

Application to Delink Skills Development Levy Number

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BACKGROUND

In certain circumstances employers require the Seta to consider grant applications and levy payments on behalf of more than one Skills Development Levy (SDL) number. This may occur where the employer:

1. Merges with another employer, taking on an additional SDL number (and the levy paid over on behalf of that SDL number), and wishes to claim this levy by submitting a grant application in respect of both SDL numbers,
2. Wishes to do an inter-Seta transfer on an SDL number (from another Seta to Fasset), Levies from this transfer may come into the Seta after 30 June.
3. Has paid a portion of the full years' levy on an old SDL number and another portion on a new SDL number, which has since been changed with SARS, and
4. Chooses to submit one grant application on behalf of a number of SDL numbers which actually operate as a single entity.

In these circumstances, Fasset will consider requests from employers to 'link' SDL numbers. The linking process involves the Seta electronically assigning SDL numbers to a designated SDL number. The designated SDL number is referred to as the Parent SDL (the 'main' SDL number, or the SDL number that the employer wishes to retain as the main number in the future). SDL numbers that are linked to the Parent SDL are referred to as Child SDL numbers. These are SDL numbers that are not 'main' (Parent), for example, a Child SDL number may be the smaller of two SDL numbers that merge, or a smaller branch office that falls under the umbrella of a larger company, or a SDL number that has been discontinued or changed but still has levy income with the Seta.

If any of the circumstances above changes, an employer may wish for the Seta to 'delink' previously linked applications from the parent SDL.

RULES FOR DELINKING

There are a number of rules affecting the SDL delinking process.

1. Each request for delinking will be individually considered.
2. Fasset will perform the delinking of SDL numbers.
3. SDL numbers will not be delinked where the SDL number to be delinked has:
 - o an approved grant
 - o levy paid over
 - o any grant overpayments made by the Seta
4. Delinking may not occur for financial years prior to the financial year in which the request for delinking has been received. Fasset's financial year is from 1 April to 31 March.
5. A request for delinking must be received within the financial year that the delink is to be effected and before 30 June of the financial year or within 6 months of a company being created. A company may not be delinked if a grant has been paid out to any of the Parent or Child SDL numbers.
6. If the delink request is received after the Seta financial year end that the company wants the delink to be effected from, the request for delinking will be denied. Requests for delinking must come in by the end of the Seta financial year i.e. 31 March.
7. Child companies will be delinked from the Parent SDL if the company does not confirm the link arrangement on their annual mandatory grant application form. Linked relationships must be renewed on the application form on an annual basis.
8. The linking and delinking of SDL numbers is internal to Fasset and does not reflect on to the Department of Labour (DoL) or other Seta systems.

INSTRUCTIONS

Employers who wish to delink SDL numbers should complete this request form in full and submit it to the Processing and Quality Assurance Department at Fasset by e-mail (grantapplications@fasset.org.za). Please complete a separate form for each Skills Development Levy number to be delinked.

	SDL to be Delinked 1	SDL to be Delinked 2	SDL to be Delinked 3	SDL to be Delinked 4
Name of Organisation				
SDL Number of Parent SDL				
SDL Number(s) of Existing Child SDLs (if applicable)				
Name and SDL number of Child SDL to be Delinked				
Indicate financial year for which Child SDL is to be delinked from the Parent, e.g. 1 April 2009				
Why do you want the Child SDL to be delinked from this Parent SDL?				
Number of employees of Parent SDL at 1 April of current financial year				
Number of employees of Child SDL at 1 April of current financial year				
Have the employees of the Child SDL been included in the grants already / to be submitted to Fasset, or another Seta, within the current financial year?				
Skills Development Facilitator (SDF) Title, First Name and Surname				
SDF e-mail Address				
SDF Telephone Number				
SDF Fax Number				
Authorised Signatory Title, First Name and Surname (e.g. CEO, Managing Partner) of Parent SDL				
Signature of SDF and Date of Signature				
Signature of Authorised Signatory and Date of Signature				
Your date of submission of this request to Fasset				