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25 August 2009

Vision

To be the leaders in skills development for safety and security

Mission

Education and training authority that ensures quality provision of skills development and qualifications for South African citizens in the safety and security environment through effective and efficient partnerships

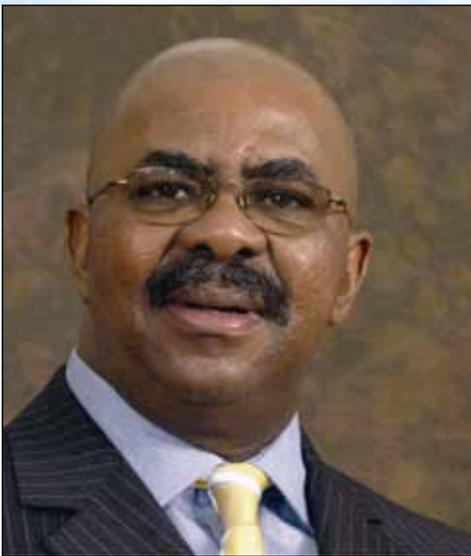
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Annual Report of the SASSETA for the year ending 31 March 2009



Zongezile Baloyi, Chief Executive Officer, SASSETA
(Safety and Security Sector Education and Training Authority)

It is my pleasure and privilege to present to you the Annual Report of the SASSETA for the financial year ended 31 March 2009



Minister MMS Mdladlana, Minister of Labour



CHAIRPERSON'S REPORT

On behalf of the members of the SASSETA Board, I am delighted to present our 2008/9 Financial Year Annual report. Our efforts continue to accelerate the delivery of Skills Development interventions for the Safety and Security Sector. The enthusiasm and commitment demonstrated by our entire sector stakeholders namely: Police, Correctional Services, Defence, Justice & Constitutional Development, Intelligence, Private Security and the Legal Fraternity constitute a visible realization of national skills development outcomes and responding to the National Skills Development Strategy of South Africa.

As I reflect over the past year we also acknowledge the distinctive work undertaken by the SASSETA with regard to high level Skills Development implementation programmes aimed in assisting the broad Government intentions to overhaul the entire Criminal Justice System, improving human resource capacity of all Safety & Security Institutions, effective rehabilitation programmes, improving functioning of courts, and partnering with the private security industry in the fight against crime and transforming the legal profession.

The work of SASSETA Board during the financial year under review has been incremental in scope with regard to:

- Setting Strategic Framework for the SETA
- Committing the SETA annual SLA with the Executive Authority
- Entrenching the contribution of our sector to NSDS
- Providing overall organizational oversight in terms of Seta performance
- Strategic financial Management
- 2008/9 Budget and Business Plan approval
- Compliance reporting
- Governance and Policy Review

The Board, through its own initiative, also embarked on an exercise aimed at initiating dialogue around changes in skills development; particularly on future Seta Landscape and the Seta re-establishment process, with a view to formulate a policy position of our sector in these crucial national discussion documents currently unfolding and keeping our Governance members informed on all issues forming part of skills development national dialogue.

SASSETA Board committees also played a critical role in performing delegated work on behalf of the Board with regard to attending major governance issues that needed the attention of Board. The scheduled Board meetings for the financial year 2008/9 as per the approved year planner, as well as the Special Board meetings called to deal with urgent compliance issues, largely contributed to Board effectiveness and quarterly monitoring of SETA performance..

The Board resolution to extend the mandate of SASSETA Audit Committee to formally include risk issues has also significantly enhanced governance accountability.

The Audit Committee reports have been standing agenda item at Exco and Board meetings respectively and as SASSETA Board, we also note with gratitude, the active involvement of External Auditors (AG) representatives in our Audit & Risk Committee meetings. The work of the Audit & Risk committee has had a direct value adding impact to the Board deliberations especially in the area of auditing SASSETA quarterly performance information that serves as a basis for enabling Board to monitor performance.

The Board is also gratified to see the immeasurable work that has been taking place in all the seven chambers of SASSETA, thereby, providing an important vehicle to focus on sub-sector skills development issues and monitoring the actual implementation of projects within the sub-sectors and conveying that information to the Board.

The solid base has been established and cemented, given the combined contribution of all SASSETA governance structures. This is evident in the increased maturity amongst all constituency representation within the SETA: all share the intension to achieve national skills development objectives in this country.

Board had taken a conscious decision to review the overall Discretionary Grant funding model with the sole aim to fast track skills development service delivery in our sector. We envisage that this move will result in significant improvement in the delivery of our programmes that will have spill over effects in the new financial year 2009/10 financial year.

I would like to reiterate my profound appreciation to all Board members for their support and commitment they have demonstrated in providing strategic guidance to the SETA and finally extend words of appreciation to all our SASSETA staff for their continued efforts, dedication and hard work.

Yours in skills development,

GJ Kruser

Chairperson: SASSETA Board



CHIEF EXECUTIVE OFFICER'S REPORT

The Safety and Security Sector Education & Training Authority (SASSETA) is pleased to report that the fiscal year 2008/9 was again heralded substantial progress and many accomplishments in our quest to deliver our commitments towards the National Skills Development Strategy and responding to skills requirements including the scarce and critical skills in the Safety and Security Sector.

During the fiscal year 2008/9 we continued to reach significant milestones in terms of those areas requiring interventions emanating from the previous financial year and in our overall contribution to the national priority arrears of the National Skills Development Strategy 2005- 2010.

Engagement with Safety and Security Sector

We have witnessed a solid interaction with our sector skills development facilitators across all the safety and security sub-sectors with the sole intention of ensuring that skills development interventions supports national and sectoral growth, development and transformational priorities. The targeted marketing drive that was conducted during the financial year under review enabled us to reach a high number of Skills Development Facilitators who were exposed to various aspects including Sector Skills planning process, use of sector guides and codes, and therefore improving the qualitative aspects of WSP's and ATR's submitted.

Improvements in ABET participation levels

The overall assessment of ABET implementation had posed many unique challenges across all the Seta's and the previous year's actual performance achievement was no exception for SASSETA. The actual achievement for ABET during this reporting year indicates a major progress showing an increase of 47 per cent enrollment of ABET Learners coupled with 63 per cent completion rates.

