



TO ALL PUBLISHERS

The Department of Basic Education invites publishers to submit Learning and Teaching Support Material for FET Literature, Grade R and Grades 1-12 for subjects that are currently not listed in the existing national catalogues of textbooks for evaluation and inclusion onto the National Catalogue.

The attached Terms of Reference provides a legal framework within which the process will unfold. It details the Department's requirements: registration of LTSM submission; the parameters for submission; the categories of LTSM to be submitted; timeframes; submission fees; prices of LTSM and the guidelines to be used during the evaluation.

The Compulsory briefing will be held on 04 November 2014, 222 Struben Street, Pretoria. Only publishers who attended the compulsory briefing will be allowed to participate in the process.

Publishers are required to register their submissions on the DBE's LTSM website, www.ltism.doe.gov.za and www.education.gov.za. Queries regarding the above may be forwarded to sibiya.s@dbe.gov.za. The LTSM Call Centre number is 012 357 4499

Yours Sincerely

MR SG PADAYACHEE

ACTING DIRECTOR-GENERAL

DATE: 28/05/2014