



INCWADI YEPAIA YOWAMA-2023

**Incwadi yokuKhuthazwawa koFikelelo kuLwazi (PAIA),
yowama2023**

**iqulunqwe ngokwecandelo le14 loMthetho wokuKhuthazwa
kokuFikelela kuLwazi, yowama-2000 (njengoko ulungisiwe)
weSebe loPhuhliso loQoqosho noKhenketho**

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1. ULUHLU LWEZIFINYEZO NEZISHUNQULELO

- | | | |
|-------|-----------------------------------|---|
| 1.1. | “DIO” | ISekela Gosa leeNkcukacha |
| 1.2. | DEDAT | ISEbe loPhuhliso loQoqosho noKhenketho (iSebe) |
| 1.3. | “HOD” | INtloko yeSebe |
| 1.4. | “IO” | IGosa leeNkcukacha |
| 1.5. | “MEC” | ILungu leKomiti yeSigqeba |
| 1.6. | “PAIA”
wama2000 | UMthetho wokuKhuthaza uFikeleleko leeNkcukacha |
| 1.7. | “PFMA”
1999 | UMthetho woLawulo lweMali kaRhulumente, wowe- |
| 1.8. | “POPIA”
wowama-2013 | UMthetho woKhuselo weNkcukacha zoBuqu, |
| 1.9. | “PSA”
sowe1994 | UMthetho weNkonzo yoLuntu, Isibhengezo se103 |
| 1.10. | “Regulator” | Umlawuli weNkcukacha |
| 1.11. | “the Constitution”
1996 | Umgqosiseko weRiphabhliki yoMzantsi Afrika, we- |
| 1.12. | “WCG” | URhulumente waseNtshona Koloni |

2. INJONGO YENCWADANA YEPAIA

Injongo ye**PAIA** kukukhuthaza inkcubeko yokwenziwa kwezinto elubala nokuphendula ngamaqumrhu karhulumente nawabucala kunye nokunceda ekufezekiseni iinjongo zoMzantsi Afrika zedemokhrasi evulelekileyo nenentatho-nxaxheba. **I-PAIA** ikwanika isiphumo kwilungelo lokufikelela kulwazi kwaye ikhuthaza ngokusebenzayo uluntu apho nawuphi na umntu anofikelelo olusebenzayo kulwazi. Oku kuya kwenza ukuba nawuphi na umntu asebenzise amalungelo akhe ngokupheleleyo.

Le ncwadana ingasetyenziswa ngamalungu-

- 2.1. ukujonga ubume beerekhodi ezisenokuba sele zikhona kwiSebe loPhuhliso loQoqosho noKhenketho, ngaphandle kwesidingo sokungeniswa kwesicelo esisemthethweni sePAIA.
- 2.2. ukuqonda indlela yokwenza isicelo sofikelelo kwiirekhodi zeSebe loPhuhliso loQoqosho noKhenketho.
- 2.3. ukufumana zonke iinkcukacha ezifanelekileyo zoqhagamshelwano zabantu abaza kunceda uluntu ngeerekhodi abajonge ukufikelela kuzo
- 2.4. abe nolwazi ngazo zonke izisombululo ezifumanekayo kwiSebe loPhuhliso loQoqosho noKhenketho malunga nesicelo sokufikelela kwiirekhodi, phambi kokuba uye kuMlawuli okanye kwiiNkundla.
- 2.5. ukufumana inkcazo yeenkonzo ezifumaneka kumalungu oluntu kwiSebe loPhuhliso loQoqosho noKhenketho, kunye nendlela yokufumana ukufikelela kwezo nkonzo.
- 2.6. ukufumana inkcazelo yesikhokelo malunga nendlela yokusebenzisa iPAIA, njengoko ihlaziyiwe nguMlawuli kunye nendlela yokufumana ufikelelo kuyo.
- 2.7. ukuyazi ukuba iSebe loPhuhliso loQoqosho noKhenketho liya kuqhuba iinkcukacha zomntu, injongo yokusetyenzwa kolwazi lomntu kunye nenkcazo yeendidi zezifundo zedatha kunye neenkukacha okanye iindidi zeenkukacha ezinxulumene noko.
- 2.8. ukuyazi ukuba iSebe loPhuhliso loQoqosho noKhenketho licwangcise ukugqithisela okanye ukwenza iinkcukacha zobuqu ngaphandle kweRiphabhlikhi yoMzantsi Afrika kunye nabamkeli okanye iindidi zabamkeli ekunokuthi kunikezelwe kubo iinkcukacha zobuqu.
- 2.9. ukuyazi ukuba ingaba iSebe loPhuhliso loQoqosho noKhenketho linawo na amanyathelo okhuseleko afanelekileyo okuqinisekisa imfihlelo, imfezeko kunye nokufumaneka kwenkcukacha zobuqu eziza kuqwalaselwa.

3. UKUMISELWA KWESEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO

ISebe loPhuhliso loQoqosho noKhenketho liqumrhu lephondo kwinkonzo karhulumente emiselwe ngokunxulumene necandelo le197 loMgaqosiseko. I-PSA ephumeza icandelo le197 loMgaqosiseko ibonelelwa kwicandelo lesi7 ngako oko kumasebe amaphondo.

