



the premier

Department of
the Premier
FREE STATE PROVINCE

HUMAN RESOURCE CIRCULAR 23/2008

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

DESIGNATED EMPLOYEES: GRIEVANCE HANDLING

Attached find a list of designated employees per department tasked with grievance handling.

Employees who wish to lodge a grievance should do so with the designated employee in his/her department as per attachment.

The necessary grievance form with instructions can be accessed on the website of the Public Service Commission (www.psc.gov.za). The content of this circular should be brought to the attention of all staff.

DEPARTMENT OF THE PREMIER

DATE: 28/11/08.....

Human Resource Advice, Co-ordination and Management Directorate

P.O. Box 517, Bloemfotein, 9301

Lebohang Building, Ground Floor, Cnr St Andrews and Markgraaf Streets, Bloemfotein

Tel: (051) 405 4370 Fax: (051) 405 4707

www.fs.gov.za

DESIGNATED EMPLOYEES: GRIEVANCE HANDLING

Department	Designated Employee
Agriculture	Chief Legal Advisor – Adv. Vuyo Peach
Provincial Treasury	All Senior Managers (specific to area where grievance originates)
Premier	LR Officer – Mr. V.K Skosana
PWR&T	Director: HRM
LG&H	Chief Director: Corporate Services – Mr. T.S Mokoena
Education	See attachment – various officials
Sport, Arts & Culture	Manager: Employment Relations – Mr. D.P de Beer
Tour, Env & Eco Affairs	Acting Deputy Director: LR – Mr. T Mahlaba
Health	See attachment – various officials
Soc Development	See attachment – various officials
Pub Safety, Sec & Liaison	Deputy Director: HRM & LR – Mr. M Mahogo

**FREE STATE DEPARTMENT OF EDUCATION
DESIGNATED EMPLOYEES**

NAME	CHIEF DIRECTORATE / DIRECTORATE	BUILDING & ROOM	TEL NO	FAX NO / e-mail / cell	SIGNATURE
	Director: OHRD	Room 8, ABSA Building	(051-) 447 1682 (051-) 447 1682 (sec)	448 6412	
	District Director : Thabo Mofutsanyana	Private Bag X 817 Witsieshoek 9870	058 718 4808 (Director) 058 718 4809 OR 058 718 4799 (Secretary)	058 713 5541	
	Goldfields FET College	Tosa College Private Bag X 95 WELKOM	(057-) 395 1301	(057) 395 1304	
	Director: Curriculum Services (ECD and GET)	Room 404 Trustfontein Building	(051-) 447 1458	(051-) 409 8603	
	Director: Labour Relations	Katleho 104	(051-) 404 4294	(051-) 404 4388	
	Director : Curriculum FET	Provincial Government Building 2028	404 8457 / 8	0865 135 668 404 8563	
	Director: Examination and Assessment	Room 230 Free State Provincial Government Building	404 8318		
	Director: HRM; Educators	Room 626 Katleho Building Bfn	(051-) 404 4634 OR (051-) 404 4248	086 513 9451	
	Director : Learner Support	Trustfontein Building 604	(051-) 447 7043	086 540 3772	
	Director : ABET	Omni Building 2 nd floor	051- 404 8800 / 02 / 03	(051-) 430 0863	
	Director : Security Management	Free State Provincial Government Building Room 2203	(051-) 404 8438	086 532 3130	
	Flavius Mareka FET College	Sasolburg Campus Private Bag X 2009 Sasolburg 1947	(016-) 9760829 / 15	(016-) 976 3485 OR 0866 5921 25	
	District Director: Fezile Dabi	Private Bag X 2007	016 973 9150	016 976 0983	

