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GOVERNMENT NOTICES

DEPARTMENT OF LABOUR

No. R. 712

18 July 2005

SKILLS DEVELOPMENT ACT, 1998 (ACT NO. 97 OF 1998)

SERVICE LEVEL AGREEMENT

REGULATIONS

I, Membathisi Mphumzi Shepherd Mdladlana, Minister of Labour has under section 10A (4) of the Skills Development Act, 1998 (Act No. 97 of 1998), and after consultation with the National Skills Authority, make the regulations in the Schedule.

SCHEDULE

Definitions

1. In this Schedule, any word or expression to which a meaning has been assigned in the Act, shall have the meaning so assigned and, unless the context otherwise indicates -

“**Act**” means the Skills Development Act, 1998 (Act No. 97 of 1998);

“**submit**” means to serve by hand, registered post or telefax or to transmit by electronic mechanism as a result of which the recipient is capable of printing the communication.

Procedure for negotiating a service level agreement with SETAs.

2. The Director-General and each SETA must annually conduct negotiations on a service level agreement as follows :
 - (1) The Director-General must submit to each SETA by no later than the end of July in each year a draft service level agreement for the subsequent financial year;
 - (2) the SETA must submit its proposed amendments to that draft agreement to the Director-General by the end of September of each year;
 - (3) the Director-General and the SETA must seek to conclude a service level agreement by the end of November of each year.
3. If the Director-General and any SETA have not agreed on the contents of their service level agreement for the next financial year by the end of November in each year, the matter must be referred to the Minister for determination under section 10A (2) of the Act.
4. If the contents of a service level agreement are referred to the Minister as contemplated in regulation 3, the Minister must –
 - (1) after consulting the National Skills Authority, determine the matter by the end of February of that year; and
 - (2) in writing, notify the Director-General and the SETA of the determination as soon as possible after making it.

Matters which may be dealt with in service level agreements

5. The contents of a service level agreement may deal with any matter concerning -
 - (1) a SETA's performance of its functions in terms of the Act and the national skills development strategy;

-
- (2) a SETA's annual strategic plan as contemplated in regulation 30 of the Treasury Regulations issued in terms of the Public Finance Management Act; and
- (3) any assistance that the Director-General is to provide to a SETA in order to enable it to perform its functions.
6. Without limiting the generality of regulation 5, a service level agreement may include -
- (1) the standards, criteria and targets for measuring and evaluating the level of service delivery by a SETA in -
- a. performing its statutory functions;
 - b. meeting its targets in terms of the national skills development strategy; and
 - c. implementing its annual strategic plan as contemplated in regulation 5(2)
- (2) the reports that a SETA must submit to the Director-General for purposes of measuring and evaluating its performance, conduct and practices;
- (3) the format and information requirements of such annual strategic plans and reports; and
- (4) the details of any assistance that the Director-General is to provide to a SETA in order to enable it to perform its functions, including any time-table for providing that assistance.

Short title

- 7 These Regulations are called the Service Level Agreement Regulations, 2005.

UMNYANGO WEZABASEBENZI
UMTHETHO WEZOKUTHUTHUKISWA KWAMAKHONO
KA-1998 (UMTHETHO ONGUNOMBOLO 97 KA-1998)
IMITHETHO YESIVUMELWANO ESIHLONGOZWAYO
ESILAWULA AMAZINGA OKUSEBENZA

Mina, Membathisi Mphumzi Shepherd Mdladlana, uNgqongqoshe Wezabasebenzi, ngaphansi kwesigaba 10A (4) Somthetho Wokuthuthukiswa Kwamakhono ka-1998 (Umthetho ongunombolo 97 ka-1998), kanjalo nangemva kokuxoxisana neZiphathimandla Zamakhono kaZwelonke, ngiye ngenza imithetho kwiSheduli.

ISHEDULI

Izincazelo

1. Kulolu hlelo, noma yiliphi igama noma isisho esinikezwe incazelo ethile eMthethweni, kuyoba naleyo ncazelo okunikwe yona futhi, ngaphandle uma umongo uveza ngenye indlela:

“Umthetho” kusho Umthetho Wokuthuthukiswa Kwamakhono ka-1998 (Umthetho ongunombolo 97 ka-1998);

“**ukuhambisa**” kusho ukunikeza ngesandla, incwadi yeposi esayinelwe noma ucingo oluyisihlanzandaba noma ukudlulisa ngemishini enobuchwepheshe okumphumela wakho kuwukuthi oyamukelile akwazi ukuthi acindezele emshinini leyo ndlela yokuxhumana emshini.

Uhlelo olulandelwayo lokuxoxisana ngesivumelwano sezinga lokusebenza ne-SETAs.

2. UMqondisi-Jikelele kanye nayileyo naleyo SETA kufanele babambe izingxoxo njalo ngonyaka ngesivumelwano sezinga lomsebenzi ngalokhu okulandelayo :

- (1) Umqondisi-jikelele kumele ahambise kuyilowo nalowo SETA ngaphambi ngokuphela kuka-Julayi minyaka yonke isihlongozo sesivumelwano ngamazinga omsebenzi ngokwezimali zonyaka,
- (2) I-SETA kumele ihambise izichibiyelo zayo ezihlongoziwe esivumelwaneni esihlongoziwe kuMqondisi-jikelele ngasekupheleni kuka-Septemba minyaka yonke,
- (3) UMqondisi-Jikelele kanye ne-SETA kufanele babone ukuthi bayasiphothula isivumelwano sezinga lomsebenzi ngaphambi kokuphela kuka-Novemba njalo minyaka yonke.

3. Uma uMqondisi-Jikelele kanye nanoma iyiphi i-SETA bengavumelani ngokuzomumathwa isivumelwano sesilinganiso somsebenzi esikhathini esizayo esiwunyaka wokwethulwa kwezimali ngaphambi kokuphela kuka-Novemba yonke iminyaka, kuyofuneka udaba ludluliselwe kuNgqongqoshe ukuze athathe isinqumo ngaphansi kwesigaba 10A (2) woMthetho.

