



#### INSPECTION AUTHORITY

In accordance with the Provisions of the Occupational Health and Safety Act No.85 of 1993

#### REGISTERED CONSULTANTS

In respect of the Compensation for Occupational Injuries and Diseases Act No.130 of 1993

#### COMPLIANCE AGENTS

Implementation, maintenance and interaction

Phone: (011) 675-1280  
Website: [www.scottsafe.co.za](http://www.scottsafe.co.za)  
e-mail: [compliance@scottsafe.co.za](mailto:compliance@scottsafe.co.za)

Postnet Suite 593  
Private Bag X09  
WELTEVREDENPARK, 1715  
Regional Offices – Cape Town / Durban



**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**



# BUSINESS PORTFOLIO

## Section 1

*Occupational Health and Safety Act No 85 of 1993*

*Compensation for Occupational Injuries and Diseases Act No 130 of 1993*

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*Amended: February 2025*



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July 2022



**OCCUPATIONAL HEALTH AND SAFETY SPECIALISTS Est 1992**

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***MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA***

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14. Occupational Health and Safety Training Academy



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January 2024



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MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA

## PRESS RELEASE

### Company Portfolio Summary

**Scott-Safe (Pty) Ltd** is a **National Occupational Health and Safety Compliance Agency** headed up by Rodney Hugh Scott who has over 40 years' experience in the industry. He is a Graduate with the Institute of Fire Engineers (U.K), holds a National Diploma in Safety Management (Nadsam), A Diploma in Occupational Health, Business Management and Facilities Management. He holds many Occupational Safety short course certificates too numerous to list.

Established on 1 June 1992 Scott-Safe have become the leaders in the OHS compliance industry. Their national infrastructure operates out of their Head Office in Johannesburg and they have regional offices in Cape Town, Port Elizabeth and Durban.

#### The Company is supported by a team of 25 people:

- |                                |   |
|--------------------------------|---|
| 1 Chief Empowerment Officer    | 7 Compliance Agents                         |
| 2 Support Partners             | 1 Construction Work Manager / Agent         |
| 1 Chief Operations Officer     | 2 Construction Work Safety Officers         |
| 1 Chief Financial Officer      | 1 Legal Compliance Management Presenter     |
| 1 Support Administrator        | 2 First Response Instructors                |
| 1 Legal Advisor                | 1 Comply Online Support Services Specialist |
| 1 Industrial Relations Advisor | 1 IT Specialist                             |
| 1 ISO Internal Auditor         | 1 Compensation Administrator                |

**Scott-Safe (Pty) Ltd** operates as an Inspection Authority by definition and in accordance with the requirements of the **Occupational Health and Safety Act No 85 of 1993**. All agents are registered with the South African Institute of Occupational Safety and Health (SAIOSH).

#### Services include:

- Occupational Health and Safety Legal Compliance **Audits and Inspections**
- Issue of Legal Compliance Certificates of findings as an **Inspection Authority**
- **Implementation** of the unique Scott-Safe '**Legal Compliance Benchmark System**'
- On-site outsourced Legal Compliance **Maintenance Services**
- Supply of '**Contractor Health and Safety Plan**' with Implementation
- **Compensation** administration
- Reportable Accident **Investigations**
- **Risk Assessments**
- Prescribed Educational Training through their **Occupational Safety Training Academy (OSTA)**
- Online Legal Compliance Systems using the '**Comply-Online**' internet based program
- **Emergency Response Planning, Evacuation Simulations and Drills**

Over the years the company has developed an extensive client base of over 2000 clients.

**Scott-Safe (Pty) Ltd** is the only Occupational Health and Safety compliance agency that is **ISO 9001:2015** certified and registered as a **Proudly South African firm**. All applicable educational training courses are accredited with the **Department of Labour**.



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## *Curriculum Vitae*

### **RODNEY HUGH SCOTT**

Rodney Scott, previously General Manager of the National Occupational Safety Association (NOSA) and Director of Risk Consultant Services (Pty) Ltd (RCS), formed **SCOTT-SAFE**, as an independent company specialising in providing Occupational Health and Safety services to the Mining, Manufacturing and Commercial Industry as well as to the informal business and private sector.

Rodney is well qualified to head a company such as Scott Safe. After matriculating from Milner High School he started his career in 1977 with the Sandton Fire Department where he spent three years learning the basics of fire fighting techniques, emergency medical care and rescue. He then served time with fire brigades in the United Kingdom before returning to join the Bedfordview Emergency Services as an Officer. On retiring from the municipal fire services in 1982, Rodney had risen to a senior position with the Roodepoort Fire Department

during which time he was twice elected 'Fireman of the Year'.

In 1983 he joined NOSA's Johannesburg Region as a safety advisor and Education Officer. A year later he was appointed Safety Officer of Sabax Ltd and assisted them in implementing one of the finest accident prevention programs in South Africa. For his efforts he was twice awarded NOSA's 'Safety Man of the Year' trophy. After a successful career as Sabax's Loss Control Manager, his marketing experience began.

He joined Amtronix (Pty) Ltd in 1987, then one of South Africa's largest marketers of hearing health care products, as a sales manager in the Industrial Division and worked to eventually become the company's Managing Director. During this time, Rodney was twice presented NOSA's prestigious 'Safety Personality of the Year' award and introduced a unique recognition system into the industry for the employment of people with disabilities.