SASSETA Recognizes Institute of Sectorial or Occupational Excellence (ISOE)

Our SETA has exceeded expectation in this regard , currently the SETA has conferred the status of ISOE to seven (7) institutions : Five (5) of these are Training Institutions within the South African Police and one (1) Training College located in the Department of Defense and Military Veterans. In terms of this specific indicator of the NSDS target each SETA is expected to recognize at least five ISOE's during the lifespan of the strategy.-

Learning Programmes

A total of 10, 312 Learners (6, 777 employed and 3, 553 unemployed) entered into our learning programmes with 95 per cent completion rates. Gratifyingly a large majority of these unemployed learners have been absorbed into sustainable employment within Government & private security agencies. The former Minister of Finance (Mr. Trevor Manuel) during the 2009/10 Budget Speech indicated that a total of R5.4 billion has been earmarked by Government to improve the entire Criminal Justice System with the intention of increasing police officials from 183 000 to 204 000 in 2011/12 including employment of additional more officials in other law enforcement agencies. Our Learning programmes will respond to these key Government initiatives as many recruited individuals will undergo training in learning programmes within the primary focus of SASSETA.

The SETA at this stage has not determined the impact of the on-going global economic crisis particularly to the extent to which it will affect absorption of Learners into the Learning programmes within the private Security industry.

Consistent Performance

In terms Department of Labour annual performance oversight monitoring we have over the last three financial years (2006/7-2007/8-2008/9) recorded performance levels above requirements. The performance scorecard has been consistent and we envisage that there will be a quantum leap as we accelerate delivery in the final year 2009/10 of the NSDS 2.

In the context of the above-indicated achievements we also note that accelerated effort must be undertaken to address arrears where there has been slow delivery and minimal impact. The SETA has moved within this current financial year to fast track implementation of the New Venture Creation project across the Safety & Security chambers and we have begun to roll out this programme with success at the initial stages.

Extensive work remains to be done in support of Transformational issues in our sector, particularly regarding the targeting of small BEE firms and BEE co-operatives that need to be supported by skills development initiatives. We intend to prioritize this element with the necessary attention it deserves.

The Board of SASSETA initiated a process of investigating the best practice discretionary grant model with a view to create efficiencies in the disbursement of grants and improved skills development project implementation. It is expected that this initiative will have a positive impact in turning around our service delivery capacity and positioning ourselves to better serve the needs of our stakeholders.

The Seta has during this financial year dealt satisfactorily with all compliance issues raised by the Executive Authority and adhered to the provisions of the Service level agreement entered into with the Executive Authority.

SASSETA has forwarded its application for recertification as per the applicable regulations. Our recertification application was widely and overwhelmingly supported by our stakeholders all insisting that our reason for existence as a SETA is warranted.

We are looking forward to the new SETA Landscape and are anticipating our activities accompanying this process.

Our Board, stakeholders and staff members of the SETA have also given their support and welcomed the recent political transition that has resulted in SETA'S falling under the Department of Higher Education & Training.

We await the new challenges of the 2009/2010 financial year with keen anticipation and know that we have the enthusiasm, commitment and determination to improve on our current achievements.

Zongezile Baloyi
Chief Executive Officer



CHIEF FINANCIAL OFFICER'S COMMENT

Performance Information

According to PFMA section 55(2) (a), the Accounting Authority (Board) has additional responsibilities to ensure that the annual report and audited financial statements fairly present the performance against predetermined objectives of SASSETA. It is against this background that the Auditor-General will, issue an opinion on the Performance Information in the new financial year (2009/10).

Administrative Revenue and Expenditure

Operational expenditure amounted to R48.3 million (2007/08: R42.8 million) against revenue collected of R58.7 million (2007/08: R49.6 million). This means that administrative surplus transferred to Discretionary Reserve amounted to R10.4 million (2007/08: R6.8 million) and therefore we were within the 10% limit on administration costs.

Project Expenditure

SASSETA funded project expenditure amounted to R47.4 million (2007/08: R46.3 million) against revenue of R29.6 million (2007/08: R25.3 million). This reflects the fact that National Treasury granted SASSETA permission to use unappropriated surplus from previous financial years to fund projects for the attainment of NSDS targets.

Audit Report

The SETA maintained its unqualified audit opinion status it received in the preceding financial years. The Auditor General has however emphasized on few issues that the SETA will be working towards resolving in the new financial year. All these issues are contained in the Audit Report.

Financial Management

We remain committed to the sound management of funds in terms of the PFMA, Treasury Regulations and other relevant legislations in order to maintain an unqualified audit report. In the new financial year, we will intensify the rolling out of projects, while maintaining the financial discipline required by PFMA. The control environment will be improved in order to reduce risk of financial mismanagement.

Appreciation

I would like to extend my appreciation to the staff for positively contributing to the unqualified audit opinion through their day to day activities that, when taken together, contribute towards the sustainability of SASSETA. A special appreciation, as well, to the Finance Team that spent long hours ensuring that our financial reporting is of high standard.

SKILLS PLANNING AND RESEARCH

SASSETA's Department Skills Planning and Research is responsible for the development of the Sector Skills Plan (SSP); Mandatory Grants Applications Evaluation & Analysis; Skills Development Facilitators' (SDF) training; and Sector Research

Notable achievements

Sector Skills Plan Update

The SASSETA undertook a comprehensive Training Needs Assessment (TNA) for the Legal Services and Private Security Industries to verify relevant organizational information, but more importantly, to establish the skills development needs of these sectors in order to allow SASSETA to create skills plans that would address the scarce and critical skills gap.

Data obtained from the TNA and Workplace Skills Plans (WSP) and Annual Training Reports (ATR's) was used to update the Sector Skills Plan (SSP) as well as the Scarce and Critical Skills list. The SSP was submitted to the Department of Labour (DoL) by 31 August 2008 as required in terms of the Service Level Agreement (SLA) with DoL. In addition it was also uploaded to the DoL's Employment Services of South Africa (ESSA) system.

