



**Private Security Industry Regulatory Authority**  
**Illustrative Costing Guideline (with effect from 2 March 2022)**

Vers. 2022/2

(Based on the average month, 12 hour shifts every *night* of such month at a site)

**AREA 3**

Description		Explanation	Grade A	Grade B	C/D/E	Calculations
<b>MONTHLY SALARY</b>			<b>5239,00</b>	<b>4824,00</b>	<b>4786,00</b>	<b>PROMULGATED</b> monthly salary
<b>HOURLY EQUIVALENT RATE</b>		Labour Legislation provision	as calculated	as calculated	as calculated	*(Monthly salary/hours per week) x (3/13)
EMPLOYEE BENEFITS	Ordinary time: i) Primary Sec Officer	4 shifts per week (48 hrs)	5239,00	4824,00	4786,00	Legislated minimum wage rate
	ii) *Relief Sec Officer	2 shifts per week (24 hrs)	2619,30	2411,81	2392,82	hr x 24 x 4.333
	Sunday pay premium	4,333 weeks p/m @ X1.5	1964,47	1808,86	1794,61	12 x 4.333 x hr x 1.5 (Sunday rate)
	Public holiday premium	1 shift p/m @ X1	302,25	278,31	276,12	hr x 12 (1x portion already incl. in basic)
	Leave provision	21 consecutive days leave	453,38	417,46	414,17	(daily rate * 15/12) x 1.5 (reliever)
	Sick Pay	1 shift p/m	453,38	417,46	414,17	hr x 12 x 1.5 (reliever)
	Study leave	6 days per annum	226,69	208,73	207,09	((hr x 12 x 6) / 12) x 1.5 (reliever)
	Family respons. Leave	5 days per annum	188,91	173,94	172,57	((hr x 12 x 5) / 12) x 1.5 (reliever)
	Night shift allowance	6 Rand, p/night shift worked	182,50	182,50	182,50	(365 / 12) x 6
	Cleaning Allowance	30 Rand p/m	45,00	45,00	45,00	Allowance x 1.5 (reliever)
	Premium allowance	439 p/m	658,50	658,50	658,50	Premium x 1.5 (reliever)
	Provident fund	7,5 % of Fund Salary	589,39	542,70	538,43	Fund Salary x 7.5% x 1.5 (reliever)
	Medical insurance	150 p/m	225,00	225,00	225,00	Medical insurance x 1.5 (reliever)
Statutory annual bonus	Monthly salary	654,88	603,00	598,25	Monthly salary / 12 x 1.5 (reliever)	
<b>SUB TOTAL: EMPLOYEE BENEFITS</b>			<b>13802,63</b>	<b>12797,28</b>	<b>12705,22</b>	<b>A</b>
STATUTORY FEES	UIF	1 % of employees income	121,19	112,29	111,48	(Total income: Primary + reliever) x %
	COID/WCA	3,71 % of employees income	449,63	416,61	413,59	(Total income: Primary + reliever) x %
	Skills development	1 % of remuneration (SDL)	114,21	105,52	104,73	(Total income: Primary + reliever) x %
<b>SUB TOTAL: STATUTORY FEES</b>			<b>685,03</b>	<b>634,43</b>	<b>629,80</b>	<b>B</b>
ADDITIONAL COSTS	Sets of uniform (Statutory requirement)	1500 Rand p/p p.a	187,50	187,50	187,50	(Rand value + reliever(50%) / 12
	Share of overheads	40 % of direct cost (Economy of scale rule applies)	5795,06	5372,68	5334,01	(A + B) x 40% (for the purpose of this structure, 40% of all costs were considered)
<b>SUB TOTAL: POSSIBLE EXTRA COSTS</b>			<b>5982,56</b>	<b>5560,18</b>	<b>5521,51</b>	<b>C</b>
<b>TOTAL COST PER MONTH</b>			<b>20470,22</b>	<b>18991,89</b>	<b>18856,53</b>	<b>A + B + C</b>

AREA 3 comprises all other areas

**NOTE:**

1. Excludes profit and VAT
2. Applicable rates & conditions of employment are in terms of applicable Labour Legislation
3. The Authority will not be held responsible in respect of your reliance on the accuracy of the aforesaid information.
4. \*Relief Security officer is a permanent employee
5. Share of overheads include inter alia, liability and other insurance, payroll and admin, control centre, transport costs (vehicles, maintenance and fuel), fixed infrastructure, rates & taxes, registers, security aids, occupational health and safety compliance, management and supervision and statutory fees payable.

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