



merSETA

MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

Scope of Work for Risk Management Program Facilitation (Public Sector)

1. Introduction

The merSETA is a schedule 3A public entity established in line with the Skills Development Act 97 of 1998 and is committed to a process of risk management and implementation aligned to the principles of risk mitigation. In achieving its mandate, it is supported by the Public Finance Management Act 1 of 1999 and the Public Sector Risk Management Framework published by National Treasury and the King Code on Governance principles.

2. Purpose

The main purpose of the risk management facilitation program is to build capacity, create awareness and instill a culture of risk management to the merSETA Accounting Authority and its Committees who plays a leading role in Risk Management oversight. To evaluate the effectiveness and suitability of existing control measures.

3. Duration

The programme is planned to run over a period of one (1) day on the 25th of June 2026.

4. Attendees

The risk management program in key areas of coverage should be able to cater for the merSETA Accounting Authority, Independent Committee Members, and Manco.

5. Key Areas of Coverage

- 5.1 Introduction to the risk management process (Risk Identification and Categorisation, Risk Analysis, Risk Evaluation, Risk Treatment, Risk Monitoring, Review and Reporting).
- 5.2 Creating awareness and understanding of risk management at all levels of the organisation.
- 5.3 Instill a culture of risk management and risk ownership, making everyone engage in this culture and accept responsibility.
- 5.4 Engage risks and manage them well within the risk appetite.
- 5.5 Assist management to make informed decisions which will improve the organization's performance on decision making, planning, and prioritising the allocation of resources.
- 5.6 Protect and enhance the reputation and standing of the organisation
- 5.7 Give training on combined assurance
- 5.8 The role of the Accounting Authority and its Committees in risk management
- 5.9 Identify Strategic Risks for the Accounting Authority and its Committees
- 5.10 Key Principles of Risk Oversight based on King V

6. Deliverables

- Briefing session with the merSETA Planning Committee.
- 1 day facilitation
- Final report of the Board Risk Management workshop and the resolutions thereof (this should be delivered 5 working days after the risk management workshop)
- The report must contain an action list, clear recommendations, and timeframes.

7. Requirements

The services provider must demonstrate:

- 7.1 A minimum of five (5) years of experience: A proven track record in facilitation of risk management awareness in the public sector environment as described in point 5 above, of 5 (five) years or more. CSD will be used to confirm.
- 7.2 A proven track record in facilitating risk workshops aligned to National Treasury frameworks and ability to deliver services in a professional, efficient, and effective manner by submitting at least three (3) written, verifiable/contactable, dated and on company letterhead reference letters for similar engagements conducted within the past five (5) years.