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DEPARTMENT OF POLICE

NOTICE 3041 OF 2025

PSiRA
Private Security Industry Regulatory Authority

GENERAL NOTICE ANNUAL FEE INCREASE

PRIVATE SECURITY INDUSTRY REGULATIONS ACT 56 OF 2001 AND SECURITY OFFICERS ACT NO. 92 OF 1987

PUBLICATION OF AMENDMENT TO THE REGULATIONS MADE UNDER THE SECURITY OFFICERS ACT (ACT NO. 92 OF 1987)

The Private Security Industry Regulatory Authority, with the concurrence of the Minister of Police, under sections 43 and 44(7) of the Private Security Industry Regulation Act, 2001 (Act 56 of 2001) read with section 32(1) of the Security Officers Act, 1987 (Act 92 of 1987), hereby make the Regulations in the Schedule hereto.

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PRIVATE SECURITY INDUSTRY REGULATORY AUTHORITY

SCHEDULE

AMENDMENT OF THE REGULATIONS MADE UNDER THE SECURITY OFFICERS ACT, 1987 (ACT 92 OF 1987)

Definitions

1. In this Schedule-

(a) "the Act" means the Security Officers Act, 1987 (Act 92 of 1987);

(b) "the Authority" means the Private Security Industry Regulatory Authority established in terms of section 2(1) of the Private Security Industry Regulation Act, 2001 (Act 56 of 2001) and has the same meaning as the "Board" as defined in section 1 of the Act;

(c) "the Regulations" means the regulations published by Government Notice No. R.797 in *Government Gazette* No. 12413 of 2 April 1990, as amended;

(d) "the PSIR Act" means the Private Security Industry Regulation Act, 2001 (Act No. 56 of 2001); and

(e) "year" means a twelve-month period commencing on 1 April and ending on 31 March.

Commencement

2. The Regulations contained in this Schedule will come into effect on 01 April 2025.

Amendment of regulation 1 of the Regulations

3. Regulation 1 of the Regulations is hereby amended-

(a) by the substitution for the definition of "prescribed amount" of the following definition:

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"prescribed amount" in regard to a security business registered as such means the sum of the applicable amounts contemplated in regulation 9 (3), and in the case of any person registered as a security officer, but not a security business, the amount contemplated in regulation 9 (4);

(b) by the deletion of the definition of "prescribed fees"; and

(c) by the deletion of the definition of "Registrar of the Board".

Amendment of regulation 7 of the Regulations

4. Regulation 7 of the Regulations is hereby amended-

Payment of prescribed amounts and related matters

7. (1) Every security business must –

(a) on or before the 15th day of each calendar month, furnish to the Board a document signed or authenticated by a responsible person acting on behalf of such security business, being a return containing, in respect of every security officer employed, used, deployed, engaged or made available by it during that month or any part of that month, their full names, identity numbers, contact telephone numbers, registration numbers allocated in terms of section 11 (3) of the Act, the period of their service during that month, and the geographic area or areas of such service;

(b) on or before the 15th day of each calendar month, furnish to the Board a completed South African Revenue Services Monthly Employer Declaration Form, otherwise referred to as EMP 201 form, together with a detailed supporting reconciliation report generated by the security business' payroll, document known as EMP 201 from, signed or authenticated by a responsible person acting on behalf of such security business;

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(c) In the event the security business has sub-contracted services to another security business or it is involved in a joint venture, notify the Board of such arrangements and submit the relevant EMP 201 form for the abovementioned arrangements;

(d) comply with the provisions as contemplated in sub-regulation (1) (b) and (c), in order to be issued with the letter of good standing.

(2) A registered security business must pay to the Board that portion of the prescribed amount as is referred to in regulation 9(3)(a) and 9(3)(b), in accordance with sub-regulation (3).

(3) (*a*) The prescribed amount for any year must, subject to this sub-regulation, in relation to security business employing 100 and more security officers be paid to the Board before or on 07 May of the year concerned.

(b) In the case of a security business becoming registered in terms of section 11 of the Act on or after 1 April in a given year, the prescribed amount in respect of that year must be paid to the Board on or before the last day of the month during which the security business was so registered.

(c) Where a security business increases in size to the point where it falls into a different category, as contemplated in regulation 9(3)(a), the supplementary amount which becomes due must be paid to the Board on or before the last day of the month in which the security business falls into a different category.

(d) In the case of security business employing 21 – 100 security officers, 50% of the fees is payable by 7 May of each year. The remaining 50% is payable in 2 equal instalments. The first instalment will be due by 7 June and the second instalment due by 7 July of each year.

(e) In case of security business employing 0 – 20 security officers, 50% of the fees is payable by 7 May of each year. The remaining 50% is payable in 5 equal instalments first instalment due on 7 June, second instalment due on 7 July, third instalment due on 7 August, fourth instalment due on 7 September and the fifth instalment due on 7 October of each year.