4. Uma okumumethwe yisivumelwano yesilinganiso kuye kuthunyelwe kuNgqongqoshe njengoba kubekiwe emthethweni 3, uNgqongqoshe kufanele:-

- (1) Emva kokuxhumana neZikhulu Zamakhono kaZwelonke, anqume ngodaba ngasekupheleni kuka-Februwari wangalowo nyaka, futhi
- (2) Ngokubhalwe phansi, azise uMqondisi-Jikelele kanye ne-SETA ngesinqumo ngokukhulu ukushesha emva kokusenza.

Izindaba okungakhulunywa ngazo ezivumelwaneni zesilinganiso sokusebenza.

5. Okumumethwe esivumelwaneni sesilinganiso sokusebenza ingabheka nezinye izindaba ezithinta lokhu okulandelayo:-

- (1) Ukusebenza kuka-SETA emisebenzini yayo ngokomthetho kanye nohlelo lukazwelonke kwezokuthuthukiswa kwamakhono;
- (2) Uhlelo lokusebenza lonyaka luka-SETA njengoba luhleliwe emthethweni 30 weZomthetho Wezomnotho eyakhishwa ngokwezivumelwano zoMthetho Wokwenganyelwa Kwezimali.
- (3) Noma yiluphi usizo okumelwe lunikezwe nguMqondisi-Jikelele ku-SETA ukuze kube lula ukwenza imisebenzi yayo

6. Ngaphandle kokubeka umkhawulo womthetho 5 ojwayelekile, isivumelwano sokusebenza esilingene singabandakanya :-

- (1) Amazinga, isimo sokunqumo, kanye nezinto zokukala nokubuyekeza kwezinga lomsebenzi owenziwa yi-SETA-
 - a. Ekwenzeni imisebenzi ephathelene nemithetho
 - b. Ukuhlangabezana nemigomo yayo ngokulandela uhlelo lokuthuthukiswa kwamakhono ezingeni likaZwelonke; nokuthi
 - c. kusetshenziswe uhlelo lwalo lokusebenza lonyaka njengoba kubekiwe emthethweni 5(2)
- (2) Imibiko okufanele I-SETA iwahambise kuMqondisi-Jikelele ngenhloso yokukala bese kubuyekezwa ukusebenza kwayo, ukuziphatha kanye nemisebenzi;
- (3) Uhlelo olulandelwayo kanye nolwazi oludingekayo lwezinhlelo zokusebenza zonyaka ezinjengalezi kanye nemibiko; nokuthi

- (4) Iminingwane yanoma yiluphi usiso lolo uMqondisi-Jikelel okumele alunikezele kwi-SETA ukuze isizakale ekwenzeni imisebenzi yayo, kubandakanya nanoma yiluphi uhlelo lokusebenza olulandelwayo lokunikezela usizo.

5 **Isihloko esifishane**

- 7 Lezi zigaba zibizwa ngokuthi Imithetho Yesivumelwano Sezinga Lemisebenzi ka-2005

SKILLS DEVELOPMENT ACT, 1998
SECTOR EDUCATION AND TRAINING AUTHORITIES
(SETAs) GRANT REGULATIONS REGARDING MONIES
RECEIVED BY A SETA AND RELATED MATTERS

I, Membathisi Mphumzi Shepherd Mdladlana, the Minister of Labour, in terms of section 36 of the Skills Development Act, 1998 (Act No. 97 of 1998), and after consultation with the National Skills Authority, hereby make the regulations in the Schedule.

SCHEDULE

ARRANGEMENT OF REGULATIONS

1. Definitions
2. Financial Year
3. Limitation on administration costs of SETA
4. SETA finances
5. Transfer of funds by Minister if administration of SETA is taken over
6. Allocation of mandatory grants by SETA
7. Allocation of discretionary grants by SETA
8. Approval of grants by SETA Board
9. Grant disbursement schedule
10. Grant recovery by employers
11. Payment for services rendered by SETAs
12. Repeal of Regulations

Definitions

1. In these Regulations, any word or expression to which a meaning has been assigned in the Act, shall have the meaning so assigned and, unless the context otherwise indicates-

“Act” means the Skills Development Act, 1998 (Act No. 97 of 1998);

“administration costs” means the costs contemplated in regulation 4(3);

“annexure” means an annexure to these regulations;

“chamber” means a chamber established under section 12 of the Act;

“discretionary grants” means grants contemplated in regulation 7;

“financial year” means the period contemplated in regulation 2;

“levy income” means the total amount of money received by a SETA in terms of sections 7(1) and 8(2)(a) read with 8(3)(b) of the Skills Development Levies Act;

“mandatory grants” means grants contemplated in regulation 6;

“submit” means to deliver by hand or registered post or to transmit a communication by electronic mechanism as a result of which the recipient is capable of printing the communication.

Financial Year

2. The financial year of a SETA will cover the period 1 April 2005 to 31 March 2006 and thereafter the period of 12 consecutive months extending from 1 April to 31 March in the succeeding years.

Limitation on administration costs of SETA

3. (1) In terms of section 14(3)(b) read with sections 14(3A)(a) and 14(3B) of the Act, a SETA may not use more than 12,5% of its levy income received in any year to pay for its administration costs in respect of that financial year.

(2) In addition to subregulation (1), a SETA may use the contributions received from public service employers in the national or provincial spheres of government for its administration costs.

(3) The Minister may grant prior written approval authorising a SETA to use an amount not contemplated by subregulations (1) and (2) for its administration costs, if the Minister is satisfied that such expenditure is

necessary to enable the SETA to continue performing its functions in terms of the Act.

- (4) For the purposes of subregulation (1) and (2), and subject to section 14(3B) of the Act, the administration costs include, but not limited to, the following-

rent, heat, light, power, insurances, bank charges, audit fees and accounting fees, general administration, postage, printing and stationery, documentation and books, advertising, reports, wages and salaries, travel expenses, staff training, purchase of computers and information systems, maintenance of computers and systems, general maintenance, hire costs of photocopier, telephone and fax, meetings and seminars, land, non-residential buildings and improvements thereon, furniture and office equipment, other machinery and equipment, transport assets, research, consultancy fees, depreciation, promotional items, national skills development strategy conference expenses, database development and stakeholder training.

