



PO Box 2600
Pretoria 0001
South Africa
Tel: (012) 481 4000
Fax: (012) 349 1179
Int. Code: +27 12
info@nrf.ac.za

www.nrf.ac.za

File No.: 21/2/3/2

25 November 2015

To: CHELSA
From: Dr Daisy Selematsela – Knowledge Management Corporate

CC: Lazarus Matizirofa

Dear CHELSA members

REF: NRF/GMSA Communiqué 2 of 2015: Requirements for archiving NRF funded theses/dissertations

Following the announcement of the NRF's Open Access Statement 2015, Grants Management and Systems Administration (GMSA) issued Communiqué 2 of 2015 to HEIs (see attached).

In line with the GMSA Communiqué 2 of 2015, all NRF grantees are required to upload their theses to their university institutional repositories on completion of their studies. They are also required to submit the ETD handle to the NRF at:

http://www.nrf.ac.za/nrf_funded_thesis_dissertation_requirements

The NRF Knowledge Management Corporate acknowledges the role HEI libraries play in the fulfilment of the NRF requirements in support to the Designated Authorities (Research Office).

Institutional requirements:

1. The DAs need to complete the Student Graduation Completion Data.
2. The library should archive the ETD either before or no later than a month after the grantee's graduation ceremony.
3. The library should provide the ETD handle to the NRF Grantee to submit as evidence of completion of studies to the [NRF Funded Thesis/Dissertation Requirements](http://www.nrf.ac.za/nrf_funded_thesis_dissertation_requirements) webpage.
4. The University library should update the NRF when an NRF-funded ETD handle changes or is migrated to a new platform.
5. If an ETD is to be embargoed, the library will be expected to update the NRF on the status of that item when the embargo expires.

We look forward for your continued support and cooperation as we would like to ensure that all grantees meet these requirements. For enquiries please contact Lazarus Matizirofa by email on lazarus.matizirofa@nrf.ac.za.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Daisy Selematsela', enclosed in a thin black rectangular border.

Daisy Selematsela (Dr)
Executive Director: Knowledge Management Corporate, National Research Foundation
daisys@nrf.ac.za

Attachments:

1. GMSA COMMUNIQUE 2 of 2015
2. The NRF OA Statement 2015