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(4) A security business must pay to the Board that portion of the prescribed amount arrived at in accordance with regulation 9 (3)(c), within three (3) days after the end of the calendar month in respect of which it is due.

(4A) (a) A security business must pay to the Board an amount equal to the prescribed amount referred to in regulation 9(4), for every security officer employed, used, deployed or made available by that security business to render a security service during April in a given year, to the Board on or before 07 May of the year concerned.

(b) In respect of security officers not employed, used, deployed or made available by a security business to render a security service during April in a given year, but who become employed, or are used, deployed or made available by a security business to render a security service in any later month in a given year, the security business must pay to the Board, on or before the last day of such later month in that year, an amount equal to the prescribed amount referred to in regulation 9(4), for every such security officer.

(c) Any person who or which is not a security business but who employs, uses or deploys a security officer, must pay to the Board an amount equal to the prescribed amount referred to in regulation 9(4), for every security officer so employed, used or deployed during April in a given year, to the Board on or before 07 May of the year concerned.

(d) In respect of security officers who become employed, or are used or deployed by any person who or which is not a security business, to render a security service in any month other than April in a given year, such person must pay to the Board, on or before the last day of such later month in that year, an amount equal to the prescribed amount referred to in regulation 9(4), for every such security officer.

(e) A security officer who renders a security service in any year but who is not employed, used, deployed or made available by a security business or any other person liable for payment in terms of sub-regulations (a), (b), (c) or (d) above, must pay to the Board an amount equal to the prescribed amount referred to in regulation 9(4), on or before 07 May of each year.

(f) The provisions of these regulations shall also apply to any service, activity or practice or nay equipment or any person or entity plying their trade in the private security industry.

(5) Nothing in this regulation prevents a written agreement being entered into between the Board and any security business regarding the method and date of payment of the prescribed amount.

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(6) Any amounts paid in accordance with the requirements of the Regulations are not refundable.

(7) A security officer registered in terms of section 21 (3) and issued with a registration certificate in terms of section 25 of the PSIR Act, must renew such certificate every 24 months from the date of issue.

(8) The provisions of sub-regulation (7) apply to security service providers registered after 1 April of the year these regulations are published.

(9) The Authority shall from time to time prescribe processes and forms relating to the renewal of registration certificate.

(10) The information in terms of these regulations shall be processed, recorded and filed in accordance with the Protection of Personal Information Act, 2013 (Act No. 04 of 2013) or any other legislation governing the protection of information.

(11) The Authority when offering services to security service providers, shall ensure that all relevant information, is made available and accessible to such security service providers using various mediums of communication and in accordance with the Electronic Communications and Transactions Act, 2002 (Act No. 25 of 2002).

(12) Any security business which fails to pay to the Board, within the period allowed for such payment—

(a) the prescribed amount payable in terms of this regulation;

(b) the prescribed amount payable in terms of an agreement referred to in sub-regulation (5); or

(*c*) . . . . .

(d) an amount deducted by it in terms of section 18 (4) (*a*) of the Act,

must pay to the Board- Interest and Penalties for Non-Payment of Prescribed Fees

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(i) the unpaid amount referred to above;

(ii) interest on the unpaid amount at the rate determined from time to time in terms of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975); and

(iii) a penalty arrived at by calculating ten (10) per cent of that sum arrived at by adding to the unpaid amount the interest accrued thereon to date of calculation of the penalty:

Provided that if the Board is satisfied that the failure to pay or pay over any amount in terms of this regulation was not due to an intent to evade or postpone payment or otherwise evade obligations in terms of this regulation or the Act, it may remit the whole or part of the penalty imposed in terms of paragraph (*c*) of this sub-regulation.

(13) Any amount of interest and any penalty owing to the Board in terms of sub-regulation (8) will be regarded as part of the prescribed amount as contemplated in section 18 (1) and section 18 (2) of the Act.

(14) Failure to renew a certificate as contemplated in sub-regulation (7), a month prior to the anniversary date, will result in the immediate lapsing of the certificate.

Penalties for Non- Disclosure

(15) - Any security business which

(a) fails to provide the Board with the return contemplated in sub-regulation (1) within the period allowed;

(b) fails to provide the Board with a return that materially complies with the requirements contained in sub-regulation (1);

(c) intentionally or negligently submits a return to the Board which is false or misleading in any material respect;

(d) fails to provide to the Board, within the period allowed, the additional information required by the Board in terms of sub-regulation (3) (*d*); or

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(e) fails to deduct an amount as contemplated in section 18 (4) (*a*) of the Act from the remuneration of a security officer that it should have deducted,

will be guilty of an offence and on conviction liable to a fine not exceeding R500,000.00.

