

CIRCULAR



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TO ALL EMPLOYERS

MIBCO: CERTIFICATE OF GOOD STANDING

In April 2016, MIBCO launched an initiative to issue employers with a Certificate of Good Standing. The certificate validates employers' status of compliance with MIBCO. This circular is directed at employers and provides information of the processes involved in issuing Certificates of Good Standing. The processes and explanations are as follows:

- Employers need to send an email requesting a Certificate of Good Standing to any of MIBCO Officials listed below:

Region	MIBCO Official	Official Email Address
Highveld	Amanda van Deventer	Amanda.VanDeventer@mibco.org.za
	Brezhnev Ntshekang	Brezhnev.Ntshekang@mibco.org.za
	Deon Smith	Deon.Smith@mibco.org.za
	Johan Kruger	Johan.Kruger@mibco.org.za
Free State/ Northern Cape	Manela Precious Mzangoa	Manela.Mzangoa@mibco.org.za
Kwa-Zulu Natal	Cheryl Augustus	Cheryl.Augustus@mibco.org.za
Western Cape	Juanita Johnson	Juanita.Johnson@mibco.org.za
Eastern Cape	Roseline Liesing	Roseline.Liesing@mibco.org.za
Northern Region	Lorinda Kirsten	Lorinda.Kirsten@Mibco.org.za

- The MIBCO system will send an email to the applicant with one of two responses:
 1. Notice that the application is declined if the employer does not meet the required rating criteria, or
 2. An '**Employer in Good Standing Application Form**' is emailed to the employer if the required rating criteria are met.
- The employer must verify information on the form, sign and email the form back to the respective MIBCO official.
- Upon verification and receipt of a signed form, the MIBCO official will submit an electronic request for a system generated Certificate of Good Standing to be issued to the employer.
- A system generated Certificate of Good Standing is emailed to the successful applicant.
- The Certificate of Good Standing is valid for six (6) months.
- On expiry, the employer can send a new email request for another Certificate of Good Standing and the profiling process is applied all over again.

IMPORTANTLY:

An electronic application is configured and used to calculate an employer's profile rating based on:

1. Arrear returns older than 60 days.
2. Repeat offences of arrear returns older than 60 days within 6 months.
3. Underpayment of wages.
4. Sum of the claimed amount of all Underpayments and/or Supplementary Returns where an Award exists and the Award date not older than 24 months, regardless of the status of the Case (Settled or not Settled)
5. Repeat offences of underpayment of wages within 6 months.
6. Sum of all Underpayments and/or Supplementary Returns where an Award exists and the months difference between the Report Run date and the Award date is between 1 and 6.

An employer is not eligible for a MIBCO Certificate of Good Standing if the applicant is in contravention in terms of any one of the conditions listed above.

The MIBCO Team