SETA finances

4. (1) Each SETA must in compliance with section 14(2) of the Act, establish a banking account from which-

- (a) the administration costs of SETA activities;
- (b) mandatory grant disbursements;
- (c) discretionary grant and project disbursements; and
- (d) investments

shall be deposited and withdrawn.

- (2) An amalgamated SETA contemplated in section 9A of the Act that receives funds from one or more amalgamating SETAs must-

- (a) establish a banking account for depositing and withdrawing such funds; and
- (b) maintain such account until all outstanding assets, rights, liabilities and obligations that devolved upon and vested in the SETA in terms of section 9A (4) are finalised.

- (3) A SETA must use all moneys received in terms of the Skills Development Levies Act to -

- (a) administer the activities of that SETA;
- (b) implement its annual strategic plan as contemplated in the Treasury Regulations issued in terms of the Public Finance Management Act; and
- (c) if not otherwise specified by the Public Finance Management Act, invest the moneys in accordance with the investment policy approved by the National Treasury.

Transfer of funds by Director-General if administration of SETA is taken over

5. In order to transfer any funds in a SETA's banking account to the National Skills Fund in terms of section 15(2)(d) of the Act, the Director-General may require-
- (a) the SETA concerned to identify any banking account operated by the SETA in terms of section 14(2) of the Act; and
 - (b) a bank or other financial institution concerned to transfer, in accordance with section 15(2)(d) of the Act, the funds in the account contemplated in subregulation (1) to a bank account opened and administered for that purpose by the National Skills Fund.

Allocation of mandatory grants by SETA

6. (1) Subject to regulation 10, A SETA must allocate a mandatory grant to -
- (a) an employer employing 50 or more employees that has submitted an application for a Workplace Skills Planning or Training Report grant in accordance with subregulation (2) and in the form prescribed in Annexure "2" to these Regulations; or
 - (b) an employer employing less than 50 employees that has submitted an application for a grant in accordance with subregulation (2) on a simplified form provided by the SETA.
- (2) An application for a mandatory grant in terms of subregulation (1) must be submitted by-
- (a) 30 September 2005 for the 2005/ 2006 financial year or in respect of unclaimed mandatory grants in respect of previous financial years;
 - (b) 30 June for all subsequent financial years;
 - (c) within 6 months of registration in the case of an employer who has registered for the first time in terms of section 5(1) of the Skills Development Levies Act.
- (3) The mandatory grant to be paid by the SETA -
- (a) must be equivalent to 50 % of the total levies paid by the employer in terms of section 3(1) read with section 6 of the Skills Development Levies Act during each financial year; and
 - (b) must be paid to the employer at least quarterly.

- (4) If the employer does not claim a mandatory grant within the time periods specified in subregulation (2), the SETA must transfer the employer's unclaimed mandatory grant funds to the discretionary grant fund.

Allocation of discretionary grants by SETA

7. (1) A SETA may determine and allocate a discretionary grant-
- (a) to commission research in the sector in accordance with the sector skills plan and guidelines prepared by the Department;
 - (b) to fund the development of guidelines and the training of sector specialists or skills development facilitators;
 - (c) to a qualifying employer or an accredited organisation in respect of Adult Basic Education and Training provided to a learner or worker;
 - (d) to a training provider or employer in respect of a learner who enters a learning programme to acquire a scarce skill identified by the SETA;
 - (e) to an employer who provides work experience opportunities to learners in sector relevant programmes;
 - (f) to an employer or training provider to train and mentor learners to acquire new venture qualification;
 - (g) to fund an institution of sectoral or occupational excellence;
 - (h) to fund an institution that offers the new venture qualification;
 - (i) to fund an education and training provider or an institution responsible for the implementation of the National Qualifications Framework in support of the National Skills Development Strategy;
 - (j) to fund SETA constituency capacity building initiatives and promotion of skills development in the sector;
 - (k) to fund a lead employer contemplated in regulation 3(4) of the Learnership Regulations;
 - (l) to fund an agency established in terms of section 17(7) of the Act;
 - (m) to fund an employer for learnerships registered under a different SETA;

- (n) to fund an employer in respect of sector skills priorities.
- (2) A SETA may prepare and distribute forms for applications for any category of grant specified in subregulation (1).
 - (3) The discretionary grants to be paid by the SETA in terms of subregulation (1) must be funded from-
 - (a) 20% of the total levies paid by the employer in terms of section 3(1) of the Skills Development Levies Act during each financial year;
 - (b) surplus administration funds;
 - (c) unclaimed mandatory grants;
 - (d) interest and penalties received in terms of sections 11 and 12 of the Skills Development Levies Act;
 - (e) interest earned on investment;
 - (f) surplus contributions received from public service employers in the national or provincial spheres of government contemplated in section 30(b) of the Act.
 - (g) any other money received by the SETA in terms of section 14(1)(f) of the Act.
 - (4) A discretionary grant may be paid in terms of subregulation (1) to-
 - (a) an employer within the jurisdiction of a SETA, including an employer who is not required to pay skills development levy in terms of the Skills Development Levies Act; and
 - (b) other associations or organisations that meet the criteria for the payment of such grant.

Approval of grants by SETA Board or Council

8. The SETA criteria for discretionary grants must be approved by the SETA Board or Council before funds are allocated under regulation 7.

Grant disbursement schedule

9. Each SETA must prepare and distribute a schedule setting out the criteria in terms of regulation 8 and the dates by which applications for the mandatory grants contemplated in regulation 6 and discretionary grants contemplated in regulation 7 must be submitted.

Grant recovery by employers

10. (1) An employer seeking recovery of a grant against the levy payment must meet the eligibility criteria for grant recovery as prescribed in subregulation (2).

