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TERMS AND CONDITIONS OF SERVICE FOR ALL  
PUBLIC UTILITIES TRADE GROUP NEGOTIATING  
COUNCIL

## MINISTRY OF LABOUR AND SOCIAL SECURITY

Govt. Notice No. 304

### THE REGULATION OF WAGES AND INDUSTRIAL RELATIONS ACT (NO. 18 OF 1971)

NOTICE IS HEREBY given in accordance with the Regulations of Wages and Industrial Relations Act (No. 18 of 1971) that the Terms and Conditions of Employment agreed by the Public Utility Trade Group Negotiation Council on the 2nd December, 2021, and set out in the Agreement published hereunder constitute the recognised terms and conditions of Employment applicable to the Workers specified in the Agreement.

From the effective date of this Agreement, all Employers of Workers to whom this Notice applies shall observe the recognised Terms and Conditions of Employment or such Terms and Conditions of Employment as are not less favourable than the recognised Terms and Conditions.

JOHN KALLON,  
*Commissioner of Labour.*

MINISTRY OF LABOUR,  
AND SOCIAL SECURITY  
NEW ENGLAND,  
FREETOWN.

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## EMPLOYEES BELOW SUPERVISORY LEVEL IN THE REPUBLIC OF SIERRA LEONE

**COLLECTIVE AGREEMENT BETWEEN EMPLOYERS IN THE PUBLIC UTILITIES TRADE GROUP NEGOTIATING COUNCIL IN SIERRA LEONE AND UNION OF POSTAL AND TELECOMMUNICATIONS EMPLOYEES, SIERRA LEONE DOCK WORKERS UNION, ELECTRICITY EMPLOYEES UNION, ARTISANS, PUBLIC WORKS AND SERVICES EMPLOYEES UNION, SIERRA LEONE HEALTH SERVICES WORKERS UNION.**

An Agreement made in Freetown 22nd day of December 2021 between all Employers in the Public Utilities Trade Group Negotiating Council (hereafter referred to as the Employers on the one part) and the Sierra Leone Union of Postal and Telecommunication Employees, Electricity Employees Union, Sierra Leone Dock Workers Union, Artisans, Public Work and Services Employees Union, Sierra Leone Health Services Workers Union (hereinafter referred to as the Unions) on the other part.

**The following Unions were granted Bargaining Certificates in the Public Utilities Trade Group:**

1. Sierra Leone Union of Postal and Telecommunications Employees
2. Electricity Employees' Union
3. Sierra Leone Dock Workers Union
4. Artisans, Public Works and Services Employees Union
5. Sierra Leone Health Services Workers Union

Any subsequent union which is granted a Bargaining Certificate should be included in the above list.

This Agreement should be read in conjunction with and is supplementary to, the Regulation of Wages and Industrial Relations Act No. 18 of the 10th December 1971.

All workers to whom this Agreement applies shall acquaint themselves with the terms and conditions set out therein and ensure that they are receiving not less than the minimum terms and conditions applicable to them.

### PREAMBLE

In accordance with the Regulation of Wages and Industrial Relations Act 1971, a Trade Group Negotiating Council for the public Utilities Trade Group was set up and has the following powers and functions.

### **ARTICLE I: POWERS**

The powers of the Trade Group Council shall be:

- a) Peacefully to negotiate salaries and wages, terms and conditions of service for all employed persons below supervisory level consistent with the financial resources of the Trade Group Council and the mutual advantages to be derived from successful enterprise in the terms of providing wage earning employment and retirement benefits.
- b) To eradicate industrial conflict by harmonizing the aspirations of Management and Workers.
- c) To create such mutual confidence between management and workers as will serve their best interest and



- d) To this end to promote Management Workers education programmes designed to increase consciousness of each other's difficulties, the benefits of improved skills and high productivity and of respect for each other's property.

## ARTICLE 2: SCOPE AND FUNCTIONS

The Terms of the Agreement shall apply to all workers other than those discharging supervisory functions in any of the employer's enterprises constituted under the public Utilities Trade Group Council as agreed to by the parties, and to agree to salaries and wages, terms and conditions of service within the Trade Group and including the power to fix holidays with pay to be allowed to workers by their employers and the power to fix overtime rates of pay in respect of hours worked in excess of the normal working hours.

## ARTICLE 3: EMPLOYERS IN THE TRADE GROUP:

For the purpose of this Trade Group Negotiating Council, the term "Employers" is defined in this agreement shall include all Employers in the Public and Private Telecommunications, Electricity, Courier/Postal, Dock/Port, Health and Water Sectors in Sierra Leone.

## ARTICLE 4: DEFINITION OF A SUPERVISOR

A Supervisor is a worker having authority in the interest of the establishment to recommend the hire, transfer, suspension, layoff, recall, promotion, discharge, reward or discipline of other workers, or having the responsibility to adjust their grievances or discipline of other workers, or having the responsibility to adjust their grievances or effectively to recommend such action and wherein the exercise of such authority is not only of routine or clerical nature but requires the use of independent judgment and receiving remuneration above any of his subordinates.

## ARTICLE 5: CONDITIONS OF EMPLOYMENT

- a) The normal working hours for all workers excluding Security men, Gatemen and Watchmen shall be 40 hours i.e. Monday to Friday eight (8) hours. Saturday being free with pay. Industrial Unions and Employees after due consideration may further reduce the hours of work in accordance with the situation in any industry.

The hours of work for Security Men, Gatemen and Watchmen shall be 12 hours daily from Mondays to Saturdays. Overtime for work done on Sundays and Public Holidays shall be as follows: basic pay plus 100%.

- b) Subject to certain conditions the day's work can by agreement with the appropriate Trade Union Representative be varied to suit the operational requirements of the Employer where any such work situation is of a temporary nature. The total hours worked in any one week shall not exceed (40) hours.
- c) Where any permanent variation or adjustment in the normal working hours is contemplated early notice to this effect shall be given to the appropriate union which shall meet to discuss the proposal with the Management concerned.

- d) All employers to whom this agreement applies should not engage/employ below 18 (Eighteen) years. The qualified age of employment shall be in conformity with ILO convention and Sierra Leone Labour Law.

## e) Probationary Period

- i. All workers covered by this Agreement shall upon engagement serve a probationary period of six (6) months. If during this period a worker has not shown himself sufficiently suitable for appointment, the employer may without notice either terminate the employment or have worker's probationary period extended for a further period of 3 (three) months. On no account shall the total probationary period exceed 9 (nine) months.
- ii. Where a worker is confirmed after the period of probation, the worker shall automatically become eligible for absorption into the employer's permanent establishment and pension or provident fund scheme.
- iii. Labourers and Watchmen shall be absorbed into the permanent/pensionable establishment after serving a period of 2 (two) years. All such absorptions shall be subject to medical fitness and other requirements as may be necessary.
- iv. In Government Departments where such conditions have by tradition been governed by integral regulations, absorption exercise shall be jointly determined by the appropriate Trade Union and Management.
- v. The terms agreed shall not prejudice any present conditions enjoyed by workers who are covered by this Provision. The conditions agreed shall be applied retroactively.

