



2026-2027 MANDATORY GRANT NOTICE

MANDATORY GRANT SUBMISSIONS OPEN FROM 02 FEBRUARY 2026 TO 30 APRIL 2026

IMPORTANT INFORMATION

WHO:	All Services SETA Levy Paying Employers (LPEs) and Non-Levy Paying Employers (NLPE)
WHY:	Compliant approved Mandatory Grant applications are refunded 20% of the employer's skills development levy contribution for the financial year in which the application is submitted
WHEN:	Open from 02 February 2026 until 30 April 2026 at 24h00
WHAT:	Annual Training Report (ATR) – PIVOTAL ATR and Non-PIVOTAL ATR Annual Workplace Skills Plan (WSP) – PIVOTAL WSP and Non-PIVOTAL WSP
WHERE:	Mandatory Grants applications must be submitted on the Services SETA Learning Management Information System (LMIS) https://lmis.servicesseta.org.za/

EXTENSION REQUESTS

HOW:	Written request to be submitted on the LMIS post SDF and Employer registration
WHEN:	Between 01 February 2026 until 30 April 2026 at 24h00 (regulated deadline date)
CRITERIA:	The extension request must be in writing and submitted on the LMIS. The approval of the extension request is subject to approval by the Accounting Authority. Should the extension be approved the regulated deadline date for submission will be 31 May 2026 @ 24h00

GENERAL INFORMATION

TEMPLATES:	All templates are available on the Services SETA website here @ Mandatory Grants
TECHNICAL ASSISTANCE VIRTUAL OFFICE:	Microsoft Teams Walk in office: here The virtual office will be operational from 02 February 2026 – 30 April 2026 – Daily from 10:00 – 14:00 (Weekdays ONLY)



Services SETA Mandatory Grant Workshop Schedule

A series of workshops will be hosted via MS Teams and per province, to cater for all stakeholders nationwide.

Provincial face-to-face workshop schedule:

Registration on the date will start from 08h30 and the workshops will commence from 09h00 – 16h00. The below dates are for **face-to-face attendance only**, no MS Teams links have been arranged for the below dates. Kindly RSVP with the respective Provincial Office representative at least **5 working days prior** to the workshop date or use the RSVP link below.

Date	Mode	Province Office	RSVP With	Contact number	Email Address
08-Apr-26	Physical	Gauteng	Mamose Moukangwe RSVP here	0872832655	mamosem@serviceseta.org.za
20-Mar-26	Physical	KwaZulu-Natal	Raymond Mpisane RSVP here	0872832797	RaymondM@serviceseta.org.za
27-Mar-26	Physical	Western Cape	Janine Ravens RSVP here	0872832803	janiner@serviceseta.org.za

Provincial Offices MS Teams workshop schedule:

The workshops will be held between 09h00 – 15h00. RSVP on the link provided below for your Provincial Workshop. The below dates will be hosted via MS Teams only, no physical workshops are being arranged for the below dates.

Date	Mode	Province MS Teams	RSVP With	Contact number	Online Registration Link
17-Mar-26	MS Teams	EC: East London	Online registration	0872832777	Services SETA Mandatory Grant Application Workshop EC: East London Meeting-Join Microsoft Teams
17-Mar-26	MS Teams	EC: Gqeberha	Online registration	0872832277	Services SETA Mandatory Grant Application Workshop EC: Gqeberha Meeting-Join Microsoft Teams
06-Mar-26	MS Teams	Free State	Online registration	0872832287	Services SETA Mandatory Grant Application Workshop Free State Meeting-Join Microsoft Teams

📍 The Services Sector Education & Training Authority, 15 Sherborne Road, Parktown, Gauteng, 2193

✉ customer@serviceseta.org.za ☎ 011 276 9600 | 011 276 9623 🌐 www.serviceseta.org.za



11-Feb-26	MS Teams	Limpopo	Online registration	0872832802	Services SETA Mandatory Grant Application Workshop Limpopo Meeting-Join Microsoft Teams
19-Feb-26	MS Teams	Mpumalanga: Witbank	Online registration	0872832280	Services SETA Mandatory Grant Application Workshop Mpumalanga Witbank Meeting-Join Microsoft Teams
26-Feb-26	MS Teams	Mpumalanga	Online registration	0872832280	Services SETA Mandatory Grant Application Workshop Mpumalanga Meeting-Join Microsoft Teams
19-Feb-26	MS Teams	Northwest	Online registration	0872832772	Services SETA Mandatory Grant Application Workshop Northwest Meeting-Join Microsoft Teams
06-Mar-26	MS Teams	Northern Cape	Online registration	0872832760	Services SETA Mandatory Grant Application Workshop Northern Cape Meeting-Join Microsoft Teams



National MS Teams workshop schedule:

The workshops will be held between 09h00 – 15h00. RSVP on the link provided below for your Provincial Workshop. The below dates will be hosted via MS Teams only, no physical workshops are being arranged for the below dates.

Date	Mode	Mandatory Grants Unit - National	RSVP With	Online Registration Link
04-Feb-26	MS Teams	National – MG Unit	Online registration	here
25-Feb-26	MS Teams	National – MG Unit	Online registration	here
11-Mar-26	MS Teams	National – MG Unit	Online registration	here
17-Apr-26	MS Teams	National – MG Unit	Online registration	here
24-Apr-26	MS Teams	National – MG Unit	Online registration	here

Mandatory Grant unit contact information:

Name and Surname	Position	Contact number	Email Address
Ria Jordaan	Manager	011 276 9679	wspdocs@serviceseta.org.za
Lindy Ngcobo	Senior Officer	011 276 9686	wspdocs@serviceseta.org.za
Memory Madingwane	Senior Officer	011 276 9645	wspdocs@serviceseta.org.za
Florence Moeketsi	Officer	011 694 8653	wspdocs@serviceseta.org.za
Tlhompo Tsheole	Officer	011 694 8674	wspdocs@serviceseta.org.za
Shaun Mailula	Officer	011 276 9636	wspdocs@serviceseta.org.za



Provincial Office contact information

Province Office	Name and Surname	Contact number	Email Address
EC: East London	Siyanda Mabeqa	087 283 2777	siyandag@serviceseta.org.za
EC: Gqeberha	Yolanda Williams	087 283 2277	yolandaw@serviceseta.org.za
Free State	Charmaine Arends	087 283 2287	charmainet@serviceseta.org.za
Limpopo	Michael Mbambale	087 283 2802	michaelm@serviceseta.org.za
Mpumalanga	Riana Blundell	087 283 2280	rianab@serviceseta.org.za
Northwest	Montleesi Serage	087 283 2772	montleesis@serviceseta.org.za
Northern Cape	Caryl Molelekwa	087 283 2760	carylt@serviceseta.org.za
Gauteng	Mamose Moukangwe	087 283 2655	mamosem@serviceseta.org.za
KwaZulu-Natal	Raymond Mpisane	087 283 2797	RaymondM@serviceseta.org.za
Western Cape	Janine Ravens	087 283 2803	janiner@serviceseta.org.za

The Services SETA wishes all our skills development facilitators and employer representatives' good luck with their submissions