



STAKEHOLDERS DIGITAL SUPPORT IN RELATION WITH COVID 19

In the absence of face to face workshops FP&M SETA has prepared an online support, in response to COVID 19 for all our EMPLOYERS, and all FP&M SETA Skills development stakeholders, who are participating in the WSP/ATR process as well as the Discretionary Grant process!

Below please see a step by step process on how to apply for WSP/ ATR and Discretionary Grant:

STEPS	WSP / ATR	Discretionary Grant
1	Logon	Login to the system or register as stakeholder <ul style="list-style-type: none"> ID Number / appointment letter from company / SDL number (L or N number) / statutory documents
2	Click Skills(Top right)	Accessing organisation information and creating forms
3	Organisation	Upload supporting document <ul style="list-style-type: none"> Invalid r non submission of documents will render your application null and void
4	Search(don't type)	Capturing information on pivotal forms <ul style="list-style-type: none"> Apply for specific interventions (internships / WIL / AET / Artisan)
5	Company information will show click action(magnifying glass)button	Capturing information on non-pivotal forms <ul style="list-style-type: none"> Sectoral priority projects
6	WSP/ATR forms	Editing information in the forms
7	Click create button – and follow the process, complete and submit.	Submitting forms <ul style="list-style-type: none"> Ensure all supporting documents have been uploaded
8	Ensure you receive proof of submission	<ul style="list-style-type: none"> Ensure you receive proof of submission

Should you require personal assistance, please contact the following people:

WSP/ATR APPLICATIONS- Sylvia Tsunke

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DISCRETIONARY GRANTS APPLICATIONS

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Your cooperation is highly appreciated – CEO: Felling Yende

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