

(1 October 2024 – to date)

[This is the current version and applies as from **1 October 2024**, i.e. the date of commencement of the National Small Enterprise Amendment Act 21 of 2024 – **to date**]

NATIONAL SMALL ENTERPRISE ACT 102 OF 1996

(Previously known as National Small Business Act)

(Government Notice 1901 in Government 17612 dated 27 November 1996. Commencement date: 20 June 1997 [Proc. R39, Gazette No. 18076 dated 20 June 1997])

As amended by:

National Small Business Amendment Act 26 of 2003 – Government Notice 1732 in Government Gazette 25763 dated 26 November 2003. Commencement date: 26 November 2003

National Small Business Amendment Act 29 of 2004 – Government Notice 1459 in Government Gazette 27101 dated 15 December 2004. Commencement date: 15 December 2004

Government Notice 399 in Government Gazette 42304 dated 15 March 2019. Commencement date: 15 March 2019.

National Small Enterprise Amendment Act 21 of 2024 - Government Notice 5049 in Government Gazette 50965 dated 23 July 2024. Commencement date (with the exception of sections 5 and 8: 1 October 2024 – unless otherwise indicated [Proc. 190 in Government Gazette 51308 dated 27 September 2024] – Refer to section 10(2) for Transitional arrangements commencing on 1 December 2024.

Publisher's Note:

The Act has been amended by section 6 of Act 29 of 2004 by the substitution for the expression “small business”, wherever it occurs, of the expression “small enterprise”.

ACT

To provide for the establishment of the Advisory Body and the Small Enterprise Development Finance Agency; to provide for the functioning of the Small Enterprise Development Finance Agency; to ensure the provision of financial and non-financial support services to small enterprises; to promote the development of sustainable and responsible co-operative banking; to provide for the establishment of the Office of the Small Enterprise Ombud Service; to enable an equitable trading environment for small enterprises through the provision of affordable and effective access to justice; to empower the Minister to declare certain practices in relation to small enterprises to be prohibited as unfair trading practices; to provide guidelines for organs of state in order to promote small business in the Republic; and to provide for matters incidental thereto.

(Long title substituted by section 8 of Act 26 of 2003)

Prepared by:

(Long title substituted by section 4 of Act 29 of 2004)
(Long title substituted by section 11 of Act 21 of 2024)

(Afrikaans text signed by the President.)
(Assented to 12 November 1996)

BE IT ENACTED by the Parliament of the Republic of South Africa, as follows:-

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SCHEDULE

CHAPTER I

1. Definitions

- (1) In this Act, unless the context indicates otherwise—

(Words preceding the definition of “Agency” substituted by section 1(a) of Act 21 of 2024)

“Agency” means the Small Enterprise Development Finance Agency SOC Limited established in terms of section 9;

(Definition of “Agency” substituted by section 1(a) of Act 29 of 2004)

(Definition of “Agency” substituted by section 1(b) of Act 21 of 2024)

“Auditor-General” means the person appointed as Auditor-General in terms of section 193(4) of the Constitution;

(Definition of “Auditor-General” inserted by section 1(c) of Act 21 of 2024)

“Board” means the Board of Directors of the Agency established in terms of section 16;

(Definition of “Board” substituted by section 1(d) of Act 21 of 2024)

“Chief Executive Officer”

(Definition of “Chief Executive Officer” substituted by section 1(b) of Act 29 of 2004)

(Definition of “Chief Executive Officer” deleted by section 1(e) of Act 21 of 2024)

“Companies Act” means the Companies Act, 2008 (Act No. 71 of 2008);

(Definition of “Companies Act” inserted by section 1(f) of Act 21 of 2024)

“complainant” means a small enterprise or small enterprise organisation;

(Definition of “complainant” inserted by section 1(f) of Act 21 of 2024)

“complaint” means any complaint lodged, as contemplated in Chapter 3A, by a small enterprise or small enterprise organisation against—

- (a) another small enterprise or small enterprise organisation;
- (b) a large enterprise that does not fall within the meaning of ‘small enterprise’; or
- (c) an organ of state as defined in section 239 of the Constitution,

in relation to the interpretation of the terms of an agreement for the procurement of goods or services or the late or non-payment of amounts due and payable to the small enterprise, where the complaint is not a complaint that falls under the jurisdiction of an ombud, as defined in section 1(1) of the Financial Sector Regulation Act, 2017 (Act No. 9 of 2017);

(Definition of “complaint” inserted by section 1(f) of Act 21 of 2024)

“constitution of the Agency”

(Definition of “constitution of the Agency” deleted by section 1(c) of Act 29 of 2004)

“constitution of the Council”

(Definition of “constitution of the Council” deleted by section 1 of Act 26 of 2003)

“co-operative enterprises” include a co-operative, a co-operative bank and a co-operative financial institution, as defined in the Cooperative Banks Act, 2007 (Act No. 40 of 2007);

(Definition of “co-operative enterprises” inserted by section 1(g) of Act 21 of 2024)

“development support” includes both financial and non-financial support;

(Definition of “development support” inserted by section 1(g) of Act 21 of 2024)

“director” means the person appointed in terms of section 17N;

(Definition of “director” inserted by section 1(g) of Act 21 of 2024)

“Council”

(Definition of “Council” deleted by section 1 of Act 26 of 2003)

“Director-General” means the Director-General of the Department responsible for small business development;

(Definition of “Director-General” substituted by section 1(h) of Act 21 of 2024)

“Minister” means the Minister responsible for small business development;

(Definition of “Minister” substituted by section 1(i) of Act 21 of 2024)

“National Co-ordinator”

(Definition of “National Co-ordinator” deleted by section 1 of Act 26 of 2003)

“National Small Business Support Strategy” means the national policy in respect of small enterprise support as published by the Minister in the *Gazette*, and includes the policy as stated in the *White Paper on National Strategy for the Development and Promotion of Small Business in South Africa* (Notice No. 213 of 1995, published in *Gazette* No. 16317 of 28 March 1995);

“Ntsika” means the Ntsika Enterprise Promotion Agency established by the National Small Business Act, 1996 (Act No. 102 of 1996), and incorporated in terms of section 17 of this Act;

(Definition of “Ntsika” inserted by section 1(d) of Act 29 of 2004)

“Office” means the Office of the Small Enterprise Ombud Service established by section 17D;

(Definition of “Office” inserted by section 1(j) of Act 21 of 2024)

“Ombud” means the Ombud appointed in terms of section 17F;

(Definition of “Ombud” inserted by section 1(j) of Act 21 of 2024)

“**prescribed**” means prescribed by regulation;

“**Public Finance Management Act**” means the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(Definition of “Public Finance Management Act” inserted by section 1(k) of Act 21 of 2024)

