



ENERGY AND WATER SECTOR  
EDUCATION AND TRAINING AUTHORITY

## GRANTS POLICY



## GRANTS POLICY

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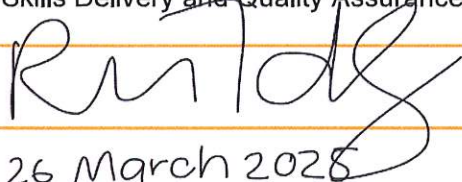
*All Employees of EWSETA and all stakeholders must adhere to all policies of the organisation. Breach of any policy of EWSETA will subject transgressor to disciplinary action in accordance with the disciplinary code.*



## APPROVAL PROCESS

The approval process ensures that the correct process is adhered to and indicates the status of the document.

### Executive Management Recommendation

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Signature	
Date	26 March 2025

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Date	26.03.2025

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## Purpose

To provide a framework for administering mandatory and discretionary grant applications for qualifying organisations that fall within the jurisdiction of the Energy and Water Sector Education and Training Authority (EWSETA).

## List of Acronyms

APP	Annual Performance Plan
AQP	Assessment Quality Partner
ATR	Annual Training Report
CEO	Chief Executive Officer
CET	Community Education and Training Colleges
CPD	Continuous Professional Development
EWSETA	Education and Water Sector Education and Training Authority
FLC	Foundational Learning Competence
GETC	General Education and Training Certificate
DG	Discretionary Grant
DHET	Department of Higher Education and Training
MG	Mandatory Grant
NAMB	National Artisan Moderation Body
NSF	National Skills Fund
PAJA	Promotion of Administrative Justice Act
PFMA	Public Finance Management Act
POPIA	Protection of Private Information Act
PIVOTAL	Professional, vocational, technical and academic learning programmes
QCTO	Quality Council for Trades and Occupations
SAQA	South African Qualifications Authority
SETA	Sector Education and Training Authority
SDA	Skills Development Act
SDL	Skills Development Levy
SSP	Sector Skills Plan
STEM	Science, technology, engineering, and mathematics
TVET	Technical, Vocational and Education Training
WIL	Work Integrated Learning
WSP	Workplace Skills Plan

## Scope

This policy applies to all employees of the EWSETA and all stakeholders, public and private, in the EWSETA ecosystem, participating in the energy and water sector and that have an interest in education, training and skills development activities.

## Regulatory Framework

The following legislation and guidelines inform this policy:

- Skills Development Act, No. 97 of 1998 (the Act)
- Skills Development Levies Act, No. 9 of 1999 (SDLA)
- SETA Grant Regulations regarding monies received by a SETA, No R990 of 3 December 2012
- Guidelines on the Implementation of the SETA Grant Regulations, 2019

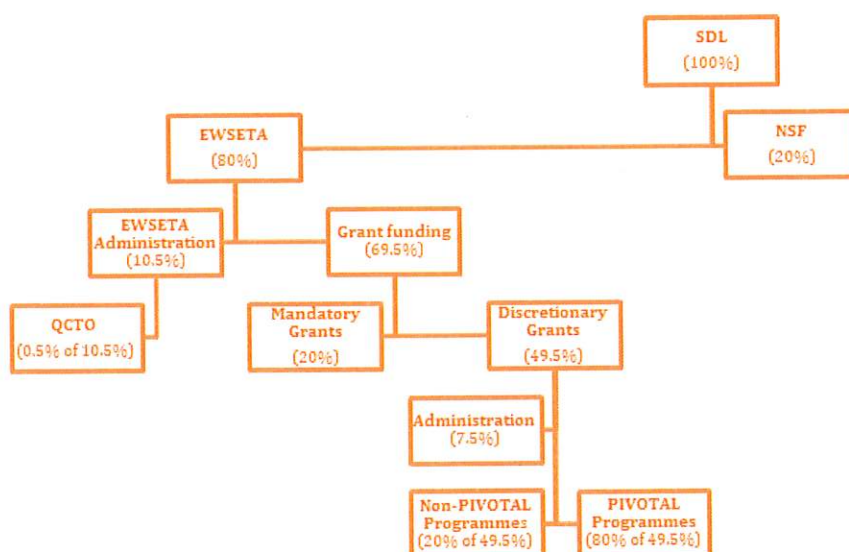
## Guiding Principles

The Grants Policy is committed to and guided by the principles of:

- Efficient and timely considerations of matters covered by this policy,
- Fairness and reasonableness,
- Transparency and openness,
- Accountability and ethical behaviour,
- Inclusivity and transformation, and
- EWSETA Strategy and national imperatives.