His wealth of knowledge in respect of Occupational Health and Safety as well as that of a safety products marketer served as an excellent recommendation for his appointment in 1990 as NOSA's General Manager Marketing.

Rodney's expertise and professionalism led to the development of a highly successful marketing department within NOSA, eventually privatising to become RCS. During this time, he travelled extensively throughout the world, evaluating international safety products and services and was one of the first South Africans to be invited to attend Russia's first open Occupational Health and Safety conference. As a result of NOSA's withdrawal from RCS (due to NOSA being a Section 21 company), he deregistered RCS to become **SCOTT-SAFE** Marketing, an independent product marketing orientated business.

After much perseverance he refocused and changed **SCOTT-SAFE** Marketing to **SCOTT-SAFE**, Occupational Health and Safety Specialists. Now directly involved in meaningful safety, his main goal is to successfully supply professional consultancy services in Occupational Health and Safety and Compensation as well as offer practical solutions to promote the prevention of occupational incidents throughout Southern Africa.

As a highly experienced consultant and qualified Inspection Authority he is unique by way of continually seeking new challenges, generating constructive ideas and always keeping ahead of the conformists with the ability to instil self-motivation against all odds. He adopts a no nonsense practical approach focusing on developing the relationship between management and non-management in a sincere democratic manner. His priority is to ensure that companies set a foundation for meaningful safety by complying with the minimum legal requirements. He is also proclaimed to be a powerful and exciting presenter on the subjects of Occupational Health and Safety.

Rodney developed **SCOTT-SAFE** as an essential service provider to become an acquired member of the Bidvest Group operating as a division of QMS Consulting (Pty) Ltd. After three years, he re-acquired the Company from Bidvest and is now the leading compliance agency with a national infrastructure. One of his greatest achievements to date is the recent development of an online occupational health and safety compliance system, called **COMPLY-ONLINE™**. Patented and trademarked this product is destined to change the compliance status in the commercial industry extensively. He is certainly renowned to be one of South Africa's most experienced and leading businessmen in the Occupational Health and Safety Industry.

Quite frankly, you're safer with him...





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## **MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**

### **LETTER OF INTRODUCTION**

Welcome to the essential services of **Scott-Safe (Pty) Ltd**, compliance agents for both the Occupational Health and Safety Act No 85 of 1993 and the Compensation for Occupational Injuries and Diseases Act No 130 of 1993 (as amended) respectively.

Complying with the requirements of both these Acts has been, and still is, a neglected area of business management in the small manufacturing, commercial and retail industry. The fundamental changes made to this legislation have increased the awareness and need for compliance dramatically.

### **NATIONAL COMPLIANCE INITIATIVE**

Our function as '**Compliance Agents**' is to ensure that the legal requirements are properly implemented and maintained on an outsourced basis to become an integral part of the business operation thereby reducing the risk of both criminal and civil liability exposure as well as preventing the possibility of unnecessary costs and work stoppages due to accidents. The consequences of non-compliance and associated cost of a single accident could be the difference between the company's success or failure.

The financial benefits of compliance are intangible, as we reduce probability, except for returns derived from proper administration of compensation assessments and claims.

We adopt a no-nonsense approach to administering these critical legal obligations on your behalf.

**We take you from where you are to where you need to be...and then keep you there.**

As one of the only Occupational Health and Safety **ISO 9001:2015 Quality Assured Firms** in South Africa, who understand business priorities, we are the kind of people you want to do business with.

*Risk is an integral part of business – As is minimising it!*

**BE CLEVER – CHOOSE TO COMPLY**

Kind regards

**RODNEY HUGH SCOTT**  
**CHIEF EXECUTIVE OFFICER / OWNER**



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## ***PROFILE***

**SCOTT-SAFE (Pty) Ltd** was established on 1 June 1992, as a sole proprietary and marketing orientated company which changed focus in 1994 to specialise and provide safety consultancy services to the Commercial and small to medium size Manufacturing Industries.

On the 1 January 1999, Scott-Safe was acquired and incorporated into the Bidvest Group as a division of QMS Consulting (Pty) Ltd.

The business was then acquired to become financially independent on 1 of August 2001.

## ***PHILOSOPHY***

As consultants we act in the interest of both the employer and the employee. This is carried out through a holistic business approach ensuring that health and safety becomes an integral part of the client's organisational structure and business priorities.

- ✓ We treat our clients as though they are our full time employers
- ✓ We use good judgement in all situations
- ✓ We ensure open communication at all times with the intent of developing a sound client relationship
- ✓ We maintain high standards of business ethics (Honesty, Loyalty and Reliability)
- ✓ We are committed to encouraging and creating greater health and safety awareness as a total living standard

## ***FOCUS***

Our main focus is directed at compliance with the minimum legal requirements of both the Occupational Health and Safety and Compensation for Occupational Injuries and Diseases Acts.

This is done in the most economical way possible, making safety not only meaningful but also viable and affordable to our client.

- *Cost effective compliance implementation services for both the Occupational Health and Safety and Compensation for Occupational Injuries and Diseases Acts (as amended)*
- *Prescribed information accommodating constitutional and fundamental rights of employees*
- *Competency based educational training for the employer and employees in line with National Qualifications Framework guidelines*
- *Outsourced consultancy services for the control of critical equipment and high-risk employee activities, thereby maintaining compliance on an ongoing basis*
- *"Reportable Accident" interaction and investigation*

**Our services are provided nationally out of Johannesburg with Compliance Agents operating from Durban, East London, Port Elizabeth, Bloemfontein and Cape Town**



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**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**

## VISION

To develop a self-sustainable business providing a meaningful and profitable Occupational Health and Safety Legal Compliance Service to employers Nationwide....we serve with passion.

