

AUTHORISATION TO WORK ON A VISITOR'S PERMIT IN TERMS OF SECTION 11(2) OF THE IMMIGRATION ACT, AS AMENDED

Dear Sir/Madam,

We refer to your enquiry and wish to inform you that foreigners who intend to work in the Republic of South Africa, with or without remuneration or reward, must apply for a work permit:
http://www.suedafrika.org/downloads/Work_permit_types.pdf.

In terms of section 11(2) of the Immigration Act, as amended, the Director-General of the Department of Home Affairs or delegated authority may use his or her discretion to consider an application for authorisation to conduct work on a visitor's permit. The application must be made in writing to the Director-General by a *bona fide* corporate body, medical or academic institution, sports body, social entity or cultural body for which the applicant will be conducting work in the Republic of South Africa, making the case for why the person cannot make an application for a work permit and furthermore provide reasons why the limited work envisaged is urgent and necessary.

All applications for authorisation to conduct work on a visitor's permit in terms of section 11(2) must be made directly to the Director-General at the Department of Home Affairs Head Office in Pretoria, at least ten (10) working days in advance of the foreigner's arrival in the Republic of South Africa.

Applications must be made in writing and may be submitted via email to: section11@dha.gov.za. A copy of the applicant's passport and a letter from the South African (host) company or institution must be attached to the email as scans (**not exceeding 1MB and must be in PDF or MS Word format**) – the letter must be on the letterhead of the South African (host) company or institution, be addressed to the Director-General of the Department of Home Affairs, refer specifically to an application for authorisation to conduct work on a visitor's permit in terms of section 11(2) and include the following information:

1. Applicant's full name and date of birth.
2. Applicant's nationality and passport number.
3. Applicant's occupation and a short summary of his or her professional qualifications and experience.
4. Port of Entry through which the applicant will enter the Republic of South Africa.
5. Name of the person from the South African (host) company or institution, who signs and dates the letter, and his or her full contact details, if different to the contact address, telephone numbers or email address on the letterhead.
6. Background / bona fides of the South African (host) company or institution.
7. Reason for the application i.e. statement establishing the duration of stay / work in the Republic of South Africa (not exceeding 90 days), where the work will take place and for whom, and the specific activities.
8. Details of the relevant contact person at the applicant's company / employer or institution abroad, including his or her contact address, telephone numbers and email address.
9. Statement that the applicant will strictly conduct only the specific work related activity contained in the letter and will neither compete for other work in the Republic of South Africa during the stay nor seek to extend the work beyond the specific period requested.
10. The applicant's contact details and residential e.g. hotel address during his or her stay in the Republic of South Africa.

The Director-General will strictly consider the application by using his or her discretion in terms of the Immigration Act, as amended. If the application is approved i.e. authorisation to conduct work on a visitor's permit granted, this will be communicated in writing to the applicant, who must present the communication / authorisation letter from the Director-General to the immigration officers at a Port of Entry when entering the Republic of South Africa; the immigration officer would endorse the applicant's passport accordingly.

Please note that applications for authorisation to conduct work on a visitor's permit in terms of section 11(2) cannot be considered / negotiated at a Port of Entry – no immigration officer at a Port of Entry will be allowed to endorse a foreigner's passport with authorisation to conduct work on a visitor's permit in terms of section 11(2), if he or she arrives without a communication / authorisation letter from the Director-General.

[Passport / travel document holders who are exempt from the South African visa requirement](#) (see below in respect of German passport holders) must submit their applications for authorisation to conduct work on a visitor's permit **directly to the Director-General at the Department of Home Affairs Head Office in Pretoria at least ten (10) working days in advance of their arrival in the Republic of South Africa: section11@dha.gov.za**.

German passport holders are exempt from South African visa control for a period of ninety (90) days. A visitor's permit for a period not exceeding ninety (90) days may therefore be issued to German passport holder at a South African port of entry e.g. international airport, provided that he or she is able to submit the following documentation to the immigration officer:

- a passport valid for no less than thirty (30) days after departure from the Republic of South Africa, and containing at least one (1) blank page for endorsements;
- authorisation from the Director-General to conduct work on a visitor's permit, which must be applied for **directly to the Director-General at the Department of Home Affairs Head Office in Pretoria at least ten (10) working days in advance of their arrival in the Republic of South Africa: section11@dha.gov.za**;
- proof of a valid return air ticket or payment of a deposit, or both the return air ticket and deposit, which shall be refunded after the foreigner's final departure or after a permanent residence permit has been issued to the foreigner;
- a yellow fever vaccination certificate, if the applicant travelled or intends travelling from or through a yellow fever endemic area: provided that the certificate shall not be required when the applicant travelled or intends travelling in direct transit through such area;

Foreigners who are subject to South African visa control must submit a [visa application](#) and be issued with a visa at a South African mission abroad before proceeding to the Republic of South Africa. All related applications for authorisation to conduct work on a visitor's permit in terms of section 11(2) must be made **directly to the Director-General at the Department of Home Affairs Head Office in Pretoria**. If the application is approved i.e. authorisation to conduct work on a visitor's permit granted, this will be communicated in writing to the applicant, who must **submit the communication / authorisation letter from the Director-General with his or her visa application**.

Kind regards
Consular Section
Embassy of the Republic of South Africa
Tiergartenstr. 18
10785 Berlin

Fax: 030 22073 202
Email: berlin.consular@foreign.gov.za
Website: www.suedafrika.org

Note:

- *The authorisation to work on a visitor's permit **is issued once, non-renewable and addresses an immediate short term or urgent need for a limited duration of work activities that cannot be met by an application for a work permit.***
- *The authorisation to work on a visitor's permit may not be issued to freelance self-employed persons, contract workers, exotic dancers, project managers, casual labour (including internships not prescribed by studies), seasonal labour and work seekers.*
- *The authorisation cannot be used in lieu of a work permit for an ongoing regular work activity that cannot be met by an application for a work permit.*
- *The authorisation to work on a visitor's permit **does not apply to holders of ordinary Zimbabwean passports.***

- *In the case of an internship in the form of voluntary and charitable activities at a non-profit or charitable organisation for a period exceeding three (3) months, a [visitor's permit](#) may be applied for and issued at a South African mission abroad before proceeding to the Republic of South Africa.*
- *In the case of an internship in the form of research at a university or research institution for a period exceeding three (3) months, a [visitor's permit](#) may be applied for and issued at a South African mission abroad before proceeding to the Republic of South Africa.*
- *In the case of a medical elective at a university hospital for a period exceeding three (3) months, a [study permit](#) must be applied for and issued at a South African mission abroad before proceeding to the Republic of South Africa.*
- *In the case of a prescribed internship (Pflichtpraktikum) for a period exceeding three (3) months, a [study permit](#) may be issued under special conditions to a foreign student, who wishes to conduct an internship at a South African company / institution – further information regarding the specific requirements is available on request from our office.*