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Dismissal comprehensively deals with all the circumstances in which dismissals arise and are challenged, with examples drawn from recent case law. The procedural requirements governing dismissal and the remedies available to unfairly dismissed employees are also described in detail.

Collective Labour Law, 2nd edition
J Grogan
The second edition of Collective Labour Law sets out the principles and the issues that may arise in the relationship between organised labour and employers, illustrated by examples drawn from decided cases.

Employment Rights, 2nd edition
J Grogan
This book sets out the issues that may arise during the existence of an employment relationship, from the moment an employee applies for a job, to the moment the relationship is terminated, illustrated by examples drawn from decided cases.

Labour Litigation and Dispute Resolution, 2nd edition
J Grogan
Labour Litigation and Dispute Resolution is a comprehensive exposition of practice and procedure in the various forums charged with the responsibility of resolving employment and labour disputes in South Africa. The rules of the several forums are discussed, and there are useful tips for all role players in labour litigation, arbitration, and other forms of dispute resolution. Separate chapters on private arbitration and alternative dispute resolution are also included.

Dismissal, Employment Rights, Collective Labour Law and Labour Litigation & Dispute Resolution by John Grogan are part of a series, which together provide a comprehensive overview of the entire body of current labour law.
Workplace Law, 11th edition
J Grogan

This well-established book is a practical guide through areas such as discipline and dismissal, unfair labour practices, employment equity, collective bargaining and industrial action. The 11th edition has been revised with the latest case law and covers the significant 2014 amendments to the LRA, EEA and BCEA.

H Landis, L Grosselt

Employment and the Law: A Practical Guide for the Workplace is a comprehensive yet practical guide to the application of labour law in the workplace. The book allows for quick and easy access to the information required to manage the employment relationship effectively. The book will prove useful in both preventing and resolving labour disputes.

The Black Economic Empowerment Scorecard Manual
C van Wyk, H Wiggins

The BEE Scorecard Manual allows one to determine a business’s BEE score with a high degree of accuracy. It simplifies the process of calculation in preparation for verification by providing a by-step guide through some of the more complicated calculations. The manual also includes a useful Excel spreadsheet calculator on CD-ROM.

Collective Bargaining in the Workplace
M S Arntz, J Grogan, T Ngcukaiti

This book is a comprehensive and inclusive guide to understanding conflict in the South African workplace, the alternative dispute-handling process, negotiations and collective bargaining.

Equality in the Workplace: Reflections from South Africa and Beyond
O Dupper, C Garbers (editors)

This collection of essays evaluates South Africa’s efficacy in achieving the goals set out in the Employment Equity Act and compares this to experiences in India, Canada, the United Kingdom, Germany and the European Union.

Unfair Discrimination in the Workplace
D du Toit, M Potgieter

This book explains the meaning of unfair discrimination and the law on harassment and medical, HIV and psychological testing in the workplace, while taking into account the amendments to the EEA. It analyses employer liability, prevention of discrimination and the legal defences. Practical dispute resolution procedures are discussed.

Alcohol, Drugs and Employment, 2nd edition
McCann et al

This book explains the case law on substance abuse and recommends procedures for identifying, controlling and treating substance abuse in the workplace.

Collective Bargaining in South Africa
S Godfrey, J Maree, D du Toit, J Theron

Collective Bargaining in South Africa thoroughly analyses the state of collective bargaining in South Africa, historically and today, while considering empirical data and initiatives developed by trade unions and employers worldwide. It raises policy options for the changing, globalising marketplace.

HIV & Social Security Law: The SADC Region
Y Jorens (editor)

HIV & Social Security Law comprises a collection of conference papers from representatives of the ILO, the SADC Tribunal and academics from different universities in the SADC region. They assess the extent to which national governments have enacted measures to deal with HIV-related issues in the domains of labour law, health law, social protection and social security law.
Industrial Law Journal
(incorporating the Industrial Law Reports)
C Cooper, C Vosloo, L Williams-de Beer, J Wilson (editors)

This premier South African labour law reporter comprehensively covers judgments and awards handed down by the Labour Court, Labour Appeal Court, the CCMA, Bargaining Councils and private arbitration bodies. It also covers labour related judgments from the Constitutional Court and the Supreme Court of Appeal. Every 4th issue includes relevant articles, notes and case notes by local and foreign experts. Subscribers receive a free monthly e-newsletter and a detailed annual subject index.

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S Bendix

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Labour Law into the Future
K Malherbe, J Sloth-Nielsen

This title is a volume of analytical pieces in honour of Professor D’Arcy du Toit. The contributing authors are internationally recognised and leading researchers in the field of labour law. As a result, Labour Law into the Future offers contributions on some of the most hotly debated issues in labour law, such as unfair discrimination, outsourcing, wage justice and labour brokers.

A Practical Guide to Disciplinary Hearings
M Opperman

This title sets out all the aspects of disciplinary hearings for the chairman and defendant. It includes a practical matrix for calculating awards and reaching fair results, and contains templates for hearings of the different types of offences.

