

## **MEMORANDUM**

**To:** All Senior Commercial Officers, Commercial Officers and acting Commercial officers

**From:** Director -OBFC (a.i)

**Ref:** MITCM/OBFC/15/2

**Signed:**.....

**Name:** M. Lehohla

**FILENO:**.....  
(Receiving Min./Dept.)

**Date:** 15<sup>th</sup> January 2016

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**Re: SPECIALISED DEALER LICENCE**

It has come to my attention that the requirements for specialised dealer licence are not provided for in the Trading Enterprises Act. This unfortunate state of affairs has a potential and indeed resulted in inconsistent issuance of licences of licence thereof.

Furthermore, the classification of the Specialised Dealer licence is made in a manner that leaves one to assume that little or no attention is paid to business categories as listed in the Trading Enterprises Regulations. For example, it makes no sense for an officer to grant a Specialised Dealer license for footwear when in fact a category on Footwear and Textile is provided for in the Trading Enterprises Regulations.

As a remedial measure to the problem, kindly compile all specialised dealer items and send the report to my office latest on Monday the 18<sup>th</sup> January 2016.

The exercise is intended to normalise the fee structures and where possible deliberate on minimum requirements. This will provide guidance on how to classify Specialised Dealer licenses including corresponding fees

Furthermore, OBFC will in time transition from the current manual system to the use of IT infrastructure to process and issues trading licenses. For this exercise to accomplish desired results, it is imperative first, to start with proper record keeping. Officers are urged to dedicate time to improve their filing records.

I therefore wish to urge all of you to take these two assignments very seriously. Again, take note that a monitoring and evaluation team will be tasked to pay district site visits for purposes of ensuring that the work is done as expected and where necessary give guidance.

Regards