## MISSION

- ☛ To promote and implement our 'unique benchmark' Compliance System as a foundation for businesses to achieve a reasonable level of compliance through on site and online services
- ☛ To assist in reducing Criminal, Civil, Insurance and Vicarious liability risk
- ☛ To inform, educate and train people on their line function responsibility
- ☛ To ensure Companies are prepared for emergency situations threatening property and or lives
- ☛ To create a general awareness of personal responsibility and incident prevention
- ☛ To develop Legal Benchmarks for selected workplaces and industries

## VALUES

- ☛ **Honest** - we adopt a no-nonsense direct approach to business. If we make a mistake, we admit to it, correct it and then move forward.
- ☛ **Loyal** - our people maintain a high standard of ethics and are fully committed to serve their clients.
- ☛ **Reliable** - we thrive on being available and responding promptly when called upon. We do what we say we will do.
- ☛ **Proud** - we honour our trade and pay particular attention to detail ensuring we make a positive difference daily. Personal Responsibility In Delivering Excellence (PRIDE).
- ☛ **Diligent** – We pay attention to detail ensuring High Quality Professional Service.

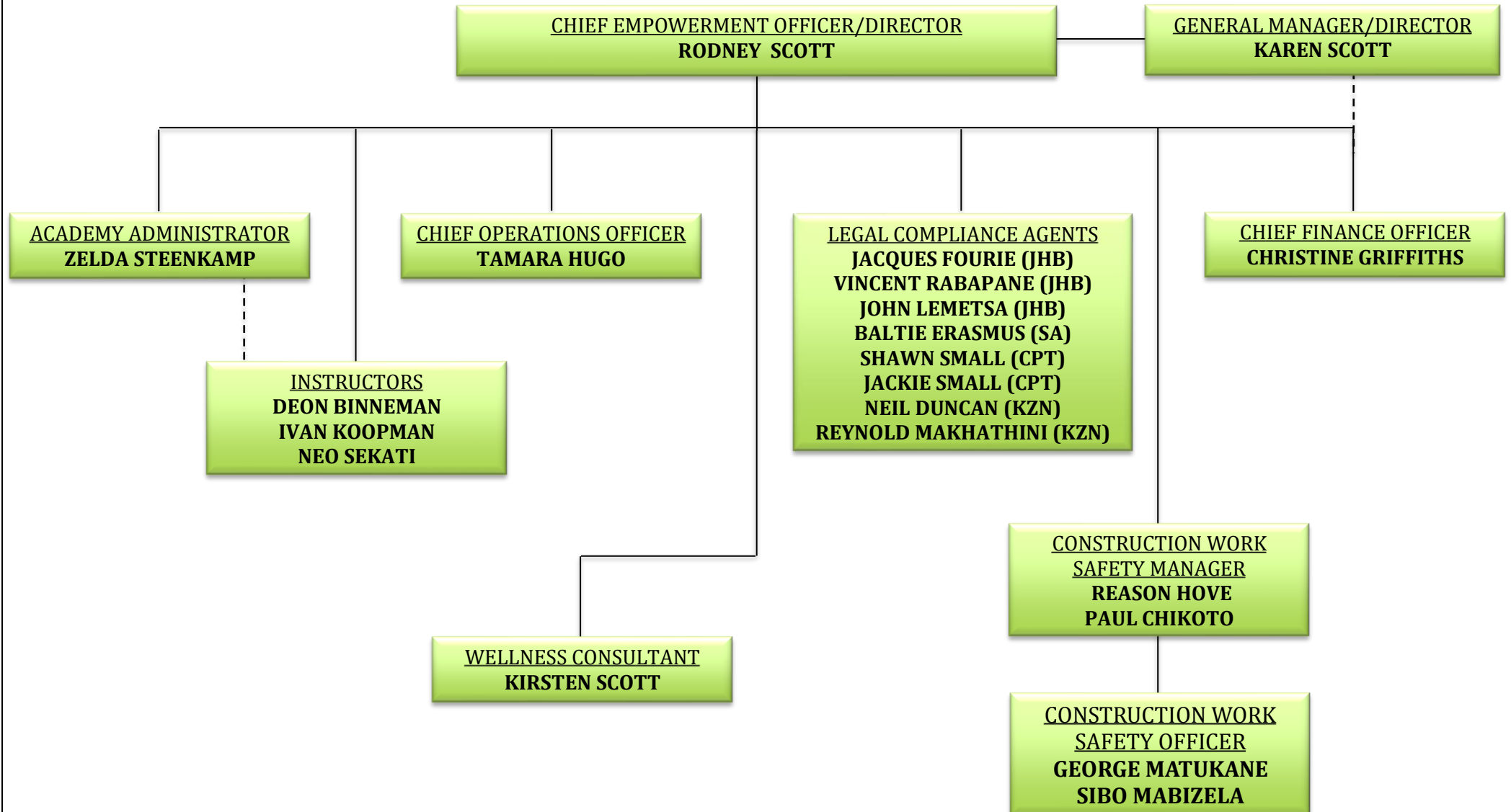


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January 2024



## ORGANOGRAM





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**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**

