



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

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To: SETA Chief Executive Officers and Administrators

Skills Development Circular No. 02/2017

IMPLEMENTATION OF THE REVISED SERVICE LEVEL AGREEMENT 2017-18

The Department has reviewed all the 21 Sector Education and Training Authorities (SETA) Service Level Agreement (SLA) submissions and noted that some performance information which addresses Ministerial priorities and required on quarterly basis for decision making is not included in the current SLA template.

Section 10A subsection (4) paragraph (b) of Skills Development Act (the Act) as amended provides that the Minister must regulate matters which may be dealt with in a SLA which may include standards, criteria and targets for measuring and evaluating the SETAs performance of its functions in terms of the Act and its obligations in terms of National Skills Development Strategy; and the timetable, number, format, contents and information requirements of plans and reports to be submitted to the Director - General.

As a result all SETAs are requested to consider the reviewed template and indicate their 2017/18 commitments on the indicators incorporated such as SETA offices opened at TVET colleges and Governance Charter Reports. A list of all offices opened should be included in the SLA and quarterly progress report on maintenance of the offices as well as programmes delivered should be reported.

It would be appreciated if this revised SLA template is completed and submitted to the Department through your relevant **Sector Liaison Manager** on or before the **10 March 2017**.

Thanking you in advance for your prompt response to support economic and social development priorities.

Yours sincerely


Mr. Maliviwe Lumka
Chief Director: SETA Co-ordination

Date: 15/02/17