“**provincial council**”

(Definition of “provincial council” deleted by section 1 of Act 26 of 2003)

“**regulation**” means any regulation made under this Act;

“**service provider**” means any public or private entity providing support services to small enterprise;

“**small enterprise**” means a separate and distinct business entity, together with its branches or subsidiaries, if any, including a co-operative, co-operative financial institution, or a co-operative bank, carried on in any sector or sub-sector of the economy classified as a micro, small or medium enterprise which satisfies the prescribed criteria;

(Definition of “small enterprise” substituted for “small business” by section 1(e) of Act 29 of 2004)

(Definition of “small enterprise” substituted by GN 399 of 2019)

(Definition of “small enterprise” substituted by section 1(l) of Act 21 of 2024)

“**small enterprise organisation**” means any entity, whether or not incorporated or registered under any law, consisting mainly of persons carrying on small enterprise concerns in any economic sector and established for the purpose of promoting the interests of or representing small enterprise concerns, and includes any federation consisting wholly or partly of such association, and any branch of such organisation;

(Definition of “small enterprise organisation” substituted for “small business organisation” by section 1(f) of Act 29 of 2004)

“**this Act**” includes the regulations.

“**Trust**” means the National Manufacturing Advisory Centre Trust, incorporated into the Agency in terms of section 17 of this Act.

(Definition of “Trust” inserted by section 1(g) of Act 29 of 2004)

“**Unfair Trading Practice**” means a practice contemplated in section 17Y;

(Definition of “Unfair Trading Practice” inserted by section 1(m) of Act 21 of 2024)

- (2) Unless the context indicates otherwise, a word or phrase defined in the Companies Act, the Co-operatives Act, 2005 (Act No. 14 of 2005), the Co-operative Banks Act, 2007 (Act No. 40 of 2007), or the Public Finance Management Act, has the same meaning in this Act.

(Section 1(2) added by section 1(n) of Act 21 of 2024)

1A. Application of Act

- (1) In the event of a conflict between the provisions of this Act and the Public Finance Management Act, the provisions of the latter Act prevail.
- (2) In the event of a conflict between the provisions of this Act and the Companies Act, the Co-operatives Act, 2005 or the Co-operative Banks Act, 2007, the provisions of this Act prevail.

(Section 1A inserted by section 2 of Act 21 of 2024)

CHAPTER 2

Minister's power to facilitate and establish Advisory Body

2. Minister's power to facilitate and establish Advisory Body

The Minister must, within a reasonable time, facilitate a process aimed at the establishment of an Advisory Body to represent and promote the interests of small enterprise as contemplated in the National Strategy for the Development and Promotion of Small Business in South Africa referred to in the definition of "National Small Business Support Strategy" in section 1.

(Section 2 substituted by section 2 of Act 26 of 2003)

3. Minister's duty to determine Constitution of Advisory Body

- (1) The Minister must through an open and transparent process of consultation determine a constitution for the Advisory Body referred to in section 2.
- (2) The constitution of the Advisory Body must—
- (a) in general provide for—
 - (i) the composition of the Advisory Body;
 - (ii) the quorum and meetings of the Advisory Body;
 - (iii) the procedure for the functioning of the Advisory Body;
 - (iv) interaction with Parliament, the Department of Trade and Industry and statutory bodies; and

- (v) any other matter that may be necessary to facilitate the proceedings, activities or business of the Advisory Body; and
- (b) specifically require the Advisory Body to advise the Minister on—
 - (i) strategies to address identified market failures affecting the sector;
 - (ii) the impact of current and new legislation on small enterprise;
 - (iii) national standards pertaining to small enterprise development and regulation;
 - (iv) measures to ensure the creation of physical business infrastructure through viable business sites;
 - (v) the development of skills in all aspects of running a business;
 - (vi) steps to be taken to create access for small enterprise into value chains;
 - (vii) constraints affecting the viability of the small enterprise community;
 - (viii) methods to liaise with the small enterprise community to identify their needs;
 - (ix) methods to monitor and influence the provision of support services to the small enterprise sector; and
 - (x) any other matter that the Minister may deem appropriate.

(Section 3 substituted by section 2 of Act 26 of 2003)

4. Report of Advisory Body

- (1) The Advisory Body must submit to the Minister an annual report within five months of the end of each financial year which must include—
 - (a) particulars of the work of the Advisory Body and of advice provided to the Minister in terms of section 3(2)(b) in furtherance of the objects of the National Small Business Support Strategy;
 - (b) financial statements relating to the Advisory Body; and
 - (c) such other information as may be prescribed.
- (2) The Minister must table a copy of the annual report contemplated in subsection (1) in Parliament.

- (3) The Minister may request the Advisory Body to provide any other information as may be necessary.

(Section 4 deleted in effect by section 2 of Act 26 of 2003)

(Section 4 inserted again by section 3 of Act 21 of 2024)

5.

(Section 5 deleted in effect by section 2 of Act 26 of 2003)

6.

(Section 6 deleted in effect by section 2 of Act 26 of 2003)

7.

(Section 7 deleted in effect by section 2 of Act 26 of 2003)

8.

(Section 8 deleted in effect by section 2 of Act 26 of 2003)

(Chapter 2 substituted by section 2 of Act 26 of 2003)

CHAPTER 3

Small Enterprise Development Finance Agency

9. Establishment and shareholder of Agency

- (1) Upon the coming into effect of this section, the Minister must ensure that the necessary steps are taken for the incorporation of the Agency as a company contemplated in subsection (2).

- (2) The Companies and Intellectual Property Commission must—

- (a) register the Memorandum of Incorporation and incorporate the Agency under the name “Small Enterprise Development Finance Agency SOC Limited” with the State as the shareholder; and
- (b) issue to that entity the necessary documents to enable it to conduct business as a corporate entity.

- (3) The Minister is the sole representative of the shareholder.

- (4) The Agency acts through its Board.

- (5) The Public Finance Management Act and the Companies Act apply to the operations of the Agency.

(Section 9 substituted by section 4 of Act 21 of 2024)

10. Objectives of Agency

Prepared by:

The objectives of the Agency are to—

- (a) design and implement development support programmes for small enterprises;
- (b) promote a service delivery network that increases the contribution of small enterprises to the South African economy, and enhances economic growth, job creation and equity to historically disadvantaged communities;
- (c) support, promote and develop co-operative banks and co-operative financial institutions; and
- (d) generally, strengthen the capacity of—
 - (i) service providers to support small enterprises; and
 - (ii) small enterprises to compete successfully domestically and internationally.