## COMPANY DETAILS

*“Preferred providers of cost effective, meaningful occupational safety compliance services designed to reduce both criminal and civil liability risk potential, leading to a more productive business environment.”*

<b>Business Status</b>	(Pty) Ltd
<b>Registration #</b>	2022/871518/07
<b>Physical Address (Head Office)</b>	Unit D3 Cascades Office Park
	Weiling Street
	Little Falls
	Roodepoort
	1724
<b>Postal Address</b>	Postnet Suite 593
	Private Bag X09
	Weltevreden Park
	1715
<b>Registration Numbers</b>	
<b>Value Added Tax (VAT)</b>	4230314942
<b>Pay As you Earn (PAYE)</b>	7920825298
<b>Unemployment Insurance Fund (UIF)</b>	2648515/5
<b>Workmen's Compensation Fund (WCA)</b>	0996-345-2210
<b>Regional Services Council (RSC)</b>	81140518
	Greater Johannesburg Metropolitan Council
<b>SETA</b>	L320740311
<b>Proudly South African</b>	TIG/SIA/105122072
<b>Central Supplier Database</b>	MAAA0502833
<b>Bank Details</b>	
<b>Bank</b>	Standard
<b>Branch</b>	Northcliff
<b>Branch Code</b>	00630522
<b>Account Number</b>	003315517



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**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**

**PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013  
(POPI ACT)**

**POLICY AND PROTOCOL**

The aim of the POPI Act is to promote the protection of personal information processed by public and private bodies.

We undertake to ensure that there are adequate security measures in place for the processing and storage of personal information.

The processing and storage of personal information is necessary for the pursuit of legal interests of the client. This is an essential activity in our business for communication purposes and the issue of legal documentation.

Personal information is provided by the employer representatives and individuals in the form of contact detail and identification numbers.

All personal information provided is protected from loss, misuse or unauthorised access. There is no sharing of this personal information.

All personal information is kept for a three year period as required by law after which the personal information is cleared and deleted.

**SECURITY**

- Protection against cyber-crime Secure Socket Layer (SSL) certificate on all storage platforms.

**DISASTER RECOVERY**

- Routine daily and weekly back up on cloud and external hard drive, all password protected.
- All staff and agents have been informed on the requirements of the Act each person signs a confidentiality agreement.
- Laptops are all secured with password protection.
- Data subject requests must be made in writing and verified as authentic before submission.
- All personal information is kept for three years, as prescribed, after which the client data is deleted upon notification.

Accountability Information Officer

:

Rodney Hugh Scott

Accountability Information Officer Assistant

:

Tamara Hugo



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## CODE OF PROFESSIONAL CONDUCT

### MEETING THE CLIENT'S REQUIREMENTS

- 🕒 The Company shall regard the client's requirements and interests as paramount at all times.
- 🕒 The Company will only accept work that it is qualified to perform and in which the client can be served effectively; the Company will not make any misleading claims and will provide references from other clients if requested.
- 🕒 The Company shall agree formally with the client the scope, nature and deliverables of the services to be provided. Any subsequent revisions will be subject to prior discussion and agreement with the client.
- 🕒 The Company will hold all information concerning the affairs of the clients in the strictest confidence and will not disclose proprietary information obtained during the course of assignments.
- 🕒 The Company will make certain that advice, solutions and recommendations are based on thorough, impartial consideration and analysis of all available and pertinent facts and relevant experience and are realistic, practicable and clearly understood by the client.

### INTEGRITY, INDEPENDENCE, OBJECTIVITY

- 🕒 The Company shall avoid any action or situation inconsistent with its professional obligations or which in any way might be seen to impair its integrity. In formulating advice and recommendations, the Company will be guided solely by its objective view of the client's best interests.
- 🕒 The Company will disclose at the earliest opportunity any special relationships, circumstances or business interests which might influence or impair, or could be seen by the client or others to influence or impair its judgment or objectivity on a particular assignment.
- 🕒 The Company shall not serve a client under circumstances which are inconsistent with its professional obligations or which in any way might be seen to impair its integrity; wherever a conflict or potential conflict of interest arises, the Company shall, as the circumstances require, either withdraw from the assignment, remove the source of conflict or disclose and obtain the agreement of the parties concerned to the performance or continuance of the agreement.
- 🕒 The Company will advise the client of any significant reservations it may have about the client's expectation of benefits from an engagement.
- 🕒 The Company will not indicate any short-term benefits at the expense of the long-term welfare of the client without advising the client of the implications.

### RESPONSIBILITY TO THE PROFESSION

- 🕒 The Company's conduct shall at all times endeavor to enhance the standing and public recognition of the profession.
- 🕒 The Company will ensure that the knowledge and skills offered to clients are kept up to date.
- 🕒 The Company shall have respect for the professional obligations and qualifications of all others with whom it works.



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**OCCUPATIONAL HEALTH AND SAFETY**

## ***POLICY STATEMENT***

Management undertake to provide for, as far as is reasonably practicable, the health and safety of its employees and the protection of all persons other than employees against hazards associated with the organisation's activities.

Our priority is to support communication systems, ensure that everyone is made conversant with the hazards attached to all work performed, understand the precautionary measures required with respect to the hazards and are provided with the necessary information, education, training and supervision to maintain a safe workplace.

We will remain proactive by anticipating, recognising, evaluating and controlling all unhygienic and unsafe situations that could result in incidents or disruption of work. We will promote positive mental, physical and social well-being within the organisation.

This can only be achieved through joint consultation and mutual participation.

