



CIRCULAR

Reference: Demarcation Exemption Renewal Framework: Phase 2 data submission
Contact person: Mr Isaac Lefika
Tel: (012) 431 0557
E-mail: i.lefika@medicalschemes.co.za
Date: 18 August 2025

Circular 23 of 2025: Demarcation Exemption Renewal Framework: Phase 2 data submission

On 30 March 2025, the CMS issued [Circular 9 of 2025](#), outlining the Exemption Renewal application process in two phases, with the Phase 1 submission due on 30 April 2025. At the time, it was advised that the Phase 2 submission would be due by 30 June 2025, with further details to be communicated in a separate circular.

Due to unforeseen circumstances, the CMS was not able to publish the circular as planned. This circular therefore serves to advise exempted insurers of the updated data specification and the revised **deadline for the Phase 2 submission, which is now 31 October 2025**.

The timeframe is considered more than sufficient to provide insurers enough time to compile and submit complete and accurate information for the 2023 and 2024 calendar years in accordance with regulatory requirements.

Submission process – deadline 31 October 2025

1. Exempted entities are to access the demarcation specification document [here](#).
2. The specification document consists of 18 spreadsheets for insurers to upload information, called DM1 – DM 18. **Please note:** A separate data set must be provided for each of the two years, i.e. for 2023 and 2024 respectively.
 - a. The first sheet (colour-coded in red) DM (Number) with the last word SPEC, contains information that insurers can refer to for assistance and serves as a guideline (*see screenshot*).
 - b. The rest of the sheets, named “DM with the last number 2024,” contain information that the insurers should populate with the required information (*see screenshot*).

A	B	C	D	E	F	G
Data Table Number:	Particulars of registration					
Data Table Code:	DM1					
Column Description	Data type	Column Header	Notes	Allowed Values	Validate column	
YearOfSpec	Integer	YearOfSpec	e.g 2024			
PartNumber	Text	Part	Part number is the same as the Data Table Number eg. DM1			
RefNo	Text	RefNo	Demarcation Reference Number. This is an alpha numeric field. This is the number that CMS maintains and publishes for all Insurers/FSP's. e.g. DM1234			
FinancialYear	Integer	FinancialYear	e.g 2022 for 2022 data 2023 for 2023 data, 2024 for 2024 data			
IsFSP	Bit	IsFSP	1 = FSP 0 = Insurer	The number corresponding to the Type must be entered into your file 1 = FSP 0 = Insurer		
FSB insurance registration number	Text	FSBRegNo	FSB insurance registration number Particulars of registration in terms of section 9 as a short-term insurer or section 9 as a long-term- insurer of either STI Act or the LTI Act respectively with the Financial Services Board.			
Insurer Type	Integer	InsurerType	Particulars of registration in terms of section 9 as a short-term insurer or section 9 as a long-term- insurer of either STI Act or the LTI Act respectively with the Financial Services Board.	InsurerTypeLookup: The number corresponding to the InsurerType must be entered into your file		
FSP registration number at FSB	Text	FSPRegNo	FSP registration number at FSB Particulars of registration as a financial services provider in terms of the FAIS Act.			
Status of FSP	Text	StatusFSPLicense	Status of FSP License Information on compliance status of registration as referred to above in terms of either the STI or LTI Act.			
Status of insurer License	Text	StatusInsLicense	Status of insurer License Information on compliance status of registration as referred to above in terms of either the STI or LTI Act.			
Contact Details	Text	Tel	Telephone number of Insurer			
Registered Physical Street Address	Text	StrAdd	Street Address			
Registered Physical Suburb Address	Text	SubAdd	Suburb			
Registered Physical City Address	Text	CityAdd	City			
Registered Province Address	Text	ProvAdd	Province	CDRef 12 Province The code corresponding to the Province must be entered	ProvinceCode	
Registered Physical Postal Code	Text					
Registered Physical Postal Address	Text					
Registered Postal Suburb Address	Text	PSubAdd	Postal Suburb			
Registered Postal City Address	Text	PCityAdd	Postal City			
Registered Postal Province Address	Text	PProvAdd	Postal Province	CDRef 12 Province The code corresponding to the Province must be entered	ProvinceCode	
Registered Postal Code	Text	PPostCode	Postal Code			
Website Address	Text	Website	Website address of Insurer			

Sheet for population


Helpfile spec

- Any queries or questions of clarity regarding the data specification and/or submission may be directed to demarcationrenewals@medicalschemes.co.za.


3. The submissions must be uploaded onto the CMS' SFTP site. Login details (credentials plus link to the FTP site) have been sent to the Data Officers nominated by each exempted insurer.

If you have not yet provided the details of your nominated Data Officer to the CMS, or have not yet received the login details, please contact Mr Isaac Lefika at i.lefika@medicalschemes.co.za without delay.

Yours sincerely,



Dr Musa Gumede
Chief Executive and Registrar
Council for Medical Schemes



Dr Thandi Mabeba
Chairperson of Council
Council for Medical Schemes