

2015/02/16 – REVISED JUNE 2018

PROCESS TO FOLLOW FOR UPLOADING/SUBMITTING LOA / RCC / SALES PERMIT APPLICATIONS

Please be informed that NRCS do not accept or take manual or direct email applications anymore, refer below message:

NRCS has implemented an online system. Please visit our site, www.nrccs.org.za, for the link and instructions to get registered and to make use of the system provided.

NEW CLIENTS

1. To complete the attached Application for Registration and submit it to elsabe.kok@nrccs.org.za for opening an account and when registered it will be confirmed with you (ONCE OFF) – When the account has been opened a JDE # will be quoted to you
2. Once registered, create a password and user ID and forward a formal letter (power of attorney) from your company to registration2@nrccs.org.za. Registration will confirm once linked to the online system. (ONCE OFF)
3. *Once steps 1 & 2 have been completed, please submit ALL future applications online.*

EXISTING CLIENTS

1. Create a password and user ID and forward a formal letter (power of attorney) from your company to registration2@nrccs.org.za. Registration will confirm once linked to the online system. (ONCE OFF)
2. *Once linked to online system, please submit all future applications online.*

FOR ALL TECHNICAL QUERIES, CONCERNING ONLINE REGISTRATION, PLEASE CONTACT registration2@nrccs.org.za

Documents to be attached to the online submission:

1. Completed LOA Application form / RCC applications form / Sales Permit application form (attached)
2. Relevant test report(s)
3. Proof of payment

NB: Please ensure that all applicable fields are completed on the system when loading applications.

Thank you


S. T. P. O.
MANAGER – ELECTROTECHNICAL-APPROVALS