##### ROT02 Data Record

This data record contains the ROT02 form, submitted when the receiving fund submits a Recognition of GN18 purchase of member/beneficiary owned pension (purchase pension from a transferee fund to the receiving Insurer) to SARS.

The format of each ROT02 data record is provided in Table 3‑66.

Mandatory fields are specified in the introduction to this request.

Table 3‑36: ROT02 Data Record Layout

| **Name** | **Description** | **Length** | **Occur** | **Validation** | **Remarks** |
| --- | --- | --- | --- | --- | --- |
| SEC-ID | File section identifier | 1 | 1 | ‘R’ |  |
| REQ-SEQ-NUM | ROT02 ID number | 20 | 1 | Alphanumeric | (1), (2), (7) |
| INSURER-NAME | Insurer name (Purchasing fund) | 120 | 1 | Alphanumeric | (1), (2) |
| INSURER-CONTACT-PERSON | Contact person at the Insurer (Purchasing fund) | 120 | 1 | Alphanumeric | (1), (2) |
| INSURER-DIAL-CODE | Insurer dialling code (Purchasing fund) | 10 | 1 | Alphanumeric | (1), (2) |
| INSURER-TEL-NO | Insurer telephone number (Purchasing fund) | 10 | 1 | Alphanumeric | (1), (2) |
| CELL-CONTACT-PERSON | Cell Number of Insurer (Purchasing fund) | 20 | 1 | Alphanumeric | (1), (2) |
| EMAIL-ADDRESS-ADMINISTRATOR | Insurer email address (Purchasing fund) | 50 | 1 | Alphanumeric | (11) |
| DIRECTIVE-NO | Directive number of transfer | 15 | 1 | Numeric | (3), (12) |
| IT-REF-NO | Taxpayer’s Income Tax reference number (Original member) | 10 | 1 | Numeric | (3), (9) |
| TP-ID | Taxpayer SA ID number (Original member) | 13 | 1 | Numeric | (6) |
| TP-OTHER-ID | Taxpayer other ID (Original member) | 18 | 1 | Alphanumeric | (1), (2), (6) |
| TP-DOB | Taxpayer date of birth (Original member) | 8 | 1 | CCYYMMDD | (5) |
| TP-SURNAME | Taxpayer surname (Original member) | 120 | 1 | Alphanumeric | (1), (2) |
| TP-INITS | Taxpayer initials (Original member) | 5 | 1 | Alphanumeric | (1), (2) |
| TP-FIRSTNAMES | Taxpayer first names (Original member) | 90 | 1 | Alphanumeric | (1), (2) |
| TAX-YEAR | Tax year for which the directive was requested | 4 | 1 | CCYY | (10) |
| DATE-OF-ACCRUAL | Date of retirement/death/transfer as per directive (date of accrual) | 8 | 1 | CCYYMMDD | (5) |
| PURCHASED-AMOUNT | The amount received from the transferring fund in respect of amount to purchase annuity/pension | 15 | 1 | Numeric | (3), (8) |
| ADDITIONAL-AMOUNT | Any additional amount following directive issued date | 15 | 1 | Numeric | (3), (19) |
| INSURER-FSB-REGIS-NO | FSB Registered Insurer number (Also referred to as a Life License Number) | 12 | 1 | Alphanumeric | (1), (2), (13) |
| POLICY-NO | Policy number allocated by insurer | 20 | 1 | Alphanumeric | (1), (2), (15) |
| TAX-REF-NO-BENEF | Income Tax reference number (Beneficiary) | 10 | 1 | Numeric | (3), (9), (18) |
| SURNAME-BENEF | Surname (Beneficiary) | 120 | 1 | Alphanumeric | (1), (2), (18) |
| FIRST-NAMES-BENEF | First names (Beneficiary) | 90 | 1 | Alphanumeric | (1), (2), (18) |
| INITS-BENEF | Initials (Beneficiary) | 5 | 1 | Alphanumeric | (1), (2), (18) |
| DOB-BENEF | Date of birth (Beneficiary) | 8 | 1 | CCYYMMDD | (5), (18) |
| ID-NO-BENEF | SA ID number (Beneficiary) | 13 | 1 | Numeric | (16), (18) |
| OTHER-ID-NO-BENEF | Other ID (Beneficiary) | 18 | 1 | Alphanumeric | (1), (2), (16), (18) |
| EMAIL-ADDRESS-BENEF | Email address (Beneficiary) | 50 | 1 | Alphanumeric | (4), (17), (18) |
| CELL-NO-BENEF | Cell Number (Beneficiary) | 20 | 1 | Alphanumeric | (1), (2), (4), (18) |
| DECLARATION-IND | I declare that the information furnished is true and correct in every respect | 1 | 1 | ‘Y’, ‘N’ | (14) |

