



merSETA
MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

MANDATORY GRANT NOTICE

The merSETA informs all stakeholders and all Skills Development Facilitators (SDFs), about an opportunity to apply for Mandatory Grants. The Mandatory Grant application window will be open on 1 February 2025 and close on 30 April 2025.

Key Submission Information

- **Mandatory Grants:** merSETA levy paying entities are informed that there is no provision made for combined Mandatory and Discretionary Grant applications. The Mandatory Grant application will therefore consist of the Workplace Skills Plan (WSP), Annual Training Report (ATR) and related forms.
- **Organising Framework for Occupations (OFO) Codes:** Stakeholders are advised that the Department of Higher Education and Training has implemented the 2021 OFO Code version for implementation during this current reporting period. The Workplace Skills Plan and Annual Training Report will require the usage of the 2021 OFO code version.

The 2021 OFO Code version can be accessed from the merSETA website and the National Skills Development Management System (NSDMS).

Reporting Periods

Skills Development Facilitators are reminded that reporting periods are as follows:

- The Annual Training Report will be for the period 1 January 2024 until 31 December 2024; and
- The Workplace Skills Plan will be for the period 1 January 2025 until 31 December 2025.

Recognition Agreement

- Where a recognition agreement exists between the organisation and labour/ labour union, regardless of the size of the workforce, a Labour SDF who is a member of the Training Committee is required to sign-off the grant application electronically on or before the deadline date.
- Where a recognition agreement does not exist and the company employs 50 or more employees, an Employee SDF who is a member of the Training Committee is required to sign-off the mandatory grant applications, **Electronically** on or before the deadline date.

How to apply:

Mandatory Grant applications must be submitted through the NSDMS application platform within the stipulated timeframes. All Mandatory Grant applicants are advised to familiarise themselves with the application requirements as stipulated in the Grant Policy and Criteria obtainable from the merSETA website (www.merseta.org.za).

For assistance, please contact the merSETA Regional Offices.