## ARTICLE 6: OVERTIME

Any period of time worked excess of the agreed normal working hours shall count as overtime. Overtime from Mondays to Fridays shall be paid for at one and half times the basic rate. On Saturdays, Sundays and Gazette Public Holidays, the pay shall be double the basic pay (i.e. basic pay plus 100%). Where overtime is worked on Saturday/Sunday/Public Holiday beyond the normal daily hours the rate of pay shall be twice the normal basic rate. This applies to all employees covered by this Agreement.

Where possible all overtime shall be paid with a worker's wages or salary. In exceptional cases, it shall be paid not later than the 15th day of the subsequent month.

## ARTICLE 7: PUBLIC HOLIDAYS WITH PAY

All workers covered by this Agreement shall be entitled to a day's pay in respect of all nationally declared Public Holidays.

## ARTICLE 8A: ANNUAL LEAVE AND LEAVE ALLOWANCE

- a. All workers covered by this Agreement shall be entitled to paid Annual Leave in respect of each completed year of service.



- b. The granting of such entitlement shall be subject to the exigencies of the employer's operations that may have the leave of a worker deferred as circumstances may warrant. Deferment of a worker's leave at his own request shall be subject to the employer's approval.
- c. No worker's annual leave shall be differed for more than two years without the consent of the worker. It is further agreed that any accumulated leave due to a worker shall receive leave allowance for the number of year so accumulated before proceeding on leave.
- d. Leave days for all workers will be twenty-eight (28) Working Days.
- e. Annual Leave Allowance for all workers covered by this Agreement shall be 16% (Sixteen percent) of the annual basic salary of the employee
- f. **Traveling Time**  
Workers covered by this Agreement shall be entitled to 2 days traveling time each way in addition to leave earned when proceeding on vacation leave.
- g. **Proportionate Leave**  
In the case of a worker whose services are terminated through no fault of his own, but has completed three months service, the workers shall be entitled to proportionate leave.
- h. **Compassionate Leave**  
Compassionate leave with pay not exceeding 2 days in any one year shall be granted to workers in cases of extreme emergency.
- i. **Leave Emoluments**  
Subject to the option of a worker, salary and other benefits covering the period of leave shall be paid when the worker is proceeding on leave.

#### ARTICLE 8bi: MATERNITY LEAVE

- a. A female worker who has served a period of twelve month and who becomes pregnant and applies for maternity leave shall be eligible for a minimum of 13 (thirteen) weeks maternity leave on full pay. Where it is still necessary to have further medical treatment after exhausting her maternity leave entitlement an additional leave shall be granted to her from her sick leave entitlement.
- b. Where all entitlement has been exhausted any further additional leave shall be without pay. A worker shall be required to produce a medical certificates signed by a qualified Medical Officer stating the approximate date of confinement. The total maternity leave shall on production of the said certificate be apportioned six (6) weeks before and seven (7) weeks after confinement. In the event the worker loses her baby shall still continue to enjoy her maternity leave entitlement.

#### ARTICLE 8bii PATERNITY LEAVE

*Paternity Leave shall be granted to male staff who presented a medical certificate of his official wife registered with the employer. One (1) week paternity leave on full pay shall be granted to male staff on the expected date of delivery of the spouse or after date of delivery of the spouse to help take care of the new-born.*

*In an event where the spouses work for the same entity, the organization shall manage the paternity leave days based on operational requirements of the organization*

#### ARTICLE 9: RENT ALLOWANCE

A rent allowance of Le. 220,000.00 (TwoHundred and Twenty Thousand Leones) per month shall be paid to all categories of employees.

#### ARTICLE 10: MEDICAL FACILITIES

- a) Parties to this Agreement recognize the desirability for other essential sectors to provide medical scheme to be known as **MEDICARE** which shall be extended to the Provinces. Medicare means the provision, basically of First Aid facilities up to the service of a qualified Medical Officer where by joint Union and Employer consultation, it is considered necessary to such Medical Officer in an establishment. Cases needing advance medical aid must however be referred to a qualified Medical Officer.
- b) Where such **MEDICARE** service is established medical treatment and transport by ambulance or suitable employer's vehicle from place of work or specific point to a treatment centre should be provided free of charge.
- c) In the absence of an employer's medical services, but where facilities exist,
  - i. The employer shall pay the cost of all outpatient and inpatient treatment of a worker at a Government hospital including the cost of drugs and **free tooth extraction**. In case of emergency, the worker may consult a private doctor in which case the worker shall report his illness to the Company's medical officer within 48 hours. Exceptional cases will however be considered by Management and the Union.
  - ii. In an establishment where a medical service is provided the employers liability shall be limited in the first instance to the provision of basic Le140,000.00 (One Hundred and Forty Thousand Leones) per month or Le.1,680,000.00 (One Million Six Hundred and Eighty Thousand Leones) per annum in favour of each employee for the provision of other drugs as prescribed/recommended by the company's Doctor.
  - iii. Where an employee does not, either personally or through his dependants, make a claim on the above vote the employee shall receive at the end of year a sum amounting to 80% of the said vote to be known as a No Sick Bonus. Where an employer provides a full medical scheme this No Sick Bonus shall not apply.



iv. In an establishment where a Medical service is not provided for free consultation through nominated doctors, in addition, the employer shall vote an amount of Le125, 000.00 (One hundred and Twenty Five Thousand Leones) per annum in favour of each employee for the provision of drugs (including basic drugs and medical services e.g. X-rays and laboratory tests) as prescribed/recommended by the company's nominated doctor. Where an employee does not either personally or through his dependants, make a claim on the above vote, the employee shall receive at the end of the year a sum amounting to 80% of the said vote to be known as no Sick Bonus.

v. Notwithstanding the provisions in (ii) and (iii) above, the employer shall take full responsibility for hospitalization, including surgical treatment, where this is certified by the company's doctor or retainer

- d) It shall be a condition under this Agreement that a worker receiving private medical treatment authorized by the employer's medical officer shall cause the private doctor to render a full account of his illness to the employer's medical officer.
- e) It is further agreed that medical facilities shall be extended to families of workers (that is wife and four children under 18 years).
- f) Subsequent to the provision of section C, the employer shall not bear the cost of maternity, dental (excluding extraction) and optical treatment except in cases of accident which are to be dealt with under the Workmen's Compensation Act. In the event of an emergency needing immediate surgical treatment where the worker's case is not covered by the Workmen's Compensation Act. The available Medical Officer shall give such surgical treatment but must subsequently consult the Company's medical officer provided always that the employer's responsibility shall be in accordance with the provisions of Article 9 C.
- g) **Medical Examination of Workers**  
Workers required to handle or come into contact with rubbish or dead animals or any dangerous disease shall be medically examined once in every three (3) months by a doctor nominated by the employer at the employer's expense and treatment provided where necessary.
- h) **Preventive Medical Treatment**  
Workers who are engaged in work in which there is the possibility of inhaling dust and similar particles, shall be given preventive treatment by the employer's nominated doctor.

