



## FURNITURE BARGAINING COUNCIL

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North Block ♦ 39 Empire Road ♦ Parktown Ext ♦ Johannesburg  
Correspondence to be addressed to: THE GENERAL SECRETARY ♦ Post Office Box 32789 ♦ Braamfontein ♦ 2017  
Telephone (011) 242-9200 ♦ Facsimile (011) 482-6420 ♦ e-mail council@furnbed.co.za ♦ Website www.furnbed.co.za

### **CIRCULAR 18/20**

#### **TO ALL EMPLOYERS AND EMPLOYEES IN THE INDUSTRY**

#### **PRESCRIBED INDUSTRY ANNUAL CLOSURE DATES - DECEMBER 2020 TO JANUARY 2021**

In terms of clause 9.6.1 of Chapter 1 of the prevailing Main Collective Agreement, “Annual closure shall be for a period of 15 consecutive working days (“Days”) between 1 December of each year and 31 January of the following year **or as otherwise prescribed by the Council from time to time.**” [our emphasis].

However, Council fully understand that the COVID-19 pandemic may have had a serious impact on the operations and business of your establishment during the course of 2020.

After consideration, Council has resolved to amend the official minimum annual closing period for 2020/2021, to be at least from the evening of Thursday, 24 December 2020 until the morning of Monday, 4 January 2021. This will enable establishments to operate for a longer period if it requires the additional operating time. The decision to implement a shorter annual closure period rests with the establishment’s management.

Please note that the Council will pay employees’ total Leave Pay (15 days) and Holiday Bonus Pay received from the establishments, during the payout period of December 2020. This will be paid to the employees concerned, irrespective if the company closes for 15 days or a shorter period, e.g. close on 24 December 2020 and re-opening on 04 January 2021.

**If a company closes for a period of less than 15 days** e.g. close on 24 December 2020 and re-opening on 04 January 2021, and an employee request to take the remainder of his/her 15 leave days after re-opening, the employer must grant such leave prior to Monday, 31 May 2021. The dates for which such leave are granted will be the decision of management in accordance with its operational requirements. In light of the fact that employees will be paid their full leave pay received from establishments in December, any leave granted after the establishments’ re-opening date will be unpaid as employees already received their total Leave Pay money in December.

**Any queries that you may have regarding this Circular must be directed to your area agent or the Council’s Inspectorate Department. Please do not direct any queries you may have regarding this Circular to any other Council staff members.**