



## SASS CIRCULAR: 3<sup>rd</sup> Edition – COVID-19

26 March 2020

**TO: ALL SHERIFFS, DEPUTY SHERIFFS AND STAFF**

**URGENT NOTICE FROM: THE SASS PRESIDENTS DESK**

Dear colleagues,

As the country prepares for the 21 days national lockdown SASS would like to share the following information.

In our previous circular it was confirmed that sheriffs offices will be closed for “business as usual”, that is, our services will not be required

We have since been informed that sheriff sector indeed resort under security services sector which is regarded as essential services. Therefore, sheriffs will be required to be available to provide service of court processes of urgent and essential nature.

For this purpose sheriffs are requested to have a standby service available and to notify the courts, attorneys and other stakeholders of the telephone numbers where your office can be reached and where designated staff can be reached.

Put up notices at your office and on the notice Boards at court as well as website and social media platforms.

### **Final Lockdown Regulations**

Attached hereto Government Gazette 43148 Dated 25 March 2020 for your information and urgent attention.

Herewith an extract of the relevant sections:

**South African Sheriff Society (<http://www.sassoc.co.za>)**

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Extracts from Disaster Management Act, 2002:

Amendment of Regulations issued in terms of Section 27(2)

Chapter 2

Restrictions on movement of persons and goods.

11B.

(2) The head of an institution must determine the essential staff who will perform those services:

Provided that the head of an institution may delegate this function, as may be required in line with the complexity and size of the business operation.

(3) Persons performing essential services as determined in sub regulation (2), must be duly designated in writing by the head of an institution, on a form that corresponds substantially with Form 1 in Annexure C.

(4) ...

(5) All persons performing essential services, obtaining essential goods or seeking medical attention, may be subjected to screening for COVID-19 by an enforcement officer.

Extract from Annexure B

Categorisation of essential goods and services during lockdown Regulation 11A

B. SERVICES

Categories of essential services shall be confined to the following services:

1. ....

16. ***Services related to the essential functioning of Courts,***

***Judicial Officers, the Master of the High Court, Sheriffs and legal practitioners required for those services.***  
***(my emphasis)***

17. ....

18. Police, peace officers, traffic officers, military medical personnel and soldiers, correctional service officials and traffic management services.

**Permit to employees that must perform sheriff functions during lockdown**

In terms of Chapter 2, Regulation 11B(3) persons performing essential services must be duly designated in writing by the head of an institution, on a form that corresponds substantially with Form 1 in Annexure C of the Government Gazette.

Attached hereto Form 1 in word format, to issue to your staff who will be on standby for your office.

**South African Board for Sheriffs**

The office of the South African Board for Sheriffs will be closed for the period of lockdown, but will be available on their usual telephone number 021 426 0577.

### **Staff absence**

No special directive was issued in this regard. Therefore, all payment and leave arrangements are to the discretion of the employer.

Members are requested to be mindful of the financial impact and livelihoods of our employees.

### **Government financial assistance:**

Colleagues are advised to engage their accountants for full detail of the relief offered, but would like to highlight the following information affecting sheriffs:

**VAT payments:** No VAT discounts or delay of payments were announced

**PAYE payments:** Tax compliant businesses with a turnover of less than R50 million per annum will be allowed to delay 20% of their PAYE liabilities over the next 4 months.

You can also consult your accountant for assistance in this regard.

**SMME (Small and Medium Enterprises) assistance fund:** The Department of Small Business Development made R500 million available to distressed SMMEs.

Registration with the Department is open for small and medium sized businesses that require assistance.

We will communicate any further information to members.

Regards

Petro Roodt

President

“SASS THE ORGANISATION OF CHOICE”