(Section 10 substituted by section 4 of Act 21 of 2024)

11. Shareholder powers and duties

- (1) Subject to this section and section 12, the Minister must exercise all the rights and duties of a shareholder under the Companies Act in relation to the Agency in order to promote and support the functions of the Agency and to report annually on the developmental impact and material risks of its investment in the Agency.
- (2) Notwithstanding the Companies Act, the Minister may only—
 - (a) subject to subsection (3), appoint the directors to the Board of the Agency in terms of section 68 of the Companies Act on the recommendations of the Board after a transparent appointment process conducted by it;
 - (b) remove directors in terms of sections 69 and 71 of the Companies Act if the director—
 - (i) is in breach of the director's fiduciary duties; or
 - (ii) is unable to perform the functions of a director adequately or competently; and
 - (c) determine the remuneration of directors in accordance with the best market practice and in accordance with applicable guidelines.
- (3) Notwithstanding subsection (2)(a), the Minister may, on good grounds, apply to the High Court for an order to appoint a director not recommended by the Board in terms of that subsection.

- (4) The Board must submit an annual corporate plan to the Minister for approval, which includes—
- (a) the Agency's strategic objectives, business strategies and outcomes;
 - (b) performance measures and key indicators for assessing its performance in delivering the desired objectives, strategies and outcomes;
 - (c) the investment and financing programmes, including any borrowing plan, and the underlying assumptions for those programmes;
 - (d) the strategies for managing financial and non-financial risk;
 - (e) particulars relating to financial indicators and forecasts;
 - (f) the accounting policies of the Agency; and
 - (g) any other relevant information which relates to the financial and non-financial support activities of the Agency.
- (5) The Minister must commission an independent assessment of the Board's performance every three years.

(Section 11 substituted by section 4 of Act 21 of 2024)

12. Material or persistent failure to meet objectives and targets

- (1) If the Agency materially or persistently fails to meet the objectives and targets as contained in its corporate planning instruments and as specified by the Minister in terms of binding shareholder instructions as contained in shareholder compacts, the Minister may call a special general meeting of the Agency to consider the corrective action to be taken.
- (2) In the circumstances contemplated in subsection (1), the Minister may—
- (a) request any additional information required;
 - (b) commission an independent investigation of the Agency, or a subsidiary, in relation to its operations and finances;
 - (c) require, in consultation with the Board, that the Agency be restructured with a view to meet the financial and non-financial support objectives of the State in relation to small enterprises or reducing the Agency's costs or increasing its revenue;

- (d) review Board membership and provide additional capacity to the Board;
 - (e) issue instructions to the Board to remedy the failure; or
 - (f) apply to the High Court to appoint a curator, on such terms as the Court may determine, to take control of the management of the Agency.
- (3) If the Minister exercises any of the powers listed in subsection (2), the powers of the Board and the performance of its functions to manage the business and affairs of the Agency are restricted accordingly, notwithstanding anything to the contrary contained in section 66 of the Companies Act.
- (4) If the Minister commissions an independent investigation in terms of subsection (2)(b)—
- (a) the Board must ensure that the person carrying out the investigation has access to all relevant information of the Agency; and
 - (b) the person carrying out the investigation must—
 - (i) ensure that the information gleaned in the investigation is confidential and may not be communicated to any person other than the Minister, the Board or an applicable law enforcement agency; and
 - (ii) submit a written report of the findings arising from the investigation to the Minister and the Board.
- (5) If a curator is appointed in terms of subsection (2)(f), the curator assumes all the duties, functions and powers of the Board.
- (6) Both the Minister and the Board must disclose any appointment and main findings of an independent investigator in the Minister's annual report and the Agency's annual report.

(Section 12 substituted by section 4 of Act 21 of 2024)

13. Agency's powers and functions

In the exercise of its powers and the performance of its functions to manage the business and affairs of the Agency, the Board must, subject to section 11—

- (a) implement the policy of the national government for small enterprise development inclusive of both financial and non-financial support services;
- (b) design and implement a standard national delivery network that must uniformly apply throughout the Republic in respect of small enterprise development;

- (c) design and implement small enterprise development support programmes in order to—
 - (i) facilitate the building of sustainable and competitive small enterprises;
 - (ii) facilitate the promotion of entrepreneurship;
 - (iii) facilitate the creation of an enabling operating environment for small enterprises;
 - (iv) facilitate access by small enterprises to financial resources, non-financial resources, capacity-building services, products and services;
 - (v) promote participation of historically disadvantaged persons in small enterprises;
 - (vi) facilitate international and national market access for products and services of small enterprises;
 - (vii) foster partnerships across all spheres of government, the private sector and relevant stakeholders to assist the Agency to achieve its objectives;
 - (viii) promote a service delivery network to facilitate access and outreach to development support for small enterprises;
 - (ix) facilitate and co-ordinate research relating to small enterprise support programmes;
 - (x) provide support in the implementation of the Small Enterprise Development Policy;
 - (xi) co-operate with, and assist, including through providing information, the Financial Sector Conduct Authority and the Prudential Authority as defined in section 1(1) of the Financial Sector Regulation Act, 2017 (Act No. 9 of 2017), in dealing with matters of mutual interest;
 - (xii) at the request of the Minister, investigate, advise on and comment on the effect of existing legislation and the impact of proposed legislation on small enterprises; and
 - (xiii) improve the understanding of the public regarding the contribution of small enterprises to inclusive economic growth, job creation and general welfare;
- (d) establish provincial structures to ensure the effective implementation of its functions, including, subject to availability of resources, facilitating the devolution of such implementation at the municipal level; and

- (e) conduct a public and transparent process, through its nominations committee, to make recommendations for appointments to the Board based on a matrix of skills, experience and diversity, which when considered collectively, enables them to attain the Agency's prescribed objectives.

(Section 13 substituted by section 4 of Act 21 of 2024)

14. Role, functions and duties of Agency Board

- (1) The Board must ensure that its business and affairs are conducted in a manner consistent with this Act, the Companies Act, the Co-operatives Act and the Co-operative Banks Act, and in particular, it must—
 - (a) develop the annual corporate plan referred to in section 11(4) in respect of the Agency and any of its subsidiaries;
 - (b) prepare and approve an annual budget, including any borrowing plan, if necessary, to give effect to that corporate plan;
 - (c) without delay notify the Minister of any adverse events that may affect the ability of the Agency to meet its performance and comply with this Act, and the reasons therefor;
 - (d) implement an appropriate procurement and provisioning system which is fair, equitable, transparent, competitive and cost-effective in accordance with section 51 of the Public Finance Management Act; and
 - (e) develop a system for properly evaluating all Agency activities, both financial and non-financial.
- (2) Subject to the requirements of this Act, the Board may exercise all its powers under the Companies Act, including the power to borrow money from, issue a guarantee, indemnity or security to, a third party for the purpose of performing its functions and achieving its objectives.

