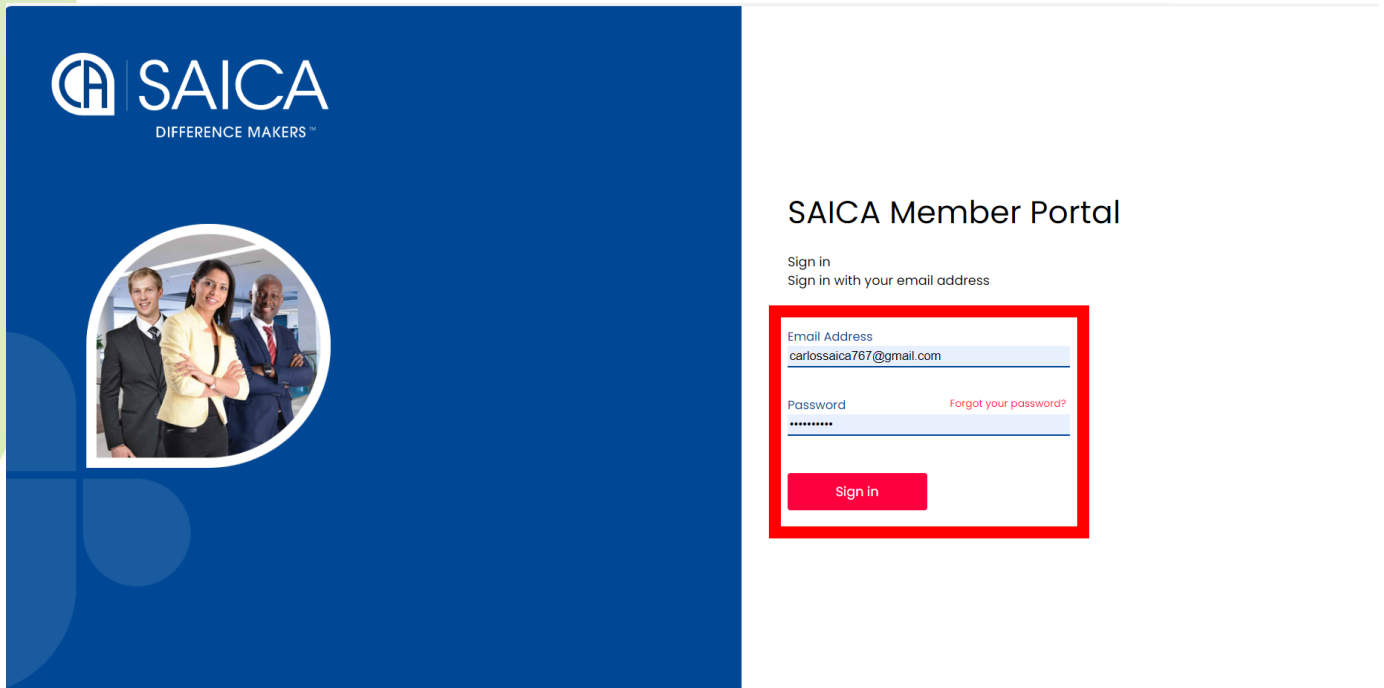




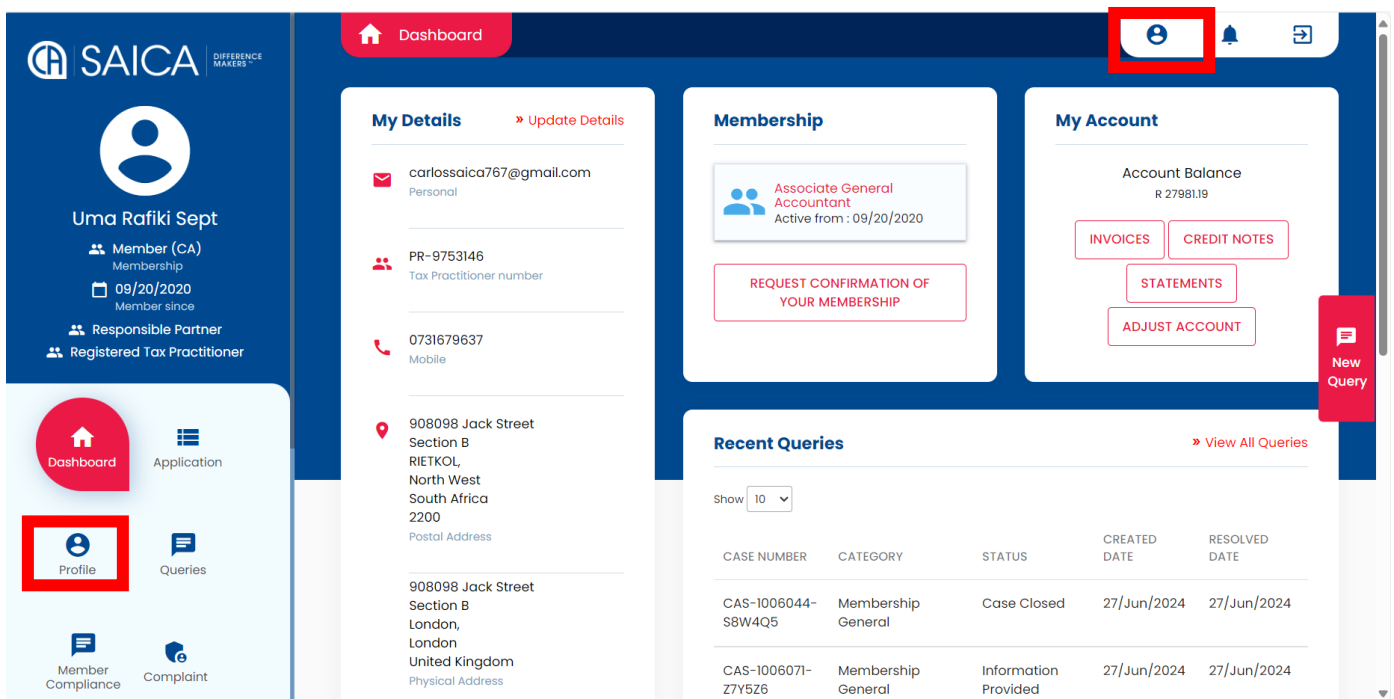
HOW-TO-GUIDE
Tax Practitioner
Deregistration Guide

This document provides the necessary steps to Deregister as a Tax Practitioner on the SAICA Member Portal. Click here and follow link to access the [Member Portal](#)

- **Step 1:** Go to the **SAICA Member Portal**. This will be your landing page. Enter your login details to **Sign In**.



- **Step 2:** Once signed in Click on **Profile**. Either the one on the left-hand side or the one on the Top right-hand side



My Details » Update Details

carlossaica767@gmail.com
Personal

PR-9753146
Tax Practitioner number

0731679637
Mobile

908098 Jack Street
Section B
RIETKOL,
North West
South Africa
2200
Postal Address

908098 Jack Street
Section B
London,
London
United Kingdom
Physical Address

Membership

Associate General Accountant
Active from : 09/20/2020

REQUEST CONFIRMATION OF YOUR MEMBERSHIP

My Account

Account Balance
R 27991.19

INVOICES CREDIT NOTES

STATEMENTS

ADJUST ACCOUNT

Recent Queries » View All Queries

Show 10

CASE NUMBER	CATEGORY	STATUS	CREATED DATE	RESOLVED DATE
CAS-1006044-S8W4Q5	Membership General	Case Closed	27/Jun/2024	27/Jun/2024
CAS-1006071-27Y5Z6	Membership General	Information Provided	27/Jun/2024	27/Jun/2024



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- **Step 3: Click on Manage Membership and Select Deregister: Tax Practitioner.**

The screenshot shows the SAICA member profile page for Uma Rafiki Sept. The user is a Member (CA) with membership since 09/20/2020 and is a Responsible Partner and Registered Tax Practitioner. The 'Manage Membership' menu is open, and the 'Deregister: Tax Practitioner' option is highlighted with a red box. Other options in the menu include 'CONFIRM MEMBERSHIP DETAILS', 'RESIGNATION', 'CERTIFICATE ORDERS', and 'SUBSCRIPTION PREFERENCE'. A 'New Query' button is visible on the right side of the menu.

