

Happy  
Holidays



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# PSETA NEWS

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## EDITOR'S Note



As another year comes to an end, allow me to take this opportunity to wish you a wonderful holiday season and everything of the best for 2019. It gives me immense pleasure to share with you, PSETA's achievements and activities for the period October – December 2018. The long-

awaited appointment of a CEO has been confirmed by the Cabinet of the Republic of South Africa. Also featured in this edition is the Annual General Meeting which took place in November to present the annual report and annual financial statements for the year ended 31 March 2018 and the final lap of the Special Investigating Unit Cyber first responder program.

I trust that you will find this quarterly newsletter informative. If you wish to have your skills development related activities featured in this publication please send an email to [communications@pseta.org.za](mailto:communications@pseta.org.za).

**Lavhelesani Mainganye**



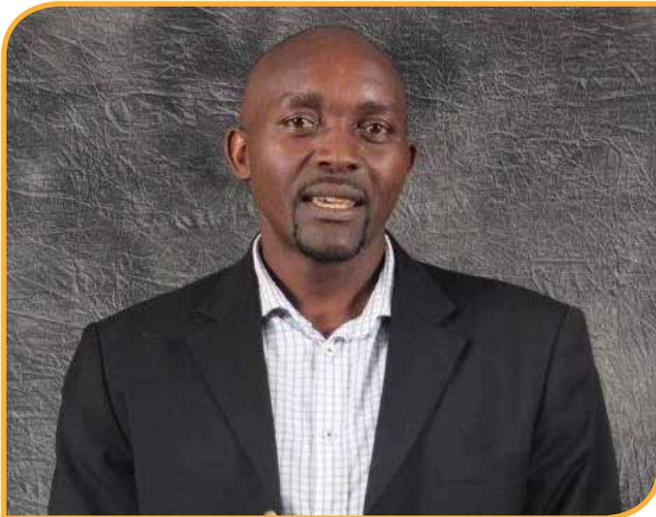
**Special Investigating Unit Ready to Tackle Cybercrime**

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# Season's Greetings from the Accounting Authority Chairperson



The time of the year has descended upon us where families come together to celebrate. It is also the period to open our hearts to those who

are less fortunate and cannot enjoy the festivities of the season.

The PSETA Accounting Authority would like to extend our warm Christmas and New Year greetings to our staff and their families. This year can be summarised in a few words: In the face of significant challenges, we made significant progress. We thank you for your continued commitment and all that you do to deliver on the organisation's mandate and strategic objectives.

While there is much work to do and there may be further challenges ahead, we end 2018 stronger and better equipped to serve our stakeholders.

Our appreciation and gratitude is extended to all our stakeholders for their contribution and commitment to PSETA during this period. We look forward to continuing our relationship throughout 2019 and beyond. Happy Holidays!

**Our sincere gratitude for your goodwill and loyalty throughout 2018.  
Season's Greetings with all good wishes for the New Year.**

*Regards: PSETA Accounting Authority, Acting CEO and Staff*

**Note that our offices will close on Friday 21 December  
and reopen on Wednesday 2 January 2019.**





# MEET THE PSETA CEO



**PSETA WISH TO  
CONGRATULATE AND WISH  
MS BONTLE PORTIA LERUMO  
ALL THE BEST ON HER APPOINTMENT AS  
THE PSETA CHIEF EXECUTIVE OFFICER  
BY THE CABINET OF THE REPUBLIC OF SOUTH AFRICA  
EFFECTIVE 01 FEBRUARY 2019.**

Ms. Bontle Lerumo can be contacted on:  
**BontleL@pseta.org.za** or telephone number **012 423 5700**

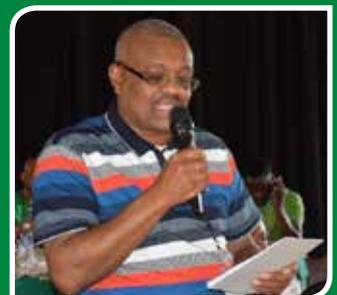
# Annual General Meeting

The newly appointed Accounting Authority hosted their first Annual General Meeting on 06 November 2018 in Midrand, Gauteng. Stakeholders representing different constituencies and the public service sector were in attendance. The purpose of the meeting was to present to stakeholders, the state of the organisation in relation to performance and financial statements for the financial year ended 31 March 2018, as well as future performance plan.

The platform further afforded engagements between PSETA and stakeholders on matters that are of concern about the organisation. From a performance point of view, PSETA acknowledged that the 2017/18 financial year has shown an improved performance from previous years with an unqualified audit from the Auditor-General of South Africa (AGSA) for a consecutive year. The organisational arrangement of PSETA was noted to be at its best, with a full component of Executive Management, with only the position of the Chief

Executive Officer (CEO) that is yet to be appointed by the Minister of Higher Education and Training (MHET). Improvement has been made in terms of the Service Level Agreement (SLA) that has been signed with the MHET. Despite improvements made on the Annual Performance Plan (APP), more can be achieved and this forms part of the strategies put in place with the PSETA Management for future improvement. The first two quarters of 2018/19 have already shown signs of positive change as highlighted by the Chairperson.

Looking ahead, the Strategic Planning for 2019/20 of the Accounting Authority is informed by the National Development Plan (NDP) 2030, the government midterm strategy; the White Paper on Post-School Education and Training Policy together with other critical policies that have equipped PSETA with enough guidance on strategy and policy planning for the future. In observance of the processes pertaining to the new landscape, PSETA is committed to its mandate as guided by policy.





