



# Skills Development compliance toolkit



## What is Skills Development?

- Skills development is the process of identifying skills gaps and developing and improving these skills. It is generally used to refer to the productive capabilities acquired through all levels of learning and training, occurring in formal, non-formal, informal, and on-the-job settings.



## How does the Skills Development and Skills Development Levy Act assist organisations?

- It encourages a planned and structured approach to skills development so employers, employees and the economy can benefit from a better skilled and more productive workforce.



## How do organisations benefit from Skills Development?

- Claiming back up to 69% of SDL paid to SARS in the financial period can be claimed back through the mandatory grant and discretionary grants.
- 20% of the levy paid can be claimed via the mandatory grant, paid by the Seta every quarter.



## How does an organisation register for SDL?

- If your total annual salary bill is more than R500,000 you must register with SARS for SDL. This requires submitting Form SDL 101. The process includes choosing the SETA (Sector Education and Training Authority) that best represents your company's business activities. This can also be done on the online SARS e-filing system.



## What are SETAs?

- Sector Education and Training Authority (SETAs) are the vocational skills training organisation in South Africa. There is a total of 21 SETAs in South Africa. Each one manages and creates learnerships, skills-based programmes and internships in it's industry sector (Please see annexure A for the SETA list)

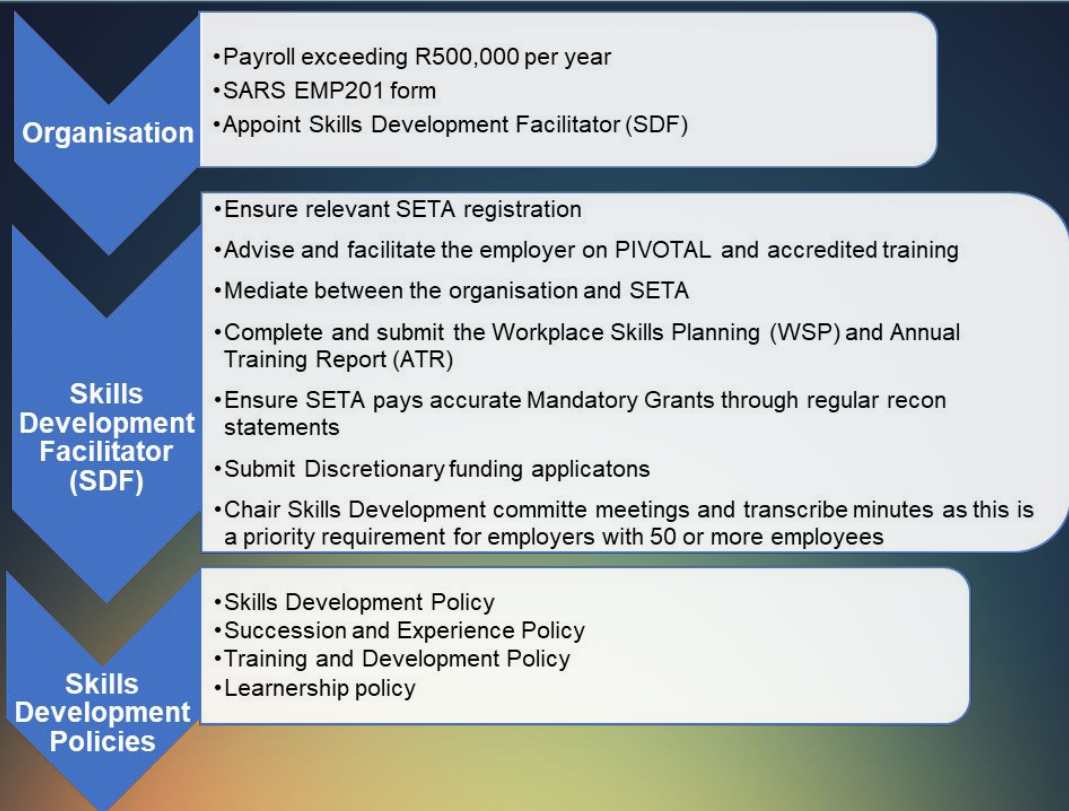


## How does an organisation check which SETA they are registered with?

- An organization can see the SETA they are registered with on their SARS EMPSA form on the bottom of the of the last page on the compliance information section.



## Below is needed to achieve successful Skills Development within an organisation



## Annexure A (list of SETAs)

SETA (Sector Education And Training Authority)	
SETA	SETA Full Name
AGRISETA	Agricultural SETA
BANKSETA	Bank SETA
CATHSETA	Culture Arts, Tourism, Hospitality and Sports SETA
CETA	Construction Education and Training Authority SETA
CHIETA	Chemical Industries SETA
ESETA	Energy and Water SETA
ETDPSETA	Education Training and Development Practices SETA
FASSET SETA	Financial and Accounting Services SETA
FPMSETA	<del>Fibre</del> , Processing and Manufacturing SETA
FOODBEV	Food and Beverage Manufacturing Industry SETA
HWSETA	Health and Welfare SETA
INSETA	Insurance SETA
LGSETA	Local Government SETA
MERSETA	Media, Advertising Information and Communication Technologies SETA
MICTSETA	Manufacturing, Engineering and Related Services SETA
MQSETA	Mining Qualifications Authority SETA
PSETA	Public Services SETA
SASSETA	Safety and Security SETA
SERVICSESETA	Services SETA
TETA	Transport SETA
W&RSETA	Wholesale and Retail SETA