

03 April 2023

INDUSTRY CIRCULAR NO 4/2023

TO: ALL SECURITY SERVICE PROVIDERS

FROM: OFFICE OF THE DIRECTOR - PSiRA

SUBJECT: COMPLETION OF THE INDUSTRY COMPLIANCE SELF-ASSESSMENT REPORT BY THE INDUSTRY FOR THE FINANCIAL YEAR 23/24

1. Kindly find the industry circular no: 4/2023 of the Industry Compliance Self-Assessment Process as introduced by PSiRA on 22 February 2021.
2. The Industry Compliance Self-Assessment process is conducted yearly and commences at the beginning of each financial year. The Industry Compliance Self-Assessment process for the 2023/2024 financial year will be open from **01 April 2023** to **31 March 2024** for active participation by all active security service providers (security businesses) within the private security industry.
3. The process has been simplified and service providers will be required to conduct the assessment via **an online platform**. Security service providers will be required to access the online Industry Self-Assessment template via a link that will be emailed to the private security service provider's email address, and it may also be accessed on the PSiRA website at **www.psira.co.za**.

4. It will take approximately ten (10) minutes for the authorized official from the business to complete the Self-Assessment report. **(Kindly do not use and or submit that was completed during 2022/2023 financial period on the previous system).**
5. **No attachments** will be required when completing the online assessment. No printed copies will be accepted at any of our offices.
6. Kindly adhere to the closing date regarding the return of the Industry Compliance Self-Assessments. The closing date for submission will be **31 March 2024**. No late submissions will be accepted.
7. Please note that the completion of the Industry Compliance Assessment is compulsory for all registered security businesses and any failure to do so, will impact your security business on PSiRA services, including the issuing of letters of Good Standing and renewal of registration certificates for those businesses that neglected to complete and submit the Self-Assessment report.
8. Should you experience any challenges in the completion of the Industry Compliance Self-Assessment, kindly contact our Law Enforcement office for assistance, telephone: 012-003 0579, 012-003 0567 or our Communications office telephone no: 012-003 0662, 012-003 0683.

Yours faithfully,



Manabela Chauke

Director: PSiRA