



SUBMISSION OF B-BBEE REPORT 2025

CIRCULAR 8 OF 2025

BACKGROUND

This circular serves as a formal notice to all registered credit providers regarding compliance with the specific conditions of registration outlined in the National Credit Act, 2005 (Act No. 34 of 2005), particularly in relation to the Broad-Based Black Economic Empowerment Act, 2003 (Act 53 of 2003).

1. REPORTING OBLIGATIONS

Registered credit providers must submit scorecards or sworn affidavits on Broad-Based Black Economic Empowerment (B-BBEE) to the National Credit Regulator (NCR) each year on their registration anniversary, as required by industry codes or legislation.

A B-BBEE verification certificate/scorecard, sworn affidavit, or a B-BBEE certificate issued by the Companies and Intellectual Property Commission (CIPC) for Exempted Micro Enterprises is evidence of a measured entity's compliance with the B-BBEE Act over a particular financial period. Credit provider's compliance with B-BBEE is based on B-BBEE related information in line with the applicable generic codes or specific sector code (i.e., entities in the Financial Sector are measured under the Financial Sector Code) and where applicable, measurement is conducted by a SANAS accredited verification agent. Specialised entities (i.e., Organs of State/Public entities, Public Benefit Organisations, etc.) are required to provide Specialised sworn affidavits or scorecards.

Disclaimer:

While the NCR has taken reasonable care to ensure the factual accuracy of this Circular, it cannot guarantee such accuracy, especially with regards to future events. Accordingly, NCR does not accept any liability for damages incurred by any party as a result of decisions or actions taken on the basis of information supplied in this Circular.

2. SUBMISSION PROCEDURE

B-BBEE reports should be submitted as follows:

- Email: submissions@ncr.org.za
- Ensure validity of B-BBEE sworn affidavits, B-BBEE verification certificates and certificates issued by the CIPC.

3. GUIDELINES

- Classification of B-BBEE measured entities:

TYPE OF ENTITY	ANNUAL TURNOVER	TYPE OF CERTIFICATE
EXEMPTED MICRO ENTERPRISES (EME)	R10 000 000.00 OR LESS	APPLICABLE SWORN AFFIDAVIT
QUALIFYING SMALL ENTERPRISES (QSE) THAT ARE AT LEAST 51% BLACK OWNED	BETWEEN R10 000 000.00 AND R50 000 000.00	APPLICABLE SWORN AFFIDAVIT
QUALIFYING SMALL ENTERPRISES (QSE) THAT ARE LESS THAN 51% BLACK OWNED	BETWEEN R10 000 000.00 AND R50 000 000.00	QSE SCORECARD
LARGE ENTERPRISES	ABOVE R50 000 000.00	GENERIC SCORECARD

4. AFFIDAVIT TEMPLATES

Annexure A – EME Sworn Affidavit (Generic)

Annexure B – QSE Sworn Affidavit (Generic)

Annexure C – EME Sworn Affidavit (FSC)

Annexure D - QSE Sworn Affidavit (FSC)

Annexure E - EME Specialised Sworn Affidavit

Annexure F – QSE Specialised Sworn Affidavit

5. CONTACT FOR ASSISTANCE

Should you require any clarification or assistance with the submission process, please contact:

Kholeka Madikiza at tel: **(011) 554 2826**; or email: **complianceinquiries@ncr.org.za**

We appreciate your cooperation in meeting the requirements of the National Credit Act.

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