- (2) A SETA may not pay any grant to an employer who is liable to pay the skills development levy in terms of section 3(1) of the Skills Development Levies Act unless the employer-
- (a) has registered with the Commissioner in terms of section 5 of the Skills Development Levies Act;
 - (b) has paid the levies directly to the Commissioner in the manner and within the period determined in section 6 of the Skills Development Levies Act;
 - (c) is up to date with the levy payments to the Commissioner at the time of approval and in respect of the period for which an application is made;
 - (d) has submitted a Workplace Skills Plan within the timeframes prescribed in regulation 6(2) of these regulations; and
 - (e) with effect from 2006 / 2007 financial year and in subsequent financial years, has submitted a Training Report of performance in respect of the implementation of the previous financial year's Workplace Skills Plan.
- (3) Employers who fail to meet the prescribed criteria will forfeit the grant referred to in regulation 6 of these regulations.

Payment for services rendered by SETAs

11. For the purposes of section 14(1)(e) of the Act, a SETA may only charge for services if –
- (a) it has submitted a motivation in writing to the Director-General; and
 - (b) the Director General, in accordance with any guidelines issued by the Minister on the advice of the National Skills Authority, has approved the SETA charging for those services.

Repeal of Regulations

12. The Regulations referred to in Annexure 1 are hereby repealed to the extent specified therein.

ANNEXURE 1

REGULATIONS REPEALED

Government Notice No.	Date	Title	Extent of Repeal
R.103	7 February 2000	Skills Development Act, 1998 (Act No.97 of 1998) Regulations for the period 1 April 2000 To 31 March 2001 Regarding the Funding and Related Issues	As a whole
R.571	22 June 2001	Skills Development Act, 1998 (Act No.97 of 1998) Skills Development Regulations	As a whole
R.344	7 March 2003	Skills Development Act, 1998 (Act No.97 of 1998) Skills Development Regulations	As a whole
R.729	11 June 2004	Skills Development Act, 1998 (Act No.97 of 1998) Skills Development Funding Regulations: Amendment	As a whole
R.1200	15 October 2004	Skills Development Act, 1998 (Act No.97 of 1998) Skills Development Funding Regulations Amendment: Government Notice No. R729 of 11 June 2004. Correction Notice	As a whole

ANNEXURE 2

SKILLS DEVELOPMENT ACT, 1998

SETA GRANT REGULATIONS

NAME AND ADDRESS OF SETA

**APPLICATION FOR MANDATORY GRANT BY EMPLOYER
[Regulation 6(1)(a)]**

A(1). Details of Employer

1. Name of Organisation:

.....
.....

2. Postal address:

.....
.....

City and Province:.....Postal code:.....

3. Physical address:

.....
.....

(If the workplace skills plan or training report is submitted on behalf of one or more establishments, please attach a list of names and addresses, including physical and postal addresses).

4. Skills Development Levy (SDL) number:

.....

5. Telephone number:

.....

6. Fax number:

.....

7. E-mail address:

.....

8. Banking details

Name of Bank	
Address of Bank	
Branch Code	
Account Number	

9. Main business activity (use SIC code):

.....

10. Total employment (defined as total workforce in respect of which skills development levies have been paid to SARS):

.....

11. Total annual payroll for the end of the previous financial year:

.....

12. Name(s) of Skills Development Facilitator(s) (SDF):

.....

13. Address (if different from address of organisation indicated above):

.....

14. Contact details of SDF:

(a) Telephone number:

.....

(b) Mobile telephone number:

.....

(c) Fax number:

.....

(d) E-mail address:

.....

	External recruits (including 18(2) learners at this level and above)	
Service and sales workers	Current employees (at this level)	
	Current employees (earmarked for development at this level)	
	External recruits (including 18(2) learners at this level and above)	
Skilled agricultural and fishery workers	Current employees (at this level)	
	Current employees (earmarked for development at this level)	
	External recruits (including 18(2) learners at this level and above)	
Craft and related trades workers	Current employees (at this level)	
	Current employees (earmarked for development at this level)	
	External recruits (including 18(2) learners at this level and above)	
Plant and machine operators and assemblers	Current employees (at this level)	
	Current employees (earmarked for development at this level)	
	External recruits (including 18(2) learners at this level and above)	
Elementary occupations	Current employees (at this level)	
	Current employees (earmarked for development at this level)	

	External recruits (including 18(2) learners at this level and above)		
Clerks	Current employees (at this level)		
	Current employees (earmarked for development at this level)		
	External recruits (including 18(2) learners at this level and above)		
Service and sales workers	Current employees (at this level)		
	Current employees (earmarked for development at this level)		
	External recruits (including 18(2) learners at this level and above)		
Skilled agricultural and fishery workers	Current employees (at this level)		
	Current employees (earmarked for development at this level)		
	External recruits (including 18(2) learners at this level and above)		
Craft and related trades workers	Current employees (at this level)		
	Current employees (earmarked for development at this level)		
	External recruits (including 18(2) learners at this level and above)		
Plant and machine operators and assemblers	Current employees (at this level)		
	Current employees (earmarked for development at this level)		
	External recruits (including 18(2) learners at this level and above)		
	Current employees (earmarked for development at this level)		

<p>Elementary occupations</p>	<p>External recruits (including 18(2) learners at this level and above)</p>													
	<p>Current employees (at this level)</p>													
	<p>Current employees (earmarked for development at this level)</p>													
	<p>External recruits (including 18(2) learners at this level and above)</p>													
<p>Total</p>														

ISAZISO SIKAHULUMENI

UMNYANGO WEZABASEBENZI

No. R. 713

18 July 2005

**UMTHETHO WEZOKUTHUTHUKISWA
KWAMAKHONO KA-1998****UMTHETHO OQONDENE NOKUPHATHWA
KWEZIMALI EZITHOLWA AMAGUNYA OMKHAKHA
WEZEMFUNDO NOKUQEQA (SETAs) . NOKUNYE
OKUPHATHELENE NEZIMALI EZIQONDENE
NALAMAGUNYA**

Mina, Membathisi Mphumzi Shepherd Mdladlana, uNgqongqoshe Wezabasebezi, ngokomthetho wesigaba 36 Womthetho Wezokuthuthukiswa Kwamakhono, ka-1998 (Umthetho ongunombolo 97 ka-1998), nokuthi emva kokuthintana neZiphathimandla Zezamakhono kuZwelonke, ngenza izimemezelo kuSheduli.