#### ARTICLE 11: SICK LEAVE

- a) Where a worker falls sick and his sickness is supported by a certificate from the Establishment's Medical Officer or in the case of emergency from a qualified Medical Officer in due course, he shall be granted paid sick leave in any one continuous period of twelve (12) months as follows:

1-5' years' service	- 49 working days on full pay
	- 49 working days on half pay
Over 5 - 10 years' service	- 56 working days on full pay
	- 56 working days on half pay
Over 10 years' service	- 86 working days on full pay
	- 86 working days on half pay

Notification of illness shall be conveyed to the employer within 48 hours

#### (b) Medical Board

Notwithstanding the period of paid sick leave as herein agreed the parties recognize the need for extending a worker's paid sick leave. In such an event both parties shall be guided by an independent qualified medical opinion as to any further period of paid sick leave to be allowed. In all cases continuation of the work's service or the granting of any further additional sick leave shall be determined by a Medical Board approved by both parties.

#### ARTICLE 12: LEAVE ON URGENT PRIVATE AFFAIRS

Leave on urgent private affairs shall be granted with pay to workers up to 10 working days a year and such leave shall be deducted from the worker's next annual leave. Only workers who have completed 12 months services with the same employer shall be entitled to UPA (Urgent Private Affairs) leave.

#### ARTICLE 13: PERMANENT/EMERGENCY TRANSFER

- (a) A permanent transfer shall be deemed to be one that is for three(3) months or more
- (b) When such permanent transfers are planned, employers shall give at least one month's notice in writing to the employees concerned, except in cases of emergency.
- (c) Where an employee is required by the employer to be permanently transferred to any place other than his normal place of work, the employer undertakes to pay full transportation costs of the employee, his wife and up to a maximum of (3) three children up to eighteen (18) years of age, their servant and household effects at current Public Transferred Rates. If the employee is transferred back, resigns or terminated honorably he shall be provided with similar return transportation costs. In the case of exit with cause by the employee, both the Union and Management shall consult to determine the appropriate application of transportation cost or otherwise.
- (d) An employee so transferred shall be entitled to a disturbance allowance of Two Hundred and Forty-Five Thousand Leones (Le245, 000) for the first ninety days (Three Months).

#### ARTICLE 14: ACTING APPOINTMENT

Where a worker performs the normal duties of a post in a higher classification or grade for at least 28 days, he shall be paid an allowance equivalent to the difference between his current salary/wages and the minimum



salary/wages of the grade for the post in which he is acting or where his current salary is already more than such minimum the difference shall be calculated from the next higher point in the grade. Except in the case of illness of the substantive holder, no employee shall be required to act in a post for a continuous period exceeding 6 months.

#### ARTICLE 15: GRIEVANCE PROCEDURE:

The intention of the parties hereto is to establish the means for the prompt disposal and amicable settlement of all complaints arising out of the application or interpretation of the terms of the agreement. Should any differences arise between the employers and their workers or the Union as to the interpretation of or compliance with or application of the provisions of this agreement, an earnest effort shall be made to settle such matters at the lowest level in accordance with the following procedure.

**Step 1** - Attempt shall be made by the aggrieved worker to discuss the grievance verbally with his immediate supervisor. This should be done as soon as possible. Should the immediate supervisor be unable to settle the grievance satisfactorily the Shop Steward accompanied by the worker shall discuss the grievance with the immediate head, if the grievance is not settled the matter shall be brought to the attention of the Section Head within 2 (two) working days.

**Step 2** - The Section Head with the Shop Steward shall attempt to dispose of the grievance. If they are unable to do so satisfactorily within 3 (three) working days, the matter shall be formally reported in writing to the Officer-in-Charge of personnel affairs.

**Step 3** - The Officer-in-Charge of personnel affairs and the worker together with the Shop Steward shall attempt to dispose of the grievance. Nevertheless as soon as a grievance is brought up at this level in respect of union members, the Shop Steward shall notify the General Secretary of the Union.

**Step 4** - The General Secretary shall arrange to meet management and the meeting shall be held within 5 (five) working days from the date of report.

**Step 5** - In the event of a failure to resolve the matter at step 4 (four) either party shall be at liberty to report the matter to the Commissioner of Labour copying the Minister of Labour.

**Step 6** - In the event of the matter not being resolved, either party shall report the Circumstances to the Minister of Labour in accordance with sub-section 2 of paragraph 17 of the Regulations of Wages and Industrial Relations Act. No 18 of 1971. Notwithstanding the above, grievance of a very serious nature would be taken by the Union Secretary direct with Management and vice versa.

The existence of this procedure shall not prevent either party to the Agreement from initiating informal exchange of views between an employer and the respective Union on matters of mutual interest or not those matters are covered by the provisions of this Agreement.

#### ARTICLE 16: DISCIPLINE

Where the services of a worker have not proved satisfactory or where a worker commits a minor offence which does not merit summary dismissal the following procedure shall apply.

- a) For the first, second and third offence written warnings shall be given in respect of each offence, and before such warnings are given, the worker shall be given an opportunity to defend himself. After three such warnings, a fourth offence of continued unsatisfactory service shall give the employer the right to terminate the service of the worker concerned. The above procedure does not preclude verbal warnings or suspension after thorough investigation by a joint Management/Union investigation committee to be followed by not more than one month suspension without pay depending on the gravity. Any written warning given under this Article shall cease to have effect after a period of nine months.

Examples of minor offence are:-

- ◆ Habitual absenteeism
- ◆ Habitual lateness
- ◆ Poor work performance
- ◆ Obscene language etc.

#### ARTICLE 16A: SUSPENSION FOR INVESTIGATION

It is agreed that where the police is investigating any issue(s) relating to the employer or employers business for which some employees are required to help in the investigation such employees shall be suspended for the period of investigation and shall during that period be entitled to half salary.

Where the police investigation established that the employee is innocent or where the court of law proves that he/she is not guilty he/she shall return to his/her job without further administrative action by the company and be paid backlog salary withheld during the period of suspension.

#### ARTICLE 16B: SUMMARY DISMISSAL

Dismissal shall be effected by the employer without notice after thorough investigation by the employer and the Union Representative at any time the worker is guilty of serious misconduct or of any serious breach in the observation of the employer's safety regulations.

- i. In respect of summary dismissal or for a matter under investigation by the company, the employer may suspend the worker on half pay pending the result of disciplinary proceedings. If the suspension is not followed by dismissal, the worker shall continue in his employment and shall be paid his full salary for the period during which he was suspended. The employer shall comply with Article 34 if the workers who have served for a period of one (1) year and more.
- ii. Examples of offences for which the worker is liable to summary dismissal without notice are:



- Unauthorized use of time card
- Knowingly concealing from his employer an infectious or contagious disease
- Consumption of intoxicating liquor on the employer's premises
- Possession of cannabis or similar drugs on the employer's premises
- Being under the influence of intoxicating liquor, cannabis or similar drugs whilst on duty, confirmed after medical examination
- Proven stealing of employer's or other employees property
- Conduct calculated seriously to injure the employer's business
- Gambling on the employer's premises
- Fraud
- Fighting during working hours

**This list represents examples only and is not exhaustive**

#### Termination of Employment

Where employment is terminated by the employer, he shall give one month's notice in writing to the worker or one month's salary in lieu of notice in respect of salaried staff. In respect of a daily rated worker a day's notice in writing or a day's pay in lieu of notice shall be given. The employer shall comply with Article 34 if the worker is eligible and also with Article 16 where applicable.

#### ARTICLE 16C: ABANDONMENT OF EMPLOYMENT

Where an employee covered by this Agreement is absent from work for a period 21 days without authorization or permission from the employer, the employee shall be considered to have abandoned his or her job position and shall be terminated from employment.

The employer shall take decision for termination of such employee in consultation with the Union.

#### ARTICLE 17: REDUNDANCY

- a) Redundancy is defined under this Agreement as the involuntary loss of employment through:
  - i No fault of the worker by reason that his employer has ceased or intends not to carry on the business or part of it for which the worker was employed, or has ceased or intends to cease operating business at the particular place at which the worker was employed, and that the worker shall not be replaced by another worker.
  - ii A change in the method of operation or administration of the business of any part thereof which results in either a reduction in the workforce requirements of the employers concerned or a change in the type of skills qualifications and experience which a worker must possess to perform his duties.
- b) Before declaring any worker redundant in a given post the employer shall undertake to explore the possibility or

retaining potential redundant workers for alternative employment within the establishment.

- c) When a situation involving redundancy occurs or is considered likely to occur in an establishment, the employer shall give the earliest warning in confidence to the General Secretary of the Union and shall inform him of the employer's redundancy plans. The employer and the General Secretary shall consult together in good faith with a view to ensuring that steps taken by the employer to deal with the redundancies are carried out equitably. At least three (3) months' notice of such redundancies shall be given by the employer to the Union Secretary. Workers to be affected shall be informed of the termination of their employment not less than two (2) months prior to the effective date.
- d) (i) Formal notice shall be given to workers who are to be made redundant.
- (ii) Where skill, ability and performance are considered to be equal, a worker who is junior in respect of length of service within the establishment shall be discharged in respect of redundancy before a worker who is senior in length of service.
- (iii) In the event of a worker being declared redundant, he shall be granted his rights provided for in law or by this Agreement.
- e) A worker declared redundant shall be placed on a recall list for 30 weeks following his discharge.
- f) A worker recalled and reinstated within 90 days in his former job shall be placed in the new grade with continuous service. The service of such re-engaged worker shall be considered as continuous for the purpose of calculating his final retirement benefits, provided he had not received any benefits at the time of his declared redundancy.
- g) In the event of a worker being declared redundant he shall receive redundancy compensation in accordance with Article (17) of this Agreement. Such redundancy compensation shall be in addition to any other benefits to which the worker may be entitled e.g. annual leave, leave allowance and end of service benefits.

#### ARTICLE 18: REDUNDANCY COMPENSATION

From 1-5 years continuous service	-	45 working days pay for each completed year of service
Over 5-10 years continuous service	-	52 working days pay for each completed year of service
Over 10 years continuous service	-	65 working days pay for each completed year of service

#### Computation of end of Service Benefit/s

It is agreed that where the services of a worker, who have served one (1) year continuous service with the same employer and he is terminated or redundant, his end of service benefits and any other entitlement shall be computed thus:

**Basic Salary X Number of Days in the Collective Agreement X Number of Years Served and Divide by 22 Working Days.**



**ARTICLE 19: TECHNICAL TRAINING**

The Employers/Union agree to encourage their workers to gain further training in their fields of activities to increase efficiency, capability, opportunities for possible advancement within the employer's establishment where such opportunities exist. Employers will endeavour to promote sound training schemes for their workers and to co-operate fully with the Unions on workers educational programme intended to serve the purpose of section 11(b), (c) and (d) of the Regulations of Wages and Industrial Relations Act No. 18 of 1971.

A worker, who is offered training/scholarship by the employer/union to pursue a course of study whether locally or overseas with the intentions of the above section, shall be granted study leave on full pay for the duration of the course of study.

**ARTICLE 20: CESSATION OF WORK**

The employers and the union recognize that the economic well-being of both employers and the workers is dependent upon the maintenance of harmonious relations and industrial peace. Therefore, with full cognizance of their objective, the employers and the unions agree that in the event of any difference of opinion arising out of the interpretation or application of this agreement Or in respect of any other matter which may arise but is not referred to in this agreement, they shall enter into fresh negotiating with a view to resolving the matter.

**ARTICLE 21: PROTECTIVE CLOTHING****a) Personal Safety and Health Hazard**

Workers whose nature of work involves a risk of personal safety or potential health hazard shall at regular intervals or at all times be provided with the necessary protective clothing and/or safety devices such as rubber suits, aprons, boot, mask, goggles, cutlasses, torch-light or any other appropriate devices as the nature of work may require.

**b) Safety Committees**

Subject to the above provision, joint safety committee shall be instituted to assess and determine situational safety requirements at the level of the enterprise. Any negligence either on the part of the employer or workers in the enforcement or application of these provisions shall be considered as a very serious breach of this.

**ARTICLE 21B: PROTECTIVE GEARS**

Uniforms and raingears shall be supplied at regular intervals to workers whose nature of work such items are essential in the performance of their duties. Subject to the material quality of such items, the period between one supply and the other shall be jointly determined by the employer and the Union or Shop Steward as the case may be, Employers shall be responsible to bear reasonably the cost of maintaining uniforms and supply the necessary cleaning material. The supply, sewing and distribution shall be determined by the employer in consultation with the Union concerned. Casual workers shall be provided with the appropriate protective gears where necessary.

**ARTICLE 22: TRANSPORT AND TRANSPORT ALLOWANCE**

- a. Where a worker reports for work and is assigned and transported to another work site, the employer shall be responsible to provide transportation back to the original place of work. Should the worker be required to remain at work after 7:00 p.m. it shall be the responsibility of the employer to provide suitable transport to an agreed point near the workers home. Where the worker has not been provided with transport in accordance with the foregoing

provision and incurs any reasonable expense in this respect, the employer shall fully reimburse or defray such expenses to be claimed by the worker.

