
INDUSTRY CIRCULAR NO 05/23

TO: ALL SECURITY SERVICE PROVIDERS

FROM: MANABELA CHAUKE – DIRECTOR

DATE: 11 APRIL 2023

SUBJECT: ANNUAL FEE PAYMENT – INACTIVE SECURITY OFFICERS

Dear Valuable Stakeholder,

1. In terms of section 21 (1)(b) of the Private Security Industry Act 56 of 2001 (PSIR Act), an application for registration as a security service provider must be made to the Authority in the prescribed manner and must be accompanied by the application fee as determined by the Authority. In addition, section 26(5) of the PSIR Act provides that the registration of a security service provider lapses if it is not renewed as contemplated in section 22.
2. In line with the above provision, active and inactive security service providers are required to pay annual fees to the Authority for their membership to remain valid. The foregoing seeks to remedy the current anomaly where it is only the security officers who are active and linked to security businesses that pay their annual fees to the Authority whereas those who are marked as inactive do not.
3. Therefore, to ensure compliance with PSiR Act, the Authority wishes to convey that effective from 01 May 2023 all security officers (active and inactive) will be required to pay annual fees of R 110.00. This intervention will assist the Authority in intensifying compliance by the security service providers regardless of whether they are active or inactive.
4. Active security officers are required to pay the Authority on or before 07 May of each year a prescribed amount specified in the schedule of the Annual Fees Regulations. The current prescribed amount is R110.00 and the practise is that all security

businesses who deploy or employ (active) security officers receives invoices for the prescribed amount and they in turn deduct the said amount from the employees' salaries. Of course, this collection model will not be applicable in respect of inactive security officers since they are not employed.

5. As such, we have arranged that inactive security service providers use the PSiRA online system through the individual security officer's profile or by visiting PSiRA offices to make payment of the prescribed amount on or before 7 May 2023.
6. We wish to hasten and add that in terms of section 38(4) of the PSiR Act, *“Any person who contravenes or fails to comply with any other provision of this Act or any provision of the Levies Act, is guilty of an offence and is liable on conviction to a fine or to imprisonment for a period not exceeding 24 months, or to both a fine and such imprisonment”*. Further, Regulation 6 of the Code of Conduct for Security Service Providers, 2003 provides that *“A security service provider must discharge all his or her financial obligations of whatever nature to the Authority whenever an amount is due and payable...”*
7. The immediate consequences which will apply following failure to pay the prescribed amount will include but not limited to the following:
 - Unable to renew his/her registration.
 - No printed Ink certificate/I.D card will be provided.
 - Unable to apply as a security business.
 - Full profile of the Security Officer won't be available on the PSiRA website/PSiRA APP's online search function.
8. Continued non-compliance with financial obligation may lead to the suspension or even withdrawal of registration of the security officer in terms of section 26 of the PSiR Act.

For further inquiries, please contact 086 133 3850 or email info@psira.co.za

Yours faithfully,



Manabela Chauke
Director