

ANNUAL DECLARATION - 2025
ON BEHALF OF

(NAME OF MEMBER FIRM)

1. I declare that all Principals of the Member firm whose details appear in Schedule 1 comply with the Constitution and By-laws and have read and understand the Code of Conduct of Consulting Engineers South Africa
2. The Member firm has **PROFESSIONAL INDEMNITY INSURANCE** as follows.
(PLEASE ATTACH A COPY OF THE FIRM'S CURRENT P.I. POLICY CERTIFICATE).

(NAME OF INSURER)

(AMOUNT FOR COVER)

(Prescribed minimum **R5m** in respect of any one claim)

3. I hereby confirm that the term "Registered Principals" of the firm, as defined in Clause 2.1.9 of the CESA Constitution, refers to an individual who holds an active professional registration with a professional body recognised by the South African Qualification Authority (SAQA) or a similar recognised body outside of South Africa. Furthermore, such individuals must comply with the membership requirements set forth in Clause 1.7 of the CESA By-Laws.
4. I confirm that the Principals and/or staff, who are registered persons, have the necessary qualifications and experience in respect of each of the fields of expertise claimed on Schedule 2.
5. I confirm that all the Principals of the firm have read and adhere to CESA's Management System Declarations with regard to Quality Management, Project Sustainability Management and Integrity Management.
6. I confirm that the details of Principals (both Registered and Non-registered) and the number of personnel reflected on Schedule 1 are correct as at 1 January 2025.

FORM OF THE MEMBER FIRM:

Sole Practitioner

Limited Company

Partnership

Propriety Limited Company

Close Corporation

Please specify:

Other

Firm Website Address: _____

BBBEE

- **Please indicate whether your firm's black ownership is:**
 - Less than 10%
 - Equal to or greater than 10% and less than 25%
 - Equal to or greater than 25% and less than 51%
 - Equal to or greater than 51% and less than 100%
 - Equal to 100%

- **Please indicate whether your firm's black women ownership is:**
 - Less than 10%
 - Equal to or greater than 10% and less than 30%
 - Equal to or greater than 30% and less than 51%
 - Equal to or greater than 51% and less than 100%
 - Equal to or greater than 30% and less than 100%
 - Equal to 100%

- **Please indicate whether your firm's average annual turnover over the last 3 years is:**
 - Less than R3 million Rand (EME1)
 - Equal to or greater than R3 million Rand and less than R6 million Rand (EME2)
 - Equal to or greater than R6 million Rand and less than R10 million Rand (QSE1)
 - Equal to or greater than R10 million Rand and less than R15 million Rand (QSE2)
 - Equal to or greater than R15 million Rand and less than R20 million Rand (QSE3)
 - Equal to or greater than R20 million Rand and less than R25 million Rand (QSE4)
 - Equal to or greater than R25 million Rand and less than R35 million Rand (GEN1)
 - Equal to or greater than R35 million Rand and less than R50 million Rand (GEN2)

- Equal to or greater than R50 million Rand and less than R60 million Rand (GEN3)
 - Equal to or greater than R60 million Rand and less than R70 million Rand (GEN4)
 - Equal to or greater than R70 million Rand and less than R80 million Rand (GEN5)
 - Equal to or greater than R80 million Rand and less than R90 million Rand (GEN6)
 - Equal to or greater than R90 million Rand and less than R100 million Rand (GEN7)
 - Greater than R100 million Rand (GEN8)
- **Please provide the firm's BBBEE status in accordance with the Construction Charters Scorecard.**
- Level One Contributor
 - Level Two Contributor
 - Level Three Contributor
 - Level Four Contributor
 - Level Five Contributor
 - Level Six Contributor
 - Level Seven Contributor
 - Level Eight Contributor
 - Non-Compliant Contributor

COMPANY INFORMATION REQUIRED BY CESA:

1. Does your firm have a signed "Commitment and Undertaking" with a professional body (e.g. ECSA)

Yes

No

2. Do you have a formalised Candidate/Mentoring Programme

Yes

No

3. Where applicable, please provide the names of the people responsible for the following functions within the firm:

Function:	Name:	Tel:	E-Mail:
Payment of Subscriptions:			
Human Resources / Training			
Marketing			
Contractual Affairs / Procurement / Tendering			
Young Professional/s			
Business Development			
Transformation / Diversity			

4. Please indicate if your firm belongs to:

SABTACO

BBCBE

GREEN BUILDING COUNCIL OF SA

5. Staffing Transformation Status declaration:

Occupational Levels	South African – Male				South African - Female				Foreign National	
	A	C	I	W	A	C	I	W	Male	Female
Top Management										
Senior Management										
Professionally Qualified and experienced specialists and mid-management										
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents										
Semi-skilled and discretionary decision making										
Unskilled and defined decision making										
Temporary employees										

A = African
 C = Coloured
 I = Asian/Indian
 W = White

6. Please attached a copy of the following:

Please provide a copy of the companies BBBEE certificate.

Please attach a copy of the companies Tax Clearance Certificate.

(FULL NAME OF MANDATED PRINCIPAL) (IN BLOCK LETTERS)

(SIGNATURE OF MANDATED PRINCIPAL)

DATE: