

LRA Form 7.25

Labour Relations Act, 1995  
Section 69

Conciliation Outcome  
Report Form

\*Attachment to Certificate of Outcome

### CONCILIATION OUTCOME REPORT



#### READ THIS FIRST



#### WHAT IS THE PURPOSE OF THIS FORM?

This form is used by the commissioner, to record the outcome of the conciliation process in a dispute relating to a matter of mutual interest, including agreements reached during such a process.

#### IMPORTANT INFORMATION

This form must be attached to the outcome certificate.



Use additional paper if necessary

CCMA Case number: .....

#### 1. DETAILS OF THE PARTIES

a) Name of referring party.....

.....

b) Name/representative of the other party.....

.....

#### 2. SUMMARY OF THE DEMANDS / DISPUTE:

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#### 3. DETAILS OF THE CONCILIATION:

a) Name of Conciliating Commissioner: .....

b) Date of Conciliating: .....

c) Dispute resolved  or unresolved

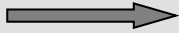
***If dispute remained unresolved:***

d) Date of certificate of Outcome: .....

e) Next step to be taken: .....

**NOTE:**

Section 69(4) mandates the commissioner conciliating the dispute, where there is no collective agreement binding on the trade union that regulates picketing, to attempt to secure an agreement between the parties to the dispute on rules that should apply to any picket in relation to a strike or lock-out, before the expiring of the conciliation period (or extension thereof), and where the parties can't agree on picketing rules, to determine picketing rules for the parties.



Item 18(4) of the Code of Good Practice, relating to Conciliation of Mutual Interest Disputes provides that-

"If the parties fail to settle the dispute or agree on any alternative method to resolve it, a secondary object of conciliation is to-

- a) Record the demands in respect of which the workers, trade union, employer or employers' organisation intend to take industrial action;
- b) To agree on the following:
  - a. The need for maintenance and minimum services, if necessary.
  - b. The lines of communication between the conciliator (or facilitator if there is one), the union, the employer and the police .....

**DOCUMENTS THAT MUST BE ATTACHED TO THIS FORM:**

- Collective agreement regulating picketing; or
- Picketing rules agreed to between the parties or determined by the commissioner.

**4. PART B: IF THE PARTIES FAILED TO SETTLE THE DISPUTE OR AGREE ON ANY ALTERNATIVE METHOD TO RESOLVE IT, COMMISSIONER TO CONFIRM IF-**

- a) Parties have concluded a collective agreement regulating picketing
- b) Commissioner facilitated and the parties agreed on picketing rules in terms of section 69 (4) of the Act
- c) Commissioner determined picketing rules in terms of section 69(5)
- d) Nature of demands in respect of which the workers, trade union, employer or employers' organisation intend to take industrial action:

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 .....  
 .....

- e) If applicable, agreed maintenance and/or minimum services during industrial action:

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 .....  
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- f) Agreed lines of communication between the conciliator (or facilitator if there is one), the union, the employer and the police:

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 .....  
 .....

.....  
**Commissioner's Signature**

.....  
**Date**



**COMMISSION FOR CONCILIATION,  
MEDIATION & ARBITRATION**

**TO THE CCMA**

**PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013**

By signing this referral form, I/we hereby grant my/our voluntary consent that my/our personal information may be processed, collected, used and disclosed in compliance with the Protection of Personal Information Act, 4 of 2013. I/we furthermore agree that my/our personal information may be used for the lawful and reasonable purposes in as far as the CCMA (responsible party) must use my/our information in the performance of its public legal duty. I/we understand that my/our personal information may be disclosed to a third party in as far as the CCMA must fulfil its public legal duty. I/we furthermore understand that there are instances in terms of abovementioned Act where my express consent is not necessary to permit the processing of personal information, which may be related to litigation or when the information is publicly available. Further details are available on the CCMA website.

**SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 202\_\_**

**INITIAL AND SURNAME: \_\_\_\_\_**

**SIGNATURE: \_\_\_\_\_**