

INVITATION TO FP&M SETA MANDATORY AND DISCRETIONARY GRANT WORKSHOPS – JANUARY 2016

The Fibre Processing & Manufacturing (FP&M) SETA cordially invites its stakeholders to attend a **Mandatory and Discretionary Grant Information Workshop** to be hosted by the FP&M SETA.

To: FP&M SETA Stakeholders

Workshops will be held on the following dates:

City / Town	Date	Venue
East London	19 January 2016	Kennaway Hotel , 331 Esplanade Street, 5201 East London, Tel: 043-722 5531
George	19 January 2016	Protea Hotel King George , King George Drive, George Park, Tel: 044-874 7659
Polokwane	20 January 2016	Polokwane Royal Hotel , Cnr Jorrisen & Dorp Str, Pretoria, Tel: 015-297 6634
Port Elizabeth	20 January 2016	The Beach Hotel , Marine Drive, Summerstrand, Port Elizabeth, Tel: 041-583 2161
Pretoria	21 January 2016	Burgers Park Hotel , 424 Lilian Ngoyi St, Pretoria, 0002, Tel: 012-322 7500
Bloemfontein	21 January 2016	Protea Hotel Bloemfontein , 202 Nelson Mandela Drive, Brandwag, Tel: 051-444 4321
Nelspruit	26 January 2016	Orion Promenade Hotel , Henshall St, Nelspruit, 1201, Tel: 013-753 3000
Durban	26 January 2016	Royal Hotel , 267 Anton Lembede St, Durban, 4001, Tel: 031-333 6000
Cape Town	27 January 2016	Tsogo Sun Cape Sun , Strand Street, Cape Town, Tel: 021-488-5100
Ladysmith	27 January 2016	Royal Hotel , 140 Murchison Street, Ladysmith, 3370, Tel: 036-637 2176
Johannesburg	28 January 2016	Hotel Apollo , 158 Braam Fischer Drive, Randburg, Tel: 011-787 5434

The workshops will start at **10:00** and will conclude at **15:30**.

The main topics to be covered in the workshops are:

- Discretionary Grants –grant submission guidelines and criteria, discretionary grant online submission process
- Quality Assurance – update on recent developments
- Workplace Skills Planning - submission guidelines and criteria, WSP/ATR and Pivotal Plan/Report online submission process

Bookings are essential. **Please submit your response form via e-mail to: rspv@fpmseta.org.za or via fax: 0862020823.**

For more information contact Lindy Mkhize on 011-403 1700.

Regards

Felleng Yende
CHIEF EXECUTIVE OFFICER

REMINDER: CLOSING DATE FOR MANDATORY & DISCRETIONARY GRANT SUBMISSIONS FOR 2016 /17 IS 30 APRIL 2016 AT MIDNIGHT

Name of Company / Organisation:			
SDL Number: (where applicable)		Tel Number:	
		Fax Number:	
Sub-Sector (Clothing, Footwear, Forestry, Furniture, General Goods, Leather, Packaging, Print Media, Printing, Publishing, Pulp & Paper, Textiles, Wood Products)			
Nature of Organisation (Employer, Training Provider, CBO, NGO, Union, Employer Org, other)			

Names of Representatives that will be attending the workshop (maximum of 2 delegates per region) – see Note 1.

Name & Surname	E-mail Address	Cell / Tel Number	Area of Attendance See Note 2	Dietary Requirements See Note 3

Note 1: Workshop attendance is free. Delegates will be responsible for their own travel/accommodation costs.

Note 2: Indicate where each delegate will be attending: East London, George, Port Elizabeth, Polokwane, Pretoria, Bloemfontein, Nelspruit, Durban, Cape Town, Ladysmith, Johannesburg

Note 3: Indicate None / Vegetarian / Halaal / Kosher. Please note that in cases where venues quote a surcharge for the provision of Halaal / Kosher meals, vegetarian options will be provided instead.

Please submit your response form via e-mail to rsvp@fpmseta.org.za or via fax to **086 202 0823**.