(Section 14 substituted by section 4 of Act 21 of 2024)

15. Finances of Agency

- (1) The funds of the Agency consist of—
 - (a) money appropriated by Parliament;
 - (b) grants, donations and bequests made to the Agency;
 - (c) income gained through investment of monies; and
 - (d) money lawfully obtained or raised by the Agency from any other source.

- (2) Any appropriation of funds contemplated in subsection (1)(a) must, prior to being distributed to the Agency, specify criteria for the use of funds and whether the funds are to be used by the Agency for financial or non-financial support services.
- (3) The criteria contemplated in subsection (2) must—
 - (a) in the case of financial support services, in relation to any consequent loans made to small enterprises, specify—
 - (i) intended recipients;
 - (ii) categories of each sector;
 - (iii) applicable interest rates;
 - (iv) repayment terms;
 - (v) acceptable impairment levels; and
 - (vi) any other relevant terms; and
 - (b) in the case of non-financial support services, include categories of recipients and the nature of the non-financial support to be provided.
- (4) The procedures to be followed when granting or not granting financial or non-financial support by the Agency must allow for the review of that decision.
- (5) The Agency must include in its reporting to the Minister prescribed information as to—
 - (a) the recipients of the financial and non-financial support services envisaged in subsection (3)(a) and (b); and
 - (b) the funds envisaged in subsection (1)(b) to (d).
- (6) All monies received by the Agency must be deposited into a banking account in the name of the Agency with a bank established under the Banks Act, 1990 (Act No. 94 of 1990).

(Section 15 substituted by section 4 of Act 21 of 2024)

16. Composition of Board

- (1) Subject to section 11, the Minister must appoint all the directors of the Board on grounds of their skill, knowledge and experience, which, when considered collectively, are representative of the nine provinces, and will enable them to fulfil the objectives of the Agency.
- (2) The Board must comprise a minimum of seven and a maximum of 13 directors.
- (3) Non-executive directors serve a term of three years and may not be reappointed for more than two additional terms.
- (4) The CEO and CFO of the Agency are Executive members of the Board.

(Section 16 substituted by section 4 of Act 21 of 2024)

17. Board committees

In addition to any other Board committees permitted in terms of section 72 of the Companies Act, the Board must appoint—

- (a) an audit and risk committee;
- (b) a human resources, remuneration and nominations committee, *inter alia*, to make recommendations of persons to be appointed to the Board in terms of section 11(2)(a);
- (c) a social and ethics committee; and
- (d) a credit and investment committee.

(Section 17 substituted by section 4 of Act 21 of 2024)

17A. Standards of director conduct

In addition to the standards of director conduct contemplated in section 76 of the Companies Act and governed by the common law, a director of the Agency must act in the best interests of the company taking into account its public service delivery and developmental objectives.

(Section 17A substituted by section 4 of Act 21 of 2024)

17B. Reporting

- (1) The Board must submit to the Minister an annual report within five months of the end of each financial year in respect of the Agency to include—
 - (a) the audited financial statements including, but not limited to, profit and loss statements, statement of financial position and statement of cash flows;

- (b) the audit reports and any necessary commentaries on those financial statements;
 - (c) detailed performance against targets;
 - (d) material risks;
 - (e) shareholder instructions and achievement of performance against these instructions, including an analysis of factors likely to affect achievement of such performance or create significant risks;
 - (f) significant and material transactions concluded and their respective values;
 - (g) information required under the Companies Act for public companies;
 - (h) a report on corporate governance;
 - (i) a business sustainability report;
 - (j) risk management systems implemented by the Agency; and
 - (k) such other information as may be prescribed.
- (2) The Board must submit to the Minister the Agency's unaudited financial statements by no later than 31 May of every year.
- (3) The Minister must table a copy of the annual report contemplated in subsection (1) in Parliament.
(Section 17B substituted by section 4 of Act 21 of 2024)

17C. Audit of Agency

Despite section 90(1) of the Companies Act, the Auditor-General must, in accordance with the Public Audit Act, 2004 (Act No. 25 of 2004), ensure that the financial statements of the Agency are audited each year.

(Section 17C substituted by section 4 of Act 21 of 2024)
(Chapter 3 amended by sections 3, 4 and 5 of Act 26 of 2003)
(Chapter 3 substituted by section 2 of Act 29 of 2004)
(Chapter 3 substituted by section 4 of Act 21 of 2024)

CHAPTER 3A

Dispute Resolution Mechanism

(Chapter 3A inserted by section 5 of Act 21 of 2024 – Commencement date to be proclaimed.)

17D. Establishment of Office of Small Enterprise Ombud Service

- (1) The Office is hereby established as a juristic person.
- (2) The Office is accountable to the Minister and Parliament.
- (3) The Department responsible for small business development must establish an appropriate administrative structure, including a national head office and, where necessary, regional offices for the Office.
- (4) The provisions of the Public Finance Management Act apply to the Office.
- (5) The Office must exercise its functions in terms of this Act—
 - (a) in the most efficient and cost-effective manner; and
 - (b) in accordance with the values and principles mentioned in section 195 of the Constitution.

17E. Objective of Office

- (1) The objective of the Office is to adjudicate and dispose of complaints in terms of this Act in a manner which is procedurally fair, economical, and expeditious and by reference to what is equitable in all the circumstances, with due regard to—
 - (a) existing contractual arrangement or other legal relationship between the complainant and any other party to the complaint; and
 - (b) the provisions of this Act.
- (2) The Ombud and any deputy Ombud must act independently and impartially.
- (3) The Office of the ombud must fulfil advocacy, in relation to the powers and functions of the Ombud.

17F. Appointment of Ombud and deputy Ombud

- (1) The Minister must within 90 days of a vacancy, following a transparent nomination process and a shortlisting by the National Assembly, appoint, as Ombud, a person—
 - (a) with legal training and appropriate experience and who possesses knowledge of small enterprises, trade, industry, finance or the economy; and
 - (b) resident or ordinarily resident in South Africa.

- (2) The person contemplated in subsection (1) is appointed for a term of five years which may be renewed for one more term.
- (3) The Minister may within 90 days of a vacancy appoint as deputy Ombud, one or more persons—
 - (a) with legal training and appropriate experience and who possess knowledge of small enterprise, trade, industry, finance, or the economy; and
 - (b) resident or ordinarily resident in South Africa.
- (4) The person contemplated in subsection (3) is appointed for a term of five years which may be renewed for one more term.
- (5) The remuneration and other terms of appointment of the Ombud and a deputy Ombud must be determined by the Minister, in consultation with the Minister of Finance.
- (6) The Ombud or deputy Ombud may resign by submitting a written notice to the Minister at least three calendar months prior to the intended date of vacation of office, unless the Minister allows a shorter period.
- (7) The Minister may, on good cause shown, remove the Ombud or deputy Ombud from office on the ground of misconduct, incapacity or incompetence or acts contrary to the purpose and principles of this Act, after affording the person concerned a reasonable opportunity to be heard.
- (8) The Minister must make the appointments in such a manner that the terms of appointment of the Ombud and deputy Ombud overlap by six months.

