

## CIRCULAR ETQA-01/2022

**TO:** PSETA ASSESSMENT CENTRES AND SKILLS DEVELOPMENT PROVIDERS  
**FROM:** PSETA CHIEF EXECUTIVE OFFICER  
**SUBJECT:** EXTERNAL INTEGRATED SUMMATIVE ASSESSMENT (EISA) FOR PUBLIC SERVICE ADMINISTRATOR, SAQA ID 91994 TO BE HELD ON 14 SEPTEMBER 2022

### DEAR PSETA ASSESSMENT CENTRES AND SKILLS DEVELOPMENT PROVIDERS

1. The Public Service Sector Education and Training Authority (PSETA) is the Assessment Quality Partner (AQP) for the Occupational Certificate: Office Administrator: Public Service Administrator, SAQA ID: 91994.
2. This Circular serves to inform all Assessment Centres and Skills Development Providers (SDPs) that the EISA for the Office Administrator: Public Service Administrator qualification is to be written on the **14th of September 2022**.
3. Assessment Centres must ensure that their learners are registered with QCTO and confirm registration with the QCTO.
4. Note that PSETA is not liable for the registration of learners and learners not registered with the QCTO will not be able to access the exam.
5. For further enquiries please contact Ms Thuladu Langa at **thuladul@pseta.org.za**

Kind regards

**Ms Bontle Lerumo**

PSETA CEO

Date: 09 June 2022