## Disaggregation of Skills Levies

In terms of the SETA Grant Regulations, the grant system is allocated as outlined in Figure 1.



**Figure 1: SETA Levy Distribution**

EWSETA must transfer any unclaimed mandatory funds and any interest earned thereon by 15 August of each year to the discretionary fund. Any other funds received will also be channelled towards discretionary grants.

In line with section 9 (iii) of the SETA Grant Regulations, a maximum of 7.5% of approved grants or EWSETA-funded discretionary projects may be used for project administration or project management costs. This includes, but is not limited to, EWSETA salary costs and other overheads attributed directly to the day-to-day management of projects.

Project administration funding is managed by EWSETA.

## Criteria for awarding a grant

### Mandatory Grant

The EWSETA shall allocate a mandatory grant to a levy-paying employer that has applied for a grant using the prescribed method.

An application for a mandatory grant must be submitted by 30 April each year. The WSP-ATR, which constitutes a mandatory grant application, must be submitted by 30 April and should meet all compulsory criteria of submission.

The EWSETA may grant an extension subject to a written request from a levy paying employer. The decision to grant an extension is guided by the EWSETA Delegation of Authority.

The written request for an extension must be made at least by 15 April of each year. The request must provide detailed reasons as to why the submission deadline cannot be met and must demonstrate that these reasons are beyond the control of the applicant.

Only Mandatory Grant applicants who have been granted an extension will have access to the online system to complete the mandatory grant applications within the specified timeframe.



## **Discretionary Grant**

The EWSETA will utilise discretionary funding to implement its SSP, APP objectives, as well as national and sectoral imperatives, as per the SETA Grant Regulations.

The EWSETA will be consistent in the application of the criteria established in the respective programmes so that it could be fair to all while meeting EWSETA's strategic goals.

EWSETA considers factors such as alignment to the SSP and other national imperatives (such as the transformation agenda), budgetary constraints, location, relation to other applications, compliance, performance history, etc. in allocating discretionary grants.

The quality of training, purpose of training, previous performance of the applicant, financial implications, policy guidelines, strategic impact of the applications, and any history of fraud or unethical behaviour will also be considered in identifying discretionary grant awardees.

All funding applications must demonstrate capacity to successfully implement the proposed project. This may include infrastructure, quality training provision, accreditation, human resources, financial health and access to partnerships. EWSETA will perform the necessary due diligence checks to ascertain applicants have the appropriate capacity. Applicants will not be awarded if they fail to fully cooperate in the due diligence processes conducted by EWSETA. This includes the omission or falsification of any documents or information.

These criteria ensure that only credible, compliant, and capable applicants are considered for discretionary funding.

EWSETA reserves the right to withdraw an award based on but not limited to, the following:

- Non-compliance with funding requirements
- Misrepresentation of information
- Failure to meet project deliverables
- Financial mismanagement
- Any evidence of fraud or unethical behaviour
- Failure to implement prescribed remedial actions
- Any unauthorized activity that puts the SETA in disrepute

EWSETA may also consider any other factors that compromise the integrity, effectiveness, or intended impact of the funding.

## **Criteria for Payment of a Grant**

### **Mandatory Grant**

The mandatory grant requirements and criteria are aligned to the Sector Education and Training Authorities (SETA) Grant Regulations Regarding Monies Received by a SETA and Related Matters (Regulation R 990 of 3 December 2012).

Mandatory Grants are used as an incentive to employers to plan and implement training for their employees; and create training and work experience opportunities for unemployed people.

