



# PUBLIC ANNOUNCEMENT

Due date for the submission of 2010/11 Annual Training Report And 2011/12 Workplace Skills Plan

## Background

The Forest Industries Education & Training Authority (FIETA) is a statutory body established by the Skills Development Act (1998). The FIETA has been established to facilitate skills development in the forest industries sector and ensure that the skills needs are identified and addressed through a number of initiatives by the FIETA and the sector. Its mandate is to promote and facilitate skills development in the Forest Industries sector.

In carrying out this mandate the FIETA encourages all its employees to raise the skills levels of their employees by developing and submitting the Workplace Skills Plan (WSP) and Annual Training Report (ATR) to the FIETA annually.

## Purpose of this Announcement

This announcement serves to inform all employers in the Forest Industries Sector of the deadline for the submission of the Annual Training Report for 1 April 2010 to 31 March 2011 and the new Workplace Skills Plan for 1 April 2011 to 31 March 2012.

The deadline period is 30 June 2011

## Notes

Failure to submit the ATR and WSP may result in the forfeiture of Mandatory Grants and disqualification of applications on Discretionary grants for the relevant year.

**Kindly note that the amalgamation of the CTFL, Publishing, Printing and Packaging SETA with the FIETA does not affect the submission of these reports.**

## Criteria

- The ATR/WSP must be signed by the organizations designated signatories
- The ATR/WSP must be submitted in the prescribed format.
- All sections of the ATR/WSP must be completed in full.

## Access

The electronic templates can be downloaded from the FIETA website at: [www.fieta.org.za](http://www.fieta.org.za) and will also be available from the SSP department. Should you require a copy of these reports emailed to you please send your email to: [Nellyk@fieta.org.za](mailto:Nellyk@fieta.org.za) or [Zwelakhem@fieta.org.za](mailto:Zwelakhem@fieta.org.za)

Templates will only be available in March/April 2011.

During this amalgamation process the FIETA remains committed to its mandate and will inform you of future developments. Kindly note that the FIETA name will cease to exist on 31 March 2011 and will thereafter be known as the Fibre Processing & Manufacturing Seta (FPM).



For further clarity please contact:

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