Remarks:

1. Blank-padded
2. Left-justified
3. Right-justified and zero-filled
4. Optional field and contains blanks if not provided
5. Date must be fully provided in the form of CCYYMMDD, where:

CC is the century

YY is year

MM is month

DD is day in month

1. One and only one of these fields must be supplied. The other ID number shall only be specified if the taxpayer does not have a South African ID number. SA ID number **must** **not** be entered as ‘other ID number’.
2. Unique serial identifier is allocated by the REQUESTOR. This identifier may be alphanumeric and may not be repeated in any subsequent directive request. This number must start with ‘ROT02’.
3. The two rightmost digits denote Cents and the remainder denote the Rand amount. The value must be provided.
4. The Income Tax reference number must be provided. If this number is not available, the value must be set to zero.
5. The tax year must be fully provided in the form of CCYY, where:

CC is the century

YY is year

1. This is a mandatory field and must be in a valid e-mail address format.
2. This is the directive number i.e. IRP3 number allocated by the ITS, in respect of the directive originally issued by the transferring fund, for annuities purchased. A finalised directive must exist for the Directive Number as supplied by the fund that applied for the directive.
3. This is the registration number, as allocated by the FSB (Financial Services Board) (Also referred to as a Life License Number), and must be provided in the format 10/10/1/ follows by 4 digits. If the FSB no does not consist of 4 digits, after the 10/10/1/ zeroes must be inserted **in front** of the number to avoid the decline of the directive. If the zeroes are entered after the FSB registered insurer number it will not match the validation and the application will be declined.
4. If ‘No’, the application will be declined. If ‘Yes’ the capturer declares that all the information provided on the application form is correct and can be liable for any loss to the fiscus due to incorrect information provided.
5. This is a mandatory field and must be provided.
6. One and only one of these fields must be supplied. The other ID number shall only be specified if the beneficiary does not have a South African ID number. SA ID number **must** **not** be entered as ‘other ID number’.
7. This is an optional field. If provided, it must be in a valid e-mail address format.
8. This information must be provided if the original directive issued was for directive reason “Death before/prior to retirement” (Form A&D/Form C) or “Death – Member / Former Member after Retirement” (Form E), excluding the “Email address (Beneficiary)” and “Cell number (Beneficiary)”, which are optional fields.
9. The two rightmost digits denote Cents; the remainder denotes the Rand amount. The value must be set to zero if not provided.

##### ROT02 Trailer Record

The file trailer record contains the file integrity check fields. Table 3‑7 provides the format of the trailer section for a file containing ROT02 requests.

Table 3‑37: ROT02 Trailer Record Layout

| Name | **Description** | **Length** | **Occur** | Validation | **Remarks** |
| --- | --- | --- | --- | --- | --- |
| SEC-ID | File section identifier | 1 | 1 | ‘T’ |  |
| REC-NO | Number of requests in this file | 8 | 1 | Numeric | (1), (2), (3) |
| PURCHASED-AMOUNT-SUM | The aggregate of PURCHASED-AMOUNT fields in the file | 16 | 1 | Numeric | (1), (2), (4) |

Remarks:

1. Zero-filled
2. Right-justified
3. This is the total number of records in the data record section of the file, used to check the file integrity
4. The two rightmost digits denote Cents and the remainder denote the Rand amount