- **Step 4: Read and Acknowledge the Declaration and Select Yes. Click Next to continue.**

The screenshot shows the 'Deregister: Tax Practitioner Declaration' page. The declaration text is highlighted with a red box. The text reads: 'Please complete this online deregistration/transfer questionnaire ONLY if you wish to be deregistered/transferred to another recognised controlling body (RCB) as a tax practitioner from SAICA (as an RCB). Note that deregistration/transfer as a tax practitioner will not affect your status as a CA(SA) member or AGA(SA) associate or AT(SA) member. If you fulfil the requirements of section 240 of the Tax Administration Act, 2011 (the Act) and are therefore required to be registered as a tax practitioner, you will need to register with an alternative RCB, prior to providing tax services for a fee, to ensure that you are not considered to have committed a criminal offence in terms of section 234 of that Act. Should you choose to deregister, in addition to completing this questionnaire, you will need to follow the steps available on this SARS webpage to deactivate your tax practitioner status. Also ensure that you use this time to make the necessary arrangements to transfer your clients in order to avoid losing the history. Should you encounter any difficulties, please call the SARS Contact Centre for assistance: 0800 00 SARS (7277). If you have chosen to transfer to an alternative RCB, in addition to completing this questionnaire to effect your deregistration from SAICA RCB, please contact that RCB as soon as possible to effect the transfer. They will need to redirect you in terms of how to facilitate this on your eFiling profile. Our understanding is that you would need the other RCB to register your details with SARS and then you will need to select that RCB on your RAV01 form on eFiling. However, please clarify the process with that RCB before finalising. Once a member has elected to deregister or transfer to another RCB, SAICA accepts no liability for any loss of whatsoever'.



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Dashboard Deregister : Tax Practitioner Declaration

Should you choose to deregister, in addition to completing this questionnaire, you will need to follow the steps available on this SARS webpage to deactivate your tax practitioner status. Also ensure that you use this time to make the necessary arrangements to transfer your clients in order to avoid losing the history. Should you encounter any difficulties, please call the SARS Contact Centre for assistance: 0800 00 SARS (7277).

If you have chosen to transfer to an alternative RCB, in addition to completing this questionnaire to effect your deregistration from SAICA RCB, please contact that RCB as soon as possible to effect the transfer. They will need to redirect you in terms of how to facilitate this on your eFiling profile.

Our understanding is that you would need the other RCB to register your details with SARS and then you will need to select that RCB on your RAV01 form on eFiling. However, please clarify the process with that RCB before finalising.

Once a member has elected to deregister or transfer to another RCB, SAICA accepts no liability for any loss of whatsoever nature caused by such process whether to the member or any third party and it is the members responsibility to ensure they have taken the proper precautions during such deregistration or transfer process. SAICA will regularly update our RCB tax practitioner records with SARS to reflect that members who have elected to deregister or transfer are no longer tax practitioners registered with SAICA.

The declaration questionnaire must be completed by the tax practitioner wishing to de-register from SAICA as his/her Recognised Controlling Body. The member compliance status at the time of de-registration is required by SAICA for reporting purposes to SARS.

Yes

NEXT

- **Step 5:** Enter your personal details and confirm that you would like to deregister as a Tax Practitioner and Click **Next**.

Dashboard Deregister : Tax Practitioner

Personal Information

- Reasons for deregistration
- Alternative RCB
- Declaration

Personal Information

Personal Details

Income Tax Reference number *

0123123123

Please confirm that you would like to deregister as a Tax Practitioner from SAICA RCB *

Yes, I wish to deregister as a tax practitioner from SAICA RCB.

No, I do not wish to deregister as a tax practitioner from SAICA RCB.

NEXT



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- **Step 6:** Chose reasons as to why you are deregistering as a Tax Practitioner. Click **Next** to continue.