# Special Investigating Unit Ready to Tackle Cybercrime

**P**SETA's role includes addressing the supply and demand of skills in the public service sector. This is proven through the successful implementation of training interventions aimed at improving the skills of civil servants. This is an area which the Special Investigating Unit (SIU) did not take lightly, and so far, the institution, through the Learning and Development Office has successfully trained 300 SIU officials on the Cyber Forensics First Responder Programme. 26 November marked the final training intervention on this programme. During the closing ceremony, the Head of the Unit was pleased that the program reached this far. "I thank PSETA and the French Embassy for the partnership we have marshalled this far. I have shared this success story with my fellow colleagues in the security cluster, because I value Learning and Development and would like to see the continuation this program to the next level".

The project commenced in October 2017 with the first phase of the program which involved the recruitment and appointment of 20 (twenty) Trainers. The process involved an extensive pre-assessment relating to the role that the trainers will undertake. The twenty applicants were officials from all SIU regional offices. They were trained over a period of four weeks by an expert from France, with the aim of transferring and retaining skills. The training included training facilitation, the assessment of skills, and a Cyber Forensic First Responder training toolkit. The training was aimed at capacitating the SIU Trainers with Cyber Forensics First Responder technical knowledge and skills, facilitating and assessor competencies.

The full roll-out of the programme commenced in February 2018 and by 26 November of same year, 300 SIU officials are successfully trained and ready to tackle cyber-crime in the country.



# Fraud Disclosure Procedure

by Godfrey Chooka

The PSETA tip-off anonymous line of communication (hotline number, freepost and email) is currently NOT operational. Stakeholders may report fraud directly to the DHET Minister, the PSETA Accounting Authority, the Audit Committee Independent Chairpersons and via the Presidential Fraud Hotline. Serious fraud concerns involving Executive Management should be reported directly to the PSETA Chairperson of the Audit Committee or via the Presidential Hotline. This is a list of what may be reported:

- Theft (unlawful and intentional removal of PSETA property with the intention to permanently deprive the PSETA of the benefit thereof);
- Fraud (unlawful making, with intent to defraud, a misrepresentation, which causes actual or which is potentially prejudicial to PSETA);
- Favouritism (the provision of services or resources according to personal affiliation (for example religious, Pals, associates) of a public servant);
- Nepotism (an official ensuring that family members or buddies are appointed to public service positions or that family members, Pals, associates receive special treatment);
- Corruption (any conduct or behaviour where a person accepts, agrees or offers any gratification for himself/herself or for another person where the purpose is to act dishonestly or illegally. Such behaviour also includes the misuse of material or information, abusing a position of authority or a breach of trust or violation of duty);
- Corruption Concealment of Material Fact (situation where the victim relies and acts on information that does not include material facts. An action for a fraud may be based on the concealment of material facts, but only if the defendant had a duty in the circumstances to disclose);
- Bribery (Giving or receiving a thing of value to influence an official act);
- Conflict of Interest (situation where an official intentionally participates in a transaction in which he/

she has a personal interest or his/her close friend or relatives have an interest);

- Breach of fiduciary duty (when employees in position of trust like PSETA Managers act for their self-interest rather than the interest of the entity);
- Embezzlement (theft of resources by persons entrusted with the authority and control of such resources);
- Extortion (coercing a person or entity to provide a benefit to PSETA official or other person or an entity in exchange for acting (or failing to act) in a particular manner);
- Abuse of Power (public servant using his or her vested authority to improperly benefit another public servant, person or entity (or using vested authority to improperly discriminate against another public servant, person or entity);
- Abuse of privileged information (the use of privileged information and knowledge that an official possesses as a result of his or her office to provide unfair advantage to another person or entity to obtain a benefit, or to accrue a benefit for him or herself); and
- Other irregularity (any other act that may cause actual or potential prejudice to the PSETA and/or is unlawful);

PSETA employees have the right to bypass the line management structure and take concerns directly to the Chairperson of the Audit Committee who has the right to refer the matters back to management if he feels that management can appropriately investigate the complaint without any conflict of interest.

The Audit Committee may recommend an appropriate investigation by the Internal or Forensic Auditors. Divisional Executives and Managers involved must be informed of fraudulent activity in their areas of responsibility as a preliminary report on the reason of incident, measures taken to prevent occurrence, and any action taken to strengthen future responses to fraud with a follow up report on whether the action has been taken, may be made to the Audit Committee. Responsibility for and timing of informing the police for criminal fraud must be alerted via the CEO's office.

## REPORTING FRAUD CONTACT DETAILS:

**Chairperson of the Audit Committee:** Dr Prittish Dala | **Email:** xprittishx@gmail.com | **Mobile:** 082 490 9974

**Chairperson of the PSETA Board:** Adv Diamond Mushwana | **Email:** bantomu.diamond@gmail.com | **Mobile:** 082 829 5078

**Presidential Hotline/Call Centre:** 17737 | **Email:** President@presidency.gov.za | **Fax:** 086 681 0987

**Post:** The Presidency (Presidential Hotline) | Private Bag x1000 | Pretoria | 0001

VISION  
MOTTO

MISSION  
VALUES

## Vision

Cutting Edge Skills for Quality Public Services

## Mission

Leading in the development of skilled and competent human capital in the Public Service Sector through:

- Effective coordination of skills development interventions based on occupationally-directed qualifications;
- Focusing on learning programmes; and
- Promoting learner placement and absorption.

## Motto

Developing and Growing People

## Value Proposition

Lead and coordinate building of a capable and skilled Public Service workforce

## Values

- Honesty and Integrity
- Accountability
- Service Excellence
- Fairness and transparency



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