The EWSETA shall pay a mandatory grant to an employer that meets the following criteria for that year:

- Employer that has registered with the Commissioner in terms of the Skills Development Levies Act,
- Employer that has paid levies directly to the Commissioner as prescribed in the Skills Development Levies Act.

Employers in the Energy and Water Sector, whose personnel costs are below the prescribed threshold of R500 000 per annum and are exempt from the Skills Development Levy, are encouraged to submit a WSP-ATR for the purposes of research and recording of their details on the EWSETA database, is up to date with the levy payments to the Commissioner at the time of approval and in respect of the period applied for,

- have submitted an application using the prescribed method by 30 April each year. The submitted data should contribute to the EWSETA Sector Skills Plan (SSP).
- have submitted proof of implementation of previous year planned training. Proof may be in the form of attendance registers, copies of certificates, proof of payment of skills development provider, or any other proof deemed to be relevant, in the case of large and medium sized organisations,
- have provided evidence that the submission has been subject to consultation with the recognised union/s and the application has been signed off by the labour representative appointed by the recognised trade union/s in a case where there is more than one union.

If the required signatures are not obtained from organised labour/employee representatives, the following documents must be submitted as proof of the consultation process:

Signed Attendance Registers, signed after the consultation meetings and other supporting documentation of the consultation process.

The reasons why organised labour/ employee representatives have not signed should be stated in the Comments Section of the WSP-ATR.

The employer application for mandatory grant must be accompanied by proof of banking details certified by letter from the bank. Original proof of banking details will be required from first time applicants or if an applicant's banking details have changed since the previous year's submission.

### **Discretionary Grant**

All projects only begin once an Funding Agreement has been duly signed and agreed to by both parties. The Funding Agreement sets out specific terms and deliverables for each project and the associated timing of grant disbursement.

The amount allocated to successful discretionary grant applicants shall be limited to the guideline amounts set out in Annexure A. In exceptional cases, the CEO may approve exceeding the guidelines amounts based on a written motivation.

All learning programmes are required to adhere to the EWSETA's requirements for the respective interventions as expressed in applicable EWSETA policies and guidelines.

## **Interventions Funded through Discretionary Funding**

### **Pivotal Programmes**

#### **1. Learnerships**



Learnerships are structured Learning Programmes for gaining theoretical knowledge and practical skills in the workplace, leading to a qualification registered on the NQF and aligned to an occupation. A learnership should be minimum of 120 credits. A learnership is outcomes-based and not time-based and allows for recognition of prior learning. Learnerships must allow learners to work and get started on their career while also studying for an educational qualification.

## **2. Skills Programme**

Skills Programmes are accredited short learning programmes that are occupationally based and which, when completed, may constitute credits towards a qualification registered on the NQF. EWSETA may also fund QCTO-registered part qualifications through this intervention. Skills Programmes should allow the learner to pick up a specific technical skill which allows for improved service delivery or greater career prospects.

Grant allocations depend on how many credits are being implemented.

## **3. Artisan Development/Apprenticeship**

Apprenticeships are workplace-based learning programmes culminating in an occupational qualification for a listed trade as per NAMB. Apprenticeships are modular based and require a strong partnership between the skills development provider and the host employer.

The desired outcome should be artisans who pass a Trade Test towards certification and are deemed/declared competent in their field of work. Artisans are associated particularly with engineering fields such as electrical, measurement control and instrumentation, fitter and turner, welder, boilermaker etc. and must be sector specific trades.

## **4. Recognition of Prior Learning (RPL)**

RPL means the principles and processes through which the prior knowledge and/ or skills of a person are made visible and are assessed for the purposes of attaining a qualification, alternative access and admission and further learning. As a principle, it endorses the value of giving recognition to knowledge and skills that have been acquired outside a formal learning programme.

## **5. Bursaries**

Bursaries are study grants for students to enrol at SAQA-recognised higher education and training institution on programmes relevant to the energy and water sector. Bursaries should lead to a full qualification by the learner. Yearly renewal (continuation) of bursaries depends on the registration and performance of the learner.

