

Government Gazette Staatskoerant REPUBLIC OF SOUTH AFRICA

Regulation Gazette

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Regulasiekoerant

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N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes



39569

AIDS HELPLINE: 0800-0123-22 Prevention is the cure



A message from Government Printing Works

Notice Submissions Rule: Single notice, single email

Dear Valued Customer,

Over the last six months, GPW has been experiencing problems with many customers that are still not complying with GPW's rule of single notice, single email (with proof of payment or purchase order).

You are advise that effective from <u>18 January 2016</u>, all notice submissions received that do no comply with this rule will be failed by our system and your notice will not be processed.

In the case where a Z95, Z95Prov or TForm3 Adobe form is submitted with content, there should be a separate Adobe form completed for each notice content which must adhere to the single notice, single email rule.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an electronic Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

To those customers who are complying with this rule, we say Thank you!

Regards,

Government Printing Works







Government Printing Works Notice submission deadlines

Government Printing Works has over the last few months implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submit your notice request.

In line with these business rules, GPW has revised the notice submission deadlines for all gazettes. Please refer to the below table to familiarise yourself with the new deadlines.

ORDINARY GAZETTES

Government Gazette Type	Publishing Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 12h00 - 3 days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00, to be published the following Friday	Tuesday, 12h00 - 3 days prior to publication
Petrol Price Gazette	As required	First Wednesday of the month	One week before publication	3 days prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00, to be published the following Friday	3 days prior to publication
Unclaimed Monies (justice, labour or lawyers)	January / As required 2 per year	Any	15 January / As required	3 days prior to publication
Parliament (acts, white paper, green paper)	As required	Any		3 days prior to publication
Manuals	As required	Any	None	None
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 12h00 - 3 days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 12h00 - 3 days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days after submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 days prior to publication
North West	Weekly	Tuesday	One week before publication	3 days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 days prior to publication
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 days after submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 days after submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 days after submission deadline
Mpumalanga Liquor License Gazette	2 per month	Second & Fourth Friday	One week before	3 days prior to publication

CANCELLATIONS (

Cancellation of notice submissions are accepted by GPW according to the deadlines stated in the table above. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette.

Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

Your request for cancellation must be accompanied by the relevant notice reference number (N-).







AMENDMENTS TO NOTICES note.

With effect <u>from 01 October</u>, GPW will not longer accept amendments to notices. The cancellation process will need to be followed and a new notice submitted thereafter for the next available publication date.

Until then, amendments to notices must be received before the submission deadline.

CUSTOMER INQUIRIES

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While GPW deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a <u>2-working day turnaround time for processing notices</u> received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.



GPW reminds you that all notice submissions **MUST** be submitted with an accompanying proof of payment (PoP) or purchase order (PO). If any PoP's or PO's are received without a notice submission, it will be failed and your notice will not be processed.

When submitting your notice request to submit.egazette@gpw.gov.za, please ensure that a purchase order (GPW Account customer) or proof of payment (non-GPW Account customer) is included with your notice submission. All documentation relating to the notice submission must be in a single email.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

FORMS AND GAZETTES

The electronic Adobe Forms and published gazettes can be found on our website: www.gpwonline.co.za
Should you require assistance with downloading forms or gazettes, please contact the eGazette Contact Centre who will gladly assist you.

eGazette Contact Centre

Email: info.egazette@gpw.gov.za

Telephone: 012-748 6200

REMINDER OF THE GPW BUSINESS RULES

- ☐ Single notice, single email with proof of payment or purchase order.
- ☐ All documents must be attached separately in your email to GPW.
- 1 notice = 1 form, i.e. each notice must be on a separate form
- ☐ Please submit your notice ONLY ONCE.
- Requests for information, quotations and inquiries must be sent to the Contact Centre ONLY.
- The notice information that you send us on the form is what we publish. Please do not put any instructions in the email body.







DISCLAIMER:

Government Printing Works reserves the right to apply the 25% discount to all Legal and Liquor notices that comply with the business rules for notice submissions for publication in gazettes.

National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email <u>info.egazette@gpw.gov.za</u>

Contents

No.	Gazette No.	Page No.
GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS		
South African Revenue Service/ Suid-Afrikaanse Inkomstediens		
R. 1294 Customs and Excise Act, 1964: Amendment of rules	39569	7

IMPORTANT ANNOUNCEMENT

Closing times PRIORTO PUBLIC HOLIDAYS for

GOVERNMENT NOTICES, GENERAL NOTICES, REGULATION NOTICES AND PROCLAMATIONS

2015

The closing time is 15:00 sharp on the following days:

- 26 March, Thursday, for the issue of Thursday 2 April 2015
- 31 March, Tuesday, for the issue of Friday 10 April 2015
- 22 April, Wednesday, for the issue of Thursday 30 April 2015
- > 30 April, Thursday, for the issue of Friday 8 May 2015
- ➤ 11 June, Thursday, for the issue of Friday 19 June 2015
- > 6 August, Thursday, for the issue of Friday 14 August 2015
- > 17 September, Thursday, for the issue of Friday 25 September 2015
- > 10 December, Thursday, for the issue of Friday 18 December 2015
- > 15 December, Tuesday, for the issue of Thursday 24 December 2015
- > 22 December, Tuesday, for the issue of Thursday 31 December 2015
- > 30 December, Wednesday, for the issue of Friday 8 January 2016