ISHEDULI**UKUHLELWA KWEZIMEMEZELO**

1. Izincazelo
2. Unyaka wezimali
3. Izivimbezelo ezimalini zokwenziwa komsebenzi ka-SETA
4. Izimali zika-SETA
5. Ukudluliselwa kwezimali nguNgqongqoshe uma umsebenzi ka-SETA sewuthathiwe
6. Ukubekwa ngononina kwezimali ezigunyaziwe yi-SETA
7. Ukuhlelwa kwezimali ezinqunyiwe yi-SETA
8. Ukugunyazwa kwezimali yisiGungu se-SETA
9. Isheduli Yezimali ezikhokhwayo
10. Imali ezitholwa ngabaqashi
11. Inkokhelo ngemisebenzi eyenziwa ngu-SETA
12. Ukuchithwa kwezimemezelo

Izincazelo

1. Kulezi zimemezelo, noma yiliphi igama noma isisho salokho okuchazwa ngumthetho, kuyoba nencazelo enjalo noma ngaphandle uma ingqikithi isho okunye-

“Umthetho” kusho umthetho wokuthuthukiswa kwamakhono ka 1998 (Umthetho ongunombolo 97 ka-1998);

“Izindleko zokuphatha” kusho izindleko ezishiwo kusimemezelo 4(3);

“Isengezo” kusho isengezo kulezi zimemezelo;

“Umkhandlu Wesishayamthetho” kusho umkhandlu oqanjwe ngokulandela isigaba 12 somthetho;

“Imali yokusiza” kusho imali yokulandisa isimemezelo 7 ;

“Unyaka wezimali” kusho isikhathi ngokulandisa kwesimemezelo 2;

“Izimali eziqoqwayo” kusho zonke izimali ezitholwa yi-SETA ngokulandisa kwesigaba 7(1) kanye no-8(2) ehlanganiswa (efundwa no-8(3) (b) womthetho wokuqoqwa kwezimali zokuthuthukiswa kwamakhono;

“Izimali eziphoqeletwe” kusho izimali ngokulandisa kwesigaba 6;

“Ukuhambisa” kusho ukuletha ngesandla noma ngeposi elibhalisiwe noma ukudlulisa umbiko ngomshini lapho lowo oyowamukela akwazi ukuwugaya ngokwakhe;

Unyaka Wezimali

2. Unyaka wezimali we-SETA kusho isikhathi kusukela lulunye ku-April 2005 kuya ku-31 Mashi 2006 emveni kwalokho izinyanga eziyishumi nambili mhla lulunye ku-April kuya ku-31 Mashi eminyakeni elandelayo.

Umkhawulo ezimalini zokuphatha ze-SETA

3. (1) Ngokulandisa kwesigaba 14 (3) (b) ufundwa ngokuhlanganyela nesigaba 14 (3A) (a) kanye no-14 (3B) somthetho i-SETA ayivumelekile ukusebenzisa ngaphezu kuka-12.5% wezimali oziqoqile onyakeni ukukhokhela izindleko zokuphatha zalowo nyaka wezimali.

- (2) Ukwengeza esigatshaneni (1) i-SETA ingazisebenzisa izimali ezikhokhwa abaqashi bomphathi kahulumeni omkhulu kanye nowesifunda ekubhekaneni nezindleko zokuphatha.
- (3) UNgqongqoshe anganika igunya elibhalwe phansi lapho evumela i-SETA ukuba isebenzise izimali ezingagunyaziwe ngokwesigatshana 1 no 2 ukubhekana nezindleko zokuphatha, uma uNgqongqoshe enelisekile ukuthi lezo zindleko zinesidingo ekutheni i-SETA yenze umsebenzi wayo njengokulandisa komthetho.
- (4) Ngenhloso yesigatshana 1 no 2 ngokuvumelana nesigaba 14 (3B) somthetho izindleko zokuphatha zimbandakanya kodwa zingacini kulokhu okulandelayo-
Izindleko zokuhlala, ukushisisa, ukukhanyisa, umshuwalense, izindleko zamabhange, ukuhlaziywa kwamabhuku ezimali, ukuphatha jikelele, ukuposa, okokucindezela /okokuprinta okokufunda kanye nezincwadi, ukukhangisa, imibiko, imiholo, izindleko zokuhamba, ukuqeqesha abasebenzi, ukuthengwa kwamakhompuyutha, ukulungiswa kwemishini, ukulungisa okonakele jikelele, ukuqashwa kwemishini yokugaya, ucingo nesihlanzandaba, imihlangano, umhlaba, izindawo okungezona ezokuhlala nokulungiswa kwazo, ifenisha nezidingo zamahhovisi, imishini nempahla nezakhiwo, izinto zokuthuthukisa, izingqungquthela zikazwelonke zokuthuthukiswa kwamakhono, ukuthuthukiswa kwemininingwane kanye nokufundiswa kwabaqondene.

Izimali ze-SETA

4. (1) Yileyo naleyo SETA kumele ihambisane nesigaba 14 (2) somthetho, ivuke ibhuku lekhawundi yasebhangwe ezo:-
- (a) Bhekana nezimali zokuphatha ze-SETA nekwenzayo,
 - (b) Ukunikeza ngezimali eziphoqekile;
 - (c) Ukunikeza ngezimali zokusiza kanye nezimali zokukhokhela imiklamo; kanye
 - (d) Nokufakwa kwemali emisebenzini ukuze yenze inzuzo.
- iyofakwa bese iphinde ikhishwe
- (2) Inhlanguanisela ka-SETA iye yaninga esigabeni 9A woMthetho wokwamukelwa kwezimali kweyodwa noma ngaphezulu inhlanguanisela ka-SETA kumele-

- (a) Isungule ikhawundi lebhange lapho kuzofakwa noma kukhishwe izimali ezinjalo; nokuthi
 - (b) Kugcinwe lezi zimali kuze kufike lapho zonke izimpahla noma okungamalungelo nokuyizimfanelo okuhlelelwe phezu kwazo zase zigunyazwa ngokwemibandela yesigaba 9A (4) iyapheleliswa
- (3) I-SETA kumele isebenzise zonke izimali ezitholile ngokwemibandela yomthetho wezimali ezengeziwe zokuthuthukiswa kwamakhono ukuze:-
- (a) Ukubhekelela imisebenzi yaleyo SETA;
 - (b) Ukusebenzisa uhlaka lokusebenza lonyaka wayo njengoba igcinwe esigatshaneni soMthetho Wokwenganyelwa Kwezimali Zomphakathi; nokuthi
 - (c) Uma ngabe kungadaluliwe wuMtheho wokweNganyelwa Kwezimali Zomphakathi, kumele igcine izimali ngokulandela izinhlelo zamapholisi okonga izimali ezivunywe wuMnyango Wezimali Zezwe likaHulumeni.