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Black Economic Empowerment: Commentary, Legislation and Charters
Cheadle, Thompson & Haysom; P S Benjamin, M Taylor, T N Raditapole

This loose-leaf work provides a comprehensive commentary on the legislative framework regulating BEE. It is regularly updated to include new legislation, charters and codes of good practice.

The Labour Relations Handbook
A Pons, P Deale

The Labour Relations Handbook is a comprehensive guide to effective management in South Africa. It identifies areas for change, suggests practical strategies and provides concise labour relations information, specific policies and practical procedures and guidelines.

Metal and Engineering Industries Bargaining Council Consolidated Agreements (MEIBC)
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This work reflects the current agreements relating to industry members in a consolidated format as published in the Government Gazette.
Motor Industry Bargaining Council Consolidated Agreements (MIBCO)

This bilingual publication provides easy access to the legal provisions applicable to the motor trade. It combines in one publication the Agreements, wage determinations, and conditions of service, as amended.

Public Service Law Handbook

Compiled in collaboration with the Public Service Coordinating Bargaining Council

The Public Service Law Handbook contains the laws applicable to public servants, at a national and provincial level. It includes the Act, Regulations and selected Bargaining Council Resolutions which regulate vital areas such as discipline, incapacity and dispute resolution.

South African Labour Law

C Thompson, P Benjamin

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Understanding Broad-based Black Economic Empowerment

E Kalula, A M Paradi, N Okoradu

- Commentary on the various aspects of BEE (scorecards, ownership, management and control, employment equity, skills development, preferential procurement, enterprise development, socio-economic development and fronting)
- Glossary of terms

Understanding Land Tenure: Commentary and Legislation

A Mohamed et al

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- Section on access to the courts, including the Land Claims Court
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D Keith
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- Full text of the sectoral determination which all employers of security guards must have available in the workplace

Understanding Social Security Law
E Kaluila, B Jordaan, E Strydom
- Commentary on social security in its various facets (private and public measures)
- Relevant case law
- Key point summaries and FAQs aid understanding of the Act

Understanding the CCMA Rules & Procedure
D Keith
- Concise summaries of the CCMA Rules
- Explanations of processes and proceedings
- Templates for recission and condonation applications

Understanding the Labour Relations Act
E Kaluila, B Jordaan, E Strydom
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- Systematically covers important provisions
- Key point summaries and FAQs aid understanding of the Act

Understanding the Skills Development Act
S Hammond, V Mabena, E Strydom
- Commentary on the Skills Development Act
- Explanations of the major re-alignment of the legislation

Visit our new-look website at www.jutalaw.co.za to view our complete range of legal and legal compliance print and Jutastat e-Publications.
Summary of the Basic Conditions of Employment Act

Section 30 of the Basic Conditions of Employment Act requires an employer to display the employees’ rights in the prescribed form, at the workplace, in the official languages spoken at the workplace.

The Bill of Rights of the Constitution of South Africa

Contains the Bill of Rights, sections 7–39 of the Constitution.

The Skills Development Act 97 of 1998

This poster contains the most important provisions for employers, workers and SETAs.

Summary of the Employment Equity Act 55 of 1998

Section 25(1) of the EEA requires employers to display a summary of the Act. This poster contains the summary, Form EEA3, under Regulation 5 of the General Administrative Regulations to the Act.

The Occupational Health & Safety Act 85 of 1993

Contains key legislative provisions relating to occupational hazards, health and safety which employers and employees should be aware of.

Schedule C and Schedule D of the General Machinery Regulations of the Occupational Health and Safety Act 85 of 1993

Section 13 of the Act requires employers to inform workers of any hazardous working conditions. Regulation 9(2) of the General Machinery regulations to the Act requires employers with boilers on the premises to display a copy of Schedule C and for machinery other than a boiler, Schedule D. The legislation requires display in both official languages in legible form in a conspicuous place at the premises.

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Juta’s Labour Library serves as a complete repository of up-to-date labour legislation and other primary material. It contains Industrial Law Journal issues from 1980 to date and the Labour Law Digest from 1998 to date. A regularly updated electronic version of John Grogan’s Workplace Law is also included.

Motor Industry Bargaining Council Consolidated Agreements (MIBCO)

This resource contains the motor industry agreements, wage determinations and conditions of service, incorporating all amendments. It also includes the Digest of Arbitration Awards (prepared by the Dispute Resolution Centre) and related labour legislation (including the Labour Relations Act).

Juta’s Occupational Health and Safety Library

Includes the full text of the Occupational Health and Safety Act as well as commentary, Regulations in terms of MOSA/OHSA, schedules and indexes. The Constitution of the Republic of South Africa, 1996 and relevant South African decided cases are also incorporated.