NAME	CHIEF DIRECTORATE / DIRECTORATE	BUILDING & ROOM	TEL NO	FAX NO / e-mail / cell	SIGNATURE
		Sasolburg 9570			
	Motheo FET College	Hillside View Campus P/Bag X 20509 Bloemfontein	(051-) 409 3339	(051-)435 7602	
	Maluti FET College	Private Bag X 870 Witsieshoek 9870	(058-) 713 6100	(051-) 713 6492	
	Director : Asset and Fleet Management and Support Services	Coopers House	448 7230	404 4200	
	Director: Legal Services	1509 Free State Provincial Government Building	404 8456	404 8506	
	Director: Infrastructure and PRP	Room 318 Old CNA Building	404 9272	404 9249	
	District Director: Lejweleputswa	Private Bag X 30 Welkom 9460	057 353 2901	057 357 5443	
	Director : Management Accounting	FSPGB Room 2115	404 8436	404 8209	
	Director : e- Education	FSPGB Room 1524	404 8412	404 8334	
	Director : Values in Education and SYRAC	Syfreets Building 138	404 8746/8	404 8487	
	Director : Motheo	Block A Room 413	404 4622	404 4621	
	Director : Institutional Governance and Management	Room 509 Trustfontein Bdg	(051-) 447 3318	086 519 7677	
	Director : Demand, Acquisition and Logistics Management	Tempe Stores Room 1 104 DF Malherbe Ave	404 4082	404 4006	
	Director : Office Manager	Room 2108 Free State Provincial Government Building	404 8429	404 8269	

NAME	CHIEF DIRECTORATE / DIRECTORATE	BUILDING & ROOM	TEL NO	FAX NO / e-mail / cell	SIGNATURE
	Director: HRM (Public Servants)	Room 401 Kalleho Building	(051-) 404 4633 (051-) 404 4633	086 602 5332	
	Director : Quality Assurance	Syfrets Building 4 th Floor Room 401	404 8750/2 447 7295	447 7318 446 7396	

	Director : Xhariep	Block C Room 413	404 4895	0866 362 218	
	Director: Financial Accounting	Room 1828 Free State Provincial Government Building	404 8447	404 8013	

DESIGNATED EMPLOYEES : HEALTH

<u>NAME</u>	<u>ADDRESS</u>	<u>TEL</u>	<u>FAX</u>	<u>E-MAIL ADDRESS</u>
1. Mr. M.M Lekgela	Employment Relations Subdirectoriate	(051) 408 1632	(051) 408 1993	lekgeM@fshealth.gov.za
	<i>Block A West 2nd Floor Bophelo house 9323</i>			
2. Mr. M.B.Hlangani	EMS Subdirectoarte:	(051) 408 1232	(051)	hlangani@fshealth.gov.za
	<i>Block E-East 4th Floor Bophelo House BFN 9323</i>			
3. Ms. D.D.D Malebo	Employment Relations Subdirectoriate	(051) 408 1712	(051) 408 1993	maleboDDD@fshealth.gov.za
	<i>Block A West 2nd Floor Bophelo house 9323</i>			
	<i>Ombudsman Building Qwa Qwa</i>			

4. Mr. I W Phahlane	Employment Relations Subdirector	(051) 408 1237	(051) 408 1993	phahlaneiw@fshealth.gov.za
	Block A West 2 nd Floor Bophelo house 9323			
5. Mr. T.D Masoeu	Laundry Services	(051) 4002020	(051) 4002001	masoeut@fshealth.g.v.za
	Mill street Hamilton Bloemfontein			
6. Mr. D.P Maqina	Employment Relations Subdirector	(051) 408 1231	(051) 408 1993	maqinadp@fshealth.gov.za
	Block A West 2 nd Floor Bophelo house 9323			
7. Mr. R.S Khoali	Katlebo District Hospital	(057) 221 3372 082 2580 919	(051) (057) 212 7114	khoalir@fshealth.gov.za
	P/Bag X4 Virginia 9430			
8. Mr. M.S Nhlapo	Motheo District Office	(051) 447 2194 083 403 4535	(051) 447 6477	Nhlapoms@fshealth.gov.za
	Mafube Hospital Frankfort			
9. Mr. D.J Matsole	Metsimaholo District Hospital	(016) 9709426	(016) 9731274	vanlogw@fshealth.gov.za
	P/Bag X 2017 Sasolburg 1947			
10. Me. W.R. van Loggerenberg				