EWSETA will fund international bursaries for emerging programmes that are not yet offered by SAQA-recognised higher education and training institutions, provided the programmes are relevant to the energy and water sector and align with the SETA's strategic objectives. These bursaries will be awarded based on the potential impact of the program and the learner's ability to contribute to the sector upon completion of their studies.



Bursaries will not be granted for late registration fees, application fees, and subject change fees. Bursaries for non-accredited programmes will only be considered under exceptional circumstances depending on the need and impact of the program.

#### **6. Placement (Work-integrated Learning)**

Placement programmes are designed to give university and TVET College learners an opportunity to receive the structured workplace exposure and specialised training required to graduate.

TVET and HET learners are placed on a full-time basis at a host employer or host employers to gain the necessary workplace exposure to graduate.

#### **7. Internship**

Internships are designed to give TVET Colleges and HET graduates an opportunity to extend their academic qualifications through structured workplace exposure and specialised training. Participants are placed on a full-time basis for a period of up to twenty-four (24) months at companies and government organisations, the purpose of which is to provide the learner with workplace experience that builds on the qualification to enable employment in their chosen profession.

#### **8. Candidacy**

Candidacy is a workplace-based learning period in which a person who has satisfied the educational requirements toward registration in a professional designation is receiving mentorship and gaining experience through employment with the intention of attaining the competency required for professional registration in that professional designation through the relevant professional body.

### **Non-Pivotal Programmes**

#### **9. Adult Education and Training**

AET is outcomes-based programme that aims to give learners basic learning tools, knowledge and skills, and equip them with nationally recognised qualifications to continue lifelong learning. AET is offered in four levels (1-4). AET Levels 1- 3 are seen as entry levels to the General Education and Training Certificate (GETC) for adult learners.

#### **10. Career Development Services**

Career Development Services refer to a range of structured interventions designed to support individuals in acquiring the skills, knowledge, and competencies necessary to plan, manage, and advance their careers over their lifetime. These services include career guidance (matric interventions, events, roadshows, adopt-a-school initiatives, STEM holiday camps, career guidance practitioner and life orientation teacher capacitation, aptitude tests, etc), workplace learning opportunities, professional development, job readiness programs, and transition support to ensure long-term employability and career success.

Funding of these career guidance interventions is at the discretion of the EWSETA and is aligned to the organisation's strategic focus and implementation plan.

#### **11. Research**

The following activities are linked to Skills Planning and Research:

- Research Chairs

- Sector Research
- Evaluative Studies
- Sector Skills Plan
- SDF Support
- Implementation of the EWSETA Research Agenda

## **12. Short Courses**

EWSETA supports learning, which is short, modular, competency-based training to reduce time and, hence, the opportunity cost of training, especially for our social partners.

Continuous Professional Development (CPD) is a verifiable activity that is accredited by a SAQA-registered professional body (statutory and non-statutory) who also allocates an hour value or a part thereof to the activity. CPD training is aimed at professionally registered individuals to ensure their registration remains active and their knowledge in their field up to date, and CPD points are typically awarded for completion of short courses.

Short courses may be accredited by local and international universities and target a diverse market, ranging from young professionals and postgraduate students to private and public service executives and working professionals. Depending on the learning outcome and level of proficiency, learners can earn a certificate of attendance or competence, CPD recognition points or a degree or diploma qualification. Courses vary in length from a single day to over a year, and are delivered in a variety of modes, such as evening classes, seminars, single blocks of study or block-release sessions over a year. University short courses allow sector stakeholders to receive high level, recognised training to improve their speciality knowledge.

Industry-led non-accredited short courses are training interventions by energy and water sector employers which aim at bringing new knowledge, technology, standards, or ways of doing things to South Africa. These are usually not accredited and attended by employees in the sector. In order to rebuild the South African economy, supporting private industry to drive excellence and innovation in the sector is key.

