



Industrial Relations Retainer Service
Comprehensive monthly IR support tailored for your business.
Flat monthly fee. Flexible hours. Trusted expertise.

Our retainers offer comprehensive support on all aspects of industrial relations, including but not limited to:

- Representing management in trade union engagements (as requested)
- Chairing of grievance, disciplinary, and appeal hearings;
- Drafting of minutes and management recommendations;
- General guidance on all IR/ER matters
- Dedicated IR professional assigned to company;
- Attendance at conciliations via **MEIBC/CDR** or the **CCMA**

Retainer Fee:

- **R 8 500 (excl. VAT) per month**, covering up to **10 hours of service**;
- **[Non-Member Rate – R1 226.00 (excl.vat)]R 977.00/hour (excl. VAT)** Additional hours will be billed at
- **Travel and toll fees** are excluded and billed separately at **R 4.84/km (excl. VAT)**

Please note:

- **Preparation for and representation at arbitration proceedings falls outside this retainer and will be billed at SEIFSA's standard rate of R 7,500.00 (excl. VAT)**
- **Labour Court representation is also excluded;**

The retainer reflects SEIFSA's commitment to delivering expert support in industrial relations.

Partner with SEIFSA IR to safeguard and strengthen your company's employee relations.

Enquire with IR Division:

Vuyiswa Miya-Mokwana
Michael Lavender
Boikanyo Maselwa

Steel and Engineering Industries Federation of Southern Africa (SEIFSA)

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