**RODNEY HUGH SCOTT**  
**CHIEF EXECUTIVE OFFICER / DIRECTOR**

**01 May 2025**

**DATE**



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January 2024





employment & labour

Department:  
Employment and Labour  
REPUBLIC OF SOUTH AFRICA

## Occupational Health and Safety Accord

**As partners promoting prevention of incidents and occupational diseases, we declare that:**

**Together in partnership, we will strive to realise the following ideals:**

- ☐ a healthy and safe working environment
- ☐ the development of best practises in occupational health and safety
- ☐ mitigate and eliminate incidents, occupational diseases and fatalities in the workplace

**As occupational health and safety is a fundamental right, we embrace the principles enshrined in the ILO Convention 155 and ILO Convention 187**

**We commit ourselves to:**

- ☐ uphold the occupational health and safety principles as enshrined in the Bill of Rights
- ☐ proactively prevent injuries and diseases
- ☐ integrate occupational health and safety into all business processes and strategies
- ☐ promote occupational health and safety awareness
- ☐ participate in the development of occupational health and safety legislation that improves workers health, safety, productivity and supports business continuity
- ☐ improve the tripartite relationship to the benefit of all in our country
- ☐ abide by the requirements of occupational health and safety legislation
- ☐ train workers and managers on health and safety working practices
- ☐ build and maintain an effective and efficient occupational health and safety institutional framework

**We commit ourselves to constructively work together, in the realization of occupational health and safety as a fundamental right for all workers.**

DEL

CF

FEM

RMA

COSATU

FEDUSA

NACTU

SAFTU

BUSA

BBC





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**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**

**OCCUPATIONAL HEALTH AND SAFETY**

## ***QUALITY POLICY***

### **BUSINESS SCOPE**

National Occupational Health and Safety Legal Compliance Agency and Legislative Educational Training

### **OUR QUALITY POLICY**

Management and all personnel of **Scott Safe** are committed to our objectives and to maintain a quality management system that meets the requirements of ISO 9001 : 2015

The Quality Policy and Objectives are reviewed annually for continuing stability at Management Review Meetings

All Personnel will be trained in the contents of this Quality Policy and all quality management system documentation, which affects their area of responsibility

- 1** Attain the highest quality in the provision of the Occupational Health and Safety Compliance Services
- 2** Provide a service that consistently meets customer requirements
- 3** Produce an effective profit while maintaining client satisfaction and value
- 4** Provide the right climate to attract and retain people of high calibre
- 5** Continually improve our quality management system

**In support of the above specific functional and service objectives are defined and measured**

**RODNEY HUGH SCOTT**  
**CHIEF EXECUTIVE OFFICER / DIRECTOR**

**01 May 2025**  
**DATE**



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# LEGAL COMPLIANCE SERVICES

IN ACCORDANCE WITH THE PROVISIONS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT NO, 85 OF 1993



## OCCUPATIONAL HEALTH AND SAFETY ACT, NO 85 OF 1993

1. Legal Compliance Audits
2. Executive and Management Presentations (Consequences of Non-Compliance)
3. 'Right-to-Know' Employee Awareness Presentations (Duties and responsibilities)
4. Risk Assessments
5. Compliance Implementation, Maintenance and Department Labour Interaction
6. Compensation Fund Claims Administration



## COMPLY ONLINE

Online compliance solution for multi-site use.

1. Induction and E-Learning
2. Self Assessments
3. Workplace Inspections
4. Incident Recording and Reporting
5. Legal Document Library



## EMERGENCY RESPONSE PLANNING

1. Evaluation of Existing Emergency Response Plans
2. Site Specific Emergency Response Plans
3. Desktop Exercises
4. Evacuation Drills



## GENERAL LEGISTRATIVE TRAINING

1. Fall Risk Workshop
2. Ergonomics Workshop
3. Risk Assessment Workshops
4. Hazardous Chemical Agents Awareness
5. Incident Reporting, Recording and Investigation Workshops





# PRESCRIBED EDUCATIONAL TRAINING

IN ACCORDANCE WITH THE PROVISIONS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT NO, 85 OF 1993



## OCCUPATIONAL HEALTH AND SAFETY WORKSHOP

As prescribed in terms of Section 8

Generic syllabus incorporating the requirements of both the Occupational Health and Safety Act No, 85 of 1993 and Compensation for Occupational Injuries and Diseases Act No, 130 of 1993, customised to accommodate either middle management, supervisors and/or Health and Safety Representatives.

Outcome-based with group exercises and practical site inspections.



## FIRST AID

As prescribed in terms of General Safety Regulation 3

Persons appointed as First Aiders are educated and trained to meet the requirements of SAQA Unit Standard No 119567 as Level 1 First Aiders and issued with a Certificate of Competency as prescribed.

Certificates are issued to all successful candidates passing the competency-based theoretical and practical evaluation.



## FIRE FIGHTING FOR FIRST RESPONDERS / EVACUATION WARDENS

Essential Training

Persons appointed as Fire Fighting First Responders are informed of the theory of fire and shown the effective use of fire fighting equipment.

Persons appointed as Evacuation Wardens are briefed on their responsibility and the new international best practise called "Sweeping". They work through the Company Emergency Response Plan and carry out a practical walk-through of the premises.