International short courses are non-accredited or accredited training that may or may not be linked to ISO Standards endorsed by Global Industry Bodies or aligned to the local SAQA unit-standard based criteria. International short courses aim at maintaining global standards on quality and safety as well as regulating industries. These trainings are mandatory for certain professions within the energy and water sector. International short courses are particularly meaningful in evolving industries and sectors, where local skills development approach is still underway.

## **13. Other**

EWSETA is committed to funding innovative projects (including innovative competitions, immersive experiences, exposure opportunities and other interventions) on skills development in the water and energy sector in line with national imperatives and EWSETA Strategy. In line with its mandate to capacitate TVET colleges, EWSETA also funds the placement of TVET lecturers at workplaces to gain exposure to latest technologies and trends.

EWSETA also funds qualification and curriculum development (new qualifications by qualification types; Qualification upgrade; Curriculum development; Building or strengthening Assessment Quality Partners for QCTO).



## **Transformation Through Social Partners**

Project funding is aimed at transforming the sector and inclusive economic growth to support sector imperatives. Our target groups in the energy and water sector include:

- Cooperatives
- Small, micro and medium enterprises
- Aspiring entrepreneurs
- Labour Organisations
- Non-governmental organisations (NGOs)
- Community-based organisations (CBOs)
- Rural and townships development
- People with disabilities
- Women and Youth

EWSETA commits to support social partners through skills development initiatives, direct funding for their initiatives in our sector, and support to access EWSETA's funding.

## **Disbursement of Funds**

The EWSETA reserves the right to withhold payments for either mandatory or discretionary grant disbursements, should all the relevant supporting documents not be provided to verify the quality-of-service provisions or to adhere to relevant compliance requirements.

### **Mandatory Grant**

Mandatory grants shall be paid on a quarterly basis. The approved schedule of quarterly payments shall be as follows:

- Quarter 1 – 30 September
- Quarter 2 – 31 December
- Quarter 3 – 31 March
- Quarter 4 – 30 June

### **Discretionary Grant**

Discretionary grant disbursements are performance-based and aligned to the delivery of set milestones, stipulated in the funding agreement between EWSETA and the grant recipient.

In the case whereby an entity has an active agreement with the EWSETA and wishes to apply for funding through an additional agreement, consideration may be given to such an application on demonstration of good performance on its active agreement (e.g., throughput rates). The additional application remains subject to the verification, evaluation, and approval by EWSETA.

## **Discretionary Grant Mechanisms**

### **Funding Window**

EWSETA will periodically open a targeted funding window to implement its APP and SSP. This will allow all eligible stakeholders to apply for specific projects and programmes, as advertised. Through its window, EWSETA will appoint eligible, quality, and outcome-oriented projects.

### **Partnerships**

The Department of Higher Education and Training's (DHET's) Sector Skills Plan (SSP) Framework defines partnerships as "A collaborative agreement between two or more parties



intended to achieve specified outcomes directed towards addressing mutually inclusive skills priorities or objectives within a specified time frame". EWSETA understand this to mean a contractual arrangement between EWSETA and one (1) or more parties where the parties agree to a common education, training and/or skills development purpose, aligned to sector imperatives. These may be solicited or unsolicited.

EWSETA has outlined its Partnership approach in its Partnership Strategy.

### **Emergency**

An emergency is any instance where the available time frame renders it impractical to follow normal procurement processes.

An example where EWSETA considers emergency funding, may arise where our funding could prevent the lay-off of learners by an employer.

### **Unsolicited Proposals**

EWSETA may consider unsolicited proposals if it addresses the APP, SSP, national or sectoral imperatives/priorities or EWSETA strategy. It is important to emphasise that the discretionary grant is at the discretion of the EWSETA. The application must be accompanied by a clear business case relevant to the EWSETA SSP and APP. The application is subject to the same requirements as all other applications but should also clearly be identifiable as warranting special consideration as an unsolicited proposal.

### **EWSETA-initiated projects**

EWSETA undertakes extensive sector engagements and regularly identifies skills development needs that require coordination and direction from EWSETA. As such, to enable flexibility and responsiveness to emerging needs, discretionary grant projects may be initiated internally by EWSETA through a business case. Such business case should be supported by an Executive and should satisfy the principles outlined in section 7(2) above. EWSETA-initiated projects should follow the organisational approval process.

