperson of the disciplinary hearing imposed a sanction of three months suspension without pay.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr A Matshana, Laboratory Assistant

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges/allegations**

Charge 1

On 11 September 2013, Mr Matshana was found in possession of 4 stolen departmental galvanized steel pipes at his home in Lapologa Village.

Charge 2

Mr Matshana failed to report to his supervisor that he had information about the stolen departmental galvanized steel pipes and a corrugated toilet.

1. **Finding**

The chairperson of the disciplinary hearing found Mr Matshana guilty.

1. **Sanction**

The chairperson of the disciplinary hearing imposed a sanction of three months suspension without pay. The employee lodged an appeal. Awaiting an outcome of appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Ms J M Wessels, Manager: Fruits and Flowers

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

Excessive absenteeism. The employee resigned before the disciplinary hearing can start.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr D Mathebula, Messenger

**4. Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

On 17 October 2014, Mr Mathebula incited Mr A Zulu, Housekeeping Executive, Directorate: Human Resources Management, to steal toners from K-FF-10, office of Ms E Joubert, Personal Assistant: Chief Director: International Relations.

Disciplinary hearing still in progress.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr A Zulu, Housekeeping Executive

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

On 17 October 2014, Mr Zulu stole two toners/cartridges from the office of Ms E Joubert, Personal Assistant: Chief Director: International Relations K-FF-10.

1. **Finding**

Awaiting chairperson’s report.

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr B Magagula, Food Safety and Quality Assurance Officer

**4. Finding of the investigation**

Grounds for charges were established.

1. **Charges**

Charge number 1

Mr Magagula absented yourself from work without authorisation from your supervisor on the dates mentioned below.

|  |  |  |
| --- | --- | --- |
| FROM | TO | NUMBER OF DAYS |
| 4/12/2014 | 4/12/2014 | 1 |
| 8/12/2014 | 8/12/2014 | 1 |
| 10/12/2014 | 10/12/2014 | 1 |
| 5/01/2015 | 5/01/2015 | 1 |
| 30/01/2015 | 2/02/2015 | 2 |
| 16/03/2015 | 17/03/2015 | 2 |

1. **Finding**

The disciplinary hearing still in progress

1. **Cost**

Operational costs

1. **Matter**

Misconduct investigation

1. **Responsible investigator**

Ms L L Sefuli, Senior Employee Relations Practitioner

1. **Accused employee**

Mr D Rampa, Truck Driver/Operator

1. **Finding of the investigation**

Grounds for changers were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges/allegations**

Charge 1

On 11 September 2013, Mr Rampa was found in possession of 4 stolen departmental galvanized steel pipes at his home in Lapologa Village.

Charge 2

Mr Rampa failed to report to his supervisor that he had information about the stolen departmental galvanized steel pipes and a corrugated toilet.

1. **Finding**

The chairperson of the disciplinary hearing found Mr Rampa guilty.

1. **Sanction**

The chairperson of the disciplinary hearing imposed a sanction of three months suspension without pay. The employee lodged an appeal. Awaiting an outcome of appeal.

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Mr F Q Madondo, Security Officer

1. **Finding of Investigation**

Investigation abandoned due to the employee taking early retirement.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Mr S Bloem, Forestry Service Aid

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

6.1 Charge 1

You contravened Annexure A of the Code in that during the first weekend of January 2013 you stole the property the state and sold it in the village.

6.2 Charge 2

You contravened Annexure A of the Code in that on 31 May 2013 you attempted and threatened to assault other employees while on duty

6.3 Charge 3

You contravened Annexure A of the Code in that on 31 May 2013 while on duty, you were under the influence of alcohol and had to be taken to Izele Police station and were arrested.

1. **Finding**

The matter was dismissed due to the unavailability of the chairperson’s report

1. **Sanction**
2. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Mr S Konkwane, Forestry Service Aid

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

6.1 Charge 1

You contravened chapter 15 of the Transport Policy of the Department in that you submitted log sheets that do not correspond with fuel transaction records of a departmental vehicle, registration number FGH 205 EC for the period of January 2013.

6.2 Charge 2

You contravened Annexure A of the Code in that you gave false statements and evidence in the execution of your duties when you made multiple fill ups of fuel during January 2013 on the departmental vehicle registration FGH 205 EC

1. **Finding**

The matter was dismissed due to the unavailability of the chairperson’s report

1. **Sanction**
2. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Ms S O Mxekezo, Farm Aid

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**

6.1 Charge

You contravened Annexure A of the Code in that during March 2013 you provided false information by submitting a fraudulent Matric certificate attached to your Curriculum Vitae when you applied for the post of Farm Aid in Stellenbosch.

1. **Finding**

Guilty

1. **Sanction**

Dismissal

1. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Ms E DuToit, Senior Statistian

1. **Finding of Investigation**

The matter was referred to Employee Welness.

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Mr M M Sathekge, Assistant Director Smallholder Development

1. **Finding of Investigation**

Grounds for charges were established.

1. **Appropriate steps taken**

Formal disciplinary steps were taken against the accused employee in terms of Public Service Co-ordinating Bargaining Council (PSCBC) Resolution No. 1 of 2003.

1. **Charges**
   1. Charge

On several occasions from January until November 2014, you failed to carry out lawful order or instruction without just or reasonable cause when you refused to return and report back to Pretoria as instructed by management.

1. **Finding**

Guilty

1. **Sanction**

3 months suspension without pay

1. **Cost**

Operational cost

1. **Matter**

Misconduct Investigation

1. **Responsible investigator**

Mr Y.S Moffat-Maruma, Assistant Director Employee Relations

1. **Accused employee**

Mr Z Dlamini, Chief Director Food Security

1. **Finding of Investigation**

Investigation on progress

1. **Appropriate steps taken**
2. **Charges**
3. **Finding**
4. **Sanction**
5. **Cost**

Operational costs