17G. Powers and functions of Ombud

- (1) The Ombud must—
 - (a) consider and adjudicate complaints by small enterprises and small enterprise organisations in terms of this Chapter through alternative dispute resolution mechanisms;
 - (b) initiate an investigation—
 - (i) if a small enterprise files a complaint in terms of this chapter;
 - (ii) concerning any alleged prohibited conduct on its own initiative; or
 - (iii) when directed to do so by the Minister in terms of section 17L;

- (c) consider and approve the strategic plan of the Office;
 - (d) consider and decide on capital acquisitions and transactions that have not been delegated to the Director;
 - (e) prepare reports on a quarterly basis on the nature and progress on all complaints and investigations for submission to the Minister and Parliament;
 - (f) appoint personnel to ensure the efficient management of complaints; and
 - (g) make recommendations for amendments to the regulations and policy guidelines.
- (2) The Ombud may conduct any business that is required for the proper maintenance and development of the Office.
- (3) For the purposes of subsection (1)(b), the Ombud is—
- (a) competent to investigate, on receipt of a complaint by a complainant, any alleged—
 - (i) unfairness in relation to a contractual arrangement or other legal relationship between the complainant and any other party to the complaint;
 - (ii) abuse or unjustifiable exercise of power or unfair or other improper conduct or undue delay in performing in terms of a contractual arrangement or other legal relationship between the complainant and any other party to the complaint; or
 - (iii) practice, act or omission which results in unlawful or improper prejudice to a small enterprise.
- (4) At any time prior to, during, or after an investigation referred to in subsection (3), the Ombud may if he or she—
- (a) is of the opinion that the facts reveal the commission of an offence by any person, bring the matter to the notice of the relevant authority charged with prosecutions; or
 - (b) deems it advisable, refer any matter which has a bearing on an investigation to the appropriate body or authority affected by it, or make an appropriate recommendation regarding the redress of the prejudice in question or make any other appropriate recommendation that the Ombud deems expedient, to the affected body or authority.
- (5) For the purposes of an investigation, the Ombud may—

- (a) summon any person to furnish any information on the subject of the investigation or who has in his or her possession or under his or her control any book, document or other object relating to the investigation, to appear before the Ombud at a time and place specified in the summons, to be questioned or to produce that book, document or other object; and
 - (b) designate a person to question that person, under oath or affirmation, and examine or retain for further examination or for safe custody the book, document or other object in question.
- (6) A summons referred to in subsection (5)(a) must—
- (a) be in the form determined in the regulations;
 - (b) contain particulars of the matter in connection with which the person concerned is required to appear before the Ombud;
 - (c) be signed by the Ombud or a person authorised by him or her; and
 - (d) be served as determined in the regulations.
- (7)
- (a) The Ombud may, subject to paragraph (b), in the manner he or she deems fit, make known to any person or body any report, finding, recommendation or determination in respect of a matter investigated by him or her.
 - (b) The report, finding, recommendation or determination in respect of an investigation by the Ombud must, when he or she deems it fit but as soon as possible, be made available to the complainant and to any person or body implicated thereby.
 - (c) A report or finding, recommendation or determination in respect of an investigation by the Ombud must be open to the public, unless the Ombud is of the opinion that exceptional circumstances require that the report, finding, recommendation or determination be kept confidential.

17H. Receipt of complaints

- (1) Upon receipt of a complaint by the Ombud, the Ombud must—
- (a) determine whether the requirements of the regulations contemplated in section 17S have been complied with;
 - (b) in the case of any non-compliance, act in accordance with the regulations made under that section; and

(c) otherwise officially receive the complaint.

- (2) Official receipt of a complaint by the Ombud suspends the running of prescription in terms of the Prescription Act, 1969 (Act No. 68 of 1969), for the period after such receipt of the complaint until the complaint has either been withdrawn or determined by the Ombud.

17I. Prescription of complaints

The following jurisdictional provisions apply to the Ombud in respect of the investigation of complaints:

- (a) The Ombud must decline to investigate any complaint which relates to an act or omission which occurred on or before the date of commencement of this Act;
- (b) where the complainant was unaware of the occurrence of the act or omission, the period of three years commences on the date on which the complainant became aware or ought reasonably to have become aware of such occurrence, whichever occurs first;
- (c) the Ombud must decline to investigate a complaint if, before the date of official receipt of the complaint, proceedings have been instituted by the complainant in any Court in respect of a matter which would constitute the subject of the investigation; and
- (d) where any Court or other proceedings are instituted during an investigation by the Ombud, such investigation must not be proceeded with.

17J. Jurisdiction for complaints

The Ombud may, on reasonable grounds, determine that it is more appropriate that the complaint be dealt with by a Court or through any other available dispute resolution process, and dismiss the complaint.

17K. Resolution of complaints

- (1) The Ombud must not proceed to resolve a complaint officially received, unless the Office—
- (a) has, in writing, informed every other interested party to the complaint of the receipt thereof;
 - (b) is satisfied that all interested parties have been provided with such particulars as will enable the parties to respond thereto; and
 - (c) has provided all interested parties the opportunity to submit a response to the complaint.

(2) The Ombud—

- (a) may, in resolving an officially received complaint, follow and implement any alternative dispute resolution procedure which the Ombud deems appropriate;
- (b) may, delineate the functions of conciliation, mediation and arbitration between various functionaries of the Office;
- (c) must, in the first instance, explore any reasonable prospect of resolving a complaint by conciliation or mediation acceptable to all parties;
- (d) may, in order to resolve a complaint speedily by conciliation or mediation, make a recommendation to the parties, requiring the parties to confirm whether or not they accept the recommendation;
- (e) may, where the recommendation is not accepted by a party, require that party to give reasons for not accepting it and refer the matter for arbitration;
- (f) may, in the event of conciliation and mediation failing to reach resolution, if appropriate, initiate arbitration proceedings to adjudicate the matter in an expeditious manner; and
- (g) may, on terms specified by the Office, mandate any person or persons to form an arbitral forum to perform any of the functions referred to in paragraph (e) or (f).

- (3) Where the parties accept the recommendation contemplated in subsection (2)(d), such recommendation has the effect of a final determination by the Office, contemplated in section 17M(1).
- (4) For the purposes of any resolution by the Ombud, the provisions of the Commissions Act, 1947 (Act No. 8 of 1947), regarding the summoning and examination of persons and the administering of oaths or affirmations to them, the calling for the production of books, documents and objects, and offences by witnesses, apply with the necessary changes.

