

PROVINCIAL HWSETA WSP ATR WORKSHOPS 2018

Are you training your employees in the health or social development sectors?

Employers registered with the HWSETA, that wish to apply for mandatory grant funding and/or discretionary grant funding are required to submit a Workplace Skills Plan (WSP) and Annual Training Report (ATR) by 30 April 2018.

To assist stakeholders with understanding this process, the HWSETA will be hosting a series of provincial workshops during February 2018. This will guide Skills Development Facilitators (SDFs) through the WSP and ATR processes to ensure compliance with our requirements for submission.

All submissions are to be processed through the HWSETA ERP Portal via the HWSETA website at www.hwseta.org.za. Attendees at the workshops will be trained on the new online system.

Venue details will be communicated to those who RSVP by the deadline. No walk-ins will be permitted on the day.

The HWSETA regrets that it is unable to cover the costs of any transport or accommodation.

Refer to relevant details below

City/Town	Workshop Date	RSVP Date	RSVP/Contact Person
Eastern Cape			
East London	15 Feb 2018	26 Jan 2018	Claudine Martin Tel: 043 726 9405/6 Fax: 086 601 4807 claudinem@hwseta.org.za
Port Elizabeth	20 Feb 2018	26 Jan 2018	
Mthatha	22 Feb 2018	26 Jan 2018	
Gauteng			
JHB	23 Jan 2018	15 Jan 2018	Lebogang Moono Tel: 011 205 0200 Fax: 086 602 8274 lebogangm@hwseta.org.za
PTA	24 Jan 2018	15 Jan 2018	
Soweto	29 Jan 2018	15 Jan 2018	
Hammanskraal	30 Jan 2018	15 Jan 2018	
Sedibeng Area/Vereeniging	15 Feb 2018	29 Jan 2018	

Northern and Western Cape			
Bellville	05 Feb 2018	18 Jan 2018	Juanita Moller Tel: 021 914 1058 Fax: 086 566 5755 juanitam@hwseta.org.za
Bellville	06 Feb 2018	19 Jan 2018	
Vredenburg	08 Feb 2018	22 Jan 2018	
George	12 Feb 2018	24 Jan 2018	
Worcester	12 Feb 2018	24 Jan 2018	
Upington	12 Feb 2018	24 Jan 2018	
Kimberley	13 Feb 2018	25 Jan 2018	
Limpopo and Mpumalanga			
Polokwane	13 Feb 2018	23 Jan 2018	Rosy Mokhopa Tel: 015 295 4302/3 Fax: 086 239 9632 raesetjam@hwseta.org.za
Nelspruit	15 Feb 2018	23 Jan 2018	
Thohoyandou	21 Feb 2018	26 Jan 2018	
KZN and Free State			
Durban	02 Feb 2018	19 Jan 2018	Samukelisiwe Khumalo Tel: 031 202 5972/3 Fax: 086 537 6591 samukelisiwek@hwseta.org.za
Richards bay	08 Feb 2018	26 Jan 2018	
Newcastle	15 Feb 2018	24 Jan 2018	
Bloemfontein	06 Feb 2018	25 Jan 2018	
Qwaqwa	13 Feb 2018	30 Jan 2018	
North West Province			
Mafikeng:	05 Feb 2018	22 Jan 2018	Moloko Magolele molokom@hwseta.org.za Tel: 018 381 1192
Vryburg:	07 Feb 2018	22 Jan 2018	
Klerksdorp:	09 Feb 2018	23 Jan 2018	
Rustenburg:	12 Feb 2018	24 Jan 2018	

Refer next page for RSVP form

RSVP FORM

If you should like to attend one of the 2018 WSP/ATR workshops, please complete the details requested below and e-mail or fax the form to the relevant RSVP/contact person

Please indicate which workshop you wish to attend:

JHB	23 Jan '18		Polokwane	13 Feb '18	
PTA	24 Jan '18		Qwaqwa	13 Feb '18	
George	12 Feb '18		Nelspruit	15 Feb '18	
Vredenburg	08 Feb '18		Thohoyandou	21 Feb '18	
Upington	12 Feb '18		Bloemfontein	06 Feb '18	
Kimberley	13 Feb '18		Durban	02 Feb '18	
East London	15 Feb '18		Klerksdorp	09 Feb '18	
Port Elizabeth	20 Feb '18		Mafikeng	05 Feb '18	
Bellville	05 Feb '18		Rustenburg	12 Feb '18	
Bellville	06 Feb '18		Vryburg	07 Feb '18	
Richards Bay	08 Feb '18		Newcastle	08 Feb '18	
Worcester	12 Feb '18		Sedibeng Area/Vereeniging	15 Feb '18	
Soweto	29 Jan '18		Hammanskraal	30 Jan '18	
Mthatha	22 Feb '18				

Organisation Details

Name of Organisation :	
Postal Address :	
Contact Details :	
Skills Development Levy Number :	

Delegate/s Details

Name:	Name:
Surname:	Surname:
Designation:	Designation:
ID Number :	ID Number :
Contact Number :	Contact Number:
Email Address :	Email Address :
Special Dietary Requirements :	Special Dietary Requirements:
Special requirements for people with disability?	Special requirements for people with disability?

Please ensure that all the fields are completed.

Note: The HWSETA regrets that it is unable to cover the costs of any transport or accommodation.