

# MANDATORY GRANTS - 2012/2013

## (Workplace Skills Plan / Annual Training Report)

This serves to notify Wholesalers, Retailers and Fuel Retail levy paying companies that the deadline for submitting the WSP/ATR documents for the year 2012/2013 is:

**30 June 2012 at 17h00**

**Please note that no extensions will be granted.**

Submissions entail the following processes:

1. The documents are to be completed and submitted electronically on the SETA Management System which can be accessed on the W&RSETA website [www.wrseta.org.za](http://www.wrseta.org.za)
2. In addition to the above electronic submissions, the **original** signature pages, duly signed by all parties must be posted or hand delivered to the W&RSETA Regional office in your province
3. Small and Medium levy paying W&RSETA registered organizations can request the W&RSETA Regional office in your province to assist with the completion of their WSP/ATR.

**Kindly note that the submission deadline is applicable to all processes.**

For further clarity or assistance, please contact the relevant W&RSETA Regional Office on the following telephone numbers or at their physical address:

<b>Gauteng North</b>	012 430 4930	1267 Pretorius Street, Hadefield Office Park, Hatfield, Pretoria
<b>Gauteng South</b>	011 656 0085	Building Number 18, Ground Floor, Woodlands Office Park, Woodmead, Sandton
<b>North West</b>	014 592 0483	49 Office No.9, Heystek Street, Rustenburg
<b>Limpopo</b>	015 291 2237	FNB Building, 22 Jorrisen Street, Polokwane.
<b>Mpumalanga</b>	013 690 1214	202 Parkmed Building, 64 Mandela Street, Emalahleni
<b>Eastern Cape</b>	043 726 3281	18 Surrey Road, Vincent, East London
<b>Free State</b>	051 444 0766	1 <sup>st</sup> Floor, 200 Nelson Mandela Bldg, Cnr Nobel & Nelson Mandela, Bloemfontein
<b>Northern Cape</b>	053 831 4117	Shop 16b, Flaxley House, 24-28 Du Toitspan Road, Kimberley
<b>Western Cape</b>	021 442 6700	3 <sup>rd</sup> Floor, Old Warehouse Bldg, Black River Park, Fir Road, Observatory, Cape Town
<b>Kwa-Zulu Natal</b>	031 277 0500	Office 102b, Clifton Place, 19 Hurst Grove, Musgrave, Durban



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