



Transport Education Training Authority
Heart of Skills Innovation

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TRANSPORT EDUCATION TRAINING AUTHORITY (TETA) SKILLS DEVELOPMENT FACILITATOR ROADSHOWS 2015/2016

BACKGROUND AND MANDATE

The Transport Education and Training Authority (**TETA**) is a statutory body established through Section 9(1) of the Skills Development Act, 1998 (Act 97 of 1998) in order to enable its stakeholders to advance skills levels in the sector in accordance with government's growth initiatives. TETA has a vision to ensure that it's at "**The Heart of Skills Innovation**". The Transport SETA is striving to build a system where skills production and development respond to the socio-economic needs of our country and its labour market. Such high-quality skills will in turn enhance investment and improve service delivery.

The Transport Education and Training Authority (**TETA**) cordially invites all its **Skills Development Facilitators** to attend the annual Skills Development Facilitator road shows that are planned to take place in all regions listed below so as to share/interact and discuss developments that impact the submission of Mandatory Grant Application.

Who should attend the road shows?

- Skills Development Facilitators (SDFs) operating within the transport sub sectors who are appointed as SDF's for TETA Levy paying and Non Levy Paying Enterprises.
- Employee / person completing online submission or WSP / ATR / DG

Topics to be discussed for the day are as follows:

1. Frequently Asked Questions and Answers
2. TETA 2015/2016 Annual Performance Plan - Priorities
3. Submitting Workplace Skills Plan and Annual Training Report through the SETA Management System (SMS).
4. OFO codes
5. How To Access Discretionary Grants And Flagships

The road shows will be held in ten venues across the nine Provinces as per the schedule below. Confirmation of attendance is compulsory and it should be submitted on or before the **6th of February 2015** on the **TETA reply slip/ delegation registration form** to the relevant provincial representative listed below. **Please note that venues for each workshop, directions and other relevant information will only be communicated to confirmed delegates as per Skills Development Facilitator reply slip.**

ROADSHOW SCHEDULE

Day	Date	Region/Province	Venue	Time	Contact person, telephone and email address
Tuesday	10th February 2015	Limpopo Province	TBA	09h00 – 14h00	Tabane Mokgosinyana Tel - 011 577 7085 Fax -086765053 Email - tabane@teta.org.za
Thursday	12 th February 2015	Free State Province	TBA	09h00 – 14h00	Samuel Motau – Tel- 011 577 7053 Fax- Fax – 0867656844 Email- SamuelM@teta.org.za
Friday	13 th February 2015	Northern Cape Province	TBA	09h00 – 14h00	Thembinkosi Mosia Tel - 011 577 7021 Fax- 086765684 Email - ThembinkosiM@teta.org.za
Tuesday	17 th February 2015	North West Province	TBA	09h00 – 14h00	Nelly Zekale – Tel - 011 577 7105 Fax - 0867650531 Email - nelly@teta.org.za
Wednesday	18 th February 2015	Eastern Cape Province	TBA	09h00 – 14h00	Charmaine Slade Tel - 011 577 7070 Fax - 0867650524 Email - CharmaineS@teta.org.za
Thursday	19 th February 2015	Western Cape Province	TBA	09h00 – 14h00	Malcolm Alexander Tel - 021 531 3064 Email - Malcolm@teta.org.za
Tuesday	24 th February 2015	Mpumalanga Province	TBA	09h00 – 14h00	Khaya Ngubane Tel- 011 577 7079

					Fax- 0862056824 Email - Khaya.Ngubane@teta.org.za
Tuesday	24 th February 2015	Gauteng – South (Central Johannesburg)	TBA	09h00 – 14h00	Mantlwane Kgobe Email - MantlwaneK@teta.org.za Tel - 011 577 7090 Fax -086 597 6369
Wednesday	25 th February 2015	Kwazulu Natal Province	TBA	09h00 – 14h00	Sajeedah Ally – Tel -031 301 9614 Fax - 031 301 9614 Email - sady@teta.org.za
Thursday	26 th February 2015	Gauteng North (Midrand/Pretoria)	TBA	09h00 – 14h00	Mantlwane Kgobe Email - MantlwaneK@teta.org.za Tel - 011 577 7090 Fax -086 597 6369

TETA 2015 WSP/ATR SUBMISSIONS

2014/2015 ANNUAL TRAINING REPORT (ATR) and 2015/2016 WORKPLACE SKILLS PLAN (WSP) **SUBMISSION**

DEADLINE IS 30 April 2015

The Transport Education and Training Authority (TETA) wishes to advise all TETA registered Levy Paying Enterprises that the online system will be open with effect from the **30th of January 2015** for Workplace Skills Plans and Annual Training Reports submissions.

Important information:

All submissions must be made online before or on 30 April 2015 based on the following criteria:

- All TETA registered SDF's are required to update their information and upload a certified ID copy, SDF appointment letter (signed by the organisation's executive on the Company letterhead), company details and levy number.
- New** SDF's will be required to link themselves on TETA online system with relevant levy number and SIC code as per system user guide and upload the information as in (a) , access to the system remain pending

until compliance has been verified by TETA. On acceptance, the chamber against which the levy number is registered will approve the SDF for access.

We are looking forward to seeing you at the workshops. Kindly complete the delegate registration form supplied and fax/e-mail to your respective Provincial representative in order to secure your seat.

Regards

Munya Mandipaza

22 January 2015

SKILLS DEVELOPMENT AND LEARNING PROGRAMMES MANAGER: TETA
