



DIPLOMATIC IMMUNITIES AND PRIVILEGES (DIAP) CIRCULAR NOTE NO 11 OF 2025

The Department of International Relations and Cooperation of the Republic of South Africa presents its compliments to Diplomatic Missions and International Organisations accredited to the Republic of South Africa and has the honour to convey a communication regarding the South African Revenue Service (SARS) Registration, Licensing and Accreditation (RLA) onboarding process.

As part of the SARS RLA onboarding process, non-compliant Diplomatic Missions and International Organisations were suspended on 25 April 2025, which affected a number of Foreign Missions. SARS will temporarily uplift these suspensions for a period of 90 business days to allow for compliance. It is crucial to note that after this 90-day period, the customs codes for these profiles will be permanently revoked. The implementation date is **1 December 2025**.

The attached letter from SARS provides a detailed process to ensure compliance in this regard. All queries to be directed to the officials indicated in the attached SARS communication.

The Department of International Relations and Cooperation of the Republic of South Africa avails itself of this opportunity to renew to Diplomatic Missions and International Organisations accredited to the Republic of South Africa the assurances of its highest considerations.



8 July 2025

**Diplomatic Missions and International Organisations
accredited to the Republic of South Africa
PRETORIA**

Confidential

Registration, Licensing
and Accreditation

Enquiries

Email
RLARegistrations@sars.gov.za

Date
03 July 2025

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(DIAP)
Branch: State Protocol and Consular Services
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South African Revenue Service

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SARS online: www.sars.gov.za

To: The Department of International Relations and Cooperation (DIRCO),
A representative to all Foreign Missions,

SARS REGISTRATION, LICENSING AND ACCREDITATION (RLA) ONBOARDING PROCESS

We are pleased to inform you that our recent meeting regarding the South African Revenue Service (SARS) Registration, Licensing and Accreditation (RLA) onboarding process was acknowledged. The engagement aimed to provide clarity on the procedures and ensure all parties understand the critical importance of the onboarding process.

Foreign Missions, please be aware that as part of the SARS RLA onboarding process, non-compliant Customs Traders were suspended on April 25, 2025, which affected a number of Foreign Missions. SARS will temporarily uplift these suspensions for a period of 90 business days to allow for compliance. It is crucial to note that after this 90-day upliftment period, the Foreign Missions that did not comply with the onboarding process, their customs codes under their profiles will be permanently revoked.

To further assist you, a comprehensive user guide detailing the RLA function will be attached to this communication. We believe this guide will be a valuable resource for the Foreign Missions. We understand the significance of this process for your operations and appreciate your attention to this matter.





South African Revenue Service

As we extend our gratitude to the Foreign Missions who have already transitioned and integrated into the new RLA system, we encourage those who have yet to make the change to take action now.

How can you migrate your profile and onboard to RLA?

This can be done in three simple steps:

1. **Update your RLA profile:** all entity details must match your tax registration details on your SARS profile.
2. **Merge tax and customs profiles with Legal Entity Registration:** here is a step-by-step guide on merging tax profiles: [Merging tax profiles](#)
3. **Onboard through eFiling:** Register or log in to SARS eFiling (www.sarsefiling.co.za) to complete the process. Watch this helpful tutorial video: [How to access Customs Registration, Licensing and Accreditation on SARS eFiling](#)

These additional resources will provide you with more details on migrating to RLA.

- **RLA presentation:** [RLA Migration Presentation](#)
- **Step-by-step guide:** [SC-CF-42 – Customs Trader Portal – External Guide](#)

Should you require more assistance, please email us at RLARegistrations@sars.gov.za.

Issued by

Registration, Licensing and Accreditation