**ALL PROGRAMS CAN BE PRESENTED INDIVIDUALLY  
ONSITE OR ONLINE**

**REFRESHER COURSES AVAILABLE**





#### INSPECTION AUTHORITY

In accordance with the Provisions of the Occupational Health and Safety Act No.85 of 1993

#### REGISTERED CONSULTANTS

In respect of the Compensation for Occupational Injuries and Diseases Act No.130 of 1993

#### COMPLIANCE AGENTS

Implementation, maintenance and interaction

Phone: (011) 675-1280  
Website: [www.scottsafe.co.za](http://www.scottsafe.co.za)  
e-mail: [compliance@scottsafe.co.za](mailto:compliance@scottsafe.co.za)

**Scott-Safe (Pty) Ltd**  
**Reg #: 2022/871518/07**

Postnet Suite 593  
Private Bag X09  
WELTEVREDENPARK, 1715  
Regional Offices – Cape Town / Durban



**MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA**



# BUSINESS PORTFOLIO

## Section 2

*Occupational Health and Safety Act No 85 of 1993*

*Compensation for Occupational Injuries and Diseases Act No 130 of 1993*

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*All rights reserved*

*Amended: February 2025*



**You're Safer With Us!**

January 2024



**OCCUPATIONAL HEALTH AND SAFETY SPECIALISTS Est 1992**

**INSPECTION AUTHORITY**

In accordance with the Provisions of the Occupational Health and Safety Act No.85 of 1993

**REGISTERED CONSULTANTS**

In respect of the Compensation for Occupational Injuries and Diseases Act No.130 of 1993

**COMPLIANCE AGENTS**

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**Scott-Safe (Pty) Ltd**

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e-mail: [compliance@scottsafe.co.za](mailto:compliance@scottsafe.co.za)



***MEANINGFUL SAFETY IN A DEMOCRATIC SOUTH AFRICA***

**SECTION 2  
PORTFOLIO INDEX**

1. Compensation Fund Letter of Good Standing
2. B-BBEE Documentation
3. Professional Indemnity & Public Liability Insurance
4. Proof of Bank Details
5. Business Registration Certificate
6. VAT Registration Certificate
7. Tax Clearance Certificate
8. SAIOSH Corporate Membership Certificate



**You're Safer With Us!**

January 2024



## employment & labour

Department:  
Employment and Labour  
REPUBLIC OF SOUTH AFRICA



2024016743

CALL CENTER NO: 0860 105 350

CF REG NO : 990000134541  
REG NO :  
ISSUE DATE : 2025-05-22  
CERTIFICATE NO : 2024016743

**SCOTT SAFE**  
Cascades Office Park Unit D3  
Little Falls  
3 Wasbank Avenue  
Roodepoort  
1715

### A LETTER OF GOOD STANDING

### COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT 130 of 1993 (AS AMENDED).

With reference to sections 80, 82, 86 and 89 of Compensation for Occupational Injuries and Diseases Act 130 of 1993 (As amended), I hereby certify that:

#### **SCOTT SAFE**

has complied with the requirement of the above Act and is at present in good standing with the Compensation Fund.

**Nature of business :CONSULTANCY SERVICE**

**Expiry date :2026-04-30**

#### **IMPORTANT NOTICE:**

Any fraudulently obtained Letter of Good Standing shall constitute a criminal offence.

The Compensation Commissioner shall institute criminal proceedings against any perpetrators who unlawfully alter or deface this letter with intent to defraud or misrepresent facts contained therein.

**PLEASE, use the Below link (Website Address) to check if the Letter of Good Standing is valid:**  
**<https://cfonline.labour.gov.za/VerifyLOGS>**

Yours faithfully

COMPENSATION COMMISSIONER

W.As. 48



## SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE - GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a ☐ Member ☐ Director ☐ Owner (**Select one**) of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If applicable)	
Registration Number:	
Vat Number (If applicable)	
Enterprise physical address	
Type of entity (CC, (Pty) Ltd. Sole Proprietor, etc.)	
Nature of Business	
Definition of "Black People"	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <p>(a) who are citizens of the Republic of South Africa by birth or descent; or</p> <p>(b) who became citizens of the Republic of South Africa by naturalisation-</p> <p>i. before 27 April 1994; or</p> <p>ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"</p>
Definition of "Black Designated Groups"	<p>"Black Designated Groups mean:</p> <p>(a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution;</p> <p>(b) Black people who are youth as defined in the National Youth Commission Act of 1996.</p> <p>(c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act;</p> <p>(d) Black people living in rural and underdeveloped areas;</p> <p>(e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011."</p>



3. I hereby declare under Oath that:

- The Enterprise is \_\_\_\_\_% **Black Owned** using the flow-through principle as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is \_\_\_\_\_% **Black Female Owned** as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is \_\_\_\_\_% **Black Designated Group Owned** as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- **Black Designated Group Owned % Breakdown** as per the definition stated above:
  - Black Youth % = \_\_\_\_\_%
  - Black Disabled % = \_\_\_\_\_%
  - Black Unemployed % = \_\_\_\_\_%
  - Black People living in Rural areas \_\_\_\_\_%
  - Black Military Veterans % = \_\_\_\_\_%
- Based on the ☐ Audited Financial Statements ☐ Financial Statements and other information available on the latest financial year-end of \_\_\_\_\_ (DD/MM/YYYY), the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less.
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	<b>Level One</b> (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	<b>Level Two</b> (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	<b>Level Four</b> (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
5. The affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: \_\_\_\_\_

Date: 01 OCTOBER 2024

  
\_\_\_\_\_  
**Commissioner of Oaths**

Signature & Stamp

Date: 01 OCTOBER 2024

**PETER JOHAN BOTHA**  
COMMISSIONER OF OATHS  
SAIT Member No 12143337  
Ex officio - MTP(SA)  
Commissioner of Oaths (RSA)  
Block C3 Cascades Office Park  
Wasbank Avenue, Little Falls 1724

28<sup>th</sup> August 2024

### **INSURANCE COVER CONFIRMATION LETTER**

This letter serves to confirm that Insurance Liability Covers are in place and details are as follow.