17L. Investigation

(1) The Ombud may investigate a matter if—

- (a) the matter is referred to it by the Minister; or
- (b) a significant number of small enterprises are negatively impacted by a business practice.

- (2) For the purposes of any investigation by the Ombud, the provisions of the Commissions Act, 1947 (Act No. 8 of 1947), regarding the summoning and examination of persons and the administering of oaths or

affirmations to them, the calling for the production of books, documents and objects, and offences by witnesses, apply with the necessary changes.

17M. Determinations by Ombud

- (1) The Ombud must in any case where a matter has not been settled or a recommendation referred to in section 17K(2)(d) has not been accepted by all parties concerned, make a final determination, which may include—
 - (a) the dismissal of the complaint; or
 - (b) the upholding of the complaint, wholly or partially, in which case—
 - (i) the complainant may be awarded an amount as fair compensation for any financial prejudice or damage suffered; and
 - (ii) a direction may be issued that the other party concerned take such steps in relation to the complaint as the Ombud deems appropriate and just.
- (2) To make a considered monetary award the Ombud may—
 - (a) require full disclosure of contractual terms as well as financial dealings between the contractual parties;
 - (b) determine the appropriate monetary award as contemplated in subsection (1)(b)(i); and
 - (c) determine the amount payable to bear interest at a rate, and as from a date, determined by the Ombud.
- (3) The Minister may by regulation determine—
 - (a) the maximum monetary award for a particular kind of financial prejudice or damage;
 - (b) different maximum monetary awards for different categories of complaints; or
 - (c) the granting of costs, including costs against either party in favour of the Office or the other party if in the opinion of the Ombud—
 - (i) the party's conduct was improper or unreasonable; or

(ii) the party was responsible for an unreasonable delay in the finalisation of the relevant investigation: Provided that an amount payable under a cost award bears interest at a rate and as from a date determined by the Ombud.

- (4) Any award of interest by the Ombud in terms of subsection (2) may not exceed the rate which a Court would have been entitled to award, had the matter been heard by a Court.
- (5) The Office must reduce a determination to writing, including the reasons therefor, sign the determination, and send copies thereof to all parties concerned with the complaint and to the clerk or registrar of the Court which would have had jurisdiction in the matter had it been heard by a Court.
- (6) A determination of the Ombud finalised according to subsection (5) may only be taken up on review specifically on the following grounds:
- (a) Illegality;
 - (b) procedural unfairness; or
 - (c) irrationality.
- (7) A determination is regarded as a civil judgment of a Court, had the matter in question been heard by a Court, and must be so noted by the clerk or registrar, as the case may be, of that Court.
- (8)
- (a) A writ of execution may, in the case of a determination amounting to a monetary award, be issued by the clerk or the registrar referred to in subsection (5) and may be executed by the sheriff of such Court after expiration of a period of two weeks after the date of the determination.
 - (b) Any other determination must be given effect to in accordance with the applicable procedures of a Court after expiration of a period of two weeks after the date of the determination.

17N. Staff of Office

- (1) In order to perform the functions of the Office, the Ombud must—
- (a) employ a person as director of the Office who is the administrative head of the Office; and
 - (b) employ such administrative staff as may be necessary.
- (2) The Ombud must appoint the person referred to in subsection (1)(a) for an agreed term not exceeding five years which may be renewed for one additional term not exceeding five years and on the conditions as the Minister, in consultation with the Minister of Finance, may determine.

- (3) The director is responsible for the general administration of the Office, and must—
- (a) manage and direct the activities of the Office, subject to the direction of the Ombud;
 - (b) supervise the administrative staff of the Office;
 - (c) enter into contracts with service providers and accept liability on behalf of the Office for the expenses incurred as a result of such services being rendered; and
 - (d) perform any other function necessary in accordance with this Act.
- (4) The Minister must, after consultation with the Minister of Finance, determine—
- (a) the director's remuneration, allowances, benefits and other terms and conditions of employment; and
 - (b) the staff establishment of the Office, the remuneration, allowances, benefits, and other terms and conditions of appointment of the members of staff.

170. Delegation by Ombud, deputy Ombud and director

- (1) The Ombud may delegate any of his or her powers and assign any of his or her duties to a deputy Ombud or the director.
- (2) A deputy Ombud or the director, as the case may be, may delegate any of his or her powers and assign any of his or her duties to an employee of the Office.
- (3) A delegation contemplated in subsection (1) or (2)—
- (a) may be made subject to such conditions as the Ombud, a deputy Ombud or the director, as the case may be, may determine;
 - (b) must be communicated to the delegatee in writing; and
 - (c) may be amended or withdrawn in writing by the Ombud, a deputy Ombud or the director, as the case may be.
- (4) Despite a delegation or assignment contemplated in subsection (1) or (2), the Ombud, a deputy Ombud or the director, as the case may be, remains accountable for any power delegated or function assigned, and is not divested of any power or duty so delegated or assigned.

17P. Funding of Office

- (1) Expenditure in connection with the administration and functioning of the Office must be defrayed from—
 - (a) money appropriated by Parliament for this purpose;
 - (b) any fees payable in terms of this Chapter; and
 - (c) funds accruing to the Office from any other source.
- (2) The Office must deposit all funds in an account opened with a bank registered under the Banks Act, 1990 (Act No. 94 of 1990).
- (3) The Office may invest funds which are not required for immediate use—
 - (a) in a call account or short-term fixed deposit with any registered bank contemplated in subsection (2); or
 - (b) in an investment account with the Public Investment Corporation established by section 2 of the Public Investment Corporation Act, 2004 (Act No. 23 of 2004).
- (4) Funds standing to the credit of the Office in the account mentioned in subsection (2) at the end of the financial year, as well as funds invested under subsection (3), must, subject to section 53(3) of the Public Finance Management Act, be carried forward to the next financial year.

17Q. Accountability

- (1) Subject to the Public Finance Management Act, the director—
 - (a) is charged with the responsibility of accounting for money received or paid out for or on account of the administration and functioning of the Office; and
 - (b) must cause the necessary accounting and other related records to be kept.
- (2) The financial year of the Office is the period from 1 April to 31 March of the following year, except that the first financial year of the Office begins on the date on which this Chapter comes into operation, and ends on 31 March of the following year.
- (3) Within three months after the end of each financial year, the director must prepare financial statements in accordance with established accounting practice, principles and procedures, comprising—

- (a) a statement, with suitable and sufficient particulars, reflecting the income and expenditure of the Office during the preceding financial year; and
 - (b) a balance sheet showing the state of its assets, liabilities and financial position as at the end of that financial year.
- (4) The Auditor-General must, in accordance with the Public Audit Act, 2004 (Act No. 25 of 2004), ensure that the financial statements of the Office are audited each year.