- b. All employees covered by this Agreement shall receive a monthly transport allowance of Le.250, 000.00 (Two hundred and Fifty Thousand Leones only). This allowance shall be paid even when the employee is on leave
- c. In the events of cost of increase in fuel the union and management in their various Companies/Parastatals shall meet in a Side Agreement to fix the transport allowance of workers.

**ARTICLE 23: SHOP STEWARD**

- a) There shall be Shop Stewards in the establishments covered by this Agreement who shall be so recognized by the employers. Shop Stewards shall receive all complaints of the workers as well as those of the employers during hours which they shall try to address, except in such matters as herein otherwise provided for. In the event such disputes cannot be amicably settled by the Shop Stewards and employers such matter shall be brought to the attention of the appropriate Union Secretary for settlement. If this fails, the procedures as outlined in article 14 of this agreement shall be invoked.
- b) An accredited representative of the Union shall be allowed access into the establishment to ensure that the conditions set forth in the Agreement are being fulfilled or for business relative to Union matters with the permission of Management so long as such visits do not interfere with the normal functions of the establishment.
- c) It is agreed that the employers on their part undertake not to enter into discussions and negotiations on the subject referred to in this Agreement with any individual purporting to represent the Union other than its accredited representative. The Unions undertake to furnish the respective employers with a complete list of Shop Stewards which shall be supplemented from time to time as may be necessary and to provide identification of such Shop Stewards.
- d) It is agreed that employers or their agents shall at all times cooperate fully with Shop Stewards in all matters affecting labour management relations. When it becomes necessary to transfer Shop Stewards, the management shall give the Union adequate notice of its intention

**ARTICLE 24: CHECK OFF**

- a) It is agreed that so long as a union holds the appropriate Collective Bargaining Certificate in any of the establishments represented in this Agreement, the management concerned shall at the request of the Union introduce the check-off system for the collection of the Union's entrance fees and monthly dues on behalf of such Union in accordance with section 9 of the Regulation of Wages and Industrial Relations Act No. 18 of 1971
- b) All monies so collected by the employer, together with a comprehensive list of such deductions, shall be paid into the Union's account at the earliest possible date and in any case not later than the 10th days of the following month.
- c) **SERVICE FEE**

It is agreed that workers who are not unionized but enjoy the benefits of the Public Utilities Trade Group Negotiating Council Agreement shall pay a monthly Service Fee of Le.20, 000 (Twenty Thousand Leones) on their behalf to



the accredited union in their organization. The Union and Management will meet to discuss on how to handle the union dues for non-unionized employees

#### ARTICLE 25: HANDICAPPED WORKERS

In the event of workers sustaining injuries at work or becoming affected by occupational diseases in the course of their employment and becoming physically incapacitated as a result thereof, every effort shall be made by the employers to give the handicapped worker a suitable employment.

#### ARTICLE 26: NON-VICTIMIZATION

The employers and unions agree that there shall be non-victimization of any worker because of his/her Union activities in the course of his/her normal duties.

#### ARTICLE 27: JOINT CONSULTATION

Where workers of an establishment so request, Works Committee consisting of an equal number of workers' and employer's representatives shall be established to discuss matters relating to safety, welfare and the general improvement of the establishment as may be mutually agreed.

#### ARTICLE 28: CHANGE OF TRADE OR OCCUPATION

Change of trade or occupation shall be mutually agreed between the employer and the worker concerned. Any such changes shall not affect the services of the worker nor reduce his rate of pay and other conditions of employment except by mutual agreement in writing between the employer and the worker or his representative. In such circumstances a worker may agree to accept a lower rate of pay.

#### ARTICLE 29: BETTER TERMS AND CONDITIONS OF EMPLOYMENT

- a) Workers who before this Agreement were enjoying better terms and conditions of employment related to either the status, occupation and or work situation appropriate and peculiar to the operations of any of the establishments represented in this Agreement shall continue to do so.
- b) Consistent with Section 15 of the Regulation of Wages and Industrial Relations Act no 18 of 1971 the provision of this Agreement shall not prevent any employer who is bound by this Agreement from offering rates of pay and terms and conditions of service better than those contained in this Agreement.
- c) It is agreed that no worker shall receive a salary less than what he was receiving as daily rated upon absorption into the permanent service.

#### ARTICLE 30: INDUSTRIAL ACCIDENT

The employer, the Union and Workers shall cooperate towards the prevention of accidents and the furtherance of safety regulations at the level of the undertaking or enterprise. All cases of industrial accidents shall be dealt with in accordance with the Workmen's compensation Act No 18 of 1969.

#### ARTICLE 31: TOOLS AND MAINTENANCE

It is incumbent on Management to provide tools for their workers. In the event where Management fails to provide such tools, a tools maintenance allowance at the rate of Le5, 000.00 (Five Thousand Leones only) per day shall be paid to workers who are required to use their own tools in the employer's business.

- a) An approved list of tools shall be agreed between each employer represented in the council and union concerned.
- b) The allowance shall be for the total number of days worked in any one monthly period and the tools shall be subjected by the employer or his representative.
- c) If at any regular inspection carried out by the employer or is representative the tools for which an allowance is being paid are not available, the allowance shall be withheld until the full kit is represented for inspection.
- d) All tools for which an allowance is being paid shall be provided by the worker informed in writing by the employer. The Unions shall contact the employer in this regard within 14 working days of receipt of the notification.

#### ARTICLE 32: WAGE CLAIM/BASIC SALARY INCREASE

- a) Le20,454.00 (Twenty Thousand Four Hundred & Fifty-Four Leones) per day increase to all daily rate workers in addition to existing rates.
- b) Le450,000.00 (Four Hundred and Fifty Thousand Leones) per month increase to all salaried staff below supervisory level in addition to the existing rates.
- c) Provided that in the case of night Watchmen, Gatemen and Security men an amount of Le4,300.00 (Four Thousand Three Hundred Leones) per night shall be paid in addition to the existing daily rate. For the purpose of this section, night work shall alternate over a period as necessary.
- d) All Employers and Unions in this agreement shall enter into side agreement when necessary.

#### ARTICLE 33: DAILY RATES AND WAGES

- a. The rates of pay agreed in this Agreement are payable for a normal working day of 8 hours. Monday to Friday, exclusive of mealtime.
- b. Every employer shall pay to a worker in his employment to whom this Agreement applies, a sum not less than the daily wage normally paid to the worker, provided that:
  - i. He is willing to perform any service outside his usual occupation which in the circumstance he can reasonably be asked to perform during any period when work is not available for him in his usual occupation.
  - ii. He is capable and available for work.
- c. If worker has been instructed to commence work at normal time by a supervisor and is then prevented by rain from completing that day's work, he shall be paid full day's wage. If a worker who has reported for work is told to wait at the job site by a supervisor after normal starting time in case the weather clears, he shall receive a full days' pay whether he actually starts work on that day or not, provided he remains at the work site until he is told there is no work.
- d. If a worker is absent without permission and has not sent a medical certificate or fails to communicate with his employer giving reasons for his absence within 10 days, then the employer can temporarily replace him. However, should a worker return within 21 days of being absent and give satisfactory explanation for the absence, the employer shall re-absorb him in his establishment. The employer shall have the right to terminate the services of a worker who is absent without permission for a period exceeding 21 days. When such a decision is contemplated the Union shall be informed in writing by the employer.