Skills Development Facilitator (SDF) Training

Success Indicator 1.2 of the National Skills Development Strategy (NSDS) requires that each SETA should develop a sector guide to ensure that the list of scarce and critical skills is disseminated widely among learners. To meet this requirements a sector guide was developed and 371 SDFs were trained in the use of the guide through face-to-face workshops in eight provinces. Topics which covered during the workshops included:

1. Organising Framework for Occupations (OFO) codes.
2. Scarce and Critical Skills List.
3. Completion of the Workplace Skills Plan and Annual Training Report. Attendance in the various provinces was as shown in the table below.

PROVINCE	NUMBER
GAUTENG	108
NORTH WEST	15
FREE STATE	37
MPUMALANGA	19
LIMPOPO	25
EASTERN CAPE	20
WESTERN CAPE	63
KWAZULU-NATAL	84
TOTAL	371



Mandatory Grants

	RECEIVED	APPROVED	PAID	CHANGE IN SETA
Small	272	30	128	3
Medium	154	15	108	5
Large	241	24	154	3
Total	667	69	390	11

SASSETA Chambers

Seven chambers of the SASSETA have been fully constituted. They are Correctional Services; Defence; Intelligence; Justice, Legal, Private Security, and South African Police Services. A successful capacity building session was held from 2 to 5 March 2009 where members attended a workshop on the Skills Development Act, Quality Council on Trade & Occupations (QCTO), ETQA Procedures and Learnerships. Each of the seven chambers held four meetings as stipulated in the SASSETA constitution.

Adult Basic Education and Training (ABET)

Adult Basic Education and Training (ABET) is an area which still requires focus as the SASSETA was unable to achieve its intended targets. Several projects that involve numerous learners have been approved and an increased participation is anticipated in the 2010 / 2011 financial year. A brief status report on ABET per chambers is given below.

CHAMBER	STATUS
POLICING	<ul style="list-style-type: none"> A provider has been appointed to continue training for 300 learners
DEFENCE	<ul style="list-style-type: none"> A second provider has signed a contract to train 100 learners.
JUSTICE	<ul style="list-style-type: none"> A provider has been appointed to continue train to 100 learners that had already written exams. A second provider has been contracted to conduct placement assessment for 100 learners.
PRIVATE SECURITY	<ul style="list-style-type: none"> All learners wrote exams and the relevant certification ceremonies were held. A second provider has been appointed to continue with the above mentioned learners to the next levels. Only 100 learners will be accommodated for this project.
INTELLIGENCE	<ul style="list-style-type: none"> Contract has been signed with the employer.

PROJECTS AND LEANERSHIPS

Learnerships

In addition to the 50 Registered Learnerships as at the close of the last financial year; we have registered 3 new learnerships; namely:

- New General Security Officers Learnership
- Electronic Security Installation Practices Learnership
- Specialist Security Practices Learnership

Learnerships focussing on scarce and critical skills in the sector were implemented. It is the first time in the history of the SETA that we have implemented the New Venture Creation Learnership within the Corrections; Legal and Private Security field. We have learned several lessons from these projects and implementation of training in this regard will be more streamlined in the new financial year.

Another first was the implementation of the Forensic Science Learnership in the South African Police Services where previously disadvantaged individuals were given a chance to explore into this specialised area of investigations. This project was launched in November 2008.

Other implemented learnerships include the Contact Centre Learnership (65 learners), Auxiliary Social Workers Learnership (51 learners), General Security Officers Learnership (405 learners), Internal Auditing Learnership (7 learners), Basic Policing Learnership (3391), Correctional Science Learnership (2899), Paralegal Learnership (138), Candidate Attorney Learnership (33), Joint and Multi Operations Learnership and the Multinational Safety (76), OD ETDP Learnership NQF 4 (76); Court Interpreting Learnership (100), Sheriffs Learnership (100), Forensic Science Learnership (100) and Security Operations Management Learnership(27).

We had several learnerships being completed and celebrated graduations with our learners who are located all throughout the country.

Skills programme

Various Skills Programs were also implemented including General Security Officer Skills Programs, Information Technology Skills Programs, Project Management, Assessor Training, Moderator Training, Verifier Training, Mentor Training, Financial and Accounting Skills Programs were implemented

Apprenticeships

It should be noted that Apprenticeship Training began in the year under review for the first time at SASSETA. We have registered 307 learners from the Defence and South African Police Service for both S13 and S28 Apprenticeships.

The trades involved include:

Diesel Mechanics	Electricians
Welders	Motor Mechanics
Brick layering	Plumbers
Painters	Carpenters
Site Supervisors	



Internships

We funded training related to Internships for 137 interns and Workplace Experiences Grants for 36 learners. Some learners completed prior to close of the year under review while others were still being training as at 31 March 2009.

Bursaries

As regards the issues of bursaries for both employed and unemployed learners SASSETA provided bursaries for 35 learners for various fields of study.

