

ALE SECRETARIAT - SERVICES TO MEMBERS

ANNUAL MEMBERSHIP :

Annual Membership Subscriptions are payable in December or latest the following January. (The amounts depend on a member's monthly salary/wages bill/pay).

N.B.: All members are urged to pay their services in advance:

1. Work permit application (filing and follow-up) - Free
2. Residence permit applications (filing and follow-up) - Free
3. Traders licences/permits and their renewals (filing and follow up) - Free
4. Tax clearances from L.R.A. (negotiations of tax problems particularly alleged arrears/debts are confidential between Lesotho Revenue Authority (LRA) and Co.). - Free
5. 24 hour telephonic enquiry on labour laws, and practice, as well as commercial and business issues and problems including tax problems etc. - Free
6. Registration of companies and their follow up services and Problems related thereto. - an agreed fee from M2,350 upwards
7. Services as regards Pensions, Social Security, - an agreed fee
8. Terminal benefits of Employees etc. - Free
9. Assistance and advice on Occupational Health and Safety - Free
10. Assistance and advice on Hiv/Aids policies/programmes etc. partly free/partly for fees. - agreed free from M1750.00 upwards
11. Drafting and Registrations of wills. - M750.00 up to M2750.00
12. Restructuring of the enterprise from employment and legal point of view. - negotiated fee depending on the gravity of the situation.
13. Advisory services on Corporate Governance and Social Responsibilities of members (CRS) - (detailed consultancy for an agreed fee).

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14. Advising on and including tailor made drafting of employment
Contracts as well as recognition and collective bargaining agreements - Free
(translation into Sesotho for an agreed fee).
15. Assistance with recruiting and dismissing of employees inclusive of
chairing disciplinary hearings or appeals - agreed fee
(M2750.00
upwards)

Representation at the:

DDPR	- agreed fee (M2350.00 upwards)
Magistrate's Court (inclusive of criminal cases)	- agreed fee (M2350.00 upwards)
Labour Court	- agreed fee (M5750.00 upwards)
Labour Appeal Court	- agreed fee (M9350.00 upwards)
High Court of Lesotho	- agreed fee (M9350.00 upwards)
Lesotho Court of Appeal	- agreed fee(M11750.00 upwards)

Representing members in various National government and semi-governmental
bodies e.g. - Free

- (1) Wages Advisory Board.
- (2) National Advisory Committee on Labour
- (3) National Industrial Relations Council.
- (4) National Occupational Safety and Health Committee.
- (5) National Technical and Vocational Training Board.
- (6) Lesotho Revenue Authority (Tax).
- (7) National Hiv/Aids Commission.
- (8) Manpower Development Council
- (9) Various task teams set up on ad hoc basis by various
Government Ministries and Departments.

Negotiations/Consultations with trade unions. - Free

Advisory services, representation with trade unions, inclusive of
negotiations/consultations on disputes of facts or of law on your behalf - Free

Training of members (management) on labour law and industrial
relations etc. - agreed fee