



DIRECTOR-GENERAL NOTIFICATION FORM

PLEASE READ THIS FIRST



PURPOSE OF THIS FORM

This form is issued in terms of Section 21(4A) of the Employment Equity Amendment Act, 2013 (Act No. 47 of 2013) for designated employers to notify the Director-General if they are unable to submit EE Report(s).

The notice must reach the Director-General before the last working day of August in the same year of reporting.

WHO COMPLETES THIS FORM?

Designated employers who are unable to submit their report(s).

The form must be signed by the CEO/Accounting Officer.

INSTRUCTIONS

Complete this form and mail it to the address below.

SEND TO:

The Director-General
C/O Employment Equity Registry
Department of Labour
Private Bag X117
Pretoria
0001

www.labour.gov.za
Helpline: 0860101018

NO FAX OR EMAILS WILL BE ACCEPTED.

Section A: Applicant details:

Name of Company:	
PAYE No	
EE Ref. Number	
Full names of CEO/Accounting Officer	
Physical Address:	
Town / City:	
Postal Code	
Telephone No. of the CEO/Accounting Officer	
E-mail Address CEO	
Full names of EE Manager	
Telephone No EE Manager	
E-mail Address EE Manager	
Date submitted to DoL	
Reporting Year	

Section B: Reasons for this application (Select one below)

- Section 197 (Transfer of business)
- Mergers/Acquisitions
- Labour Court Order
- Liquidation/Judicial Winding
- Insolvency
- Other

Please provide motivation in the box below for each of the reason(s) selected.



Chief Executive Officer/Accounting Officer

I -----(full Name) CEO/Accounting Officer of

Signed on this -----day of ----- (month)year -----

At place: -----

Chief Executive Officer /Accounting Officer