

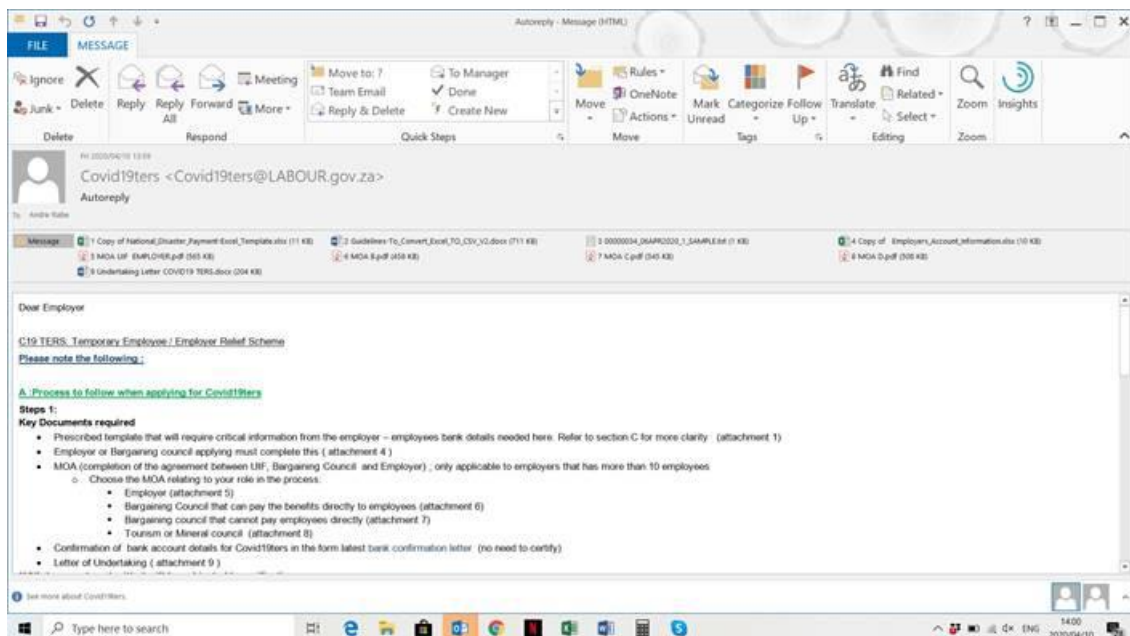
LATEST MOA for COVID-19 TERS APPLICATIONS

(The following information is provided courtesy of Jaco van Biljon (GEO KZN South Coast) – Thanks Jaco)

1. The lack of communication from the Department of Labour (and in particular the UIF Commissioner) concerning the COVID-19 TERS application process has been a source of extreme frustration for both employers and employees.
2. The lack of certainty from the DoL regarding the correct format of the documentation required for the COVID-19 TERS application has caused unnecessary confusion. The format of the required Memorandum of Agreement has, for example, changed a few times. The concern is that many employers have already submitted their COVID-19 TERS applications.
3. The very latest information is that a **new MOA (Memorandum Of Agreement)** was signed on **08 April 2020** by the UIF Commissioner and the Director-General.

1. 4. **COVID-19 TERS CLAIMING PROCESS**

- Send a blank Email to Covid19ters@labour.gov.za. I have tried this and it works.
- The UIF will e-mail a reply (see pic below) with all documentation required. There is a detailed step by step description in the email of what you need to do.
- If you do not fall under a Bargaining Council, then sign the agreement between the company and UIF (attached in the email as 5 MOA UIF EMPLOYER). If you belong to a Bargaining Council, please contact the Bargaining Council and establish if you can submit the COVID-19 application to them.
- Sign all the required documents, complete the excel spreadsheet in the .CSV format* required, provide three months wage and salary records, a bank statement of the account into which the COVID-19 benefit must be paid. This should be a separate bank account (not the business's operational bank account). *This is explained in the email as well.



- Once you have completed all the forms submit these to Covid19UIFclaims@labour.gov.za.

If you have already submitted an application, I suggest that you sign the latest MOA and send it as well to the same email address Also make sure that the excel spreadsheet you submitted meets the requirements as set out in the UIF email above.

Note that employers employing under 10 employees do not have to sign the MOA.

Please let me know if you receive any UIF payments. We would like to keep track of whether the DoL are meeting their obligation in this regard.

Kind regards

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