Registered Learnerships

Title of Qualification/ Learnership	NQF Level	NLRD ID No	Registration Number
LAW ENFORCEMENT SHERIFFING	5	49336	19Q190016231205
NATIONAL DIPLOMA: DEFENSIVE MISSION CONTROL	5	49853	29Q290015432405
NATIONAL DIPLOMA: JOINT & MULTI OPERATIONS	6	49783	29Q290014322426
NATIONAL DIPLOMA: LEGAL INTERPRETING	5	50023	29Q290012282405
NATIONAL DIPLOMA: APPLIED MILITARY INTELLIGENCE	5	49852	29Q290013272405
NATIONAL CERTIFICATE: MULTI-NATIONAL SAFETY & SECURITY OPERATIONS MANAGEMENT	5	49337	29Q29001619225
NATIONAL CERTIFICATE: PARALEGAL PRACTISE	5	49597	Q290002231315
NATIONAL CERTIFICATE: RESOLVING OF CRIME	5	49118	Q290001301225
NATIONAL DIPLOMA: IN SOUTH AFRICAN SPECIAL FORCES OPERATIONS	5	48879	Q290003XX2975
NATIONAL DIPLOMA: IN STATUTORY INTELLIGENCE: COUNTER LEVEL 6	6	49100	Q290006XX2586
NATIONAL DIPLOMA: IN STATUTORY INTELLIGENCE: ANALYSIS LEVEL 6	6	49102	Q290005XX2596
NATIONAL DIPLOMA IN STATUTORY INTELLIGENCE: COLLECTION LEVEL 6	6	49104	Q290004XX3766
NATIONAL DIPLOMA: PARALEGAL PRACTISE FOR COMMERCIAL SECTOR LEVEL 5	5	49598	Q290007393865
NATIONAL DIPLOMA: PARALEGAL PRACTISE FOR COMMUNITY BASED SECTOR LEVEL 5	5	49598	Q290011393735
NATIONAL DIPLOMA: PARALEGAL PRACTISE FOR NON-GOVERNMENTAL SECTOR LEVEL 5	5	49598	Q2900103937355
NATIONAL DIPLOMA PARALEGAL PRACTISE FOR PRIVATE SECTOR LEVEL 5	5	49598	Q290008382475
NATIONAL DIPLOMA: PARALEGAL PRACTISE FOR PUBLIC SECTOR LEVEL 5	5	49598	Q290009393695
ADVANCED ELECTRONIC SECURITY TECHNICIAN LEVEL 5	5	23593	Q190011292405
BASIC POLICING TRAINING LEVEL 5	5	20496	Q190009002407
ATTORNEYS PRACTICE	7		29Q290034211367
CORRECTIONS SCIENCE LEVEL 4	4	24197	Q19190014231204
CORRECTIONS SCIENCE LEVEL 5	5	48553	Q19190015362405
DIPLOMA IN COURT SERVICES MANAGEMENT LEVEL 5	5		Q190013532405

ELECTRONIC SECURITY TECHNICIAN LEVEL	4	190010	Q190010XX1204
GENERAL SECURITY OFFICER'S LEARNERSHIP LEVEL 3(L)	3	22490	Q190005321353
POST GRADUATE CERTIFICATE: TRADE MARK PRACTISE LEVEL 7	7	22254	Q190012001207
FURTHER EDUCATION & TRAINING CERTIFICATE STATUTORY INTELLIGENCE LEVEL 4	4	48868	Q060021XX157
NATIONAL CERTIFICATE:AIRCRAFT ELECTRICIAN LEVEL 5	5		Q06002000360
NATIONAL CERTIFICATE:AIRCRAFT INSTRUMENTS WORKER LEVEL 5	5		Q060019003605
NATIONAL CERTIFICATE: AIRCRAFT MECHANIC LEVEL 5			
NATIONAL CERTIFICATE: STATUTORY INTELLIGENCE LEVEL 5	5	48667	Q060022XX1495
FURTHER EDUCATION AND TRAINING CERTIFICATE (FETC): STATUTORY INTELLIGENCE	4		Q06060021XX1574
FURTHER EDUCATION AND TRAINING CERTIFICATE: USE OF FIREARMS	4	21854	Q290017221524
FURTHER EDUCATION AND TRAINING CERTIFICATE: FIREARMS MAINTENANCE	4	49739	Q290018221304
NATIONAL CERTIFICATE: FAMILY LAW	5	50265	Q290030231205
NATIONAL CERTIFICATE: CRIMINOLOGY	5	49709	Q290019191345
HUMAN RESOURCES MANAGEMENT AND PRACTICES SUPPORT	4	49691	29Q290031331404
HUMAN RESOURCES MANAGEMENT AND PRACTICES	5	49692	29Q290032402495
NATIONAL CERTIFICATE: NAVIGATION	5	49950	29Q290033261345
NATIONAL DIPLOMA: ELECTRONIC WARFARE	5	50500	
NATIONAL CERTIFICATE: FORENSIC SCIENCE	5	57651	29Q290035341905
AVIATION SECURITY SPECIALIST	4		29Q290024181534
FURTHER EDUCATION AND TRAINING CERTIFICATE: SPECIALIST SECURITY PRACTICES	4		29Q290020371434
ARMED RESPONSE SECURITY SPECIALIST	4		29Q290022181654
PATROL DOG SECURITY SPECIALIST	4		29Q290027181604
SECURITY SUPERVISORY SPECIALIST	4		29Q290021191484
CLOSE PROTECTION SPECIALIST	4		29Q290025181854
ASSETS IN TRANSIT SPECIALIST	4		29Q290023181634
SPECIAL EVENTS SECURITY SPECIALIST	4	22491	29Q290026201584
CONTROL ROOM OPERATOR SPECIALIST	4		29Q290028181484
INVESTIGATIONS SPECIALIST	4		29Q290029191434
FURTHER EDUCATION AND TRAINING CERTIFICATE: FIREARM TRAINING	4	50480	
NATIONAL CERTIFICATE: INFORMATION TECHNOLOGY	5		



EDUCATION AND TRAINING QUALITY ASSURANCE (ETQA)

Introduction

This report reflects the activities in the ETQA department until the 31 March 2009

- The SASSETA ETQA was audited by the South African Qualifications (SAQA) during 2008 and based on the audit findings it was decided to re-accredit the SASSETA ETQA until 26 September 2011.
- ETQA Policies were reviewed and adopted by the Executive Committee on 18 March 2009.

1. INSTITUTE OF SECTORIAL & OCCUPATIONAL EXCELLENCE (ISOE)

SASSETA has as part of the NSDS targets objective 5 Success Indicator 5.1 successfully exceeded this target and has recognized 7 (seven) Institutes of Sectorial & Occupational Excellence institutions (ISOE's) namely: SAPS: Basic Training Provision Bisho, Chatsworth, Graaff Reined, Outsoar, Philippi, Pretoria West and South African Defence Intelligence College (SADIC) of which two institutions were accorded the ISOE statures during the financial year under review.

2. VERIFICATIONS, MONITORING & QUALITY ASSURANCE OF LEARNER ACHIEVEMENTS

The verifications consist of several options, the main ones being that SASSETA safe-guards learner interests through.

- Effective, economic and efficient collation and evaluation of information related to the achievement of quality objectives;
- Monitoring the provision of education and training by accredited providers on the safety and security sector in terms of sub regulation 9(1)(c) of the ETQA Regulations;
- Identification of practices that put learners at risk

A total of 143 verifications were conducted, more than doubled the number in the previous year.

