

ANNUAL COMPLIANCE REPORT FOR LEGAL MEASURED ENTITIES THAT ARE ATTORNEYS (LAW FIRMS) – QSE TEMPLATE

INTRODUCTION

1. The Broad-Based Black Economic Empowerment Legal Sector Code of Good Practice (LSC) was gazetted on 20 September 2024 by the Minister of Trade, Industry and Competition (the Minister) The Legal Sector Charter Council (the Charter Council) was established in terms of Paragraph 13.1 of the LSC. Paragraph 13.7 of the LSC sets out the functions of the Charter, one of which is to monitor compliance with the LSC.
2. In terms of Paragraph 13.8 of the LSC, all Legal Sector Measured Entities that are Attorneys (Law Firms) must file an annual compliance report unless they are exempt by virtue of being an Exempt Legal Entity (ELE) or a Black-Owned Qualifying Small Enterprise (QSE), in which case, they are only required to file a sworn affidavit or a certificate issued by the Companies and Intellectual Property Commission (CIPC) except in the event that they elect to obtain enhanced recognition in terms of LSC 000 in the case of ELEs
3. A QSE is required to comply with Ownership as a compulsory element and either Skills Development or Enterprise and Supplier Development. excluding QSEs that are black owned. See Paragraph 16.2.
4. The Annual Report required in terms of Paragraph 13.8 must contain the information set out below and be set out in the format as described below.
5. Please refer to pages 7 to 17 of the LSC for concepts and definitions.
6. Any reference to expenditure or other indicators shall be for the relevant Measurement Period.
7. The Annual Report must be accompanied by a B-BBEE Verification Certificate audited by an accredited verification agency, in terms of paragraph 13.8 of the LSC.

Section 1: General Information

Entity Name:	
Firm Number:	
Registration Number (if applicable):	
Physical Address:	
Contact Person and Designation:	
Telephone Number:	
Email Address of Contact Person	
Financial Year End:	
Compliance target year applicable:	
Previous B-BBEE Recognition Level:	

Section 2: Compliance Indicators

Ownership – LSC 100		
	Number	Percentage %
Total Number of Partners/Equity Directors		N/A
Exercisable voting rights held by Black Legal Practitioners		
Exercisable voting rights held by Black Women Legal Practitioners		
Exercisable voting rights held by Legal Practitioners from Designated Categories (excluding Black women)		
Economic interest held by Black Legal Practitioners		

Economic interest held by Black Women Legal Practitioners		
Economic interest held by Legal Practitioners from Designated Categories (excluding Black women)		
Management Control Statement – LSC 200		
	Number	Percentage%
Total Number of Board Members		N/A
Black Legal Practitioners who are Board Members		
Black Women Legal Practitioners who are Board Members		
Total Number of Legal Practitioners in Executive, Senior, Middle and Junior Management		N/A
Black Legal Practitioners in Executive, Senior, Middle and Junior Management		
Black Women Legal Practitioners in Executive, Senior, Middle and Junior Management		
Skills Development – LSC 300		
	Number/Amount	Percentage %
Expenditure incurred on training programmes on all Candidate Legal Practitioners enrolled		N/A
Expenditure incurred on training programmes on Black Candidate Legal Practitioners enrolled		% of leviabale amount
Expenditure incurred on training Black Candidate Legal Practitioners in Specialised Areas of Law and post-qualification training for Black Legal Practitioners		% of leviabale amount

Total Number of Legal Practitioners registered for Practice Management, Trial Advocacy and any other post-admission/continuous legal education course		N/A
Number of Black Legal Practitioners registered for Practice Management, Trial Advocacy and any other post-admission/continuous legal education course		
Expenditure on law graduates who are not Candidate Legal Practitioners under internship programmes		% of Leviable amount
Expenditure on Black law graduates who are not Candidate Legal Practitioners under internship programmes		% of Leviable amount
Expenditure on Candidate Legal Practitioners who have completed their articles but are unable to obtain employment, under internship programmes for a minimum period of 1 year		% of Leviable amount
Expenditure on Black Candidate Legal Practitioners who have completed their articles but are unable to obtain employment, under internship programmes for a minimum period of 1 year		% of Leviable amount

Expenditure on law students placed in vacation work programmes for a period of 1 to 3 months		% of Leviable amount
Expenditure on Black law students placed in vacation work programmes for a period of 1 to 3 months		% of Leviable amount
BONUS POINTS		N/A
Total number of Candidate Legal Practitioners retained in the LSME after admission as Legal Practitioners (attorneys) retained in the last 3 years		
Number of Black Candidate Legal Practitioners retained in the LSME after admission as Legal Practitioners (attorneys) in the last 3 years		
Expenditure incurred on all Candidate Legal Practitioners as a result of payment of top-up monthly remuneration over and above the monthly minimum stipend provided for by the SASSETA or any other entity		N/A
Expenditure incurred on Black Candidate Legal Practitioners as the result of payment of top-up monthly remuneration/stipend over and above the minimum monthly stipend provided for by SASSETA or any other entity.		
Expenditure incurred on training non-legal and support staff from Designated Categories		

Preferential Procurement and Enterprise Development – LSC 400		
	Amount	Percentage %
Total fee expenditure on the procurement of legal services from advocates		N/A
Fee expenditure on the procurement of legal services from Black advocates		
Fee expenditure on the procurement of legal services from Black women advocates		
Procurement spend on suppliers that supply goods and services necessary for the business of law firms		N/A
Procurement spend on suppliers that supply goods and services necessary for the business of law firms that are at least 51% Black-Owned		
Procurement spend on suppliers that supply goods and services necessary for the business of law firms that are at least 51% Black-Owned and are Exempted Micro Enterprises or Qualifying Small Enterprises		
Procurement spend on suppliers that supply goods and services necessary for the business of law firms that are at least 51% owned by persons from Designated Categories		
Total value of subcontracts, partnerships or joint ventures entered into in the reported financial year		N/A
Value of subcontracts, partnerships or joint ventures concluded with an ELE Level 1 or 51% Black-Owned Legal Sector Measured Entity		

Value of subcontracts, partnerships or joint ventures concluded with a Legal Sector Measured Entity owned by persons from Designated Categories			
Percentage of NPAT spent on initiatives for the development of ELEs and new entrants (please insert amount spent and percentage of NPAT)			
Percentage of NPAT spent on initiatives for the development of Black-Owned ELEs and new entrants (please insert amount spent and percentage of NPAT)			
Has your firm made a contribution to the Legal Sector Transformation Fund?	Y	N	N/A
Value of the contribution made	R		N/A