## **Grant Management**

All projects and programmes will be monitored by EWSETA to ensure that progress is consistent with the planned schedule of activities and delivered at a suitable level of quality.

Through its project monitoring, EWSETA must ensure that value for money is achieved and generally ensure that funds are spent on skills development to meet sector needs.

Projects will be monitored against the terms agreed to in the Funding Agreement.

## **Appeal Process**

### **Mandatory Grant**

A stakeholder may appeal against an unsuccessful grant application through the procedure described below:

An unsuccessful grant applicant who wishes to appeal must make a detailed written request on a prescribed form within fourteen (14) working days of receiving the decision to decline their grant application.

The CEO shall make the final ruling on all appeals brought to its attention.

The CEO provide the unsuccessful applicant with a decision within 30 (thirty) days of receiving the written request.

### **Discretionary Grant**

EWSETA subscribes to the Promotion of Administrative Justice Act (PAJA). As such, applicants may submit a letter of appeal clearly stating the grounds for appeal, after due consideration of the EWSETA Grants Policy and all applicable guidance published by EWSETA. This letter must be submitted to EWSETA within seven (7) days of receiving notification declining the application.

The Chief Executive Officer will review the application and letter of appeal, considering the financial and strategic implications. The CEO must communicate the decision within thirty (30) working days and the decision is final.

### **Policy Review**

This policy shall be reviewed annually.

## Annexure A (Funding guidelines)

Type	Intervention	Maximum EWSETA funding period	Maximum EWSETA funding per employed (18.1) learner	Maximum EWSETA funding for unemployed (18.2) learner	Applicable Allowances
PIVOTAL	Learnerships	18 months per level	R17,600	NQF 1-4 1-year programme: R17,600 per learner and R36,000 annual stipend. NQF 5 1-year programme: R17,600 per learner and R38,000 annual stipend. NQF 6 1-year programme: R17,600 per learner and R40,000 annual stipend. For programmes that are over 1 year: the total amount apportioned for the training period according to the costing above.	A1, A2, A3, A4
PIVOTAL	Skills Programmes	9 months	R 300,00 /credit	R300,00 /credit + stipend at R3,000 per month	A1, A2, A3, A4
PIVOTAL	Apprenticeships	3 years	R205,000	R206,290	A1, A2, A3, A4
PIVOTAL	Artisan Recognition of Prior Learning (ARPL and RPL)	12 months	R35,000 per learner for RPL, and R55,000 per learner for ARPL	R35,000 per learner Stipend at R3,000 per month	A1, A2, A3, A4
PIVOTAL	Bursaries - University (up to NQF 8)	4 years	R120,000 /year	R120,000/year	A2
PIVOTAL	Bursaries - University (NQF 9)	2 years	Cost depends on the degree	Cost depends on the degree	A2





Type	Intervention	Maximum EWSETA funding period	Maximum EWSETA funding per employed (18.1) learner	Maximum EWSETA funding for unemployed (18.2) learner	Applicable Allowances
PIVOTAL	Bursaries - University (NQF 10)	3 years	Cost depends on the degree	Cost depends on the degree	A2
PIVOTAL	Bursaries - TVET Colleges	Nated (incl placement): 3.5 years NCV (level 2-4): 3 years	R40,000/year	R40,000/year	A2
PIVOTAL	Placement	TVET: 18 months; HET: 12 months	N/A	TVET: R42,000/year HET: R60,000/year	A1, A2, A3, A4
PIVOTAL	Internship	2 years	N/A	TVET graduate: R60,000/year Bachelors/Honours graduate: R90,000/year Masters R120,000/year PhD graduate: R144,000/year	A1, A2, A3, A4
PIVOTAL	Candidacy	3 years	N/A	R72,000/year	A1, A2
non- PIVOTAL	Adult Education and Training (AET), Level 1-3 (20 credits each)	6 months per level	R1,400/level	N/A	A1, A2
non- PIVOTAL	Adult Education and Training (AET), Level 4 (24 credits)	7 months	R1,500	N/A	A1, A2
non- PIVOTAL	Adult Education and Training (AET), GETC: ABET (120 credits)	24 months	R12,000	N/A	A1, A2