South African Labour Law

Includes the full text of the printed version, the text of the important Acts and Regulations and full introductory commentary. Extensive hyperlinks to footnotes, legislation judicially considered, and extensive cross-chapter referencing allows for easy and rapid access to information.
These concise pocket-sized works contain the full text of key legislation, regulations, and other legal documents essential for understanding South Africa’s legal framework. They are particularly useful for employers, workers, and SETAs (Skills, Education, and Training Authorities) to ensure they are up-to-date with their rights and responsibilities.

The Skills Development Act 97 of 1998 requires employers to display the employees’ rights in the prescribed form, at the workplace, in the official languages.


Juta’s occupational Health and Safety Library includes the full text of the Occupational Health and Safety Act as well as commentary and Regulations in terms of selected statutes. The Labour Law Digest provides a summary of the Employment Equity Act and other relevant legislation.

The first edition of the Labour Law Digest was published in 1998, following the passage of the Employment Equity Act. It is a valuable resource for understanding the changes and developments in labour law that have occurred since then.

LEGALBRIEF Workplace

This new consolidated weekly news update service provides a concise roundup of a broad sweep of topical news coverage. Subscribers can enjoy access to labour-focused news summaries and analysis pieces, latest developments in labour legislation and case law, relevant parliamentary news, and information about new labour publications and events. The newsletter is delivered to your email inbox every Wednesday.

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<td>Labour Mini-Library (six-volume set in slipcase)</td>
<td>978072017130</td>
<td>R495.00</td>
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* A subscription to the ILJ comprises 12 issues per annum. Black copies will be issued when registering a subscription during the course of a volume.

**Special Offers Terms and Conditions**

- Prices and offers are valid until 30 November 2014, while stocks last.
- Print prices include 14% VAT but exclude postage and packaging.
- CD-ROM Internet & Online pricing includes 14% VAT and delivery. If applicable, Offers are available for the FIRST YEAR OF SUBSCRIPTION ONLY. Subsequent years will be charged at the standard subscription rates applicable at the time of renewal. All cancellations should be submitted in writing. Multiple user pricing is available on request from your Juta Law Business Consultant.
- Loose-leaf pricing is for main volume contents only. See the order form below for information on how to register for revision service updates to loose-leaf works. Offers are also available on a 6 or 12 month interest-free debit order plan. Refer debit order instruction & authority section overleaf.
- No further discounts will apply.

Loose-leaf pricing is for main volumes contents only. Tick and initial to register for future updates to this work. 

Average labour law 14% VAT but exclude postage and packaging.

Prices and offers are valid until 30 November 2014.

Tick & initial to register for future updates to this work.

No further discounts will apply.

Debit order instruction & authority section overleaf.

Offers are applicable for the FIRST YEAR OF SUBSCRIPTION ONLY. Subsequent years will be charged at the standard subscription rates applicable at the time of renewal. All cancellations should be submitted in writing. Multiple user pricing is available on request from your Juta Law Business Consultant.

Offers are also available on a 6 or 12 month interest-free debit order plan. Refer debit order instruction & authority section overleaf.

No further discounts will apply.
**LEGALBRIEF WORKPLACE**

<table>
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<th>Subscription</th>
<th>Special offer</th>
<th>No. of users</th>
<th>Normal Price (Incl. VAT)</th>
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<td>N/A</td>
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**SUBSCRIPTIONS**

**LABOFFER2014**

**LEGALBRIEF WORKPLACE**

**Subscription is payable annually, subject to annual price increases.**

**LEGALBRIEF OFFER**

**Subscription is payable annually, subject to annual price increases.**

**CUSTOMER DETAILS**

Name: ____________________________
ID/Co. Registration No.: ____________________________
Address (Street): ____________________________
Tel: ____________________________
Fax: ____________________________
Email: ____________________________

**PAYMENT OPTIONS**

Please debit my credit card account number:
Visa  ____________  Master  ____________

Please debit my Juta account number:

I/We wish to open a Juta account: Yes  ____________  No  ____________
My company/institution will pay: Yes  ____________  No  ____________
I will pay: Yes  ____________  No  ____________

NOTE: A Juta account will be opened for new customers subject to standard credit reference checks and approvals.

In the event of non-payment the account holder will be responsible for collection and legal costs incurred.

**DELIVERY OPTIONS**

Above prices exclude delivery costs. Please indicate your preferred delivery method below (note that the cost of delivery will depend on the destination and delivery method selected, which can be confirmed with Juta Customer Services or your Juta Law Business Consultant).

- [ ] Postal Service
- [ ] Courier Service

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Bank: ____________________________
Branch No.: ____________________________
Type: [ ] Cheque  [ ] Savings  [ ] Transmission

**Debit order period:** 6 months  12 months

NOTE: Customers are able to settle their account in full, or pay additional amounts into their debit order account at any time via direct deposit. All future purchases will be amortised, interest-free, over a 6 or 12 month period as elected by the customer.

**Authorized signature:** ____________________________

**Authorised signature:** ____________________________