Ukudluliselwa kwezimali nguMqondisi-Jikelele uma ngabe ukwenganyelwa kwe-SETA sekuthathiwe.

5. Ukuze kudluliselwe izimali ekhawundini yebhange le-SETA eZimalini Zamakhono kaZwelonke ngokwemibandela yesigaba 15 (2) (d) woMthetho, uMqondisi-Jikelele angadinga:-
- (a) Ukuthi i-SETA okukhulunywa ngayo ithole noma iyiphi ikhawundi yebhange ephethwe yi-SETA ngokwemibandela yesigaba 14(2) yomthetho; nokuthi
 - (b) Ibhange noma isikhungo sokonga izimali esibhekenelele nokudluliswa kwezimali, ngokulandela isigaba 15(2)(d) woMthetho, izimali ezisekhawundini esigatshaneni (1) ekhawundini yebhange eyavulwa yase inganyelwa ngokwaleyo nhloso wuMnyango Wezimali Zamakhono kaZwelonke.

Ukwabiwa kwezimali eziphoqelelwe yi-SETA

6. (1) Ngokwesigaba 10, i-SETA kumele yabe izimali eziphoqelelwe:-
- (a) Kumqashi oqashe abantu abangu-50 noma ngaphezulu okuyibona abafake izicelo zezimali Zokwakha uHlelo Lwendawo Yamakhono noma Umbiko Wokuqeqesha

ngokulandela isigatshana (2) nokuthi ngendlela enikeziwe esengezweni "2" kulezi zimemezelo; noma

- (b) Umqashi oqasha abantu abangaphansi kuka-50 okuyibona abafake izicelo zoxhaso lwemali ngokulandela umtheshwana (2) ngendlela eyenziwe yabalula ye-SETA.
- (2) Kumele kufakwe isicelo sokuthola imali ongunya kuyo ngokwemibandela yesigatshana (1):-
- (a) Ngomhlaka 30 September 2005 kwenzelwa u-2005 / 2006 okuwunyaka wezimali noma ngenxa yezimali ezingasetshenziswanga eminyakeni edlule yezimali;
 - (b) Ngomhlaka-30 June eminyakeni yonke yezimali ngokulandelana kwayo;
 - (c) Ngaphambi kwezinyanga eziyisithupha zokubhalisa ngokomqashi obhalise ngokokuqala ngokwemibandela yesigaba 5(1) woMthetho Wezimali Ezengeziwe Zokuthuthukiswa Kwamakhono.
- (3) Imali egunyaziwe yokwelekelela ezokhokhwa yi-SETA-
- (a) Kumele ilingane namaphesenti angamashumi amahlanu esamba semali eyengeziwe ekhokhwe ngumqashi ngokwemibandela yesigaba 3(1) uma ufundwa nesigaba 6 woMthetho weZimali ezengeziwe Zokuthuthukiswa Kwamakhono njalo ngonyaka wezimali; nokuthi
 - (b) kumele ikhokhelwe umqashi okungenani njalo emasontweni amane
- (4) Uma ngabe umqashi engayiceli imali egunyaziwe ngaphambi kwesikhathi esimisiwe ngokwesigatshana (2), i-SETA kumele idlulisele lezo zimali ezigunyaziwe ezingathathwanga ezimalini zosizo ngokwemvume yabaphathi.

Ukwabiwa kwezimali ngokwemvume yi-SETA

7. (1) I-SETA inganquma bese yaba imali evunyelwe-

- (a) Ukuze kuqhutshwe umsebenzi wenhlolovo esikhungweni leso ngokulandela uhlelo lwendawo enqunyiwe yamakhono kanye nemihlahlandlela eyenziwe wuMnyango;
- (b) Ukuxhasa ngezimali intuthuko yendawo enqunyiwe yemihlahlandlela kanye nokuqeqeshwa kochwepheshe kwezokuklanywa kwezindawo noma abasizi kwezokuthuthukiswa kwamakhono;
- (c) Kumqashi onelungelo noma ovunyelwe yinhlangano ngokweMfundo Yabadala kanye noQeqesho olunikezelwa abafundi noma abasebenzi;
- (d) Kulowo onikezela ngoqeqesho noma umqashi ngokomfundi ongena ohlelweni lokufunda ukuze athole amakhono angandile aphakanyiswe yi-SETA;
- (e) Kumqashi onikezela ngamathuba olwazi lomsebenzi kubafundi esikhungweni esivumelana nezinhlelo;
- (f) Kumqashi noma yilowo onikezela ngoqeqesho kanye nomelekeleli wabafundi ukuze bathole amakhono amasha;
- (g) ukuxhaswa kwesikhungo leso esiklanyelwe umsebenzi noma amakhono aseqophelweni eliphezulu;
- (h) ukuxhaswa kwesikhungo okuyisona esinikezela ngamakhono amasha;
- (i) Ukuxhasa ezemfundo kanye nonikezela ngoqeqesho noma isikhungo esibhekele ukwenziwa kwemisebenzi Yohlelo Lwamakhono KaZwelonke ngokuxhasa Uhlelo Lokusebenza Ekuthuthukiseni Amakhono kuZwelonke.
- (j) Ukuxhasa i-SETA ngezimali esigungwini sabaketha abazobamela ekwakheni imisebenzi ezophakamisa izinga kanye nokukhushulwa kwentuthuko yamakhono esikhungweni esiklanyiwe;
- (k) Ukuxhasa umqashi ohamba phambili okufakwe esigatshaneni 3(4) Wesimemezelo Sokuqeqeshwa;