Insured	: Scott Safe
Company VAT No	: 4500133279
Address	: 859 Witwatersrand Avenue, Strubens Valley, Roodepoort
Insurer	: Lombard Broker Partners
Policy No.	: 1938-COMMER-0000090
Policy Period	: 1 August 2024 to 31 July 2025

#### **Public Liability Claims made Basis**

Limit of Liability	: R 2 500 000
Legal Defense Cost	: R 250 000
Wrongful Arrest	: R 250 000

#### **Umbrella Liability**

Limit of Liability	: R 22 500 000
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We trust the above is in order and please do not hesitate to contact us with any queries.

Yours sincerely,

**Marthina Austin**  
Commercial & Personal Underwriter  
[marthina@fpm.co.za](mailto:marthina@fpm.co.za)

**FPM SHORT TERM INSURANCE BROKERS**

31 January 2025

To whom it may concern:

We as the leaders in providing specialist insurance for the Occupational Health & Safety industry proudly herewith confirm that **Scott-Safe (Pty) Ltd** has the following cover in place:

- Professional Indemnity to the limit of R10 000 000.00
- Public Liability to the limit of R10 000 000.00
- Directors and Officers Liability limit to R2 500 000.00

This cover has been placed through RSUM.

Certificate number: PI387295

Renewal Date: 22/01/2026

The policy is active.

Please note that we as a Company are operating extensively in Occupational Health & Safety industry. We only place our business with reputable and well-established underwriters as to provide our client with the ease at heart that they are properly covered.

In the event where more information is needed, please do not hesitate to contact myself.

Kind regards,



Andre Opperman

**STANDARD BANK****PD:GP SOUTH****2025-02-17****01-81-05**

Date 17 February 2025

To Whom It May Concern

**Re: Confirmation of Bank account**

This letter serves to confirm that the below mentioned customer holds the below Standard Bank account.

Legal entity name	SCOTT-SAFE (PTY) LTD
Name of accountholder	SCOTT-SAFE
Registration/Identity/Passport number	2022/871518/07
Account number	003315517
Account type	BUSINESS CURRENT ACCOUNT
Branch	CRESTA
Branch code	007254
Branch code (electronic payments)	051001
SWIFT address	SBZAZA JJ
Date account opened	15 August 2001

This letter or your reliance on same does not give rise to any obligations or liability on the part of the Bank and/or its officials.

We trust the above meets with your requirements.

Yours sincerely

**Disclaimer**

Whilst care has been taken in compiling this letter, Standard Bank makes no representations or warrant (expressed or implied) about the accuracy, or completeness of the information contained herein for any purpose.

Standard Bank, its employees or agents accept no liability to any part for any loss, damage or costs however arising, whether directly or indirectly arising from any action or decision taken as a result of any person relying on or otherwise using this document or arising from any omission from it.

Customer Care: 0860 123 000 Website: [www.standardbank.co.za](http://www.standardbank.co.za)

The Standard Bank of South Africa Limited (Reg. No. 1962/000738/06) Authorised financial services provider and registered credit provider (NCRCP15)

Directors: N Nyembezi (Chairman) AKL Fihla\* (Chief Executive Officer) LL Barn PLH Cook A Daehnke' OA David-Borha1 GJ Fraser-Moleketi GMB Kennealy BJ Kruger Li Li2 JH Maree NNA Matyumza ML Oduor-Otieno3 RN Ogega3 Fenglin Tian2 SK Tshabalala\*

Company Secretary: K Froneman - 2025/01/07

\*Executive Director 1Nigerian 2Chinese 3Kenyan



## Disclosure Certificate: Companies and Close Corporations

Registration Number: 2022 / 871518 / 07  
Enterprise Name: SCOTT-SAFE

### ENTERPRISE INFORMATION

Registration Number 2022 / 871518 / 07  
Enterprise Name SCOTT-SAFE (PTY) LTD  
Registration Date 08/12/2022  
Business Start Date 08/12/2022  
Enterprise Type Private Company  
Enterprise Status In Business  
Compliance Notice Status NONE  
Financial Year End February  
TAX Number 9843372187

Addresses	<u>POSTAL ADDRESS</u>	<u>ADDRESS OF REGISTERED OFFICE</u>
	859 WITWATERSRAND STRUBENSVALLEY JOHANNESBURG GAUTENG 1724	859 WITWATERSRAND STRUBENSVALLEY JOHANNESBURG GAUTENG 1724

### ACTIVE MEMBERS / DIRECTORS

Surname and First Names	Type	ID Number / Date of Birth	Contrib. (R)	Interest (%)	Appoint. Date	Address
SCOTT, RODNEY HUGH	Director	5807175074080	0.00	0.00	08/12/2022	Postal: 859 WITWATERSRAND, STRUBENSVALLEY, JOHANNESBURG, Gauteng, Residential: 859 WITWATERSRAND, STRUBENSVALLEY,
SCOTT, KAREN ISABELLA	Director	6204190113086	0.00	0.00	08/12/2022	Postal: 859 WITWATERSRAND, STRUBENSVALLEY, JOHANNESBURG, Gauteng, Residential: 859 WITWATERSRAND, STRUBENSVALLEY,

