



# labour

Department:  
Labour  
REPUBLIC OF SOUTH AFRICA


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## Basic Guide to Employment Contracts (Domestic Workers)

Employers must give workers certain details of their employment in writing. This contract must be kept for 3 years after termination.

### Application

Sectoral Determination 7 applies to **all domestic workers** (including independent contractors and those employed by agencies), **except** domestic workers who -

- work on **farms**; or
- are covered by -
  - **another sectoral determination**, or
  - a bargaining council **agreement**.

The Basic Conditions of Employment Act applies in respect of any matter not covered by this sectoral determination.

The provisions for employment contracts **do not apply** to domestic workers working **less than 24 hours** a month for an employer.

### See

- Sectoral Determination 7: Domestic Workers
  - Special rules governing the employment of domestic workers

### Written Particulars of Employment

At the start of employment, employers must give workers a document containing the following information:

#### Employer and Worker Details

- Employer's full name
- Employer's address

#### Employment Details

- Place/s of work
- Date of employment
- Working hours and days of work

#### Payment Details

- Salary or wage, or the rate and method of calculating wages
- Rate for overtime
- Any other cash payments
- Any payments in kind and their value
- Frequency of payment
- Any deductions
- Value and payment for any food or accommodation.

#### Leave Details

- Any leave to which the worker is entitled

#### Notice/Contract Period

- Period of notice required
- Period of contract

This document must be updated if any details change.

An employer must keep a copy of this document while the worker is employed, and for 3 years thereafter.

If a worker is unable to understand the contract, the employer is to explain the information in a way that the farm worker understands.

### Related Links

- Sample - Domestic worker employment contract
  - An example of a domestic workers employment contract.