The Unions shall contact the employer in this regard within 14 working days of receipt of the notification.

**ARTICLE 34: GRATUITY ON RETIREMENT, RESIGNATION, TERMINATION**

- a. An existing Pension/Provident/Ex-gratia scheme being operated by the respective employers that are parties to this Agreement and any entitlement applicable to workers there from which are more benefited to those under Section (2) shall continue to operate.
- b. Where no such scheme exist, any worker who has served the same employer continuously for a period not less than 1 (one) year and whose services are terminated for reasons other than gross misconduct, or who resigns, retires or dies shall be entitled to the following gratuity.

From 1-5 years - 55 working days pay for each completed year of service

Over 5 - 10 years - 65 working days pay for each completed year of service

Over 10 years - 80 working days pay for each completed year of service

- c. Where an employee has worked for one (1) year and six (6) months, his/her End of Service Benefit shall be computed by rounding up the one year six months to two (2) years' service.
- d. Similarly, an employee covered by this Agreement who had worked for a period of one year and five months shall be paid one year End of Service Benefit.

**ARTICLE 35: ANNUAL INCREMENTS**

A worker who is on salary scale shall normally be eligible for an annual increment. Normal increments shall be awarded every 12 months depending on the date of appointment or promotion.

- a) Where a worker's work and conduct have not proved satisfactory and the award for a normal increment cannot be justified, the employee shall be informed in writing. A review of the date shall however be made three months after the normal incremental date, if the worker still shows no improvement another review shall be made after the next three months. If an increment is then awarded it shall take effect as from:
  - b) The first day of the month following that decision or in special cases from a date within the previous six months as may be determined by the employer.
  - c) A worker appointed from temporary to permanent employment shall not be eligible for an increment until after he has completed 12 months service in permanent employment. In the case of special ability, employers can decide to award an additional increment.

**ARTICLE 36: DURATION OF AGREEMENT**

The provisions of this Agreement shall come into force on the 1st January 2022 and shall remain in force for a period of 3 (three) years.

- i) Two years nine months after the signing of this agreement, the Trade Group Council shall meet to negotiate terms and conditions for a new agreement. Any such new agreement shall come into force immediately on the expiry of the current agreement irrespective of the date on which the new agreement is signed.

ii) At any time after fifteen months and only once during the life time of this agreement, one month's notice in writing shall be given by either party for a review of rates of pay only.

iii) Such award irrespective of the date concluded, shall come into effect as from the 1st day of the 16th month of this agreement.

**ARTICLE 37: SENIORITY AND PROMOTIONS**

Existing staff shall normally be given first consideration in the matter of promotion and when such vacancies occur the employers shall take into consideration merit, technical ability and length of service. The final decision on who is to be promoted shall rest with the employer.

**ARTICLE 38: TEMPORARY WORK**

The parties recognize instances when the contingent need may arise for supplementary labour in respect of projects of limited duration which may arise. In such cases the respective employer and the appropriate union shall negotiate appropriate terms and conditions of employment consistent with the nature of the project where this is not already covered by the provisions of this agreement in respect of union members.

**ARTICLE 39: CANTEEN AND RECREATIONAL FACILITIES**

The employers shall undertake to provide canteen facilities, and to the extent possible recreational and other sporting facilities such as football to employees especially where no alternative facilities exist and shall, where necessary, administer the canteen jointly with the Union.

Any employer who defaults on this Agreement (Article 39) shall be reported to the Ministry of Labour for compliance.

**ARTICLE 40: MISCELLANEOUS**

**Section 1** Defrayal of Expenses

Any expenses reasonably incurred in the legitimate course of the employers' business by a worker shall be reimbursed by the employer without any delay.

**Section 2** Apprenticeship Scheme

Subject to the provisions of Article 18, employers shall where necessary introduce apprenticeship schemes for suitable workers. Such workers shall be allowed to attend recognized institutions without any loss of benefits whatsoever and shall be granted every opportunity to qualify as tradesmen.

**Section 3** Certificate of service

On the resignation or retirement of a worker a certificate of service shall be issued when requested by the worker.

**Section 4** Assistance to Indigent Workers

In the absence of National Security Schemes and realization, the need to assist indigent workers who died in the employer's service, Council urges any employer of registered casual workers to give every reasonable financial assistance in such circumstances to alleviate any suffering and reach any relevant side agreement s may be necessary.

**ARTICLE 41: TRANSPORT FOR LATE WORKERS**

Transport shall be provided for all late shift workers after hours of 9:00 p.m. or workers shall appropriately be reimbursed in lieu, when no such transport is provided. A claim of Le3, 000.00 per night (Three Thousand Leones) shall be paid to the worker.



**ARTICLE 42: NON-ACCIDENT BONUS**

Non-accident bonus shall be paid to drivers at the rate of Le60,000.00 (Sixty Thousand Leones) only per year, provided they are accident free.

**ARTICLE 43: WORK AND HIRING PRACTICE CONTROL OF REIGSTERS**

Regular Registered casual Dock Workers comprising manual workers (Labourers), Tally Clerks, Cargo Tracers, Cargo Sorters, Cargo Repairers (Coopers) and Sweepers shall continue to be hired or employed on a rotational basis in accordance with the appropriate Register in respect of each category of such workers maintained by the Ministry of Labour. In the event that such workers work continuously for six months or above, they shall be considered for absorption into the pensionable scheme of the Authority.

**ARTICLE 44: SHIFT WORKING AND SHIFT ALLOWANCE**

- a. With the exception of Public Holidays, shift work will operate between the hours of 8:00 a.m. to 4:00 p.m. for 1st Shift, in the operations (Cargo Handling Section, Shift Work in other sections i.e. Harbour Management, Ferries and Canteen Service) will be from 6:00 a.m. to 2:00 p.m. to 10:00 p.m. to 6:00 a.m. respectively
- b. Workers on the 2nd Shift should be paid a shift allowance at the rate of time and one Quarter, while workers on the 3rd shift shall be paid at the rate of time and half. This rate of allowance (time and one half) shall accordingly apply to any worker continuing work on the 3rd shift.

**ARTICLE 45: GUARANTEED WORK DAY/OVERTIME**

With the exception of Public Holidays, any period of work done less than the full working hours by casual Dock workers whether on straight time or shift worker on week days shall be reckoned at full time and wages paid accordingly. Normal overtime shall apply on Saturdays and after the appropriate shift time on week days.

