**NOMINATION OF CANDIDATE FOR APPOINTMENT AS A  
MEMBER OF PSETA BOARD**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in my capacity as

Nominate\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

to be appointed as a member to the PSETA Board.

The primary purpose of the Accounting Authority (Board) is to provide strategic guidance to PSETA; and assurance to all stakeholders that PSETA is fulfilling its obligations in terms of the Skills Development Act 97 of 1998 as amended and the PSETA Constitution.

The nominees should ideally have experience in broad strategic and governance matters as well as a commitment to Skills Development, Community Development and inspiring the Objectives of the National Skills Development Plan 2030 at the best interests of the PSETA.

Constituencies should use the following criteria as guidelines when nominating their representatives to ensure that the representatives have the competence to make constructive contributions to the PSETA Board. Representatives should have knowledge, skills and expertise in the following areas:

* The functioning of the Board in terms of the requirements relating to Corporate Governance and Ethics;
* Skills Development Act (SDA) 97 of 1998 as amended; and the National Skills Development Plan 2030 (NSDP);
* The Public Finance Management Act (PFMA) and Financial Insight;
* Govern and manage the PSETA in accordance with the PFMA, the SDA and any other applicable legislation;
* The PSETA responsibility in respect of Service Delivery;
* Provide a strategic direction for the PSETA ;and liaise with stakeholders;
* Monitor the performance of the SETA;
* Manage institutional risk;
* The Strategic and Performance Leadership and integrated reporting;
* Education, Training, Skills Development and Human Resource Development
* Quality Assurance of Learning provision;
* General Management and Business skills;
* Communication and Marketing role of an entity in relation to its Stakeholders;
* The Sector and/or the Constituency represented by the Member;
* Comply with the Code of Conduct set out in Annexure 2 of the PSETA Constitution.

Other Areas of Expertise Relevant to the Sector.

In ensuring that Principle 7 of the King IV report is also adhered to in balancing the composition of the governing body (Board) Independence the following expertise will be considered:

* Risk and Compliance;
* ICT governance;
* Legal;
* Human Resource; and
* BoardRoom Theory in Practice.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **NOMINATING ORGANISATION** | | |
|  | **Name of the Organisation** |  |
|  | **Organisation registration and/or reference number** |  |
|  | **Physical Address** |  |
|  | **Postal Address** |  |
|  | **Contact details** |  |
|  | **Name of mandated nominator** |  |
|  | **Position** |  |
|  | **Signature of mandated nominator** |  |

**LETTER OF ACCEPTANCE OF NOMINATION**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

hereby accept the nomination for appointment as member of the PSETA Board.

I accept the duties and responsibilities of a member of the Board and understand that I will be expected to subscribe to the SETA principles of good governance and to comply with the SETA policies and procedures. I understand that I will be required to attend the SETA Board meetings and to form part of the decision making process of the Board.

Signed on the day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020 at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE ATTACH YOUR CURRICULUM VITAE TO THE SIGNED LETTER OF CONSENT AND COMPLETE THE PERSONAL DETAILS SECTION BELOW:**

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| **Name** |  |
| **ID Number** |  |
| **Postal Address** |  |
| **Residential Address** |  |
|  |  |
| **Business Address** |  |
|  |
| **Tel Number** |  |
| **Fax Number** |  |
| **Cell Number** |  |
| **E-mail Address** |  |
| **Current Occupation** |  |
| **Other Membership / Directorship** |  |