17R. Disestablishment and liquidation of Office

- (1) The Office may not be disestablished or liquidated, except by an Act of Parliament.
- (2) In the event of such disestablishment or liquidation, the surplus assets of the Office, if any, accrue to the Agency.

17S. Regulations applicable to Ombud

- (1)
- (a) The Minister must make regulations including different regulations in respect of different categories of complaints or investigations by the Ombud, regarding—
 - (i) any matter which is required or permitted under this Act to be regulated by regulation;
 - (ii) the category of small enterprises qualifying as complainants;
 - (iii) the types of complaints justiciable by the Ombud;
 - (iv) the rights of complainants in connection with complaints, including the manner of submitting a complaint to the Ombud;
 - (v) the rights and duties of any other party to the complaint on receipt of a complaint, particularly in connection with the furnishing of replies to the complainant;
 - (vi) the rights of a complainant to submit a complaint to the Ombud where the complainant is not satisfied with a reply received from the party concerned;
 - (vii) the circumstances under which the Ombud may dismiss a complaint without consideration of its merits; and
 - (viii) the reasonable time limit for any aspect of the proceedings before the Ombud and the extension of any time limit;

(b) the payment to the Office by a party involved in a complaint submitted to the Ombud, of case fees in respect of the consideration of the complaint by the Ombud; or

(c) any other administrative or procedural matter necessary or expedient for the better achievement of the objects of this Chapter, but which is not inconsistent with a provision of this Act.

(2) The Minister must—

(a) ensure that no regulation made under subsection (1) undermines or affects the independence of the Ombud in any material way; and

(b) publish the regulations made under subsection (1) in the *Gazette*.

17T. Record-keeping

(1) The Ombud must keep proper files and records, including electronically, in respect of complaints as well as a record of any determination proceedings conducted in terms of section 17 and considering the provisions of the Protection of Personal Information Act.

(2) Any interested person may, subject to the discretion of the Ombud and applicable regulations of confidentiality, obtain a copy of any record on payment of a fee determined by the Ombud.

17U. Annual Report of Ombud

(1) The Office must prepare and submit to the Minister an annual report, as determined in the regulations, within three months after the end of its financial year.

(2) The annual report referred to in subsection (1) must include the following documents:

(a) The audited financial statements prepared in terms of this Chapter;

(b) the report prepared in terms of the Public Audit Act, 2004;

(c) a report of the activities undertaken in terms of the functions of the Ombud set out in this Chapter; and

(d) such other information as may be prescribed.

(3) The Minister must table in Parliament each annual report submitted in terms of this section.

17V. Penalties

Prepared by:

(1) A person who commits any act in respect of the Ombud or an investigation by the Ombud which, if committed in respect of a Court of law, would have constituted contempt of Court, is guilty of an offence and liable on conviction to a penalty which may be imposed on a conviction of contempt of Court.

(2) A person who—

(a) anticipates a determination of the Ombud in any manner calculated to influence the determination; or

(b) wilfully interrupts proceedings conducted by the Ombud,

is guilty of an offence and liable on conviction to a fine or to imprisonment for a period not exceeding one year.

17W. Promotion of stakeholder education

The Office may—

(a) take any steps conducive to stakeholder education and the promotion of awareness of the nature and availability of the Ombud and other enforcement measures established by or in terms of this Chapter, including arrangements—

(i) with organs of state;

(ii) representative bodies of business; and

(iii) other stakeholders,

to assist in the provision of information to the general public on matters relating to the work of the Ombud; and

(b) take steps conducive to stakeholder education and promotion of the awareness of the nature and availability of the Ombud and other enforcement measures established by or in terms of this Chapter, including arrangements to accommodate—

(i) rural stakeholders; and

(ii) stakeholders found in underserved urban areas.

17X. Promotion of inter-agency co-ordination and collaboration

The Office may take any steps in line with the Intergovernmental Relations Framework Act, 2005 (Act No.13 of 2005), to facilitate, promote and establish inter-agency collaboration and co-ordination measures including institutional arrangements, agreements and joint programmes with bodies or institutions such as the Competition Commission, Consumer Commission, Companies Tribunal and the Companies and Intellectual Property Commission.

17Y. Unfair trading practices

(1) The Minister—

- (a) may on recommendation of the Ombud, by notice in the *Gazette*, declare certain practices in relation to small enterprises to be prohibited unfair trading practices;
- (b) may, subject to subsections (2) to (4), instruct that a comprehensive investigation be undertaken by the Ombud into an alleged unfair trading practice on recommendation by the Ombud;
- (c) must consult with the Minister responsible for trade, industry and competition before issuing a notice contemplated in paragraph (a); and
- (d) must, in the performance of a function in terms of this section, consult with any Minister responsible for a national function affected by the performance of that function.

(2) Small enterprises have the right to trade and transact freely, including—

- (a) the right to unambiguous business contract;
- (b) the right to a reasonable payment date and interest on late payments;
- (c) the right to disclosure of relevant information; and
- (d) the right to accountability from large enterprises and government entities.

(3) The following principles must guide the Minister and the Ombud in considering whether or not a declaration contemplated in subsection (1) may be made—

- (a) that the practice concerned, directly or indirectly, has or is likely to have the effect of—
 - (i) harming the sustainability and competitiveness of small enterprises;
 - (ii) unreasonably prejudicing any small enterprise;
 - (iii) deceiving any small enterprise; or

(iv) unfairly affecting any small enterprise; and

(b) that if the practice is allowed to continue, one or more objects of this Act will, or is likely to be defeated.

(4) Before making a declaration contemplated in subsection (1), the Minister must—

(a) by notice in the *Gazette*—

(i) publish an intention to make the declaration and give reasons therefor;

(ii) indicate where a copy of the draft declaration may be obtained; and

(iii) invite interested persons to make written representations in relation thereto, so as to reach the Minister within the time stipulated in the notice after the date of the publication of that notice; and

(b) consider any representations received in terms of paragraph (a)(iii).

(5) An affected party may not, on or after the date of the publication of a notice referred to in subsection (1), carry on the practice concerned.

(6) The Ombud may direct a party who, on or after the date of the publication of a notice referred to in subsection (1), carries on the practice concerned in contravention of that notice, to rectify, to the satisfaction of the Ombud, any harm which was caused by, or arose out of, the carrying on of the practice concerned.

(7) Any party who, under subsection (6), is directed to rectify any harm, must do so within 60 business days after such direction is issued.

