

System Operator (SO) Authorisation Application Form



Trading name of institution: _____

Registered name of institution (as per CIPC records):

Company registration number: _____

Physical address:

Building number, building name: _____

Street number and name: _____

Suburb: _____ City: _____

Province: _____ Postal code: _____

Postal address:

Building number, building name: _____

Street number and name: _____

Suburb: _____ City: _____

Province: _____ Postal code: _____

Company telephone number: _____

Company web address: _____

Company VAT number: _____

Authorised contact:

Name	Surname	Email address	Designation

Directors/ Members

Name	Surname	ID/Passport number	Country of issue

* If insufficient space is provided, please attach a separate annexure.

Disclaimer:

The contact details provided will be used by PASA for official communication related to your application and ongoing Future engagements. Please ensure that all details submitted are accurate and kept up to date.

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Name of representative completing application form:

Capacity/Designation:

Should any supporting documentation be required by the South African Reserve Bank (SARB) or PASA, you will be notified.

Disclaimer:

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Declaration

I, being duly authorised by the applicant, hereby apply on behalf of the applicant for authorisation to act as a System Operator (SO). The applicant hereby confirms that it performs the functions of a System Operator, within the payment system, in accordance with applicable PASA directives, rules, and standards.

The Applicant:

Operates a system which is used to provide a service to the persons below in respect of payment instructions; and

- the volumes of which exceed 10,000 (Ten Thousand) transactions/payment instructions per month; and/or
- the value of which exceeds R10,000,000.00 (Ten Million Rand) per month in respect of all the services it is providing.

As part of the eligibility criteria, applicants must be actively engaged with no fewer than **two clients for each payment system applied for**. Confirmation of these active client engagements must be provided with the submission. Kindly complete the details below for applicant's two largest clients.

Client name

Company registration number

1. _____
2. _____

NOTE: Please provide the names of your two largest clients.

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The applicant provides such services in respect of the following:

NOTE: Authorisation is required for each payment system in which an entity provides a service in respect of payments instructions

Automated Teller Machine (ATM Service)	American Express (Amex) Card
Electronic Funds Transfer (EFT) Credit	Fleet Card
Electronic Funds Transfer (EFT) Debit	DebiCheck
Real Time Clearing (RTC) Service	Rapid Payments (RP)
Debit Card	Registered Mandate (RM)
Credit Card	
Diners Club Card	

If participation in the payment system involves the card environment, applicants are required to submit a valid and current PCI certification together with this application.

NOTE: In the event of providing a service in respect of cards, Certification or Registration by a Card Association is required:

Visa

Mastercard

Confirmation

I confirm that the applicant conforms to all the requirements as set out in the Criteria for Authorisation to act as System Operator, pursuant to SARB Directive for System Operators No. 2 of 2007 and that I have read and fully understand the Criteria for Authorisation to act as System Operator. I further confirm the following, with regards to:

1. Financial criteria

A certified copy of the report of the external auditors in respect of the latest financial year will be provided electronically to so@pasa.org.za, upon request.

2. Operational and technical criteria

- I confirm that the applicant has an appropriate documented business continuity plan.
- I confirm that the applicant has an appropriate documented disaster recovery plan.
- I confirm that the applicant takes note of the minimum network and technical requirements applicable to the payment systems the applicant operates in.

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Applicants are required to provide a brief overview of the services rendered in a System Operator capacity. This overview must specifically include a clear explanation of the flow of funds to ensure proper understanding of the applicant's operational role within the payment system. The business model presented should also align with the entity's overall service offerings.

3. Reporting requirements

- I confirm that the applicant will report:
 - Any material changes to its management, ownership and nature of business;
 - Any other information that the SARB may require from time to time in terms of section 10 of the NPS Act.

- **Compliance requirements**

- Card payment streams

- PCI DSS Certification
 - EMV Compliance

- All payment systems

- I confirm that the applicant is not involved in any activity that results in the bypass of clearing or sorting-at-source.

Application fee

I confirm that the prescribed non-refundable application fee of R10,000.00 (Ten Thousand Rand) and an additional once-off payment of R2,000.00 per payment system, exclusive of VAT will be paid to PASA upon receipt of an invoice.

Renewal fee

An annual renewal fee of R2,000.00 (excluding VAT) per payment system will be payable once an invoice has been issued by PASA.

Expiry

I acknowledge that authorisation, if granted, will be valid for the period indicated on the Authorisation Certificate.

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Termination

I confirm that the applicant will, if it wishes to discontinue or terminate the provision of services as a SO, notify PASA of its intention to do so at least 3 (three) months before the termination date.

Dispute

I confirm that the applicant is aware that any dispute in terms of its application for authorisation as System Operator is to be dealt in terms of clause 6 of the Criteria for the Authorisation to Act as a System Operator.

General

I acknowledge that, in the event that the applicant fails to meet the criteria and requirements set out in this document, PASA may refuse to authorise the applicant as a SO.

Please note:

- Completed application forms must be sent to SO@pasa.org.za.
- Finalisation of an application may take up to 21 business days from receipt of all required information.
- The information provided as part of this application will be used by PASA to conduct its vetting of the applicant, prior to making a decision on the granting of authorisation.

Reference documents:

SOs should familiarise themselves with the following laws, regulations, and requirements:

[NPS-Act-78-of-1998.pdf](#).

[SARB-Directive-1-of-2007-Third-Party-Payments-Providers.pdf](#).

[Criteria-for-Authorisation-to-act-as-System-Operator.pdf](#).

Any other law, regulation, requirement applicable to their business model.

Additional information can be found on www.authorisation.pasa.org.za.

Full name: _____ Date: _____
(Representative completing this form)

Signature: _____