### AUDITOR DETAILS

Auditor Name	Type	Status	Appointment Date	Resignation Date	Email Address
--------------	------	--------	---------------------	---------------------	---------------

Profession Number:

### CHANGE SUMMARY

08/12/2022 Name Change on 08/12/2022.  
K2022871518 (SOUTH AFRICA)



VALUE ADDED TAX  
Notice of Registration

SCOTT-SAFE  
859 WITWATERSRAND  
STRUBENSVALLEY  
JOHANNESBURG  
GAUTENG  
1724

Contact Detail

SARS 0800 00 7277  
Alberton Website: www.sars.gov.za  
1528

Details

Taxpayer Reference No: 4230314942

Always quote this reference  
number when contacting SARS

Date: 2023-09-04

Dear Taxpayer

**NOTICE OF REGISTRATION**

The South African Revenue Service (SARS) confirms registration of the following taxpayer:

Registered name: SCOTT-SAFE (PTY) LTD  
Trading name: SCOTT-SAFE  
Taxpayer registration number: 2022/871518/07  
Taxpayer reference number: 4230314942  
Date of Registration: 2023-09-04

**Your tax obligation**

The taxpayer has been registered for Value-Added Tax with effect from 2023-09-04 and a 2 month(s) tax period with the following category has been allocated:

Periods of two months ending on the last day of February, April, June, August, October and December.

The taxpayer must use the Invoice basis to account for the tax payable.

Payments in respect of VAT must be made under cover of a VAT 201 return to SARS by the 25th of the month after the end of the tax period. eFilers have until the last business day of the month to make payment. If payment is not paid in full by the due date, a ten percent penalty and interest at the prescribed rate is levied.

Where the payment date falls on a weekend or public holiday, the due date is the last preceding business day.

Kindly notify SARS of any change to your registered particulars within 21 business days of such change.

Should you have any queries please call the SARS Contact Centre on 0800 00 7277. Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

**ISSUED ON BEHALF OF THE COMMISSIONER OF THE SOUTH AFRICAN REVENUE SERVICE**

RFDREG L eng FV 2013.01.05 SV 1301 CT 03 NO



P

Y 2023

3c76f0b3-77ec-409f-a23a-4243105dbbec 001/001



South African Revenue Service

## TAX COMPLIANCE STATUS

### PIN Issued

SCOTT-SAFE (PTY) LTD  
859 WITWATERSRAND  
STRUBENSVALLEY  
JOHANNESBURG  
GAUTENG  
1724

Enquiries should be addressed to SARS:

#### Contact Details

SARS  
Alberton  
1528

Contact Centre Tel: 0800 00 7277  
SARS website: [www.sars.gov.za](http://www.sars.gov.za)

#### Details

Taxpayer Reference Number: 9843372187

Always quote this reference  
number when contacting SARS

Issue Date:

2024/11/22

Dear Taxpayer

### TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

TCS Details:	
Taxpayer Name	Scott-Safe (Pty) Ltd
Trading Name	SCOTT-SAFE (PTY) LTD
Taxpayer Reference Number(s)	IT - 9843372187 Vat - 4230314942 PAYE - 7920825298
Purpose of Request	Good Standing
Request Reference Number	0051013861GS2211240932064
PIN	2D555652EU
PIN Expiry Date	22/11/2025

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All your other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel the TCS application and associated PIN in the event that it was issued in error or provided on the basis of fraud, misrepresentation or non-disclosure of material facts.

More details regarding our channels, office hours, services, tailored information regarding tax as well as a comprehensive FAQ repository are available on the SARS website: [www.sars.gov.za](http://www.sars.gov.za).

We value your support and contribution to our country's economy and prosperity. We strive to ensure that you clearly understand what is expected from you, as well as what your rights as a taxpayer are.

Sincerely

ISSUED ON BEHALF OF THE COMMISSIONER FOR THE SOUTH AFRICAN REVENUE SERVICE



Name: SCOTT-SAFE (PTY) LTD  
Tax reference No: 9843372187  
Form ID: TCR00  
Content Version: v2022.03.00

Timestamp: 28287497  
Year: 2024  
Page of Page: 01/01  
Template version: v2022.00.01



# CERTIFICATE OF MEMBERSHIP

The South African Institute of Occupational Safety & Health (Saioosh) certifies that:

**Scott-Safe is a registered Corporate Member**

**Full Name:** Scott-Safe

**Designation:** Corporate Member

**Membership:** **VALID**

**Membership Number:** 55704091

**Valid Until:** 2026-03-01

**Contact Details:**

**Mobile:** N/A

**Landline:** N/A

**Email:** operations.scottsafe@gmail.com



The South African Institute of Occupational Safety and Health (Saioosh) is recognised by the South African Qualifications Authority (SAQA) as the Professional Body to register Occupational Health and Safety Practitioners in South Africa in terms of the NQF Act, Act 67 of 2008.

Certificate ID: 55704091-11064

Saioosh has confirmed the above information, for digital certification and sharing by PrivySeal Limited,  
at 08:42 AM (Africa/Johannesburg) on 13 Feb 2025

