

No. R. 703

3 July 2009

**PROMOTION OF ACCESS TO INFORMATION ACT, 2000****DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Jeffrey Thamsanqa Radebe, Minister for Justice and Constitutional Development, hereby publish under section 15(2) of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000), the descriptions submitted to me in terms of section 15(1) of the said Act by the –

**MANUFACTURING, ENGINEERING AND RELATED SERVICES SETA**

As set out in the Schedule

**JEFFREY THAMSANQA RADEBE, MP****MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT**



(MANUFACTURING, ENGINEERING, AND RELATED SERVICES SETA)

<b>1. The description of categories of records automatically available for inspection in terms of Section 15(1) (a) (1)</b>	
<ul style="list-style-type: none"> <li>• Governance</li> <li>• Financial management</li> <li>• Grants</li> <li>• ETQA</li> </ul>	<ul style="list-style-type: none"> <li>• Establishment certificate.</li> <li>• Constitution.</li> <li>• Governance structures and members.</li> <li>• Annual report.</li> <li>• Contact details.</li> <li>• Board Charter</li> <li>• Audited financial statements</li> <li>• Advertisement on Tenders</li> <li>• General grant information on: mandatory grants criteria, total payments made, numbers of grant application submissions</li> <li>• Discretionary grants: criteria, funds spent on discretionary grants, SIC codes well as, SETA transfers.</li> <li>• Grant unit contact details.</li> <li>• Information on accredited training providers and accreditation documents.</li> <li>• Information on assessment document, registered assessors and registered moderators.</li> <li>• List of institutions that Merseta ETQA Division has memorandum of understanding with.</li> </ul>