



Cont@ct Labour
(Pty) Ltd.



2025

COMPANY PROFILE

- ✓ SOUND ADVICE
- ✓ FAIR LABOUR PRACTICE

FAIRNESS
SOLUTION DRIVEN
RELIABILITY
RECOGNITION
INTEGRITY
POSITIVE ATTITUDE
TEAMWORK

VISION | MISSION | VALUES

Contact Labour is a leading South African labour consultancy dedicated to providing sound, timely, and strategic advice that facilitates fair labour practices. With 17 years of experience, our team of expert consultants helps employers navigate complex labour laws and build harmonious, high-performing work cultures. We offer comprehensive audit services, retainer packages, and specialized additional services to ensure our clients are compliant, efficient, and socially responsible. Our commitment to fairness, integrity, and reliability makes us a trusted partner for businesses of all sizes seeking to effectively manage their workforces and achieve sustainable growth.

Vision

Implementing and maintaining fairness in the workplace by providing sound legal advice to business owners throughout South Africa.

Mission Statement

Our goal is to assist and represent employers in time-consuming labour disputes by enforcing strict but fair discipline in accordance with relevant Labour legislation.

Values

Our foundational philosophy is built upon the 7 core values. We believe that these values give Contact Labour the competitive advantage over other labour practitioners. The main goal is client retention and the establishment of long-term business relationships.

Experience hands-on, personalized HR support with a proactive 12-month plan designed to maintain compliance and foster growth. We act as an extension of your HR department, offering fair prices and a commitment to long-term partnerships.

CORE VALUES DEFINED

✓ FAIRNESS

Impartial and just treatment or behaviour without favouritism or discrimination.

✓ INTEGRITY

It is the hallmark of a person who demonstrates sound moral and ethical principles at work. Acting with honor and truthfulness are also basic tenets in a person with integrity. People who demonstrate integrity draw others to them because they are trustworthy and dependable.

✓ SOLUTION DRIVEN

Solution driven refers to starting with an assumed solution and then working towards fitting it to the problem (which includes reformulating the problem so it will fit).

✓ RELIABILITY

The quality of being trustworthy or of performing consistently well.

✓ RECOGNITION

What really matters in the workplace is helping employees feel appreciated." Employee recognition is the timely, informal or formal acknowledgement of a person's or team's behavior, effort or business result that supports the organization's goals and values, and which has clearly been beyond normal expectations.

✓ TEAMWORK

✓ POSITIVE ATTITUDE



OUR SERVICES

01

RETAINER SERVICES

- Company culture: Specialists in creating a harmonious and effective company culture where high trust and exceptional performance is guaranteed with 16 years experience;
- Performance management: Implementation of performance enhancement programs. Monitor and performance evaluation maintenance programs;
- Unlimited consultations and/ or daily labour assistance;
- Unlimited assistance with dispute regulating bodies such as the Department of Labour; CCMA or relevant Bargaining Council;
- Unlimited assistance in HR/ IR related matters which include: Counseling sessions, Warnings, Grievances, Retrenchments, Disciplinary hearings or any other internal disputes between designated Employers and their respective Employees;
- Union meetings including strike negotiations, settlement and wage negotiations;
- Implementation and/ or Facilitation of Collective and/ or Recognition agreements;
- Assistance with Department of Labour inspections.