- Monitoring = 60
- QUALA= 49
- Irregularities= 10
- Verification = 24

The ETQA is in the process of reviewing the area of Verifications , Monitoring & Quality assurance of learner achievements internally and externally specifically with regard to creating a mindset shift from a focus of compliance to a process of achieving performance objectives.

3. ACCREDITATION

A key challenge that the ETQA continued to face is the relationship between education and training requirements SASSETA v.s. PSIRA requirements. Incompatibilities between different pieces of legislation remain an issue that has marginalized the system. These in turn created problems for providers who experienced difficulties in accreditation, registration of assessors / moderators and program approval in terms of ETQA accreditation requirements. It is hoped that some of the legislative incompatibilities / anomalies will be addressed before the end October 2009 with the promulgation of new legislation.

SASSETA and PSIRA imbizo's were successfully conducted thought the various provinces during the period October 2008 to December 2008 on sensitizing the Private Security Industry on the process of aligning Grades to Unit standards (Skills Programs). As at 21 March 2009 a total of 205 training providers were accredited against the new qualification 58577 which includes the new skills programs.

4. SMME SUPPORT

The SASSETA ETQA conducted advocacy campaigns and consultation sessions at the various provinces where PSIRA offices are located. The emphasis of the advocacy campaign and consultation sessions was to support SMME ETD providers to comply with the accreditation requirements and to identify barriers to their inclusion in quality assurance processes and meeting ETQA accreditation criteria. This was also a follow up to the imbizo's that were conducted during the period October 2008 to December 2008. A TOTAL OF 209 SMME providers were consulted which also served as a means of creating visibility in the various provinces and providing targeted support to emerging providers and raise the levels of quality and relevance of education and training and promote quality amongst constituent providers. The ETQA has planned to conduct these visits quarterly basis.

5. DEVELOPMENT OF LEARNING MATERIAL

- The material for the Qualification 57713 Specialist Security Practices is in its final stages of approval.
- FET: Electronic Security Installation Practices ID 58697 136 Credits: The Following areas of specialization are being developed as part of the qualification.
 - SAQA ID 60570-Access Control
 - SAQA ID 60573-Alarm System
 - SAQA ID 60569:CCTV
 - 60571: Gate AutomationAnticipated date of completion October 2009 for all learning material
- SASSETA In consultation with the Government Security Regulator, a section within the SAPS (NKP) developed unit standard; Explain the requirements for the safeguarding of a national key point unit Training providers that meet the accreditation requirements are being supplied the complete learning material by SASSETA at no cost.

6. PSIRA SASSETA DATABASE ALIGNMENT

Meetings were held between PSIRA and the SASSETA ETQA regarding the database alignment in terms of the MOU between SASSETA and PSIRA. A task team was established comprising of members from SASSETA and PSIRA inclusive of technical experts from both parties. A proposal was submitted pertaining to the findings of the task team. The task team investigation revealed that the alignment is viable and can be conducted within a month's timeframe. A decision was taken to postpone implementation pending the approval of the proposed PSIRA regulations and SASSETA's recertification.

7. SHERIFFS INTRODUCTORY COURSE

The SASSETA responded to the sheriffs industry needs and developed identified unit standards that will address the sectors needs. The development of the skills program for sheriffs is an historic event, providing the sheriffing sector with minimum entry requirements that has key competencies that are required to function in the industry whilst promoting transformation.

The skills programs can be used in two ways. It can contribute to the further development of the current employee within the sheriffs' profession by providing recognition, further mobility and transportability.



MARKETING AND COMMUNICATIONS

The marketing and communications department of SASSETA is responsible for the promotion of the organisation in terms of its benefits to and activities in the various market sectors it serves.

Building corporate awareness with its various public markets, the organisation participated in a number of industry specific exhibitions on a national basis including the well-known Securex exhibition in Johannesburg that showcased the services and advancements in the national and international security markets. Other promotional events participated in were the SABC career faire aimed at school leavers, various exhibitions held by the Department of Education and public exhibits such as the Letaba, Polokoane, Pretoria show and the Soweto Music Festival.

The SASSETA corporate Newsletter - Montgweni Thutong (meaning, together for education) was published quarterly, distributed to the various stakeholder groups and linked to the website: www.sasseta.org.za.

The SASSETA website was upgraded into a more functional, modern and easier to navigate information tool. Further enhancements will be applied in the new financial year that aim to improve the marketing functionality of the site and provide extended end-user information.

Chamber	Task
Correctional services	<ul style="list-style-type: none"> ▪ Learner graduation ceremonies in Kroonstad (Free State) ▪ Disability Day - Eastern Cape
South African Police Services	<ul style="list-style-type: none"> ▪ Sectoral or Occupational excellence events in Chatsworth, Philiipi, Bisho and Pretoria ▪ Launch of the Forensic Science Learnership ▪ National Trainers Conference ▪ Graduation ceremonies in Public Administration, Human Resources and Marketing Management. ▪ ABET (Adult Basic Education and Training) graduation ceremonies in North West, Limpopo, Mphumalanga, Free State and Kwa Zulu Natal provinces.
Private Security	<ul style="list-style-type: none"> ▪ Numerous road shows conducted (Imbizo's) to facilitate Training Provider accreditation and improve communications between PSIRA and SASSETA
All Skills Development Facilitators (SDF)	<ul style="list-style-type: none"> ▪ Marketing drive in eight provinces to educate SDF's in completion of WSP and ATR documentation
South African National Defence Force	<ul style="list-style-type: none"> ▪ Chaplains' Conference (Cape Town)
Department of Justice	<ul style="list-style-type: none"> ▪ Court Management Graduation Ceremony (Pretoria)
Legal	<ul style="list-style-type: none"> ▪ Workshop in Skills Development Facilitating

The past year also saw the SASSETA reception area remodelled enhancing our corporate image in the eyes of our various markets by presenting a clean, modern and professional entry to the organisation.

The next financial year will see an increase in targeted marketing aimed to achieve corporate objectives and grow revenue.



