

## Annual Fees

### Reduced, Deferred or Waived?

#### When do you Qualify?

ECSA is entitled to charge every registered person an Annual Fee for being registered. Details of the fees are contained in a schedule which accompanies one's Fee Invoice each year. All persons registered at the professional level pay the same annual fee, and the annual fee for candidates is less. Registered persons who hold membership of a recognised institute are allowed a reduction in their annual fee to encourage them to maintain their institute membership as well as their ECSA registration.

However, the Council has decided that, under certain circumstances, registered persons may pay either a reduced fee or have it deferred into the future, or even have it waived completely without this affecting their registration status. These concessions are not automatically applied and registered persons who meet the criteria must apply for the concession.

The types of concessions available, the requirements and how to apply are as follows:

#### **1. Unemployed persons**

Registered persons who have been retrenched or who have become unemployed due to their employers' closure etc., may apply to the Council for their annual fee to be deferred until such a time as they are again employed. The application must be in writing, stating the circumstances of the applicant's unemployment and, if possible, enclose copies (not originals) of supporting documentation – i.e. letter of termination of employment.

Provided the application is accepted by the Council, deferment of payment will be granted for the current year's annual fee until the applicant is again employed, or to the end of the current financial year, whichever is the sooner. It should be noted that deferment will not be granted retrospectively nor will annual fees already paid be refunded.

If at the end of the financial year, a registered person remains unemployed, he/she may, on receipt of the following year's fee invoice, again apply for a further period of deferment. Provided this new request is granted by the Council, deferment of payment will be granted in respect of the new year's annual fee. In addition the Council will also waive the arrear annual fee for the previous year.

The motivation behind this concession is Council's desire to assist unemployed registered persons to retain their registration while seeking re-employment, especially where registration is a pre-requisite for employment. It is incumbent on registered persons to notify the Council, as soon as they secure permanent employment, because the annual fee becomes payable immediately when this happens. Where this liability recommences part-way through a financial year, a pro-rata portion of the fee for the remainder of the year becomes due.

## **2. Unemployment due to ill health**

The procedure that should be followed by the registered person is the same as in **1.** above, except that the application must be accompanied by a medical report from the registered person's physician treating the illness. The report should deal specifically with whether the disability is likely to be permanent or, if not, how long is expected to last before recovery and also whether the illness will have any adverse effect on the registered person's future ability to practice his profession. Depending on these circumstances, the Council will determine whether the person's registration status should remain in place with deferment of payment, or be cancelled.

## **3. Retired persons**

### **3.1 Persons aged between 55 and 70 years:**

Where a registered person in this age group has retired from substantive employment in the engineering profession, he/she should make a written application to the Council for recognition as a retired person, submitting the request in the prescribed format, supported by substantive proof of retired status.

"Retired from substantive employment in the engineering profession" means that the person does not, on an ongoing basis, receive professional fees, salary or other payment for work connected with the engineering profession amounting to more than 30 hours in total per calendar month, or 300 hours per year of twelve consecutive months.

Council will advise the applicant as to the acceptability of the application and provide details of the reduced annual fee payable.

It should be noted that retired persons in this age group whose remunerated workload exceeds the limits specified above must advise ECSA of this fact, whereafter their retired status will be reversed and they will again be liable for the payment of a full annual fee.

### **3.2 Persons aged 70 years and older:**

These registered persons are exempt from paying further annual fees. ECSA each year carries out a data search for such persons and automatically transfers them to the category of Retired Registered Persons. However, should this not happen, or should such a registered person wish not to transfer, he/she should advise Council of this in writing.

## **4. Persons permanently residing abroad**

Registered persons who have settled abroad on a permanent basis are entitled to pay a reduced Annual Fee if –

- 4.1 they are permanently resident in a country outside the Southern Development Community (SADC);
- 4.2 they are, in addition to being registered with ECSA, also similarly registered in their country of permanent residence or, alternatively, if they are not employed in the engineering profession;
- 4.3 they do not in any way rely on their registration with ECSA in order to carry out whatever professional engineering activities they may undertake.

Persons complying with 4.1 to 4.3 above should make application to the Council for a reduced annual fee, supported by suitable evidence of compliance. If the Council is satisfied with the application the full annual fee will be reduced by 50%.

## **5. Retention of Registration Status**

Registered persons taking advantage of one or the other of the above concessions retain their registration status, the right to use their registration title and to continue to practice within their area(s) of engineering competence. They remain subject to ECSA's Code of Professional Conduct and as such are professionally accountable for their professional conduct while so registered.