Reasons for deregistration

Please select the appropriate options below

I choose to deregister as a tax practitioner from SAICA RCB, as

- I currently do not provide any tax services for a fee and merely maintained the tax practitioner status for the related benefits and I now believe that the cost exceeds the benefit thereof
- I have chosen NOT to provide tax services (compliance and/or consulting) for a fee going forward. The reason for this is that the cost involved does not make practicing worthwhile
- I will continue to provide tax services for a fee, but will choose an alternative RCB as I believe I will receive more value from an alternative RCB
- I will continue to provide tax services for a fee, but will choose an alternative RCB as I believe I will be subjected to a less onerous regulatory environment Other

I feel that registering with an alternative RCB would be more beneficial, because

- The joining fee and annual subscription includes free and more meaningful CPD than SAICA currently offers
- I would get an additional designation for joining the other RCB
- I feel that SAICA is no longer giving me sufficient value for the investment that I make
- I feel that it is unfair for me to partly fund the costs of disciplining non-compliant members
- Not applicable
- Other

I would consider re-registering with SAICA as RCB if

- SAICA gives me an additional designation as a tax expert or similar
- SAICA provides additional free tax CPD
- SAICA reduces the related fee
- SAICA applies less onerous regulatory criteria like other RCB's
- Not applicable
- Other

NEXT

- **Step 7:** Chose from the drop-down menu if you are joining a different RCB then click on **Next**.

Alternative RCB

RCB Selection

Which RCB (Recognized Controlling Body) will you be registering with?*

None of the above

Select

- The South African Institute of Chartered Accountants (SAICA)
- The Legal Practice Council (LPC)
- The Association of Chartered Certified Accountants (ACCA)
- The Chartered Institute of Management Accountants (CIMA)
- The Chartered Governance Institute of Southern Africa (CGISA)
- The Financial Planning Institute (FPI)
- The Institute of Accounting and Commerce (IAC)
- The South African Institute of Professional Accountants (SAIPA)
- The South African Institute of Tax Practitioners (SAIT)
- The Chartered Institute for Business Accountants (CIBA)
- None of the above

NEXT



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- **Step 8: Declare POPIA and Ethics and Click Next.**

SAICA DIFFERENCE MAKERS

Uma Rafiki Sept

Member (CA) Membership

09/20/2020 Member since

Responsible Partner Registered Tax Practitioner

Dashboard Application

Profile Queries

Member Compliance Complaint

Exam Logout

The following functionality is not available on the Member Portal yet.

Dashboard Deregister: Tax Practitioner

by submitting this application, I acknowledge that this application will contain my personal information (including certain special personal information) and agree that SAICA may process my personal information and certain special personal information for the purpose of this membership application and membership (should my application be successful) in accordance with the Protection of Personal Information Act, 4 of 2013 (POPI) and/or other relevant data protection laws and regulations. The relevant hyperlink is: <https://www.saica.org.za/terms-and-conditions>

Yes

I, as the deponent, do hereby confirm that during the period I was registered as a tax practitioner with SAICA:*

I complied with SAICA's code of conduct (i.e. ethics code) and was tax compliant in all material respects in the conduct of my personal tax affairs on the date of this declaration. Yes No

My membership with any other recognised controlling body has not been terminated within the last five years as a result of serious misconduct. Yes No

I have not been convicted of theft, fraud, forgery or issuing a forged document or committed a dishonesty offence in the last five years. Yes No

I have not been convicted of a serious tax offence within the last five years. Yes No

I have attained at least 18 verifiable hours of tax specific CPD for purposes of being a tax practitioner (pro rata for lesser period), and maintained relevant records for all CPD hours. Yes No

NEW Query

NEXT

- **Step 9: Click on Submit to finalise Deregistration.**

SAICA DIFFERENCE MAKERS

Uma Rafiki Sept

Member (CA) Membership

09/20/2020 Member since

Responsible Partner Registered Tax Practitioner

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The following functionality is not available on the Member Portal yet.

Dashboard Deregister: Tax Practitioner

Thank you for completing this questionnaire. Should you have chosen to deregister, please note that if you meet the requirements for registration in terms of section 240 of the Tax Administration Act, 2011, failure to register with an RCB is considered a criminal offence in terms of section 234 of that Act.

Please ensure that you understand the requirements and register with an alternative RCB as soon as possible, if necessary.

Please SUBMIT your information by clicking the button below.

CANCEL SUBMIT

SAICA DIFFERENCE MAKERS

Uma Rafiki Sept

Member (CA) Membership

09/20/2020 Member since

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I have not been convicted of a serious tax offence within the last five years. Yes No

I have attained at least 18 verifiable hours of tax specific CPD for purposes of being a tax practitioner (pro rata for lesser period), and maintained relevant records for all CPD hours. Yes No

NEW Query

NEXT