SASSETA STAFF PROFILE AT MARCH 2009

	Occupational Category	Total	Female				Male				Graded by salary band
			A	C	I	W	A	C	I	W	Min - Max
1	General office worker, junior clerk, machine operator, intern	2	1				1				R73 663 - R101 647
2	Clerk, Senior Clerk, Junior Administrator, Receptionist, Typist, Messenger, Call Centre agent, Switchboard Operator	29	24	2			3				R88 896 - R188 637
3	Administrator, Senior Administrators (Supervisors), Secretariat, PA to the CEO, Secretary	15	9	1	1	1	3				R120 708 - R265 236
4	Specialist, Bookkeeper, Practitioner, Officer, Professional	17	7	1		2	6		1		R201 460 - R410 283
5	Senior Specialist, Senior Practitioner, Senior Professional, Heads of Departments	9	2		1		5			1	R359 700 - R556 835
6	Consultant, Adviser, Manager										NONE
7	CEO and Senior Managers	4					3		1		R613 874 - R726 840
	TOTAL	76	43	4	2	3	21	0	2	1	

A - African

I - Indian

C - Coloured

W - White

SASSETA BOARD

PICTURE



SASSETA ANNUAL PERFORMANCE REPORT

NSDS OBJECTIVES 2008 - 2009

Objective 1: Prioritising and communicating critical skills for sustainable growth, development and equity.

Indicator 1.1: Skills development supports national and sectoral growth, development and equity priorities.

SASSETA TARGET FOR 2008/9

Sector skills plan is signed off by **31 August 2008**.

PERFORMANCE AGAINST TARGET

SETA Sector Skills Plan was signed off by **31 August 2008**.

COMMENTS:
Target achieved.

Indicator 1.2: Information on critical skills is widely available to learners. Impact of information dissemination researched, measured and communicated in terms of rising entry, completion and placement of learners.

SASSETA TARGET FOR 2008/9

300 SDFs or Sector Specialists trained in the use of the guide for the sector for the year.

PERFORMANCE AGAINST TARGET

371

COMMENTS:
Concerted marketing effort ensured that there was a huge demand for the SDF training. Workshops were conducted in 8 provinces.

Objective 2: Promoting and accelerating quality training for all in the workplace.

Indicator 2.1: By March 2010 at least 80% of large firms' and at least 60% of medium firms' employment equity targets are supported by skills development. Impact on overall equity profile assessed.

SASSETA TARGET FOR 2008/9

The target for the large firms is **170**.

PERFORMANCE AGAINST TARGET

116

The target for medium firms is 94 .	89
<p>COMMENTS: There were low levels of participation by companies for the current reporting period. The SASSETA is currently employing new strategies to ensure a high level of participation for the next reporting period.</p>	
<p>Indicator 2.2: By March 2010 skills development in at least 40% of small levy paying firms supported and the impact of the support measured.</p>	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
376 small levy paying firms to receive WSP/ATR grants, free courses and support	173
<p>COMMENTS: There were low levels of participation by companies for the current reporting period. The SASSETA is currently employing new strategies to ensure a high level of participation for the next reporting period.</p>	
<p>Indicator 2.5: Annually increasing number of small BEE firms and BEE co-operatives supported by skills development. Progress measured through an annual survey of BEE firms and BEE co-operatives within the sector from the second year onwards. Impact of support measured.</p>	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 50 small BEE firms.	0
Target for the sector is 5 BEE co-operatives.	0
<p>COMMENTS: Grants were made available but there was no response to advertisements that were placed in national newspapers. A new SMME strategy is being finalised for approval by the Board.</p>	
<p>Indicator 2.7: By March 2010 at least 700 000 workers have achieved ABET Levels 4.</p>	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 3 200 learners to enter ABET levels 1-4.	1538
Target for the sector is 1 600 learners to complete ABET levels 1-4.	1020
<p>COMMENTS: The target could not be met due to limited funding and diverse challenges within the sub-sectors.</p>	
<p>Indicator 2.8: By March 2010 at least 125 000 workers assisted to enter and at least 50% successfully complete programmes, including learnerships and apprenticeships, leading to basic entry, intermediate and high level scarce skills. Impact of assistance measured.</p>	



SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 3 320 learners to enter programmes.	6 777
Target for the sector is 1 660 learners to complete programmes.	4 667
COMMENTS: The target was exceeded and that was due mainly because of high enrolments for skills programmes	

Objective 3: Promoting employability and sustainable livelihoods through skills development.

Indicator 3.2: By March 2010 at least 2 000 non-levy paying enterprises, NGOs, CBOs, and community-based co-operatives supported by skills development. Impact of support on sustainability measured with a target of 75% success rate.

SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 190 NLPEs.	27
Target for the sector is 6 NGOs.	0
Target for the sector is 2 CBOs.	0
Target for the sector is 2 Co-ops.	0
COMMENTS: Target not met. The sector is still fragmented and a strategy has been put in place to achieve more in this indicator.	

Objective 4: Assisting designated groups, including new entrants to participate in accredited work, integrated learning and work-based programmes to acquire critical skills to enter the labour market and self-employment.

Indicator 4.1: By March 2010 at least 125 000 unemployed people assisted to enter and at least 50% successfully complete programmes, including learnerships and apprenticeships, leading to basic entry, intermediate and high level scarce skills. Impact of assistance measured.

SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector 3 520 unemployed people to enter learning programmes.	3 535

Target for the sector is 1 760 unemployed people to successfully complete learning programme	5 090
COMMENTS: The high rate of enrolments led to the high completions rate.	
Indicator 4.2: 100% of learners in critical skills programmes covered by the sector agreements from FET and HET institutions assisted to gain work experience locally or abroad, of whom at least 70% find placement in employment or self-employment.	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the number of learners assisted to gain work experience is 75 .	24
Target for the number of learners to become self employed or employed is 53 learners.	0
COMMENTS: Limited funding allocated in this area led to the shortfall.	
Indicator 4.3: By March 2010 at least 10 000 young people trained and mentored to form sustainable new ventures and least 70% of new ventures in operation 12 months after completion of programme.	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 532 young persons trained and mentored to form new ventures.	168
Target for the sector is 372 young persons are still in their new ventures 12 months after the completion of the programme.	0
COMMENTS: Implementation started late and most of the projects have been rolled over to the next financial year. Sustainability will be measured once the new ventures have been initiated.	

Objective 5: Improving the quality and relevance of provision.

Indicator 5.1: By March 2010 each SETA recognizes and supports at least five Institutes of Sectoral or Occupational Excellence (ISOE) within public & private institutions through Public Private Partnerships (PPPs) where appropriate, spread as widely as possible geographically for the development of people to attain identified critical occupational skills, whose excellence is measured in the number of learners successfully placed in the sector and employer satisfaction ratings of their training.



SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 2 institutions.	2
<p>COMMENTS: The target has been achieved.</p>	
<p>Indicator 5.2: By March 2010 each province has at least two provider institutions accredited to manage the delivery of the new venture creation qualification. 70% of new ventures still operating after 12 months will be used as a measure of the institution's success.</p>	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
Target for the sector is 2 institutions.	0
<p>COMMENTS: A provider has been identified for NVC training support and has already applied for accreditation to SERVICES SETA</p>	
<p>Indicator 5.3: By March 2010 there are measurable improvements in the quality of the services delivered by skills development institutions and those institutions responsible for the implementation of the NQF in support of the NSDS.</p>	
SASSETA TARGET FOR 2008/9	PERFORMANCE AGAINST TARGET
SETA to meet SAQA audit and SAQA National Learners Record Database (NLRD) upload requirements.	Score ratings received for NLRD uploads were: NLRD Compliance = Green NLRD Performance = Yellow
<p>COMMENTS: The SAQA audit was not conducted for the current reporting period.</p>	

REPORT OF THE AUDIT COMMITTEE OF SASSETA IN RESPECT OF THE YEAR ENDED 31 MARCH 2009

The Committee is pleased to present its report for the financial year ended 31 March 2009

Audit Committee Members and Attendance

The Audit Committee consists of the members listed hereunder and is scheduled to meet at least four times per annum as per its approved terms of reference. During the year eight meetings were held as follows:

	27/05/08	29/05/08	17/06/08	30/07/08	21/08/08	29/10/08	24/11/08	25/02/09	TOTAL
Mr Kweyama V. (Chairperson)	✓	✓	✓	✓	✓				5
Mr Boltman T. (Independent)		✓	✓	✓	✓	✓	✓	✓	7
Mr Phili P. (From Board)	✓	✓	✓	✓	✓	✓	✓	✓	8
Mr Smith A. (From Board)	✓	✓		✓	✓	✓	✓	✓	7
Mr Nephawe P. (From Board)			✓						1
Dr Maharaj N. (From Board)	✓	✓		✓					3
Mr Proudfoot T. (From Board)						✓	✓	✓	3

Mr. V. Kweyama resigned in August 2008 and Mr. T. Boltman took over as Chairperson of the Committee from November 2008.

The following members were appointed from 1 May 2008:

- V. Kweyama (Chairperson)
- P. Phili (Independent)
- T. Boltman (Independent Member) (Chairperson as from November 2008)
- N. Maharaj (Member from Board) (Resigned in August 2008)
- T. Proudfoot (Member from Board) (Replacing N. Maharaj)
- A. Smit (Member from Board)
- P. Nephawe (Alternate)
- B. Ntshangase (Alternate)

The following member was appointed with effect from 22 June 2009:

- Ms T. Sihlaba (Independent Member)

The Chief Executive Officer and Chief Financial Officer are ex-officio members of the committee. The external and internal auditors are permanent invitees to these meetings. Members of the Audit Committee are remunerated per meeting attended at R6,000 (Chairperson), R4,800 (Independent Member) and R1,080 (Member from the Board).

Audit Committee Responsibility

In the conduct of its duties, the Audit Committee has, inter alia, reviewed the following:

- The effectiveness of internal control systems;
- The effectiveness of internal audit function;



- The risk areas of the entity's operations covered in the scope of the internal and external audits;
- The adequacy, reliability and accuracy of financial information provided by management and other users of such information;
- Accounting and auditing concerns identified as a result of internal and external audits;
- The entity's compliance with legal and regulatory provisions;
- The activities of the internal audit function, including its annual plan, coordination with the external audit, the reports of significant findings and the responses of management to specific recommendations; and
- The independence and objectivity of internal and external auditors.

The effectiveness of Internal Control

The Audit Committee is of the opinion, based on its interaction with management and the internal auditors that the internal accounting controls are adequate and operating, though there is still significant room for improvement and strengthening which management is consistently and continuously addressing.

Nothing significant and/or material has come to the attention of the Audit Committee to indicate any material breakdown in the functioning of these controls, procedures and systems has occurred during the year under review.

Evaluation of financial statements

The new Audit Committee has evaluated the annual financial statement of SASSETA for the year ended 31 March 2009 and, based on the information provided by management, considers that it complies, in all material respects with the requirements of the Public Finance Management Act, 1 of 1999, as amended, the South African Statements of Generally Accepted Accounting Practice (GAAP) and Generally Recognized Accounting Practices (GRAP) as determined by the National Treasury. At its meeting on 29 May 2009 the Audit Committee recommended the adoption of the Annual Financial Statements by the Board.

An unqualified audit opinion has been expressed by the Auditor General and the Committee concurs and accepts the opinion as expressed. The Committee noted the various items which the Office of the Auditor General has listed as impacting on governance. Progress in addressing all these issues will be closely and continuously monitored. The management has been requested to prepare an action plan against which progress reports will be made to the Committee.

Although it has been noted that there is a pending litigation against SASSETA as a result of legal action by the previous Chief Executive Officer alleging constructive dismissal, the Audit Committee concurs with the adoption of the going concern premise in the preparation of annual financial statement as appropriate.

General

The Audit and Risk Committee has agreed to oversee the Operational Risk Committee of SASSETA and as from March 2009 will be known as the Audit and Risk Committee as approved by the SASSETA Board.

The Audit Committee members would like to express its appreciation to the Finance Committee in assisting to ensure that SASSETA's financial and other controls are adequate and effective, and it is envisaged that the relationship between the Committees will be enhanced in the future.