**ARTICLE 46: EXEMPTION FROM PROBATIONARY APPOINTMENT**

Registered workers who have served a period of 12 months shall upon absorption into the permanent establishment, be exempted from serving the period of probation and become automatically eligible for absorption into the pensionable staff.

**ARTICLE 47A: END OF SERVICE BENEFIT FOR REGULAR AND OPTIONAL CASUAL WORKERS**

A regular casual worker is one who has worked for any member institution for at least two hundred and fifty working (250) days within a given year.

The inclusion of this article i.e. 47 is in retrospect (i.e. from the date of engagement of the worker)

All regular casual workers shall be entitled to twenty-five (25) days' pay for each completed year of service as end of service benefit.

All optional casualworkers shall be entitled to seven (7) day's pay for each completed year of service as end of service benefit.

**ARTICLE 48: EXTRA WORK**

Any work outside the normal port operations, such as salvage work shall be regarded as extra work to be adequately compensated for after negotiation with the Union.

**ARTICLE 49: WAITING TIME**

Registered casual Dock Workers required to be on stand-by pending the arrival of a ship or vessel shall be so recruited during the established roll call and allocated time at the Port Labour Pool and shall be compensated for waiting time in the event if the vessel being cancelled or failing to arrive at the schedule time as follows:

**ARTICLE 50: JOB OPPORTUNITIES**

When a vacancy or vacancies for permanent employment occur in the event of a project requiring supplementary labour undertaken in any of the sections or department of the authority, registered casual workers should be given priority of engagement according to the length of period registered. When such action is taken the Union shall be informed accordingly.

**ARTICLE 51A: ALLOWANCES**

- i. **Burial Fees to Next-of-Kin of workers who died in the Employers Service**  
When a worker dies in active service Management will voluntarily contribute towards the funeral expenses.
- ii. **Container Allowance to Port Workers**  
Container allowance of Le1, 500.00 (One Thousand Five Hundred Leones) per day shall be paid to worker who handle container both in Loading and Discharging,
- iii. **Dirty Work**  
Workers who handle such as cement, frozen fish, bitumen, coal tar, fertilizers garbage and all hazardous cargo shall be paid dirty work allowance of Le1,500.00 (One Thousand Five Hundred Leones) per day both in Loading and Discharging.
- iv. **Casual Registered Workers**  
Voluntary assistance shall be given to indigent workers in the absence of National Security Schemes. Casual registered workers who die in active service shall be given voluntary financial assistance.



**ARTICLE 51B**  
**REGISTRATION OF CASUAL WORKER WITH NASSIT**

Casual workers of the institutions covered by this Agreement shall be registered and contributed for in the NASSIT Scheme.

**ARTICLE 52: PREVENTIVE MEDICAL TREATMENT**

Inducement allowance of Le2,500.00 (Two Thousand Five Hundred Leone) per day shall be paid to all workers at Lakka Chest Clinic Hospital, Sierra Leone Psychiatric Hospital, King George Home, Laboratory and all Health Institutions where infectious diseases' are treated.

**ARTICLE 53: PREVENTIVE MEDICAL TREATMENT**

Workers engaged in work where the possibilities of inhaling gas, smoke, or dust exist shall be supplied with two medium-size tins of powdered milk except otherwise as advised by a Medical Officer.

**ARTICLE 54: NURSE AND OTHER WORKERS**

- a) After a successful completion of a recognized course of training, nurse and other workers qualified shall be offered pensionable appointment immediately after the course.
- b) The S.E.C.H.N Nurses shall be allowed to be trained as Midwives provided they have the relevant professional criteria.
- c) That after completion of training as Midwives they should be promoted to Staff Midwives.
- d) That night maintenance shall be provided for all night shift workers (i.e tea and milk etc.)
- e) That seniority and regular promotions of deserved staff be fully implemented as and when vacancy arises.
- f) That the school for Druggist be reactivated within the Health Department
- g) That accommodation for Health workers on transfer is provided by Management or otherwise pays an allowance as in Article 8A.
- h) In the case of nursing aides after completion of training, they should be re-designated as MCH Aides.

**ARTICLE 55: HIV AND AIDS**

HIV and AIDS epidemic is a global crises and undoubtedly a major problem for the Trade Union and Management as it affects the most productive segment of the Labour force and therefore a threat to the earning power and job security of workers.

HIV and AIDS is both a National and a workplace issue, and should be treated with all the attention it deserves. It is therefore agreed by both parties (Employers and Employees sides) not to

discriminate against any worker/workers who is/are affected by HIV/AIDS. It is also agreed that both parties (Employer/Employees aides) should educated workers about the epidemic.

All parties to the agreement shall ensure that a work place policy should be drawn up and operated in line with the National Policy on HIV and AIDS.

**ARTICLE 56: BEREAVEMENT SUPPORT**

All employers covered by this agreement shall provide financial support to the next of kin of the deceased staff. This support shall be as follows:

From 0 - 5 years -	Le800, 000.00
6 - 10 years -	Le1, 000,000.00
Over 10 - years -	Le1, 200,000.00

Notwithstanding this support, Management shall provide other moral support as necessary.

**ARTICLE 57: INVESTIGATION DOCUMENT**

All employees covered by this Agreement upon investigating an employee for an alleged offence, shall endeavour to make the alleged employee privy to all documents pertaining to the matter under investigation.

**ARTICLE 58: GENERAL**

Any matter not covered in this Agreement which may affect the conditions of service of workers shall be subject to negotiations between the parties concerned. Where the matter is of a general nature affecting other employers in the Trade Group, the Council shall reconvene to discuss the matter after the expiration of 14 days' notice has been given by either party. Where the issue cannot be peacefully resolved by the Trade Group Council, the issue shall be referred to the Ministry of Labour in accordance with Section 17 of the Regulations of Wages and Industrial Relations Act No. 18 of 1971 for appropriate action.



## APPENDIX

**CONSTITUTION AND RULES OF THE PUBLIC UTILITIES TRADE GROUP****NEGOTIATING COUNCIL**

The name of the Council shall "PUBLIC UTILITIES TRADEGROUP NEGOTIATING COUNCIL" (hereinafter referred to as the Council) as established under Article 17 (3) of the Regulations of wages and Industrial Relations Act No. 18 of 1971 and consisting of the Public Utilities Trade Group Negotiating Employers in Sierra Leone (hereinafter called the Employers) on the one part and the Sierra Leone Union of Postal and Telecommunications Employees, Sierra Leone Dock Workers Union, Electricity Employees Union, Sierra Leone Health Services Workers Union) on the other part.