Late notices will be published in the subsequent issue, if under special circumstances, a late notice is accepted, a double tariff will be charged

The copy for a SEPARATE Government Gazette must be handed in not later than three calendar weeks before date of publication

BELANGRIKE AANKONDIGING

Sluitingstye VOOR VAKANSIEDAE vir

GOEWERMENTS-, ALGEMENE- & REGULASIE-KENNISGEWINGS ASOOK PROKLAMASIES

2015

Die sluitingstyd is stiptelik 15:00 op die volgende dae:

- 26 Maart, Donderdag, vir die uitgawe van Donderdag 2 April 2015
- 31 Maart, Dinsdag, vir die uitgawe van Vrydag 10 April 2015
- 22 April, Wednesday, vir die uitgawe van Donderdag 30 April 2015
- > 30 April, Donderdag, vir die uitgawe van Vrydag 8 Mei 2015
- > 11 Junie, Donderdag, vir die uitgawe van Vrydag 19 Junie 2015
- ➤ 6 Augustus, Donderdag, vir die uitgawe van Vrydag 14 Augustus 2015
- > 17 September, Donderdag, vir die uitgawe van Vrydag 25 September 2015
- > 10 Desember, Donderdag, vir die uitgawe van Vrydag 18 Desember 2015
- > 15 Desember, Dinsdag, vir die uitgawe van Donderdag 24 Desember 2015
- > 22 Desember, Dinsdag, vir die uitgawe van Donderdag 31 Desember 2015
- 30 Desember, Wednesday, vir die uitgawe van Vrydag 8 Januarie 2016

Laat kennisgewings sal in die daaropvolgende uitgawe geplaas word. Indien 'n laat kennisgewing wel, onder spesiale omstandighede, aanvaar word, sal 'n dubbeltarief gehef word

Wanneer 'n APARTE Staatskoerant verlang word moet die kopie drie kalenderweke voor publikasie ingedien word

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

SOUTH AFRICAN REVENUE SERVICE

NO. R. 1294 31 DECEMBER 2015

CUSTOMS AND EXCISE ACT, 1964 AMENDMENT OF RULES

Under section 120 of the Customs and Excise Act, 1964, the rules published in Government Notice R.1874 of 8 December 1995 are amended to the extent set out in the Schedule hereto.

THOMAS SWABIHI MOYANE

COMMISSIONER FOR THE SOUTH AFRICAN REVENUE SERVICE

SCHEDULE

By the insertion after rule 120.09 of the following heading and rule:

Currency conversions for determining value of goods exported or to be exported

120.09A (1) If any payment made or to be made in connection with goods or any other amount that must be taken into account in determining, for purposes of the Act, the value of goods exported or to be exported from the Republic is expressed in a foreign currency, that payment or amount must be converted into South African Rand, using the currency conversion rate referred to in subrule (2) as at the applicable date referred to in subrule (3).

- (2) The Commissioner must for the purposes of subrule (1) in respect of each day publish the selling rate of each of the major currencies for conversion into South African Rand, as provided to the Commissioner by the South African Reserve Bank. If no conversion rate was published for a specific day, the latest published rate before that day must be used.
- (3) The applicable date for a currency conversion in respect of goods exported or to be exported from the Republic is the date of the last day prior to the day on which the goods were entered for export.



WARNING!!!

To all suppliers and potential suppliers of goods to the Government Printing Works

The Government Printing Works would like to warn members of the public against an organised syndicate(s) scamming unsuspecting members of the public and claiming to act on behalf of the Government Printing Works.

One of the ways in which the syndicate operates is by requesting quotations for various goods and services on a quotation form with the logo of the Government Printing Works. Once the official order is placed the syndicate requesting upfront payment before delivery will take place. Once the upfront payment is done the syndicate do not deliver the goods and service provider then expect payment from Government Printing Works.

Government Printing Works condemns such illegal activities and encourages service providers to confirm the legitimacy of purchase orders with GPW SCM, prior to processing and delivery of goods.

To confirm the legitimacy of purchase orders, please contact:

Renny Chetty (012) 748-6375 (Renny.Chetty@gpw.gov.za),

Anna-Marie du Toit (012) 748-6292 (Anna-Marie.DuToit@gpw.gov.za) and

Siraj Rizvi (012) 748-6380 (Siraj.Rizvi@gpw.gov.za)

IMPORTANT

Information

from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.

GPW Business Rules

- 1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
- 2. Notices can only be submitted in Adobe electronic form format to the email submission address submit.egazette@gpw.gov.za. This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be rejected. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
- 3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be <u>rejected</u>. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
- 4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
- 5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
- 6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines www.gpwonline.co.za)
- 7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za)
- 8. All re-submissions by customers will be subject to the above cut-off times.
- 9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
- 10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012-748 6030** will also be <u>discontinued</u> from this date and customers will only be able to submit notice requests through the email address <u>submit.egazette@gpw.gov.za</u>.







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