20 April 2020

Dear Member

Sectoral Education and Training Authorities' (SETA) COVID-19 Guidelines and Employer's Obligations

The Department of Higher Education and Training has released guidelines on the way forward with regards to SETA COVID-19. These provide direction on the operations of the SETAs during the national lockdown. In this communication, the Honourable Minister Nzimande assigned several tasks to SETA chairpersons and administrators, namely:

- The establishment of a COVID-19 Task Team
- Steps to be implemented immediately and to remain in force until further notice by the Department of Higher Education and Training and/or the Minister of Higher Education and Training, and Science and Technology
    - Human Resources
    - Suspension of physical meetings
    - Travel Ban
    - Finance and related matters
    - Governance
    - Skills Development Implementation
    - Quarterly Reporting

The RMI appeals to all employers registered with Sectoral Education and Training Authorities (SETAs) to abide by these arrangements, during COVID-19 lockdown.

The RMI membership is predominantly registered with the Manufacturing, Engineering and Related Services SETA (merSETA) and the Wholesale and Retail Sector Education and Training Authority (W&RSETA).

The Sectoral Education and Training Authorities (SETAs) Grant Regulations make provision to consider and grant an extension for a maximum period of one month, upon receiving an extension request. The COVID-19 pandemic and subsequent lockdown have necessitated SETAs to consider the situation and grant an extension to organizations. Both the merSETA and the W&RSETA have accordingly made arrangements to deal with extension requests.

merSETA arrangements:

- merSETA has decided to consider granting an extension to organizations who have applied for an extension directly on the National Skills Development Management System (NSDMS).
- Employers are required to initiate the grant application for the period 2020/21 and apply for the extension on or before 30 April 2020. The guide on how to apply for an extension can be found on the merSETA website, and more specifically, go to the National Skills Development Management System (NSDMS) icon and then to User Resources.

W&RSETA arrangements:

- The W&RSETA has extended the deadline for the submission of the 2020/2021 Annexure II documents to 31 May 2020 as a result of the COVID-19 national lockdown. The official notice is posted on the SETA website - https://www.wrsetaonline.org.za/

The RMI remains committed to servicing members during this time and encourages members to remain positive. Training and skills development related matters can be addressed to the RMI National Director: Training, Louis van Huyssteen, **at louis.vanhuyssteen@rmi.org.za**.

Kindly copy your Association National Director and Regional Manager in training-related communication.

The RMI staff will endeavour to collectively service our valued members to the best of our ability during this time.

Reference documents and resources:

- Department of Higher Education and Training Directive no. 04/2020 - SETA COVID-19 Guidelines to provide direction on the operations of the SETAs during the national lockdown - https://www.wrseta.org.za/downloads/COVID-19%20Regulations.pdf
- W&RSETA notice of extension of the 2020/2021 Annexure II documents to 31 May 2020 - https://www.wrseta.org.za/downloads/WRSETA%20Stakeholder%20Notice%20Extension%20of%20Annexure%20II%20Submission%20Deadline.html
- merSETA decision to consider granting an extension to organizations who have applied for an extension directly on NSDMS http://www.merseta.org.za/Pages/default.aspx
- merSETA's National Skills Development Management System (NSDMS) https://nsdms.merseta.org.za/
- RMI COVID-19 Monitor on Training Of Learners And Employers Obligations - 30 March 2020 - https://www.rmi.org.za/wp-content/uploads/2020/04/Training-of-learners-and-employer-obligations-30-March.pdf