Physical Address: 1st Floor, 296 Kent Avenue, Ferndale, Randburg, 2194
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FASSET
Make the future count

FASSET MANDATORY GRANT COMPLIANCE CHECKLIST

(Annexure A – Mandatory)

Employer / SDF Submission Checklist

Requirement	**Yes**	**No**
Confirm ATR (2025/2026) and WSP (2026/2027) periods		
SDL registration confirmed and levies up to date		
Employer registered with FASSET		
Correct and latest 2026/27 templates downloaded		
Employment Summary completed (as at 1 April 2026)		
ATR template completed (training implemented)		
WSP template completed (training planned)		
PIVOTAL plan/report completed as required		
Additional WSP/ATR questionnaire completed		
Training Committee minutes on letterhead, fully signed (For employer with 50+ employees)		
Training attendance registers or certificates attached		
Proof of training costs (Invoices, receipts or POPs) attached		
For Internal trainings only (Letter on a company letterhead motivating that training was internal/inhouse training) attached		
Achieved 75% of planned training (WSP) from the previous year or motivation letter attached		
Valid tax compliance evidence (TCC or EMPSA) attached		
Most recent Bank confirmation letter (≤ 3 months old) attached		
Consolidated SDL letter (if applicable)		
Authorisation page fully signed		
Email submission before 30 April 2026		
Submission confirmation saved		