(f) A conviction for an offence in terms of these regulations shall not exempt the security business convicted from the payment of any penalty or interest payable in accordance with the provisions of these regulations.

Computation of Penalties and Investigations for Non-Disclosure

(16A) Notwithstanding the provisions of sub – regulation (15), any security business which intentionally or negligently(a) fails to submit a return to the Board disclosing security officers employed to evade payment of prescribed annual fees or (b) submits a return to the Board which is false or misleading in relation to the number of security officers employed,

(i) will be liable to a penalty not exceeding an amount equal to double the amount of the prescribed annual fees referred to in paragraph (*a*) or the difference "determined" between the amount of annual fees that were due and payable by the security business to the Board and the amount the security business has paid to the Board in case of paragraph *(b);* and

(ii) will be a subject of an investigation by the Board to check into the security business' reporting as required in terms of sub – regulation (1) for the preceding 3 years. Any non-compliance found, the Board may levy penalties not exceeding the amount equal to double the amount of the prescribed fees or the determined difference for every year of failure to disclose as prescribed.

(16AA) The envisaged investigation under (16A) will assist the Board to determine the appropriate percentage of penalty, in relation to whether,

(a) the non- disclosure was substantial

(b) the non-disclosure was intentional

(17) Any director, member, owner, partner, trustee, administrator or manager, according to the case, of a security business—

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(a) who fails to take all reasonable steps to ensure that the security business of which he or she is a director, member, owner, partner, trustee, administrator or manager, according to the case—

(i) complies with an obligation in terms of sub-regulation (1);

(ii) complies with an obligation in terms of sub-regulation (3) (*d*);

(III) complies with an obligation in terms of section 18 (4) (a) of the Act to deduct an amount from the remuneration of a security officer; or

(iv) does not contravene a provision of sub-regulation (13); or

(b) who intentionally or negligently submits a return referred to in sub-regulation (1) to the Board or allows such a return to be submitted to the Board on behalf of the security business in question, which is false or misleading in any material respect,

will be guilty of an offence and on conviction be liable to a fine not exceeding R500,000.00 or to imprisonment for a period not exceeding twenty-four (24) months.

Substitution of regulation 9 of the Regulations

5. The following regulation is hereby substituted for regulation 9 of the Regulations:

"Prescribed amounts. —

9(1) . . ...

(2) . . . . .

(3) The prescribed amount contemplated in section 18 (1) of the Act must, in the case of a security business registered as a security service provider, be determined by adding together the amounts contemplated in paragraphs (a) or (b), as the case may be, and (c) below:

(a) the amount specified in **Schedule A** applicable to the category in which the security business falls, per year, provided that if a security business increases in size to the point where it falls into a different category at any date during a year, it shall be liable

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to pay the difference between the amount already paid and the amount applicable to the category in which it then falls; or

(b) in the case of a security business becoming registered in terms of section 11 of the Act on or after 1 April in a given year, one twelfth of the applicable amount referred to in sub-regulation (a), multiplied by the number of months in that year in which the security business was registered, commencing in the month during which thesecurity business was so registered, and ending in March; and

(c) the amount specified in **Schedule B** per calendar month or any part thereof, multiplied by the number of security officers employed, used, deployed or made available to render a security service during each calendar month or any part thereof.

(4) The prescribed amount contemplated in section 18 (1) of the Act, in the case of a person registered as a security officer, but not acting as a security business, is the amount specified in **Schedule C** per year, regardless of the date on which the security officer is registered as such.

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SCHEDULE A

Category of security business	**Applicable fee per year**
Large (> 5000 Sos employed)	85 120
Large (2001 to 5000 Sos employed)	78 000
Large (801 to 2000 Sos employed)	71 970
Medium (401 to 800 Sos employed)	52 520
Medium (201 to 400 Sos employed)	49 100
Emerging Small (101 to 200 Sos employed)	22 880
Small (51 to 100 Sos employed)	14 000
Smaller (21 to 50 Sos employed)	10 400
Smallest A (6 to 20 Sos employed)	9 250
Smallest B (<6 Sos employed)	8 100

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SCHEDULE B

Category of security business	**Applicable fee per month for each security officer employed**
Large (> 5000 Sos employed)	5.20
Large (2001 to 5000 Sos employed)	5.20
Large (801 to 2000 Sos employed)	5.20
Medium (401 to 800 Sos employed)	4.80
Medium (201 to 400 Sos employed)	4.80
Emerging Small (101 to 200 Sos employed)	4.50
Small (51 to 100 Sos employed)	4.10
Smaller (21 to 50 Sos employed)	4.10
Smallest A (6 to 20 Sos employed)	4.10
Smallest B (<6 Sos employed)	4.10

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SCHEDULE C

Category of person	**Applicable fee to both inactive and active security officers per year**
All Security Officers	R120.00

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