

Services Sector Education & Training Authority (Services SETA)  
15 Sherborne Road, Parktown, Gauteng; 2193  
P O Box 3322, Houghton; 2041  
Email: [customercare@serviceseta.org.za](mailto:customercare@serviceseta.org.za)  
Website: [www.serviceseta.org.za](http://www.serviceseta.org.za)  
Tel: 011 276 9600



## Dear Stakeholder

\* The "**Date by which all input on payment is to be received**" means the final date where all submissions regarding attendance will be accepted for the payment run This includes but is not limited to:

- Completed SSETA BLAMS Exception Day Approval Form
- Submission of sick leave forms
- Submission of signed schedule of days off granted to learners

\*Detailed monitoring report for the month for all sites is submitted to Project Managers and SSETA Finance on the last day of the payment cycle

Submit to [registers@graysonreed.co.za](mailto:registers@graysonreed.co.za) and copy [stipend@serviceseta.org.za](mailto:stipend@serviceseta.org.za)

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### SSETA BLAMS - MONTHLY PAYMENT CYCLES 2018

Month	Date From	Date To	Final Date of Submission of Manual Registers (If Applicable)	Number of days in Payment Cycle	Date when Stipend Request will be sent to SSETA	Date by which all input on payments to be received*	Payment Date
Apr-18	26-Mar-18	23-Apr-18	24-Apr-18	21	25-Apr-18	28-Apr-18	30-Apr-18
May-18	24-Apr-18	22-May-18	23-May-18	21	24-May-18	27-May-18	31-May-18
Jun-18	23-May-18	20-Jun-18	21-Jun-18	21	22-Jun-18	25-Jun-18	30-Jun-18
Jul-18	21-Jun-18	19-Jul-18	20-Jul-18	21	21-Jul-18	24-Jul-18	31-Jul-18
Aug-18	20-Jul-18	17-Aug-18	18-Aug-18	21	19-Aug-18	22-Aug-18	31-Aug-18
Sep-18	20-Aug-18	17-Sep-18	18-Sep-18	21	19-Sep-18	22-Sep-18	30-Sep-18
Oct-18	18-Sep-18	16-Oct-18	17-Oct-18	21	18-Oct-18	21-Oct-18	31-Oct-18
Nov-18	17-Oct-18	14-Nov-18	15-Nov-18	21	16-Nov-18	19-Nov-18	30-Nov-18
Dec-18	15-Nov-18	13-Dec-18	14-Dec-18	21	15-Dec-18	18-Dec-18	19-Dec-18

**ALL ENQUIRIES/ QUERIES RELATED TO BIOMETRIC MUST BE CHANNLED TO THE HELPDESK NUMBER:**

**[010 023 0422](tel:010230422) / [010 786 0265](tel:0107860265)**

**[EMAILED TO Biometricquery@serviceseta.org.za](mailto:Biometricquery@serviceseta.org.za)**