- (l) Ukuxhasa isithunywa ngezimali esakhiwe ngokwemibandela yesigaba 17(7) soMthetho;
 - (m) Ukuxhasa umqashi ngabazofundiswa/abaqeqeshwayo ababhaliswe ngaphansi kwenye i-SETA ehlukile;
 - (n) Ukuxhasa umqashi ngokuhlonipha izinto ezingongqaphambili endaweni yamakhono.
- (2) I-SETA ingalungisa futhi isabalalise amafomu ezicelo kunoma iluphi uhlobo loxhaso olubalulwe esigatshaneni (1).
- (3) Izimali ezivunyelwe okumele zikhokhwe yi-SETA ngokwemibandela yesigatshana (1) kumele ziqhamuke:-
- (a) Kumaphesenti angamashumi amabili esamba semali engeziwe ekhokhwa umqashi ngokwemibandela yesigaba 3(1) woMthetho wezimali ezingeziwe Zokuthuthukiswa Kwamakhono njalo ngonyaka wezimali;
 - (b) Ukwenganyelwa kwezimali eziyizinsalela;
 - (c) Izimali ezigunyaziwe ezingasetshenziswa;
 - (d) Inzalo kanye nezinhlawulo ezitholakala ngokwemibandela yesigaba 11 kanye no 12 woMthetho Wezimali Ezengeziwe Zokuthuthukiswa Kwamakhono;
 - (e) Inzalo etholakala ezimalini ezongiwe
 - (f) Izimali eziyinsada okuxhaswe ngazo eziqhamuka kubaqashi abanikezela ngosizo emphakathini ezingeni likahulumeni kazwelonke noma wesifundazwe njengoba kuveziwe esigabeni 30(b) soMthetho
 - (g) noma yiziphi izimali ezimukelwa yi-SETA ngokwemibandela yesigaba 14(1) soMthetho.
- (4) Imali yosizo ingakhokhwa ngokwemibandela yesigatshana (1):-
- (a) Kumqashi ngaphansi kwamandla omthetho e-SETA, kubandakanya umqashi okungabhekekile ukuthi akhokhe imali eyengeziwe yokuthuthukiswa kwamakhono ngokwemibandela yoMthetho Wezimali Ezengeziwe Zokuthuthukiswa Kwamakhono; nokuthi

- (b) ezinye izinhlango ezikwazi ukuhlangabezana nemigomo yokukhokha kwezimali ezinjalo.

Ukuvunywa kwezimali yiBhodi noma wuMkhandlu we-SETA

8. Indlela ye-SETA yokwamukela izimali zosizo kumelwe yamukelwe yi-Bhodi noma Umkhandlu we-SETA ngaphambi kokuba izimali zabiwe ngaphansi kwesigaba 7.

Isheduli yokukhokha kwezimali

9. Yileyo naleyo SETA kumele ilungiselele futhi yabe isheduli okuyiyona eveza imigomo ngokwemibandela yesigaba 8 kanye nezinsuku lapho kuzofakwa khona izicelo zemali egunyaziwe esigabeni 7 bese iyayihambisa.

Izimali ezitholwa ngabaqashi

10. (1) Umqashi odinga ukuthi athole izimali ukuze angakhokhi izimali ezengeziwe kumele ahlangebezane nezidingo ezifunakalayo ekutholeni imali njengoba kubekiwe esigabeni (2).
- (2) I-SETA ngeke yakhokha noma iyiphi imali yosizo kumqashi okumele akhokhe imali eyengeziwe yokuthuthukiswa kwamakhono ngokwemibandela esesigabeni 3(1) soMthetho Wezimali Ezengeziwe Zokuthuthukiswa kwaMakhono ngaphandle uma umqashi:-
- (a) ebhalisiwe neKhomishana ngokwemibandela esesigabeni 5 soMthetho Wezimali Ezengeziwe Zokuthuthukiswa Kwamakhono;
- (b) Uma ngabe ekhokhile ngqo izimali ezengeziwe kwiKhomishani ngendlela futhi nangesikhathi esibekwe esigabeni 6 soMthetho Wezimali Zokuthuthukiswa Kwamakhono
- (c) Uma ngabe emi kahle ekukhokhweni kwezimali ezengeziwe kuKhomishani ngesikhathi seyivunyiwe nangokubhekela isikhathi okwenziwe ngaso iscelo;
- (d) Uma sekuhanjisiwe uHlelo Lwamakhono Ezindaweni Zokusebenza ngaphansi kwezikhathi ezinqunyiwe njengoba zibaluliwe esigabeni 6(2) waleyo mithetho; nokuthi
- (e) Uyoqala ukusebenza kusukela ngo-2006 / 2007 wonyaka wezimali naseminyakeni yezimali ngokulandelana kwayo, uma esehambisile umbiko ngoqeqesho olwenziwe ngokusetshenziswa kwalo eminyakeni edlule yoka eziNhlakeni Zamakhono Ezindaweni Zokusebenza.

- (3) Abaqashi abahluleka ukuhlangabezana nezivumelwano ezibekiwe kuyobangela ukulahlekelwa izimali ezibalulwe esigabeni 6 walezi zigaba.

Ukukhokhelwa kwemisebenzi eyenziwe yi-SETA

11. Ngezinjongo zesigaba 14(1)(e) soMthetho, i-SETA ingakhokhisa ngosizo lwayo elunikezile uma-
- (a) Iyihambisile incwadi ekufakazelayo lokho ngokubhaliwe kuMqondisi-Jikelele; nokuthi
- (b) UMqondisi-Jikelele, ngokwemibandela nganoma yimiphi imihlahlandlela ebalulwe nguNgqongqoshe ngokwemiyalo Yeziphathimandla Zamakhono Kuzwelonke, esephumelelisile ukuthi i-SETA ikhokhise izimali zalolo lusizo elunikezile.

