

**REPUBLIC OF NAMIBIA**  
**EMPLOYEES COMPENSATION ACT, 1941**

(Section 96 – Regulation 2 – Annexure 1)

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**REGISTRATION OF EMPLOYERS NOT ENGAGED IN AGRICULTURE**

Part 1

Particulars to be furnished in terms of section 96(1) of the Employees Compensation Act, 1941, to:  
 The Executive Officer, Social Security Commission, Private Bag 13223, Windhoek, Namibia

- N.B.- (a) The notes on the back should be carefully read before this form is completed.  
 (b) In terms of section 96 (1) AND 68 (1) of the above Act, every employer carrying on business in the Republic of Namibia, and employing one or more employees shall within fourteen (14) days of the date on which one or more employers were employed register with the Accident Fund and within one month after having become so liable, transmit to the Commission a wage statement on the prescribe form.  
 (c) If an employer is engaged in farming operations, he must complete registration form E. As 2 which will be supplied on request.

- Name of business ( block letters ) .....
- Address where business premises is situated ( block letters ) .....  
 Telephone .....
- Address to which correspondence must be sent ( block letters ) .....  
 Postal Code .....
- Name of owner of business .....
- If business is a partnership or a limit liability company or a closed corporation, please state the names and address of the partners or directors or members .....
- Nature of business (describe fully) .....
- State any process involving the use of gas, explosives, acids or power driven machinery .....
- Date on which the first employee was employed .....
- If the business was taken over, state the previous trading name .....
- BRANCHES: If the business is divided into separate branches, or departments, given the name and address of each and indicate the nature of the operations carried thereat:

NAME	ADDRESS	NATURE OF BUSINESS

Particulars of employees and wages to be furnished in terms of Section 68 (see notes 1, 3 and 4 overleaf). The particulars must be furnished in respect of the period 1 March to last day of February or if business commenced after 1 March in respect of the balance period.

- (a) Give the names of, and respective salaries expected to be paid to working directors or members earning fixed salaries. See notes 1 and 2 (a) (i) overleaf .
- ..... N\$ .....
- ..... N\$ .....
- ..... N\$ .....

The total amount of wages, calculated at the rate of not more than N\$ 60 000 per working director or member per annum, must be included in part (d) hereunder.

- (b) Number of employees expected to be employed during the period 1 March to the last day of February .....
- |   |        |  |  |   |  |  |  |
|---|--------|--|--|---|--|--|--|
| MALE  | FEMALE |  |  |   |  |  |  |
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|   |        |  |  |   |  |  |  |
- (c) Estimated total amount of wages ( include the case value of free food and / or free quarters ) expected to be paid of the above employees during the above period calculated at the maximum of N\$ 60 000 per year, or 5 000 per month, or N\$ 1 154 per week.....
- |         |         |
|---------|---------|
| N\$ (C) | N\$ (C) |
| N\$ (D) | N\$ (D) |
- (d) Working Directors or Members (Number ..... )  
 TOTAL WAGES (C) PLUS (D)

DATE:.....  
 SIGNATURE OF EMPLOYER OR HIS DULY AUTHORISED AGENT