(8) The Ombud may, after affording the party concerned a reasonable opportunity to make representations, impose an administrative penalty in the amount prescribed by the Minister for any contravention of subsection (5) or failure by the party concerned to comply with subsection (6), read with subsection (7).

(Chapter 3A inserted by section 5 of Act 21 of 2024 – Commencement date to be proclaimed.)

CHAPTER 4

General Provisions

18. Determination of guidelines

- (1) The Minister may, by notice in the *Gazette*, publish guidelines for organs of state in national, provincial and local spheres of government to promote small enterprise and the National Small Business Support Strategy.
- (2) The guidelines referred to in subsection (1) may include guidelines on-
 - (a) procedures for consultation with the Department of Trade and Industry on all proposed legislation identified by the Minister under subsection (3);
 - (b) the assessment of the effect and application of legislation on small enterprise;
 - (c) co-ordination between organs of state in order to promote the consistent application of the National Small Business Support Strategy;
 - (d) procedures for consultation with small enterprise organisations, trade unions and other representative organisations;
 - (e) the review of the effect of existing legislation on small enterprise and the National Small Business Support Strategy.
- (3) The Minister may, by notice in the *Gazette*, identify the type of legislation that may have an effect on small enterprise and the National Small Business Support Strategy and in respect of which the consultations contemplated in subsection (2)(a) and (d) may be conducted.

19. National Review of Small Enterprises

- (1) The Director-General must, on the request of the Minister, compile a review called the National Review of Small Enterprises which must cover areas defined by the Minister or the Director-General, including—
 - (a) particulars of progress achieved in furtherance of the objects of the National Small Business Support Strategy;
 - (b) summaries of any findings or recommendations of the Director-General in respect of legislation, proposed legislation and administrative practices which impact on the small enterprise sector;
 - (c) an outline of new developments and trends with regard to the small enterprise sector in South Africa;
 - (d) reports on the growth and decline of small enterprise according to sector, size and region; and

- (e) a statistical analysis of the contribution of the small enterprise sector to the economy, to export promotion, to rural development and to the level of inclusion of previously disadvantaged groups into the economy.
- (2) The Director-General may request the assistance of the Advisory Body, the Agency or the Office when compiling the review.
- (3) The Director-General must complete the review timeously and thereafter submit it to the Minister and the Minister must table it in Parliament.

(Section 19 amended by section 6 of Act 26 of 2003)

(Section 19 substituted by section 6 of Act 21 of 2024)

20. Regulations and amendment of Schedule

- (1) The Minister may make regulations regarding-
 - (a) any matter which in terms of this Act is required or permitted to be prescribed; and
 - (aA)
 - (i) the manner in which an institution may be incorporated into the Agency;
 - (ii) the criteria for appointment of members of the Board;
 - (iii) the design and implementation of small enterprise financial support programmes in order to—
 - (aa) facilitate access to finance by small enterprises and small enterprise organisations;
 - (bb) facilitate access to finance by service providers to small enterprises and small enterprise organisations;
 - (b) generally, any other ancillary or incidental administrative or procedural matter which may be necessary or expedient to prescribe for the proper implementation or administration of this Act.

(Section 20(1)(aA) inserted by section 3(a) of Act 29 of 2004)

(Section 20(1)(b) substituted by section 3(b) of Act 29 of 2004)

(Section 20(2) substituted by section 7 of Act 21 of 2024)

21. Repeal of laws

Prepared by:

- (1) Subject to subsection (2), the Small Business Development Act, 1981 (Act No. 112 of 1981), the Small Business Development Amendment Act, 1984 (Act No. 54 of 1984), and the Small Business Development Amendment Act, 1990 (Act No. 16 of 1990), are hereby repealed.
- (2) Section 2A of the Small Business Development Act, 1981, remains in force until a date determined by the Minister by notice in the *Gazette*, which date shall not be earlier than 12 months after the date of commencement of this Act.

22. Short title and commencement

This Act is called the National Small Enterprise Act, 1996, and comes into operation on a date fixed by the President by proclamation in the *Gazette*.

(Section 22 substituted by section 5 of Act 29 of 2004)

SCHEDULE

The new National Small Enterprise Act thresholds for defining enterprise size classes by sector, using two proxies

Column 1	Column 2	Column 3	Column 4
Sectors or sub-sectors in accordance with the Standard Industrial Classification	Size or class of enterprise	Total full-time equivalent of paid employees	Total annual turnover
Agriculture	Medium	51 - 250	≤ 35,0 million
	Small	11 - 50	≤ 17,0 million
	Micro	0 - 10	≤ 7,0 million
Mining and Quarrying	Medium	51 - 250	≤ 210,0 million
	Small	11 - 50	≤ 50,0 million
	Micro	0 - 10	≤ 15,0 million
Manufacturing	Medium	51 - 250	≤ 170,0 million
	Small	11 - 50	≤ 50,0 million
	Micro	0 - 10	≤ 10,0 million
Electricity, Gas and Water	Medium	51 - 250	≤ 180,0 million
	Small	11 - 50	≤ 60,0 million
	Micro	0 - 10	≤ 10,0 million
Construction	Medium	51 - 250	≤ 170,0 million
	Small	11 - 50	≤ 75,0 million
	Micro	0 - 10	≤ 10,0 million
Retail, motor trade and repair services	Medium	51 - 250	≤ 80,0 million
	Small	11 - 50	≤ 25,0 million

Column 1	Column 2	Column 3	Column 4
Sectors or sub-sectors in accordance with the Standard Industrial Classification	Size or class of enterprise	Total full-time equivalent of paid employees	Total annual turnover
	Micro	0 - 10	≤ 7,5 million
Wholesale	Medium	51 - 250	≤ 220,0 million
	Small	11 - 50	≤ 80,0 million
	Micro	0 - 10	≤ 20,0 million
Catering, Accommodation and other Trade	Medium	51 - 250	≤ 40,0 million
	Small	11 - 50	≤ 15,0 million
	Micro	0 - 10	≤ 5,0 million
Transport, Storage and Communications	Medium	51 - 250	≤ 140,0 million
	Small	11 - 50	≤ 45,0 million
	Micro	0 - 10	≤ 7,5 million
Finance and Business Services	Medium	51 - 250	≤ 85,0 million
	Small	11 - 50	≤ 35,0 million
	Micro	0 - 10	≤ 7,5 million
Community, Social and Personal Services	Medium	51 - 250	≤ 70,0 million
	Small	11 - 50	≤ 22,0 million
	Micro	0 - 10	≤ 5,0 million

(Schedule substituted by section 7 of Act 26 of 2003)

(Schedule substituted by GN 399 of 2019)

SCHEDULE

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(Schedule to be repealed by section 8 of Act 21 of 2024 - Commencement date to be proclaimed.)