



EXPRESSION OF INTEREST: ARTISANS AND TECHNICIANS 2020 - 2021

Health and Welfare Sector Education and Training Authority (“HWSETA”) invites all its registered employers and partners to apply to participate in Artisans and Technicians funding for 2020-2021 Financial Year. The funding is limited to Boiler Making, Diesel Mechanic and Millwrights trades for unemployed learners while employed learners are not limited to these trades. Further, recruitment for unemployed learners will only be in selected communities in Mpumalanga, Limpopo, and KwaZulu-Natal. This is in support of the HWSETA rural development strategy.

All applicants must complete the following information:

- **Section A** - Details of Employer
- **Section B** - Breakdown of Beneficiaries per Learning Area
- **Section C** - Budget breakdown
- **Section D** - Authorisation Form

Requirements that employers must comply with are as follows:

- All employers must have submitted a WSP and ATR with their respective SETAs.
- Levy Paying Organisations must be up to date with skills levy contributions.
- Government Departments must have paid their skills development contribution towards the administration of the HWSETA; and
- All employers must submit a valid letter from the relevant ETQA body that the Training Provider, is accredited to offer the respective trade and, has programme approval for the relevant Qualification and Learnership(s).
- Employers must make sure that 100% of 18.2 learners will be placed on successful completion of the apprenticeship. This can be at the funded employer or another employer. Where arrangements to place successful learners are with another employer, a formal agreement confirming this must be submitted with the Memorandum of Agreement.

Please note the following:

- At least 85% of all organisations funded must be Black.
- At least 54% of all organisations funded must be Female
- Persons with disabilities – Employers are encouraged to recruit a minimum of 5% of persons with disabilities as learners.
- Employers offering employment to learners on completion of the qualification will be given preference for funding.

Approval Process:

1. The HWSETA will only consider fully completed applications, which have reached the HWSETA on or before 22 January 2021. A fully completed application means that Sections A, B, C and D of the application must be filled in before being submitted and the relevant supporting documents must be attached. All sections must be sent on one email.
2. Please ensure that valid required supporting documents are attached, namely:
 - Training Provider proof of accreditation (Certified Copy of their Letter of Accreditation, which shows the apprenticeship programme(s) for which the training provider has programme approval)
3. The submission of an Expression of Interest Application does not mean that your application to participate in Artisans and Technicians Funding 2020-2021 has been automatically approved. All applicants will be informed in writing of the outcome of their application within 14 days after submission.
4. Upon approval, a Memorandum of Agreement (MOA) must be completed, signed and submitted to the HWSETA by no later than 7 days after receipt from HWSETA.
5. Scanned copies of 2020-2021 Work-Based Learning Programme Agreements (WBLPAs) must be completed, signed, and submitted via an electronic file transfer to HWSETA no later than a month before training commences. All WBLPA must be submitted together with a certified copy of ID, a certified copy of the learner's certificate of their highest educational level and contracts of employment for learners recruited into an apprenticeship programme as unemployed. These documents together with a duly signed MoA constitute a commitment from the HWSETA.
6. The application for funding (funding period: 1 April 2020 to 31 March 2021) is limited to learners that commenced training from 1 April 2020 to 31 March 2021.
7. Applications must be completed and submitted to nkelem@hwseta.org.za No faxed, hand-delivered or by courier applications will be accepted. The HWSETA no longer accepts hard copies.
8. Queries can be directed to the following officials:

CONTACT PERSON	TELEPHONE NO	EMAIL ADDRESS
Lulama Nake	011 607 6975	lulaman@hwseta.org.za
Wendy Tembe	011 607 6910	wendyt@hwseta.org.za

Please Note:

The HWSETA reserves the right to withdraw the approval if:

- a) The information provided in the application form is not true and correct.
- b) The employer does not adhere to any of the requirements laid down by the HWSETA.
- c) The employer has a record of non-adherence to policies and/or non-implementation of HWSETA programmes.
- d) Funds have been exhausted.

- e) Learners may not participate in Artisans and Technicians programme or RPL should they be engaged in a full qualification programme, i.e. Learnership, bursary and WIL in the same financial year. The learner will be automatically withdrawn from one programme; and

Note: Approval of applications is at the discretion of the HWSETA.