

## PARTICIPANT SAMEX TRAINING

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1. SAMEX application training will be held at the premises of the South African Reserve Bank, Head Office in Pretoria. Participants can also request that training be given at their sites but will then be responsible for the set-up of the training environment.
2. Training dates will be published on the internet at the beginning of each year and participants will also be notified via email of the scheduled dates.
3. Due to limited space in the training rooms of the SARB, a maximum of 2 delegates per institution will be trained at any one time.
4. A full day's training session will be from 09:00 to 16:00.
5. A half day's training session will be from 09:00 to 12:00 **or** 13:00 to 16:00
6. The training fee per delegate can be obtained from NPS-CSC at 012 313 4961
7. Training fees will be recovered from the SAMOS participant by means of a PCH batch. The REC code MPSAD (Payment all SAMOS Charges) will be used and the related deal reference will indicate "SAMOS Training".
  - a) The SAMOS Customer Support Centre will advise the SAMOS participant by means of an official letter, prior to the recovery of training fees.
8. The SAMOS participant will be liable to make arrangements (air tickets, car rental and accommodation) for the SARB representative, if applicable
9. The SAMOS participant will be liable for the SARB representative's expenditure for air tickets, car rental and hotel accommodation, when applicable.