



Province of the  
**EASTERN CAPE**  
HEALTH

OFFICE OF THE SENIOR MANAGER: Employee Wellness  
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**MEMORANDUM**

**TO :** MEC for Health: Hon. S Gomba  
Superintendent General: Dr. T. Mbengashe

**FROM:** Director: Employee Wellness

**SUBJECT:** Approval to serve as President and non-remunerative Director of the Employee Assistance Professionals Association of South Africa ( EAPA-SA )

**DATE:** 6<sup>th</sup> August 2019

**PURPOSE**

The purpose of the memo is to request the approval of the MEC and Accounting Officer to serve in the role of President and Director of the Employee Assistance Professionals Association of South Africa.

Attached please find a:

1. Letter from JLC Auditors Inc representing EAPA-SA dated 6<sup>th</sup> August 2019
2. Certificate of Incorporation of EAPA-SA dated 7<sup>th</sup> January 2010
3. Page 1 of EAPA-SA Constitution – full copy available on website [www.eapasa.co.za](http://www.eapasa.co.za)
4. Letter alleging that Ms. Govender is performing remunerative work outside the Public Service dated 27<sup>th</sup> July 2019.
5. Prints of e-mail communication between Ms. Govender, ECDOH Ethics Officer Ms. Maseko; Cyril Weimers: EC Treasury dating back to January 2019.

**BACKGROUND**

The Employee Assistance Professionals Association of South Africa (EAPA-SA) is a **Section 21 Non-Profit Organization** recognized by SAQA as a **Professional Association**. It was established in 1997 with the purpose of governing the practice of Employee Assistance through maintaining professional standards, ethics and code of conduct and to provide for the continuous professional development of its members.

EAPA-SA Board members are nominated by peers in the practice of Employee Assistance and are elected at an Annual General Meeting for a term of 5 years. Involvement as a Board member is voluntary and there is no remuneration. The association earns its income from membership fees and hosting professional development and these funds are used for its member services and projects. In hosting CPD activities EAPA-SA is registered on the supplier database of National Treasury.

The Board of Directors is there for governance purposes as required by CIPC and none are remunerated. There is a Subsistence and travelling policy that makes provision to cover certain costs of Board members when they attend meetings or perform other Association duties e.g. flights, meals, accommodation.

**INVOLVEMENT OF MS. GOVENDER AS PRESIDENT**

Ms. Govender has served the Employee Assistance Profession as a Board member in various portfolios since 2005 with the full knowledge and support of the Departments of Agriculture and Health as her employers. In 2018 she was elected as President for the term 2018 -2023.

The President role is voluntary / non-remunerative like all other Board members but also involves serving as a Director and one of three legal representatives of the Association as well as a signatory and administrator for the EAPA-SA bank accounts.

The above-mentioned role has no elements of financial or conflict of interest. EAPA-SA does trade with the State by hosting Professional Development activities on a national and local level, but the revenue generated from these activities are not for profit neither do any of its Board members or Directors have any personal financial interest or gain. Funds generated are channeled back to the Associations member services and projects.

Remunerative Work Outside the Public Service (RWOPS) Policy does not apply in this situation since this role is an act of service which is not remunerated.

The Directive on Conducting Business with an Organ of State dated January 2017 does not apply in this situation since EAPA-SA is a Non-Profit Organization and there is no "private interests" which may constitute a conflict of interest with the State.

Serving the Board has professional development benefits for Ms. Govender and for ECDOH since it is not only positioned at the cutting edge of the Employee Wellness field but also given an opportunity to learn from and make a national contribution to the development of the profession. This has placed both Ms. Govender and ECDOH on a national and international platform and is a matter of Departmental and national pride.

**CONCLUSION**

In view of all the above it is hereby requested that the Department continue its support of the Employee Wellness field by approving the service of Miss Govender as President and Director of EAPA-SA.

Yours in Service

*Govender*

MS T. GOVENDER  
DIRECTOR: EMPLOYEE WELLNESS

08/10/2019  
Date

APPROVED / NOT APPROVED  
COMMENTS

*Recommended*  
*Recommend with the state*  
*Non Funding*

DR. T.D MBENGASHE  
SUPERINTENDENT GENERAL

*Applicable laws on doing business with state are applicable*  
*DATE*

APPROVED / NOT APPROVED  
COMMENTS

*As advised above*

*[Signature]*

Hon. S GOMBA MPL  
MEC for HEALTH

DATE



Province of the  
**EASTERN CAPE**  
HEALTH

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**ACTION REQUEST**  
**OFFICE OF THE MEC**

Date: 29/08/2019

HON SG GOMBA

**Subject: Approval to serve as President and non-remunerative director of the employee assistance professionals association of South Africa( EAPA SA)**

**Urgent**  
**Direction**  
**Signature**

**Comments**  
**Consideration**  
**Recommendation**

**Approval**  
**Information**

**INSTRUCTIONS BY THE MEC:**

*A*  
I recommend Subject to  
Non performance of business  
with the state  
② Applicable laws for ~~not~~ conducting business with  
state vs applicable

DATE :

SIGNATURE:

071070079

DEPARTMENT OF HEALTH  
DUKUMBANA BUILDING  
P/BAG X0038, BISHO, 5605  
2019 -10- 18  
*to Gomba*