02

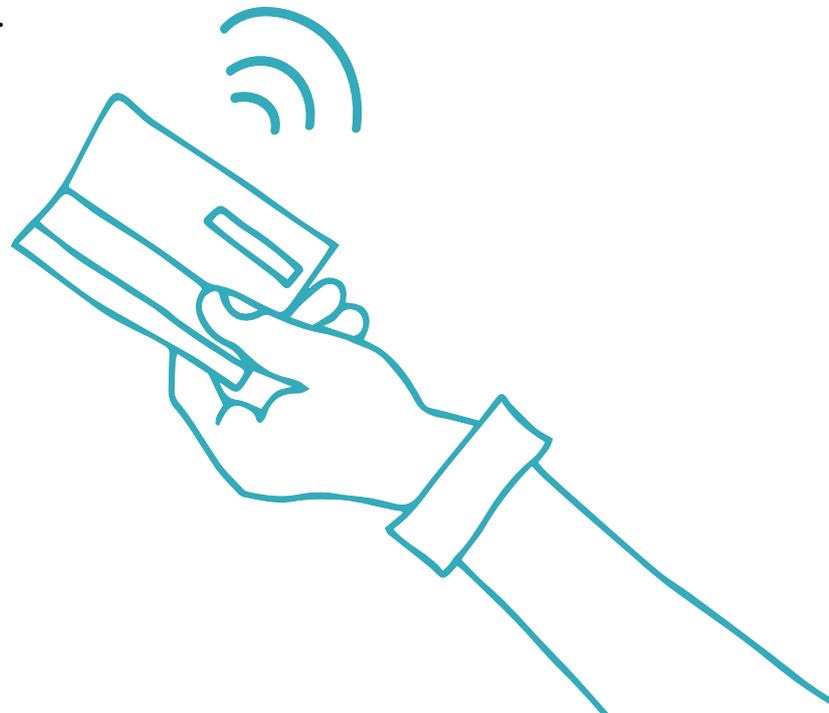
COMPREHENSIVE AUDIT SERVICES

- Full comprehensive Labour Risk Report, analysis and implementation (We ensure you are fully compliant with all essential Labour Acts including the LRA; BCEA; EEA and OHSA);
- Updated Wall Charts (BCEA; EEA and OHSA);
- Employment Contract revision and implementation;
- Personalized Job Description revision and implementation;
- Comprehensive Policy revision and implementation according to industry and client needs;
- Access to all agreements, policies, contracts, disciplinary code and labour relation templates.

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ADDITIONAL SERVICES

- Performance management;
- HR training and development;
- HR Outsourcing;
- Employment Equity plans and BBBEE scorecards implementation;
- Facilitation and guidance on Transformation Meetings;
- Skills Development and designated SETA submissions;
- Investigations and polygraph services;
- Labour Court Litigation and representation.
- Chairing Disciplinary Hearings





APPENDIX "A" RETAINING FEES

OUR FEE STRUCTURE

To calculate your cost please click on link below. Please note this is just an estimate and a final quote will be emailed.

[CALCULATE](#)

CALL OUT FEE: Please note that the above-mentioned price structure excludes VAT and travel cost. For unlimited travel to and from company premises and/ or relevant labour centres, we merely add one call out to above calculation.

Unforeseen cost i.e. parking, flight ticket, and accommodation; at cost.



APPENDIX "B" MEMBERSHIP OPTIONS

AD-HOC AND MEMBERSHIP PRICE LIST: Become a member and receive discount on every call out.
(Please note: Membership options will only be activated 14 days after payment and / or registration. Prices exclude VAT)

OPTION 1 Occasional User	OPTION 2 Regular User	OPTION 3 Active User
R 5,314.68	R 10,629.37	R 15,944.05
<ul style="list-style-type: none"> • 1 - 15 Employees • Unlimited telephone assistance • Contract Implementation • 15% Discount on hourly rate 	<ul style="list-style-type: none"> • 15 - 35 Employees • Unlimited telephone assistance • Contract Implementation • 30% Discount on hourly rate 	<ul style="list-style-type: none"> • 35+ Employees • Unlimited telephone assistance • Contract Implementation • 50% Discount on hourly rate • Free Department of Labour Risk Analysis



APPENDIX "C" AD-HOC

AD-HOC COST	OPTION 1 Occasional User	OPTION 2 Regular User	OPTION 3 Active User
Consultation/ Hourly rate R2 657.35 per hour	Consultation/ Hourly rate R2 258.74 per hour	Consultation/ Hourly rate R1 860.14 per hour	Consultation/ Hourly R1 328.68 per hour
Telephone assistance R26.90 per min	Telephone assistance free	Telephone assistance free	Telephone assistance free
Personalized Policies and procedures R5 314.68 per policy	Personalized Policies and procedures R4 517.48 per policy	Personalized Policies and procedures R3 720.28 per policy	Personalized Policies and procedures R2 657.34 per policy
Call out fee R7.99 per/ km travelling expense and R7.99 travelling time	Call out fee R6.79 per/ km travelling expense and R6.79 per/km travelling time	Call out fee R5.59 per/ km travelling expense and R5.59 per/km travelling time	Call out fee R3.99 per/ km travelling expense and R3.99 per/km travelling time
Unforeseen cost i.e. Parking, Printing, Fax, Flight ticket, accommodation. At Cost	Unforeseen cost i.e. Parking, Printing, Fax, Flight ticket, accommodation. At Cost	Unforeseen cost i.e. Parking, Printing, Fax, Flight ticket, accommodation. At Cost	Unforeseen cost i.e. Parking, Printing, Fax, Flight ticket, accommodation. At Cost



Contact Labour
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Ready to build a high-performing, compliant, and equitable workplace? Contact us today for a free consultation and learn how Contact Labour can help your business thrive.

GET IN TOUCH

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