Ukuchithwa kwezimemezelo

12. Izimemezelo okukhulunywa ngazo esengezweni 1 kuyacelwa ukuba zichithwe kuze kube kuyaziswa.

ISENGEZO 1**IZIMEMEZELO EZICHITHIWE**

Inombolo yesaziso sikaHulumeni.	Usuku	Isihloko	Ubungako Bokuchithwa Kwezimemezelo
R.103	7 February 2000	UMthetho Wokuthuthukiswa kwamakhono ka 1998 (UMthetho ongunombolo 97 ka 1998) Izimemezelo zomhlaka 1 April 2000 kuya kumhlaka 31 March 2001 Mayelana Nokuxhaswa kanye nezinye Izindaba ezithintene nalokho.Skills	wonke
R.571	22 June 2001	UMthetho Wokuthuthukiswa kwamakhono ka 1998 (UMthetho ongunombolo 97 ka 1998) Izimemezelo Zokuthuthukiswa Kwamakhono	wonke
R.344	7 March 2003	UMthetho Wokuthuthukiswa kwamakhono ka 1998 (UMthetho ongunombolo 97 ka 1998) Izimemezelo Zokuthuthukiswa Kwamakhono	Wonke
R.729	11 June 2004	UMthetho Wokuthuthukiswa kwamakhono ka 1998 (UMthetho ongunombolo 97 ka 1998)	Wonke

		Izimemezelo Zokuxhaswa Kokuthuthukiswa kwamakhono: Isichibiyelo	
R.1200	15 October 2004	UMthetho Wokuthuthukiswa kwamakhono ka 1998 (UMthetho ongunombolo 97 ka 1998) Izimemezelo Zokuxhaswa Kokuthuthukiswa kwamakhono: Isichibiyelo Isaziso sikaHulumeni esingunombolo R729 somhlaka 11 June 2004. Isaziso sokulungisa	wonke

SENGEZO 2

UMTHETHO WOKUTHUTHUKISWA KWAMAKHONO KA-1998

IZIMEMEZELO ZOKUXHASWA KWE-SETA

IGAMA NEKHELI LE-SETA

**ISICELO SOXHASO OLUPHOQELELWE ESEZIWA NGABAQASHI
[Isimemezelo 6(1)(a)]**

A(1). Imininingwane yoMqashi

1. Igama leNhlangotho:

.....
.....

2. Ikheli lePosi:

.....
.....

Idolobha nesiFunda:.....Ikhodi yePosi.....

3. Ikheli lendawo ohlala kuyo:

.....
.....

(Uma uhlelo lwamakhono lwendawo yokusebenzela lunikezelwe ngokumela isakhiwo esisodwa noma esingaphezulu, sicela ufake uhla lwamagama namakheli, kufakwe amakheli endawo kanye naweposi).

4. Inombolo yeNtela Yokuthuthukiswa Kwamakhono (SDL):

.....

5. Inombolo yocingo:

.....

6. Inombolo yesihlanzandaba:

.....

7. Ikheli lokuthumela umyalezo ngekhompuyutha:

.....

8. Iminingwane yebhange

Igama leBhange	
Ikheli lebhage	
Inombolo eyikhodi yeGatsha	
Inombolo yekhawundi	

9. Imisebenzi esemqoka yebhizinisi (sebenzisa ikhodi ye-SIC)

.....

10. Isamba sabasebenzi (sichazwe njengesamba sabo bonke abasebenzi benkampani ngokwezintela zokuthuthukiswa kwamakhono ezikhokhelwe i-SARS):

.....

11. Isamba sohlelo lokukhishwa kwamaholo ekupheleni konyaka ofile wezimali

.....

13. Igama noma (amagama) loMsizi (Abasizi) Bokuthuthukiswa Kwamakhono (SDF):

.....

.....

14. Ikheli (uma lihlukile ekhelini leNhlango elibhalwe ngenhla):

.....

.....

15. Imininingwane ye-SDF:**(a) Inombolo yocingo:**

.....

(b) Inombolo kamakhalekhukhwini:

.....

(c) Inombolo yesihlanzandaba:

.....

(d) Ikheli lokuthumela umyalezo**Ngekompuyutha:**

.....

	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	
	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
<p>Omabhalane</p>	<p>Abasebenzi abakhona manje (kuleli zinga)</p>	
	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	
	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
<p>Usizo kanye nabasebenzi abangabadayisi</p>	<p>Abasebenzi abakhona manje (kuleli zinga)</p>	
	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	
	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
<p>Abasebenzi abanamakhono kwezolimo nokudoba</p>	<p>Abasebenzi abakhona manje (kuleli zinga)</p>	
	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	

<p>Abaphathi bemishini kanye nabaqoqa izitshalo</p>	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
	<p>Abasebenzi abakhona manje (kuleli zinga)</p>	
	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	
	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
<p>Imisebenzi eyisisekelo</p>	<p>Abasebenzi abakhona manje (kuleli zinga)</p>	
	<p>Abasebenzi abakhona manje (abakhethelwe uqeqesho kuleli zinga)</p>	
	<p>Abaqeqeshi abaqhamuka ngaphandle (kubandakanya abafundi abangu-18 (2) kuleli zinga nelingenhla)</p>	
<p>Isamba</p>		

No. R. 714

18 July 2005

SKILLS DEVELOPMENT ACT, 1998 (ACT NO.97 OF 1998)

(Read with Government Notice No. R. 1082 of 7 September 1999 as amended)

**ESTABLISHMENT OF SECTOR EDUCATION AND TRAINING
AUTHORITIES (SETAS)**

CORRECTION NOTICE

Government Notice No.R. 656 published in Government Gazette No.27757 (Regulation Gazette No.8265) dated 1 July 2005, is hereby corrected as follows:

Page 3: SCHEDULE 1

Replace under the column CERTIFICATE NO. the reference 19/SASASETA/1/07/05 with "19/SASSETA/1/07/05"

Page 4: SCHEDULE 2

- 1. Replace the expression- SETA 19 POLICE, PRIVATE SECURITY, LEGAL AND CORRECTIONAL SERVICES SECTOR SETA (SASETA) with "SETA 19 SAFETY AND SECURITY SECTOR EDUCATION AND TRAINING AUTHORITY (SASETA)"**
-

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