Type	Intervention	Maximum EWSETA funding period	Maximum EWSETA funding per employed (18.1) learner	Maximum EWSETA funding for unemployed (18.2) learner	Applicable Allowances
non- PIVOTAL	Adult Education and Training (AET), Foundational Learning Competence (FLC) (40 credits)	6 months	R5,000	N/A	A1, A2
non- PIVOTAL	Career Development Services	dependant on the intervention			A1, A2
non- PIVOTAL	Support for cooperatives, small, micro and medium enterprises, non-governmental organisations	dependant on the intervention			A1, A2, A3
non- PIVOTAL	Research	dependant on the intervention			A1, A2
non- PIVOTAL	University short courses	once-off	R20,000	R20,000	A1, A2
non- PIVOTAL	Professional Registration	once-off	R3,000	R3,000	A1, A2
non- PIVOTAL	Continuous Professional Development (CPD)	once-off	Based on industry costing	N/A	A1, A2
non- PIVOTAL	Industry-led short courses (unaccredited)	once-off	Based on industry costing	Based on industry costing	A1, A2
non- PIVOTAL	Qualification and material development	dependant on the intervention			
Allowance	A1: Rural and peri-urban dwellers	Once-off or annual -	R10,000	R10,000	



Type	Intervention	Maximum EWSETA funding period	Maximum EWSETA funding per employed (18.1) learner	Maximum EWSETA funding for unemployed (18.2) learner	Applicable Allowances
		dependant on the intervention			
Allowance	A2: People with disability learning accessibility	Once-off	R10,000	R10,000	
Allowance	A3: Medical assessments	Once-off, only when required	R1,000	R1,000	
Allowance	A4: Personal protective equipment (PPE)	Once-off, only when required	R1,000	R1,000	



## Annexure B (Definitions)

The following definitions apply to this document:

Term	Definition
<b>Accreditation</b>	Means the certification, usually for a particular period of time, of a person, a body or an institution as having the capacity to fulfil a particular function in the quality assurance system of South Africa.
<b>Artisan</b>	Means a person certified as competent in a listed trade in accordance with the relevant legislation, informed by the Skills Development Act (Act No 97 of 1998, as amended).
<b>Co-funding</b>	Means funding where EWSETA and an organisation (public or private) co-fund the skills development intervention.
<b>Collaboration Agreement</b>	Means a legally binding agreement concluded between two (2) or more parties for the execution of agreed skills interventions, research or relevant sector interventions. These are defined and timebound.
<b>Cooperatives</b>	Means forms of ownership registered in terms of the Co-operatives Act (Act No. 14 of 2005). For the purposes of this document, co-operatives fall under the energy and water sector.
<b>Disability</b>	Any medical condition that substantially limits an individual's ability to perform his or her functions in their chosen field of employment.
<b>Due Diligence</b>	Means the process through desktop, third-party, and on-site verification of ensuring all eligible organisations applying for grants meet the requirements for the allocation of grants. Meeting the requirements does not guarantee the awarding to discretionary funding.
<b>Emerging Micro Enterprise (EME)</b>	Means an enterprise with an annual total revenue of R10 million or less.
<b>Employed (18.1)</b>	Means beneficiaries or learners who are permanently or temporarily employed with an organisation/business.
<b>Employers</b>	Means companies registered in terms of the Companies Act (Act No 71 of 2008). Employers include levy-paying and non-levy-paying companies according to the Skills Development Levies Act (Act No. 9 of 1999), as amended.
<b>General Education and Training Certificate (GETC)</b>	The General Education and Training Certificate (GETC) is suitable for adult learners and will provide them with fundamental basics of general education learning. The GETC: ABET Level 4 is registered at Level 1 of the NQF and is accredited by Umalusi. It is comparable to Grade 9 or the old Standard 7. A person who has successfully passed all the GETC: ABET Level 4 subjects will be on the same academic level as someone who has passed Grade 9 at school.
<b>Large firm</b>	A separate and distinct business entity, including cooperative enterprises and non-governmental organisations, managed by one owner or more, which, including its branches or subsidiaries if any, is predominantly carried on in any sector or subsector of the economy mentioned in column 1 of the schedule to the National Small Business Amendment Act of 2003 and which can be classified as a large

