

ANNEXURE B – NOTIFICATION TO AUTHORITY

Date: _____

The Financial Sector Conduct Authority

P.O. Box 35655

Menlo Park

0102

Dear Sir / Madam

NOTIFICATION IN TERMS OF SECTION 13A(10) OF THE PENSION FUNDS ACT, 1956 (NO.24 OF 1956) AND PARAGRAPH 4(2)(c) OF CONDUCT STANDARD [-] OF 2020 – REQUIREMENTS RELATED TO THE PAYMENT OF PENSION FUND CONTRIBUTIONS

1. The board of the [NAME OF FUND] has been notified by its monitoring person, [NAME OF MONITORING PERSON], that a contravention of the provisions of section 13A of the Pension Funds Act, 1956 (the Act) has occurred on [DATE].

Specifically, the following contraventions were noted:

1.1. [NAME OF EMPLOYER], has failed to timeously submit the information referred to in section 13A(2)(b) of the Act read with paragraph 3 of Conduct Standard * of 2020 – Requirements related to the payment of pension fund contributions, 2020 in that [DESCRIBE THE NATURE OF THE CONTRAVENTION];

- 1.2. [NAME OF EMPLOYER(s)], has failed to transmit, forward or pay, as the case may be, contributions referred to in section 13A(3)(a) of the Act to the fund in that [DESCRIBE THE NATURE OF THE CONTRAVENTION];
2. In light of the above contravention(s), the board of the fund has proposed that the following course of action be taken in order to recover the arrear contributions or obtain an updated schedule from the employer(s), as the case may be:

Action to be Taken	Responsible Person as per section 13A(9) and contact details of the responsible person	Due Date
1.		
2.		
3.		
...		

3. Further updates on the abovementioned contravention(s) and proposed course of action will be provided to the Authority on a monthly basis.

Yours faithfully

[NAME OF DESIGNATED SIGNATORY]

[CAPACITY IN THE FUND]