



labour

Department:
Labour
REPUBLIC OF SOUTH AFRICA



Unemployment Insurance Fund
Pretoria
0005

Enquiries: Mr M. Makgamatho
Telephone: 012 337 1731

TO: ALL SAICA MEMBERS

1. PURPOSE

- 1.1 To request all SAICA members to co-operate with the UIF in their project to assist employers to comply with UIF legislation.
- 1.2 To request all SAICA members to submit information of their clients to UIF to the e-mail and format indicated below with a view to UIF assisting them to comply.

2. BACKGROUND AND DISCUSSION

- 2.1 The Unemployment Insurance Fund (the "UIF") is a fund established in terms of section 4 of the Unemployment Insurance Act, Act no. 63 of 2001 with a mandate to collect contributions and pay unemployment benefits to qualifying beneficiaries.
- 2.2 In terms of section 56 of the Unemployment Insurance Act employers have the following duties towards the UIF:
 - (i) Section 56 (1) of the UIF Act requires employers to register with the UIF as soon as they commence activities as employers.
 - (ii) Section 56 (3) requires employers to, before the 7th of each month, inform the Commissioner of any change during the previous month in any information furnished in terms of section 56 (1).
 - (iii) Section 7 of the Unemployment Insurance Contributions Act requires the employer to deduct contributions from the employee and, together with his contribution, pay that over to the Sars Commissioner or the UIF Commissioner before the seventh of every month.
- 2.3 The above information is used by the UIF Commissioner to keep a database as required by section 57 of the UI Act. This information is in turn used to calculate the amount of and pay out contributions to the beneficiaries when they come to claim for unemployment benefits.

3. Challenges identified by the UIF

- 3.1 The UIF has identified a gap in terms of compliance to the UIF legislation by employers. We have identified lack of information and assistance, amongst others, as contributing factors to this non-compliance. There is also confusion amongst employers that if you are registered with Sars, paying contributions and submitting returns to Sars, then you do not have to register with UIF.
- 3.2 The UIF has therefore embarked on a project to assist employers to comply with our legislation. Part of the strategy is to collaborate with organized bodies to act on behalf of their members or clients to assist them to comply.

4. The role SAICA can play in the project

- 4.1 Since SAICA members act on behalf of their clients in terms of compliance to the RSA tax legislation and other services, the body has been identified as one of the organizations that can play an important role in this endeavor.
- 4.1.1 The above process has the following advantages, amongst others:
- (i) You will get a direct interaction with one of the UIF officials who will be dealing with the information about all your clients. This makes it easier to send the information to the relevant person where necessary and ensure that the documents you have submitted will be attended to.
 - (ii) Compliance to the UIF legislation will assist in the improvement of our turnaround time in terms of approving benefits, thereby giving employees improved services when they come to claim. Up to date information enables UIF to process benefit claims quicker.
 - (iii) Improvement in turnaround time during application for compliance certificates.

5. Request to SAICA members

To enable us to assist you in this regard, you are hereby requested to submit the information relating to your clients to the following e-mail address:

E-mail address: Enquiries.compliance@Labour.gov.za

The information must include the following:

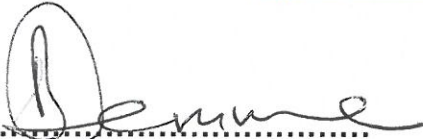
- UIF reference number of the employer
- Name of the employer/business
- Employer's list of current employees, i.e. surname and initials, and Id numbers.

Where the SAICA member is also an employer, please submit details of your business in the same format as above.

6. Register on U-filing

Members are also encouraged to register on U-filing to submit their declarations and/or pay their contributions electronically. To register on U-filing please visit www.ufiling.co.za, or alternatively contact the following officials:

Ms Maschache Molefe at Maschache.Molefe@Labou.gov.za, and
Mr Kgomotso Sono at Kgomotso.Sono@Labour.gov.za.



Boas Seruwe
Commissioner: Unemployment Insurance Fund
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