



WORKPLACE SKILLS PLANS



What is a Skills Development Levy (SDL)?

SDL is a 1% levy imposed by SARS to encourage learning and development in South Africa and is determined by an employer's salary bill. The funds are to be used to develop and improve skills of employees.

In terms of the act, organisations may claim back up to 20% of their paid SDL, however organisations may only claim back their SDL tax if:

- They paid SDL tax
- They have submitted a Workplace Skills Plan
- They provide approved training to employees in the organisation either internally or externally.

Incentives available to a levy paying company:

- Promote a learning culture in your organisation
- Planned education, training and development initiatives are coordinated
- Alignment of skills development objectives and practices with strategic objectives in your organisation

The development a Workplace Skills Plan (WSP)

A Workplace Skills Plan is a strategic document that articulates how the employer is going to address the training and development needs in the workplace. This process should be an all-inclusive one. It would benefit the Employer to appoint a registered Skills Development Facilitator (SDF) within the Training or Human Resources division. An independent SDF can also be appointed in to assist the company with the implementation of the Skills Development at the workplace.

Our services as an independent Skills Development Facilitator:

- Assist the employer to develop a skills development strategy and Workplace Skills Plan (WSP), and submit the WSP to the relevant SETA.
- Advise on and assist with implementing the Workplace Skills Plan through appropriate and accredited apprenticeships, learnerships and skills programmes
- Assist to draft an Annual Training Report (ATR) after the completion of the Workplace Skills Plan.
- Act as a contact person between you and the SETA.
- Serve as a resource for all aspects of skills development
- Access mandatory and discretionary grants on behalf of the company

Your Benefits

Capacity building

- Increased competence
- Increased productivity
- Improved staff morale

BBBEE Scorecard benefits

- Skills development
- Enterprise development
- Supplier development

Tax rebates

- Apprenticeships and learnerships
- Disability grants

EQUIP!

EMPOWER!

EXCEL!