

EME Compliance Report

Iron Mountain South Africa Records Management (Pty) Ltd

Address cnr Rome & Paris Road  
Brackengate Business Park  
Brackenfell  
7560

Att: Gavin McElroy

**MOORE STEPHENS CAPE TOWN BEE SERVICES (PTY) LTD**

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August 1, 2017

Iron Mountain South Africa Records Management (Pty) Ltd  
cnr Rome & Paris Road  
Brackengate Business Park  
Brackenfell  
7560

**Report of the independent auditor to the directors of Iron Mountain South Africa Records Management (Pty) Ltd on factual findings**

We have performed the procedures agreed with you and described below in respect of Iron Mountain South Africa Records Management (Pty) Ltd's eligibility as an Exempted Micro Enterprise ("EME") in terms of the Codes of Good Practice ("The Codes") Notice 1019 of 2013, issued under Section 9(1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No 53 of 2003). Our engagement was undertaken in accordance with the International Standards on Related services applicable to agreed upon procedures engagements. The responsibility for determining the adequacy or otherwise procedures agreed to be performed is that of the Board of Directors. Our procedures were performed solely to assist you in evaluating the eligibility of Iron Mountain South Africa Records Management (Pty) Ltd as an EME in terms of The Codes.

The procedures are summarised as follows:

1. Obtain a copy of the company registration documents, shareholders register (if black ownership is to be confirmed), share certificates (if black ownership is to be confirmed) and copies of the ID documents of the shareholders of Iron Mountain South Africa Records Management (Pty) Ltd and inspect the % black ownership. "Black" being Black Natural People as defined in The Codes. If the % black shareholding is 100%, an enhancement to level 1 status can be achieved. If the % black shareholding is 51% or more but less than 100%, an enhancement to level 2 status can be achieved. If the % black shareholding is less than 51%, a level 4 status will be achieved.
2. Obtain a sworn affidavit by the director confirming the % black ownership. "Black" being Black Natural People as defined in The Codes.
3. Obtain a sworn affidavit confirming the annual total revenue for the period ended December 2016 is less than R 10m (dependent on relevant sector code).

## Findings

We report our findings below:

- a) With respect to item 1 we confirm that the shareholding documentation reflects the % black ownership as defined in the codes to be 25.03% black.
- b) With respect to item 2 we obtained a sworn affidavit from the directors confirming that the % black ownership as defined in the codes is 25.03% black.
- c) With respect to item 3 we obtained a sworn affidavit from the directors confirming that the annual turnover is less than R 10m.

Because the above procedures do not constitute neither an audit nor review made in accordance with International Standards in Auditing or International Standards on Review Engagements, we do not express any assurance in the conclusion that we have reached.

Had we performed additional procedures or had we performed an audit or review of financial statements, other matters might have come to our attention that would have been reported to you.

Our report is solely for the purposes set forth in the first paragraph of this report and for your information. This report relates to the eligibility as an EME in terms of The Codes of Good Practice, and does not extend to any other operational, legal or financial information of Iron Mountain South Africa Records Management (Pty) Ltd.



**MOORE STEPHENS CAPE TOWN BEE SERVICES (PTY) LTD**  
**Ryan Clark**

August 1, 2017

**SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE - GENERAL**

I, the undersigned,

Full name & Surname	Gavin McELROY
Identity number	6704185183184

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	Iron Mountain South Africa Records management (Pty)
Trading Name (if Applicable):	
Registration Number:	2002/015569/07
Enterprise Physical Address:	CNR Rome and Paris Road Brackenage Business Park Brackenfell 7560
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	(Pty) LTD
Nature of Business:	Records management services
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –  (a) Who are citizens of the Republic of South Africa by birth or descent; or (b) Who became citizens of the Republic of South Africa by naturalization- i. Before 27 April 1994; or ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date

- I hereby declare under Oath that:
  - The Enterprise is 25,03 % Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
  - The Enterprise is 0 % Black Woman Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
  - The Enterprise is 0 % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
  - Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of Dec 2016, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less

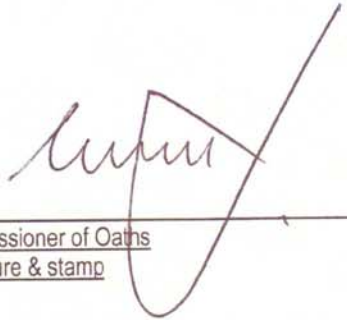
*Gavin McElroy*

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- Please Confirm on the below table the B-BBEE Level Contributor, by ticking the applicable box.

100% Black Owned	<b>Level One</b> (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	<b>Level Two</b> (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	<b>Level Four</b> (100% B-BBEE procurement recognition level)	✓

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.



Commissioner of Oaths  
Signature & stamp

Deponent Signature: Grant Shnier  
Date: 1 August 2017

**GRANT SHNIER**  
ACMA CGMA  
**COMMISSIONER OF OATHS ex officio**  
131 GRAHAM ROAD  
RANDJIESFONTEIN  
MIDRAND  
1685