



Do you claim back Skills Development Levies?

Overview:

Skills development levies are paid by every company with an annual payroll of R500 000 or more. If your company falls in this category you pay 1% of your annual payroll towards skills development levies. The levies are collected by SARS and paid over to the relevant Sector Education and Training Authority (SETA). The core business of your company determines the SETA you are associated with.

How can you get your money back?

Firstly you can claim a Mandatory grant of up to 50% of the money you paid.
Secondly you can apply for additional Discretionary grants for:

- Adult Basic Education and Training (ABET)
- Learnerships/ bursaries/ internships.
- Training coupons
- Work experience programmes.
- New venture creation assistance and mentoring.
- Graduate experience programs

Unfortunately dealing with the SETA's can be a tedious and frustrating process.

What needs to be done to claim back Skills Development Levies?

By 30 June of every year, the following needs to be completed and submitted to the relevant SETA;

- Workplace Skills Plan
- Annual Training Report
- A Skills Development Facilitator registered with the relevant SETA
- Submission of Authorisations

What does The X^{SEVEN} GROUP offer you?

We will fulfil the above mentioned SETA requirements for the current financial year. This includes all correspondence with the SETA, to ensure you receive the highest possible amount.

For the current financial year we will assist you with:

Developing your Workplace Skills Plan and Annual Training Report.
Evaluating your training needs.
Finding suitable training providers for all your training needs.

What is recognised as training?

Formal training (using registered training providers)
Internal training (e.g. induction training)
Informal training (any other training conducted within your company e.g. training new personal assistant)

The bottom line: What will it cost you?

We will only invoice you, once you have received payment from the SETA. No cost will be incurred by you before the process is successfully completed. Our fee is 28% of the payment your company receives from the SETA.

About us:

X^{SEVEN} consist of a **group of professionals** each a specialist in his/her own field. We have a **Level 4 BEE rating** and are in the process of **accreditation with the ETDP SETA**. We are **registered with ASDFSA** (Association for Skills Development Facilitators of South Africa). The aim of the group is to support you to grow your company, in order to reach your full potential on every level.

Our first priority:

Optimising your skills development can ensure that your company is on the cutting edge. The extensive efforts from government to improve skills has led to the implementation of the Skills Development Act and Skills Development Levies Act. We will make sure that you obtain the full benefit of the Skills Development Levies that you pay, assisting you to claim back up to 50% and if possible even more. We have a 100% success rate in claiming back Skills Development Levies from several SETAS.

Additional services we can offer:

- **Skills Audits:**
During a Skills Audit we will determine the following: 1. The present and future skills needs of your company. 2. What skills are currently available in your company. 3. The Skills needed to address the difference.
- **Effective training solutions:**
We will design training solutions to suit your budget and specific training requirements, using our extensive network of trainers and training providers.
- **Development of learning material:**
We can assist you to develop your own training material or align existing training material with SAQA unit standards, to facilitate learning in line with the National Qualifications Framework.
- **Induction training**
Effective induction training is of utmost importance, we will develop an effective Induction program, we can administer the program for you or you can do it yourself. A well designed induction program will save you time and money.
- **Learnership and Graduate Experience Program Management:**
 - Recruit candidates for Learnership training
 - Assess and select appropriate Learners.
 - Engage Training Providers of repute and BEE credentials
 - Liaise between Employer, Learner and Seta
 - Oversee administrative and contractual processes
- **Abet programs**
Adult Basic Education and Training programs, enjoys extensive financial support from government, registering a program like this will not only be beneficial to your company and your employees, but will up lift skills on ground level.
- **Employment Equity Plans and Report.**
According to the Employment Equity Act; every organisation with 50 or more employees, or with a turnover above the specified sector threshold, need to submit an Employment Equity Report at the hand of an Employment Equity Plan. Failure to comply might lead to unnecessary fines. We will resolve this matter in an efficient and cost effective way.
- **Compliance:**
We can assist your organisation to comply with the requirements of the following Acts:
 - Employment Equity Act
 - Basic Conditions of Employment Act
 - Occupational Health and Safety act
 - Compensation for Occupational Injuries and Diseases Act