

GOVERNMENT NOTICE

No. R. ____

_____ 2015

DEPARTMENT OF HUMAN SETTLEMENTS

COMMUNITY SCHEMES OMBUD SERVICE ACT, 2011 (Act No. 9 of 2011)

REGULATIONS ON COMMUNITY SCHEMES OMBUD SERVICE

In terms of Section 29 () (b),(c),(d) and (e), it is hereby published for general notice that as of date of proclamation of this notice, the Community Schemes Ombud Service, will charge levies and fees as set out in the schedule herein

Lindiwe Nonceba Sisulu

Minister of Human Settlements

SCHEDULE

ARRANGEMENT OF REGULATIONS

CHAPTER 1

INTERPRETATION

CHAPTER 2

LEVIES AND FEES PAYABLE

2. Levies payable by a schemes to the Service in terms of section 29 (1) (b) of the Act.
3. Application, Adjudication and other fees payable for the use of the Service in terms of section 29 (1) (d) of the Act.

CHAPTER 3

DISCOUNT AND WAIVERS

4. Discounts and waivers in terms of section 29(1)(c)and (e) of the Act

Annexures

Form CS 3A – Application of waiver of fees by Community Schemes.

Form CS 3B – Application of waiver of fees by individuals.

CHAPTER 1

1. Definitions:

In this Schedule:-

“the Act” means the Community Schemes Ombud Service Act no 9 of 2011;

“the Levy” means a levy payable to the Service as prescribed in this Regulations;

“the Regulations” means the Regulations on Community Schemes Ombud Service Act, 2011 (Act no 9 of 2011) promulgated by Government Notice;

CHAPTER 2

SCHEDULE OF LEVIES AND FEES

2. Levies payable by schemes to the Service and the interval such levies are payable in terms of section 29 (1) (b) of the Act

(1) The Schemes must collect as follows the prescribed monthly levy from every unit within a community schemes and pay to the Service on quarterly basis:-

The following table gives illustrative values of the prescribed monthly levy payable:

Monthly levy charged by the community schemes	Monthly CSOS Levy Payable
Zero to R 500.00	R 0.00
R 600.00	R 2.00
R 700.00	R 4.00
R 800.00	R 6.00
R 900.00	R 8.00
R 1 000.00	R 10.00
R 1 250.00	R 15.00
R 1 500.00	R 20.00
R 1 750.00	R 25.00
R 2 000.00	R 30.00
R 2 250.00	R 35.00
R 2 500.00 and above	R 40.00

3. Application, Adjudication and other Fees payable for the use of the Service in terms of section 29 (1) (d) of the Act

- | | |
|--|---------|
| (1) Fee payable at Application | R50. 00 |
| (2) Fee payable for Adjudication | R100.00 |
| (3) For a copy of any scheme governance documents or any other document obtained electronically or provided as hard copy by the Service per copy | R8. 00 |

CHAPTER 3

DISCOUNTS AND WAIVERS

4. Discounts and Waivers in terms of section 29(1)(c) of the Act

- (1) Individual units within a community scheme for which the monthly levies not exceeding R500.00 are charged by the Scheme are effectively granted a 100% waiver of the CSOS levies.
- (2) Any person or category of persons whose monthly net household (gross income less PAYE) income is below R5 500 are entitled to a 100% waiver of application and adjudication fees.
- (3) Any person or category of persons who may not qualify in terms of the above criteria may lodge an application for discount and/or waiver for consideration by the Chief Ombud by filling a Form CS3A or CS3B depending on the applicant.

day-today living expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship. Please complete and attach proof. Attach extra page if necessary. (Please note that if an applicant is married in community of property, the spouse income, assets, expenditure and liabilities must be included)	Rent received	R	Mortgage/rent	R
	Other income (include any child support/spouse maintenance received etc.)	R	Electricity, water, rates, (municipal)	R
	ASSETS		Medical expenses	R
	Immovable		Children's expenses (child support, school fees	R
	Residence	R	Other (specify)	R
	Other	R	TOTAL EXPENDITURE	R
	Movable		LIABILITIES	
	Vehicle	R	Loans	R
	Furniture	R		
	Other			
	Intangible assets		TOTAL LIABILITIES	R
	Shares	R		
	Managed investment	R		
	TOTAL =		TOTAL =	

PART D

SIGNATURE AND DATE: I hereby certify that the details above are true and correct and undertakes to immediately inform the Service of any changes. I understand that a false declaration could lead to the suspension or cancellation of waiver.

Signature of Applicant: Date:

PART C For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship. Please complete and attach proof. Attach extra page if necessary. Please attach a copy of the financial statement of the community scheme.	INCOME AND ASSETS		EXPENDITURE AND LIABILITIES	
	INCOME		Expenditure	
		R		R
		R		R
		R		R
	ASSETS			R
	Immovable			R
		R		R
		R	TOTAL EXPENDITURE	R
	Movable		LIABILITIES	
		R		R
		R		
	Intangible assets		TOTAL LIABILITIES	R
		R		
	R			
TOTAL =		TOTAL =		

PART D
SIGNATURE AND DATE: I hereby certify that the details above are true and correct and undertakes to immediately inform the Service of any changes. I understand that a false declaration could lead to the suspension or cancellation of waiver. I declare that I am authorised to sign this form on behalf of the community scheme by virtue of a Special Resolution attached to this Application.

Signature of Applicant: Date: