



FROM: ACTING UNEMPLOYMENT INSURANCE COMMISSIONER
TO: ALL EMPLOYERS WHO APPLIED FOR COVIDTERS BENEFIT
SUBJECT: POST-VERIFICATION EXERCISE TO BE CONDUCTED BY AUDIT FIRMS
DATE: 27 NOVEMBER 2020

Dear Employers,

The Unemployment Insurance Fund would like to take this opportunity to inform all Companies and employers, who were paid under the COVID19TERS benefit, of the upcoming post-verification exercise to be conducted by the following audit firms, namely Nexus Forensic Services, Andisa Chartered Accountants, NKS Chartered Accountants, SNG Grant Thornton, Xabacha SA Inc, LMMT Diglossia Auditors and PKF Advisory Services effective from the 1st of December 2020, for an envisaged period of six (6) months.

The clause under "UIF Auditing Powers" in the Memorandum of Agreement, which is binding the UIF and the Employer explicitly and forthrightly, stipulates the intent of the Fund to audit employers at any given time by an appointed auditor. The UIF now exercises its right to invoke the clause accordingly.

These audit firms will request all supporting and corroborating information related to the application of the COVIDTERS benefit and such should be made available without delay. It is therefore requested that all applicable firms immediately prepare and keep at least the following information readily available in either hard or electronic format (*please note that this is not an exhaustive list*):

- UIF COVIDTERS application pack;
 - All documents / information provided to the UIF at the time of application for each lockdown period
- Bank statements relating to COVIDTERS application;
- Each employee HR file;
- Payroll report from 01 January 2020 to July 2020;
- Proof of payment to employees;
- Proof of any refunds to UIF

The above information is just minimum of the required documents.

M. Bronkhorst
Acting Unemployment Insurance Commissioner

Date