Term	Definition
	enterprise by satisfying the criteria mentioned in columns 3, 4 and 5 of the schedule opposite the smallest relevant size or class mentioned in column 2 of the schedule.
<b>Labour Organisations</b>	Means recognised labour unions representing workers in the EWSETA sector.
<b>Levy-paying employer</b>	Means an employer who is compelled to pay skills development levies in terms of Section 3(1) of the Skills Development Levies Act. Employers in the energy and water sector who are liable for payment of the Skills Development Levy (SDL) to SARS should nominate EWSETA as their SETA due to the nature of their business. SDL is paid monthly to SARS together with PAYE and UIF contributions, and SARS then allocates this to EWSETA.
<b>Medium firm</b>	A separate and distinct business entity, including cooperative enterprises and non-governmental organisations, managed by one owner or more which, including its branches or subsidiaries if any, is predominantly carried on in any sector or subsector of the economy mentioned in column 1 of the schedule to the National Small Business Amendment Act of 2003 and which can be classified as a medium enterprise by satisfying the criteria mentioned in columns 3, 4 and 5 of the schedule opposite the smallest relevant size or class mentioned in column 2 of the schedule.
<b>National Qualifications Framework (NQF)</b>	Provides principles and guidelines for recording learners achievements. Based on nationally recognised qualifications, the NQF encourages lifelong learning.
<b>Non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs)</b>	Means civil society organisations focused on public benefit and community development, registered with the Department of Social Development and involved in activities that are within the EWSETA sector.
<b>Non-levy paying</b>	Any employer exempt from SDL payment can apply for registration as an EWSETA non-levy paying member, if its core business relates to industries that fall under EWSETA. Companies with a wage bill of less than R500 000 per annum do not have to pay the 1% SDL. Exemptions must be applied for directly to SARS.
<b>Occupational qualification</b>	Means a qualification that includes some knowledge, a practical and a work experience component registered on the National Qualification Framework.
<b>Personal Protective Equipment (PPE)</b>	is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. These injuries and illnesses may result from contact with chemical, radiological, physical, electrical, mechanical, or other workplace hazards. Personal protective equipment may include items such as gloves, safety glasses and shoes, earplugs or muffs, hard hats, respirators, or coveralls, vests and full body suits.



Term	Definition
<b>Rural/Urban</b>	EWSETA must report to the DHET regarding the geographic status of the beneficiaries of discretionary funding. This information must be completed in the SETMIS. Unfortunately, there is no official definition of rural/urban. EWSETA believes the most accurate definition is that of self-classification although it reserves the right to verify the information based on a site visit.
<b>Small firm</b>	A separate and distinct business entity, including cooperative enterprises and non-governmental organisations, managed by one owner or more, which, including its branches or subsidiaries if any, is predominantly carried on in any sector or subsector of the economy mentioned in column 1 of the schedule to the National Small Business Amendment Act of 2003 and which can be classified as a micro or a very small enterprise by satisfying the criteria mentioned in columns 3, 4 and 5 of the schedule opposite the smallest relevant size or class mentioned in column 2 of the schedule. (National Small Business Act, 1996 (Act 26 of 1996),
<b>Unemployed (18.2)</b>	An individual who has no employment and has not entered into a contract of employment. This includes individuals who have been retrenched and registered, full-time students.
<b>Workplace-based learning (WBL)</b>	An educational component of an occupational qualification that provides students with real-life work experiences where they can apply academic and technical skills and increase the prospect of employability.
<b>WSP-ATR</b>	means Workplace Skills Plan and Annual Training Report.
<b>Youth</b>	means a person thirty-five (35) years or younger.