I would like to record the appreciation of the members of the Audit Committee for the forthrightness of the management of the SASSETA for the issues raised. The inputs of the Office of Auditor General's representatives during the presentation of the report and throughout the year were also valued.

Mr Trevor Boltman

CHAIRPERSON OF THE AUDIT COMMITTEE

Date: 30 July 2009

REPORT OF THE AUDITOR-GENERAL TO PARLIAMENT ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF THE SAFETY AND SECURITY SECTOR EDUCATION AND TRAINING AUTHORITY (SASSETA) FOR THE YEAR ENDED 31 MARCH 2009

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the accompanying financial statements of the Safety and Security Sector Education and Training Authority (SASSETA) which comprise the statement of financial position as at 31 March 2009, the statement of financial performance, the statement of changes in net assets and the cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes, as set out on pages 32 to 78.

The accounting authority's responsibility for the financial statements

2. The accounting authority is responsible for the preparation and fair presentation of these financial statements in accordance with the basis of accounting determined by the National Treasury, as set out in accounting policy note 1 to the financial statements and in the manner required by the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA) and for such internal control as the accounting authority determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Auditor-General's responsibility

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA) and section 14(6) (a) of the Skills Development Act, 1998 (Act No. 97 of 1998), my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with the International Standards on Auditing read with *General Notice 616 of 2008*, issued in *Government Gazette No. 31057 of 15 May 2008*. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
6. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

7. In my opinion the financial statements present fairly, in all material respects, the financial position of the SASSETA as at 31 March 2009 and its financial performance and its cash flows for the year then ended, in accordance with the basis of accounting determined by the National Treasury, as set out in accounting policy note 1 to the financial statements and in the manner required by the PFMA.



Basis of accounting

8. SASSETA's policy is to prepare financial statements on the basis of accounting determined by the National Treasury, as set out in accounting policy note 1 to the financial statements.

Other matters

Without qualifying my opinion, I draw attention to the following matters that relates to my responsibilities in the audit of the financial statements:

Re-licensing

9. As disclosed in the accounting authority's report Seta's were established for a five year period until 31 March 2010. SASSETA has applied for the renewal of its certificate of establishment. It is expected that the legislated renewal process will be concluded by 31 March 2010.

Key governance responsibilities

10. The PFMA tasks the accounting authority with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of key governance responsibilities, which I have assessed

No.	Matter	Y	N
Clear trail of supporting documentation that is easily available and provided in a timely manner			
1.	No significant difficulties were experienced during the audit concerning delays or the availability of requested information.	✓	
Quality of financial statements and related management information			
2.	The financial statements were not subject to any material amendments resulting from the audit.		✓
3.	The annual report was submitted for consideration prior to the tabling of the auditor's report.		
Timeliness of financial statements and management information			
4.	The annual financial statements were submitted for auditing as per the legislated deadlines section 55 of the PFMA.	✓	
Availability of key officials during audit			
5.	Key officials were available throughout the audit process.	✓	

Development and compliance with risk management, effective internal control and governance practices			
6.	Audit committee		
	<ul style="list-style-type: none"> The SASSETA had an audit committee in operation throughout the financial year. 	✓	
	<ul style="list-style-type: none"> The audit committee operates in accordance with approved, written terms of reference. 	✓	
	<ul style="list-style-type: none"> The audit committee substantially fulfilled its responsibilities for the year, as set out in section 77 of the PFMA and Treasury Regulation 27.1.8. 	✓	
7.	Internal audit		

	<ul style="list-style-type: none"> The SASSETA had an internal audit function in operation throughout the financial year. 	✓	
	<ul style="list-style-type: none"> The internal audit function operates in terms of an approved internal audit plan. 	✓	
	<ul style="list-style-type: none"> The internal audit function substantially fulfilled its responsibilities for the year, as set out in Treasury Regulation 27.2. 	✓	
8.	There are no significant deficiencies in the design and implementation of internal control in respect of financial and risk management.		✓
9.	There are no significant deficiencies in the design and implementation of internal control in respect of compliance with applicable laws and regulations.	✓	
10.	The information systems were appropriate to facilitate the preparation of the financial statements.	✓	
11.	A risk assessment was conducted on a regular basis and a risk management strategy, which includes a fraud prevention plan, is documented and used as set out in Treasury Regulation 27.2.	✓	
12.	Powers and duties have been assigned, as set out in section 56 of the PFMA.	✓	
Follow-up of audit findings			
13.	The prior year audit findings have been substantially addressed.	✓	
Issues relating to the reporting of performance information			
14.	The information systems were appropriate to facilitate the preparation of a performance report that is accurate and complete.	✓	
15.	Adequate control processes and procedures are designed and implemented to ensure the accuracy and completeness of reported performance information.	✓	
16.	A strategic plan was prepared and approved for the financial year under review for purposes of monitoring the performance in relation to the budget and delivery by the SASSETA against its mandate, predetermined objectives, outputs, indicators and targets Treasury Regulation 30.1.	✓	
17.	There is a functioning performance management system and performance bonuses are only paid after proper assessment and approval by those charged with governance.	✓	

11. SASSETA did comply with the legislation relating to governance matters throughout the year. SASSETA adopted and applied good governance practices.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

Report on performance information

12. I have reviewed the performance information as set out on pages xx to xx.

The accounting authority's responsibility for the performance information

13. The accounting authority has additional responsibilities as required by section 55(2) (a) of the PFMA to ensure that the annual report and audited financial statements fairly present the performance against predetermined objectives of the public entity.

The Auditor-General's responsibility

14. I conducted my engagement in accordance with section 13 of the PAA read with *General Notice 616 of 2008*, issued in *Government Gazette No. 31057 of 15 May 2008*.
15. In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.



16. I believe that the evidence I have obtained is sufficient and appropriate to report that no significant findings have been identified as a result of my review.

APPRECIATION

17. The assistance rendered by the staff of the SASSETA during the audit is sincerely appreciated.

Auditor-General

Place of signing

Date of signing



AUDITOR GENERAL
SOUTH AFRICA

Auditing to build public confidence