11. Mr. M.K.G Mokatsane	Boitumelo Hospital <i>P/Bag X47 Kroonstad 9500</i>	(056) 2165304	(056) 2127859	mokasG@fshealth.gov.za
12. Mr. S.E Mosoetsa	Fezile Dabi District Office <i>17 Fichard Street Sasolburg 1947</i>	(016) 970 9315	(016) 970 9315	mosoets@fshealth.gov.za
13. Mr. M.J.T. Motaung	Kopano DHS Complex <i>Room 18 Floor 5 Private Bag X15 Long Road Welkom 9460</i>	(057) 910 3200	(057) 352 9277	motaunmi@fshealth.gov.za
14. Mr. LP Senokoane	Universitas Academic Hospital <i>Private Bag X20660 BLOEMFONTEIN 9300</i>	(051) 405 3030	(051) 444 0790	senokoanlp@fshealth.gov.za
15. Mr. MZ Mothupi	Free State Psychiatric Complex	(051) 407 9256 (051) 407 9911	(051) 407 9400	MothupiM@fshealth.gov.za
16. Me. MD Goliath	Employment Relations Subdirector <i>Block A West 2nd Floor Bophelo house 9323</i>	(051) 408 1230	(051) 408 1993	goliathmd@fshealth.gov.za

17. Mr. L.E Lekgela	Xhariep District Office <i>FS Psychiatric Complex</i> <i>Bloemfontein</i> <i>9300</i>	(051) 447 2777		lekglal@fshealth.gov.za
18. Mr. EA van Wyk	Employment Relations Subdirector <i>Block A West</i> <i>2nd Floor</i> <i>Bophelo house</i> <i>9323</i>	(051) 408 1757	(051) 408 1993	vanwykea@fshealth.gov.za
19. Me. N. Jones	Employment Relations Subdirector <i>Block A West</i> <i>2nd Floor</i> <i>Bophelo house</i> <i>9323</i>	(051) 408 1236	(051) 408 1993	Jones@fshealth.gov.za
20. Mr. LJ Molokoane	Employment Relations Subdirector <i>Block A West</i> <i>2nd Floor</i> <i>Bophelo house</i> <i>9323</i>	(051) 408 1897	(051) 408 1993	molokoanj@fshealth.gov.za
21. Mr. N.J. Motsitsi	Thabo Mofutsanyane District Office <i>Ombudsman Building</i> <i>Owa Qwa</i>	(058) 713 1835 0826463541	(058) 713 0318	motsitn@fshealth.gov.za
22. Mr. VJ Coetzee	Bongani Hospital	(057) 916 8000	(057) 916 8295	coetzevi@fshealth.gov.za

23. Me. CN Tembani	Pelonomi Hospital <i>P/Bag X 20581</i> <i>Bloemfontein</i>	(051) 405 1911	(051) 405 1251	tembanc@fshealth.gov.za
24. Me. K Machecha	Botshabelo Hospital <i>Room 19 Admin Block</i> <i>P/B X527</i> <i>Botshabelo</i> <i>9781</i>	(051) 5330217	(051) 5341096	machechake@fshealth.gov.za
25. Me. L.M .Motaki	Medical Depot <i>P.O. Box 7622</i> <i>Bloemfontein</i> <i>9300</i>	(051) 4303091	(051) 4302208	Motakilm@fshealth.gov.za
26. Mr. Matsole	Mafube Hospital <i>Frankfort</i>	0834034535		Mbelela@fshealth.gov.za
27. Mr. Mncube. S	Free State Psychiatric Complex	(051) 407 9406	(051) 407 9400	MncubeJB@fshealth.gov.za
28. Mr. U.P. Rens	Employment Relations Subdirector <i>Block A West</i> <i>2nd Floor</i> <i>Bophelo house</i> <i>9323</i>	(051) 408 1203	(051) 408 1993	rensup@fshealth.gov.za
29. Mr. Tlali	Thusanong Hospital (Odendaalsrus) <i>Thusanong District Hospital</i> <i>ODENDAALSRSUS</i>	(057) 354 2111		

**THE FOLLOWING PEOPLE WHERE APPOINTED TO HANDLE
GRIEVANCES IN THE DEPARTMENT OF SOCIAL DEVELOPMENT:**

N.K.N Ntlhare

K Mokoena

M.H Dodd

T.E Tsoeu

K.D Tsotetsi

C.Q Howard

S.M Raseobi

Please note that in all possibility further names might be added to the list shortly.