

T: (011) 262 4644 / 5
 F: (086) 513 9123
 A: 164 Katherine Drive
 Pinmill Farm Office Park
 G-Block, Ground Floor
 W: www.cscoc.org.za
 E: secretary@cscoc.org.za



Reg No: 2012/181277/08

GUIDELINES FOR NOMINAL FEES
VERIFICATION OF CONSTRUCTION ENTERPRISES (CATEGORIES OF EXEMPTED MICRO ENTERPRISES (EMEs)
AND QUALIFYING SMALL ENTERPRISES (QSEs))
 Issued in accordance with the provisions of paragraph 11.2 – STATEMENT CSC000; GENERAL PRINCIPLES AND THE LARGE ENTERPRISES

Item	APPLICABLE EME CATEGORIES	COST IMPLICATION	Relevant Provisions & Documents Required	Site Visit Required
01	EMEs whose total annual revenue is less (<) than R1.8 million (For BEPs) and R3 million (For Contractors & Manufacturers /Suppliers) and DO NOT elect for enhancement.	No cost implications - Customized AFFIDAVIT acceptable form of EME confirmation.	Par 3.6.2.4.1.(A) and (B) of Statement CSC000 – Page 09 <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs (ID) 	NO
02	EMEs whose total annual revenue is less (<) than R1.8 million (For BEPs) and R3 million (For Contractors & Manufacturers/Suppliers) and DO elect for enhancement.	Recommended Fees not to exceed R700.00 (All costs VAT exclusive)	Par 3.6.2.4.1.(A) and (B) of Statement CSC000 (An EXCEPTION paragraph)read with 4.3.1.2 & 4.3.1.3 <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs (ID) • A Training Declaration Form (TDF) signed by the Owner of the ME confirming : <ul style="list-style-type: none"> ✓ Invoices, receipts etc. EMP201s / Proof of Salaries & Wages ✓ Attendance Register with beneficiary contact details (confirming that its Black beneficiaries) 	NO (HOWEVER, Reasonable steps of verifying the accuracy & correctness of the information is needed)

			<ul style="list-style-type: none"> • Certified copies of IDs of the attendees 	
03	<p>EMEs whose annual revenue is more (>) than R1.8 million (For BEPs) and R 3 million (For Contractors & Manufacturers/Suppliers) that <u>DO NOT</u> elect to supply proof of Skills Development and <u>DO NOT</u> elect for enhancement. (Meaning does not comply with the QSE Skills Dev element <i>paragraph 3.6.2.3</i> will be discounted by ONE level).</p>	Recommended Fees not to exceed R700.00 (All costs VAT exclusive)	<p>Par 3.6.2.4 of Statement CSC000 – Page 09</p> <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Documents (ID) 	<p>NO</p> <p>(HOWEVER Reasonable steps of verifying the accuracy & correctness of the information is needed)</p>
04	<p>EMEs whose annual revenue is more (>) than R1.8 million (For BEPs) and R 3 million (For Contractors & Manufacturers/Suppliers) that <u>DO</u> elect to supply proof of Skills Development and <u>DO NOT</u> elect for enhancement. (Meaning they comply with the QSE Skills Dev element <i>paragraph 3.6.2.3</i> will not be discounted by ONE level).</p>	Recommended prescribed fee not to exceed R1200.00 (All costs VAT exclusive)	<p>Par 3.6.2.4.1.(A) and (B) of Statement CSC000 (An EXCEPTION paragraph)read with 4.3.1.2 & 4.3.1.3</p> <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs (ID) • A Training Declaration Form (TDF) signed by the Owner of the ME confirming : <ul style="list-style-type: none"> ✓ Invoices, receipts etc. EMP201s / Proof of Salaries & Wages ✓ Attendance Register with beneficiary contact details (confirming that its Black beneficiaries) 	<p>Site Attendance only at a central Place where MEs can be asked to submit documents AS AND AWHEN required.</p>
05	<p>EMEs whose annual revenue is more (>) than R1.8 million (For BEPs) and R 3 million (For Contractors & Manufacturers/Suppliers) that <u>DO</u> elect to provide proof of Skills Development and <u>DO</u> elect for enhancement. (Meaning they wish to be measured against <i>paragraph 4.3.1</i> and may be enhanced by one or two levels).</p>	Recommended Fees not to exceed R700.00 (All costs VAT exclusive)	<p>Par 4.3.1, 4.3.1.1 Or 4.3.1.2 OR 4.3.1.3 of Statement CSC000 (read with the provisions of 4.3.2 - page 10</p> <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs (ID) 	<p>NO</p> <p>(HOWEVER Reasonable steps of verifying the accuracy &</p>

			<ul style="list-style-type: none"> • A Training Declaration Form (TDF) signed by the Owner of the ME confirming : ✓ Invoices, receipts etc. EMP201s / Proof of Salaries & Wages ✓ Attendance Register with beneficiary contact details (confirming that its Black beneficiaries) 	correctness of the information is needed)
--	--	--	---	---

	APPLICABLE QSE CATEGORIES	COST IMPLICATION	Relevant Provisions & Documents Required	Site Visit Required
06	QSEs that are at least 51% Black Owned or 100% Black Owned that DO NOT elect to supply proof of Skills Development and DO NOT elect for enhancement. (Meaning does not comply with the QSE Skills Dev element <i>paragraph 3.6.2.3 will be</i> discounted by ONE level).	Recommended Fees not to exceed R700.00 (All costs VAT exclusive)	Par 5.3.3 of Statement CSC000(read with 5.3.1 and 5.3.2) – Page 11 <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs (ID) 	NO
07	QSEs that are at least 51% Black Owned or 100% Black Owned that DO elect to provide proof of Skills Development and DO NOT elect for enhancement. (Meaning they comply with the QSE Skills Dev element <i>paragraph 3.6.2.3 will not be</i> discounted by ONE level).	The recommended prescribed fee not to exceed R 3500.00 (All costs Vat exclusive)	Par 5.3.4 of Statement CSC000 (read with the provisions of paragraph 1.1, 1.2 and 1.3 of Statement CSC603 -Pg 11, 67. <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CIPC Incorporation Docs • A Training Declaration Form (TDF) signed by the Owner of the ME confirming : <ul style="list-style-type: none"> ✓ Invoices, receipts etc. EMP201s / Proof of Salaries & Wages ✓ Attendance Register with beneficiary contact details 	YES

			(confirming that its Black beneficiaries)	
08	QSEs that are at least 51% Black Owned or 100% Black Owned that DO elect to provide proof of Skills Development and DO elect for enhancement. (Meaning they wish to be measured against <i>paragraph 5.3.4</i> and may be enhanced by one or two levels).	The recommended prescribed fee not to exceed R 3500.00 (All costs Vat exclusive)	<p>Par 5.3.4 of Statement CSC000 (read with the provisions of paragraph 1.1, 1.2 and 1.3 of Statement CSC603 or paragraph 1.1, 1.2, 1.3 OR 2.1 of statement CSC604) – Pg 11, 67 and 68</p> <ul style="list-style-type: none"> • Proof Of Turnover (POT) • CICIP Incorporation Docs <p>AND</p> <ul style="list-style-type: none"> • Any other suitable evidence to justify CSC603 spend. 	YES

PLEASE NOTE THE FOLLOWING SUPPLEMENTARY INFORMATION:

- In determining OWNERSHIP, the above is applicable **ONLY** where there is a simple ONE LEVEL verifiable ownership structure (e.g Certified ID copies of Shareholders & proof of company registration).
- Proof of Turnover can be supported by ;
 - For CCs - Financials signed by an Accountant
 - For Companies - Financials signed by an Auditor