

Is there a **merSETA** office in my area?

merSETA has 7 Regional Offices across South Africa:

- Eastern Cape (Port Elizabeth)
- Free State & Northern Cape (Bloemfontein)
- Gauteng South (Johannesburg)
- Kwazulu - Natal (Durban)
- Mpumalanga & Limpopo (Witbank)
- Western Cape (Tygervalley)
- Gauteng North & North West (Pretoria)

Regional Offices are responsible for:

- Advising companies, workers and learners on issues of Skills Development in the Manufacturing, Engineering and Related Services sector
- Apprenticeship and Learnership registration
- Recognition of Prior Learning and Section 28 trade tests

My company does not have a training budget, can **merSETA** subsidise us?

The merSETA runs subsidised training interventions for member companies that fall under the SME (companies with fewer than 50 employees) category. This project is run in partnership with employer organisations SEIFSA; through a voucher system.

How do I reap the rewards?

If your company falls within one of the five merSETA subsectors then you most probably qualify as a merSETA member company. Call our regional Office and speak to a Client Liasion Officer to find out about how you can reap the rewards of training.

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GAUTENG NORTH & NORTH WEST PO Box 2056 Rosslyn 0200 Tel: 086 163 7731

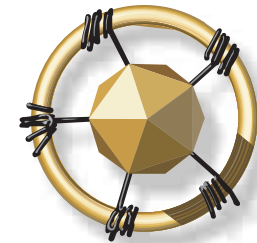
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THE ROLE OF **merSETA** in my business



merSETA
MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

What is the merSETA?

The merSETA is one of 21 Sector Education and Training Authorities (SETAs) established to promote skills development in terms of the Skills Development Act of 1998. The 21 SETAs broadly reflect different sectors of the South African economy. The merSETA encompasses manufacturing, engineering and related services.

What does merSETA do?

The merSETA facilitates skills development for the following sub sectors:

- Metal and engineering,
- Auto manufacturing,
- Retail motor and component manufacturing,
- New tyre manufacturing and
- Plastics industries.

Together the five sub-sectors comprise approximately 43000 companies, with a workforce of approximately 600 000. The merSETA supports companies that contribute levies as well as SMME companies that are exempted from paying levies.

Does merSETA cover the scope of my company?

merSETA is one of the largest SETAs with a vast membership of companies. If your company/business' function is within one or more of the five sub-sectors covered by the merSETA, then it means your company/business is a member of the merSETA. Member companies are allocated levy numbers.

What is a levy number?

A levy number (or L number) is number allocated by the South African Receiver of Revenue (SARS) to show that your company contributes the required skills levy. The number begins with the letter L. SETAs use this number to identify companies and their line of business. Companies use this number when they contact SETAs for enquiries about grants and training programmes. If a company is exempted from paying levies and does not have an L number, they have to prove that their annual total payroll is under R500 000.

What is a grant?

A training grant is money collected through the levies paid by the company to the South African Receiver of Revenue. There are two types of training grants, the mandatory grants and the discretionary grants.

- Mandatory grant paid to a company by a SETA for all the training a company has undertaken over a specific period. This grant is paid only to companies with an L number
- Discretionary grant paid to the company for undertaking certain training programmes over a specific period. This grant is paid to contributing and exempted companies.

What can merSETA do for me and my company?

The merSETA has various divisions that assist companies with their queries.

ETQA Division

- Accreditation and assessor training
- Assessment and evaluation
- Issue and re-issue of certificates
- Quality Assurance of training; training programmes and training providers

Grant Division

- Payment of mandatory grants (WSP and ATR)
- Payment of discretionary grants
- ABET;
- Apprenticeships and Learnerships;
- Skills Programmes;
- Workplace Experience grants
- Grant application submissions
- Disputes
- SETA transfers

Learning Programmes Division

- The development of qualifications
- Approval of skills programmes
- Registration of learnerships