**1. OBJECTIVES**

The objectives of the Council shall be:

- a) To secure the most effective measure of agreement and co-operation between the Employers and the Union in all matters referred to in the Main Agreement with a view to increasing efficiency and productivity combined with the well-being of those employed.
- b) To vary or amend from time to time the "Main Agreement" decisions or findings reached by the Council.
- c) To secure the speedy and impartial settlement of disputes and grievances

**2. MEMBERSHIP**

- a) For the purpose of this Trade Group membership of the Council shall include all the Union and employers covered by this agreement.
- b) Each side may bring not more than three (3) observers.
- c) Each side shall have the right to withdraw any of its members on the council should this be necessary and shall fill such vacancies as may occur by appointing a new member, such changes will be notified in writing.

**3. OFFICES**

The Chairman and Vice Chairman of the Council shall be elected from among Council members at the first meeting of each session of the Council and in any case these positions shall alternate between the Employers and the Union. The employers shall provide secretarial services. An independent Chairman may be elected for specific negotiation as provided for in section 10 of the Regulation of Wages and Industrial Relations Act No. 180 1971.

**4. MEETINGS**

Meetings of the Council shall be called at the request of either the Employers or the Unions and shall be held in Freetown. Fourteen days' notice will be required for an ordinary meeting, three days' notice for an Extraordinary Meeting.

**5. QUORUM**

A quorum shall consist of not less than three representatives of the Employers and three representatives of the Unions.

**6. RECORDING OF PROCEEDINGS OF MEETINGS**

Records of the meetings shall be prepared by the Secretary and shall not be circulated until jointly approved by the Chairman and the Vice Chairman. Agreement reached between the Employers and the Unions shall be in writing and signed by at least two authorized representatives of each side.

**7. PRESS RELEASE**

The Employers and the Union agree to conduct their joint negotiations in a spirit of mutual respect and good will and also not to publish or broadcast any information or comment on any matter discussed unless such communications have been jointly agreed to.

**8. FAILURE TO AGREE**

If the Council fails to reach agreement on any matters as provided for in Section 12 of the Regulation of Wages and industrial Relations Act No. 19 1971, the Council shall refer the dispute to the minister for Settlement as provided.

**9. AMENDMENT TO CONSTITUTION**

The Council shall have the power to amend or add to this Constitution as it may think fit and in doing so either party shall give the other two (2) months' notice in writing of its wishes and will provide details of all proposed amendments or additions. Negotiations shall be conducted by the Public Utilities Trade Group Negotiating Council. It is agreed that whilst negotiations are continuing this present constitution shall remain in force.



**SIGNATORIES**

This Agreement is signed on the 17th April, 2008.

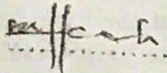
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below Supervisory level in the  
Public Utilities Trade Group  
Negotiating Council (PUTGNC)*

*For and on behalf of Employees  
in the Public Utilities Trade Group  
Negotiating Council (PUTGNC)*

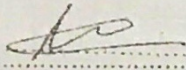
MR. J. S. KAMARA  
PERSONNEL MANAGE SALCOST-SIERRA LEONE  
CHAIRMAN

**PLEASE INSERT SIGNATURE**

**SIGNED**



Sign:.....  
Name: Alieu Fofanah  
S. L. Dock Workers Union (SLDWU)

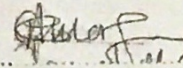


Sign:.....  
Name: Ferdinard Valentine  
Observer

**SIGNED**



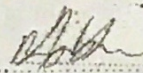
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Name: Mohamed Lamin Dukuray  
Sierra Leone Ports Authority (SLPA)



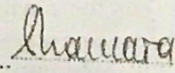
Sign:.....  
Name: Claurinda Morgan  
Freetown Terminal Limited (Bollore)



Sign:.....  
Name: Omaru A. Aziz  
Leone Dock Labour Company



Sign:.....  
Name: Mohamed Jabbe  
Port Stevedoring Labour Company



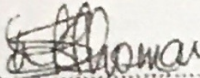
Sign:.....  
Name: Siamba Kamara  
Nectar Sierra Leone Break Bulk Terminal

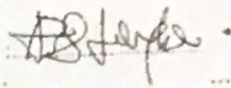
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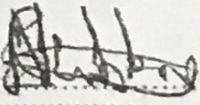
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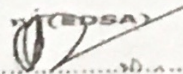


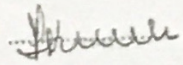
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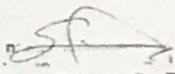
  
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 Name: Sarah Thomas-Kamara  
 Electricity Employees Union (EEU)

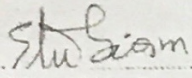
  
 Sign:.....  
 Name: Aruna B. M. Jengbe  
 3JADS

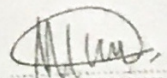
  
 Sign:.....  
 Name: Abdulai Kobba  
 Observer

  
 Sign:.....  
 Name: Peter M. Kamuray  
 Electricity Distribution and Supply  
 Company (EDSA)

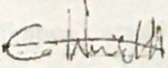
  
 Sign:.....  
 Name: Jina Agnes Sesay  
 Electricity Generation  
 & Transmission Company (EGTC)

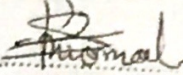
  
 Sign:.....  
 Name: Brima S. Turay  
 Guma Valley Water Company (GVWC)


  
 Sign:.....  
 Name: Edward Y. Kamara  
 S.L. Union of Postal &  
 Telecommunications Employees  
 (SLUPTE)

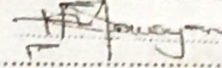
  
 Sign:.....  
 Name: Michael P. Yambasu  
 Sierra Leone Telecommunications  
 Company (SIERRATEL)



Sign:.....  
Name: Mr. Charlie Wright  
Observer

Sign:.....  
Name: Josephine K. Momoh  
Sierra Leone Postal Services  
(SALPOST)

Sign:.....  
Name: Andrew S. Fatoma  
AFRICELL Sierra Leone Limited

Sign:.....  
Name: Fracess Sawyerr  
ORANGE Sierra Leone Limited

Sign:.....

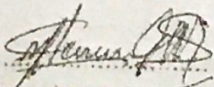
Name: .....  
QCELL Sierra Leone Limited

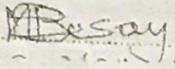
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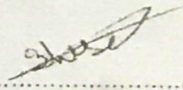
Name: .....  
Sierra Leone Water Company  
(SALWACO)

Sign:.....

Name: .....  
Ministry of Health & Sanitation

Sign:.....  
Name: M. S. Tarawally  
Artisans, Public Works & Services  
Employees' Union

Sign:.....  
Name: Sheik Momoud Sesay  
S. L. Health Services Workers Union  
(SLESHWU)

Sign:.....  
Name: Bharat  
Choithram Memorial Hospital

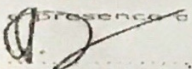
Sign:.....

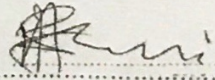
Name: .....  
Masada Waste Management Company

Sign:.....

Name:.....  
Observer

In the presence of

  
.....  
PETER MIKE KAMURAY  
CHAIRMAN (PUTGNC)

  
.....  
ABU BAKARR ALGHALI  
SECRETARY (PUTGNC)