



Empowerment Services

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BEE STATUS: Level One Contributor

Reference: **"V.R.A." for QSE's***

**Definition: a QSE is an enterprise with an annual turnover between R5m - R35m and that must accordingly be measured against the QSE BEE Scorecard.*

VERIFICATION READINESS ASSESSMENT – "V.R.A." for QSE's*

Thank you for enquiring about our services! This document deals with the aspects relating to our **VRA** service offering and please feel free to also enquire about our other service offerings.

What is a VRA?

We often receive calls from companies requesting assistance to obtain a BEE Certificate, and more than often these companies have a skewed perception of both the process to follow and the evidence to prepare for a submission BEE accredited Verification Agency.

The VRA employs the services of Specialist BEE Advisors first and aims to assist you with determining your current BEE compliance and readiness levels for external verification before the services of a Verification Agency is actually contracted.

Why is it important to undergo a VRA before the engagement with the Verification Agency?

A Verification Agency's mandate is to verify your BEE 'credentials' and IF IT OPERATES LEGALLY WITHIN this mandate it **may not offer any advice** on compliance matters or assist with implementation. *(If they do then we will suggest you start contracting another agency because it will only be a matter of time before both their accreditation and your certificate is revoked!)*

Keep in mind that if you were only to find out your 'real and recognisable' BEE status **after engaging a Verification Agency** then your BEE verification could become a very lengthy and costly exercise not to even mention you being 'left in the open' with a BEE certificate that you **do not** want your clients to see!

Other repercussions of not being properly advised beforehand could include:

- Implementing BEE measures far more costly and tediously than the alternatives
- Failing to claim hidden qualifying initiatives and thus not obtaining the optimal score
- Failing to integrate BEE into your business processes to ease the stress of your annual BEE verification obligations

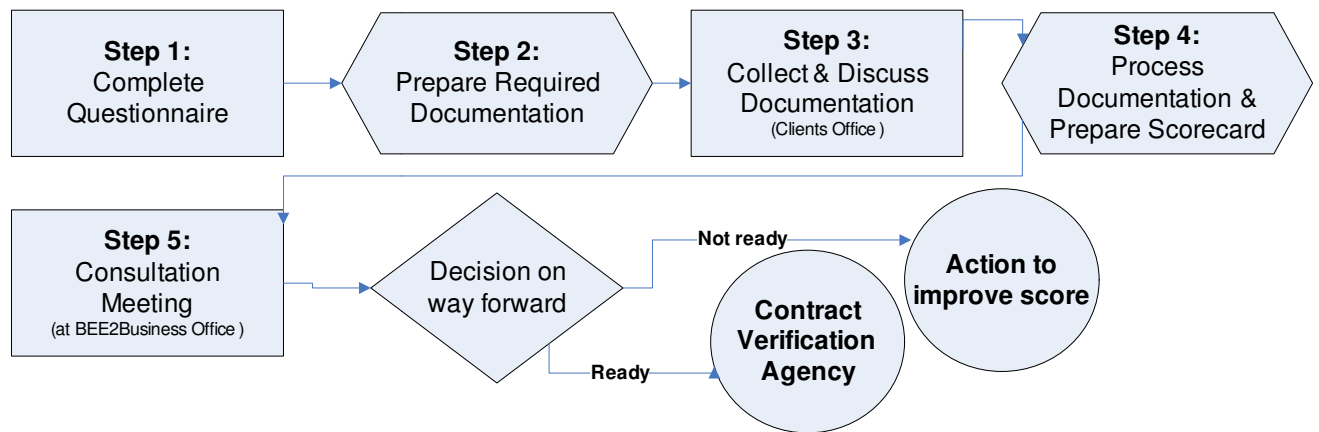
When should you not undergo a BEE2Business VRA?

(1) Small black-owned black enterprises who are not Related Enterprises and (2) entities that are well informed on the on B-BBEE requirements and scorecards and that have prepared suitable, reliable and accurate evidence ready for submission should rather engage Verification Agencies directly. We will such business directly to qualifying agencies at no cost.

Definition: QSE is an enterprise with **annual turnover between R5m and R35m and who directly or indirectly through its shareholders does not control* other enterprises*

**If direct or indirect control of other enterprise then it would be advisable to first obtain clarity on the correct classification before proceeding*

VERIFICATION READINESS ASSESSMENT for QSE's (Qualifying Small Enterprises)



A. Simulation of Verification Agency Engagement

Step 1:

- ↓ The Measured Entity will be forwarded a Questionnaire to complete

Step 2:

- ↓ Based on the completed Questionnaire the Measured Entity will be forwarded a list of required documentation and data to present (on a predetermined date) to BEE2Business

Step 3:

- ↓ On the specified date a BEE2Business analyst will assess on site the presented documentation for completeness and indicate shortfalls, and further explain requirements if needed

Step 4:

- ↓ After allowing another one week for submitting outstanding requirements, BEE2Business will process data and documentation

B. Consulting Session

Step 5:

- ↓ Within two weeks after completion of Step 4 the BEE assessment result will be explained in a feedback session with a BEE2Business consultant and advice will be given on how to rectify shortcomings. The feedback session will be at offices of BEE2Business in Menlo Park, Pretoria, unless otherwise arranged (travel fee might apply)

C. Determine Way Forward

FEE PAYABLE:

Please complete the questionnaire and we will issue a formal quote for your consideration
All Information submitted will be treated as confidential

STEP 1 QUESTIONARRE		
Indicator	Questions and answers	
Ownership	Have you done a black ownership deal? Yes / No	If yes: __% black
Top Management and Directors	How many Black directors/executives? A:	
Employment	How many employees? A:	
Skills Development	Estimated value of training done involving black employees? R _____	
Procurement	Estimated number of suppliers? A:	
	Estimated number of BEE suppliers? A:	
Enterprise Development	How many black enterprises were targeted with assistance the past 12 – 18 months? A:	Estimated Value of contributions made to such enterprises ? R _____
Social Development	How many charities were targeted with assistance the past 12 – 18 months? A:	Estimated Value of contributions made to such charities ? R _____
BEE Ratings	Have you been 'rated' before? Yes / No	If yes, then by who and score obtained? A: _____ Score: _____
Estimated/Actual Turnover	Current Year: R _____	Previous Year: R _____
Estimated/Actual Net profit after tax	Current Year: R _____	Previous Year: R _____
Average monthly payroll	Current Year: R _____	
Any Comments		

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IMPORTANT: The quotation will be issued on the assumption that there are no Related Enterprises that might affect the BEE classification of the measured entity.