3.1. **linjongo/Igunya**

Isigunyaziso soMgaqo-siseko

Uludwe lwenkqubo lwesi-4 loMgaqo-siseko weRiphabhlikhi yoMzantsi Afrika, wowe-1996 idwelisa imimandla yokusebenza yezakhono zowiso-mthetho zesizwe nezamaphondo. Ezo ndawo zifanelekileyo kuPhuhliso loQoqosho noKhenketho (DEDAT) zezi:

- Ukhuseleko lwabathengi
- Ukukhuthazwa koShishino
- Ukhenketho
- Urhwebo:

Uludwe lwenkqubo lwe4B loMgaqo-siseko ichaza uKhenketho lweNgingqi njengomcimbi worhulumente wasemakhaya onegunya lokuwisa umthetho weSizwe nowePhondo ngaxeshanye, kangangoko kuchazwe kwicandelo le155(6)(a) nelesi(7) loMgaqo-siseko.

Umbono

Umbono weSebe yiNtshona Koloni enoqoqosho oludlamkileyo, oluvelisa izinto ezintsha noluzinzileyo, oluphawulwa kukukhula koqoqosho nengqesho.

Umnqophiso

Ukufezekisa lo mbono njengoko uchaziwe apha ngasentla, iSebe loPhuhliso loQoqosho noKhenketho liza kubonelela ngobunkokeli obusemgangathweni kuqoqosho lweNtshona Koloni ngendlela eliqonda ngayo uqoqosho lweSebe, ukukwazi kwalo ukuchonga amathuba oqoqosho nezinto ezinokubakho, kunye negalelo lalo kwizinto eziphambili kurhulumente kuqoqosho. ISebe liya kuxhasa ukuphunyezwa komxholo weMisebenzi wesiCwangciso sokuBuyisa iNtshona Koloni. Isicwangciso sobuchule seminyaka emihlanu seSebe siza kuphucula amandla okwenza imveliso nokhuphiswano kuqoqosho lwephondo. Ukuphunyezwa kwayo kuya kukhuthaza ukukhula koqoqosho nokudalwa kwemisebenzi ngokuthi:

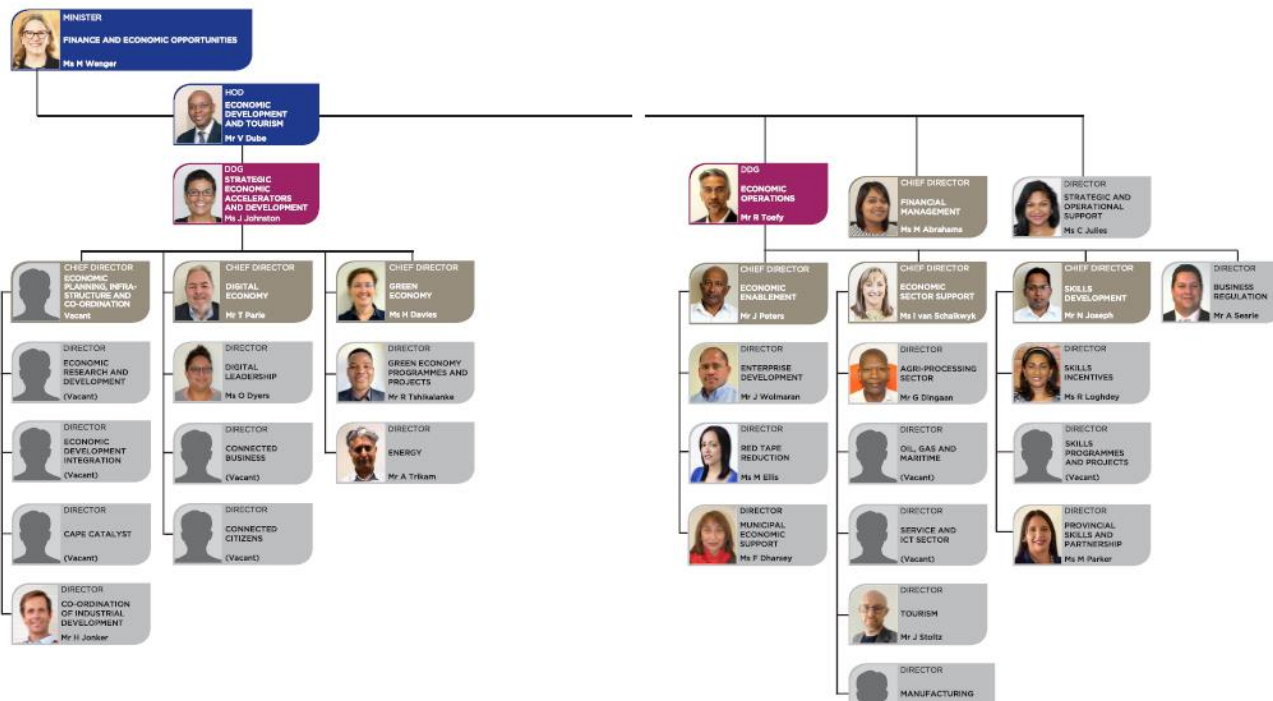
- Ukukhuthazwa kotyalo-mali kunye neziseko ezingundoqo
- Ukukhula korhwebo kokuThunyelwa kwamanye amazwe
- Ukujongana nezikhewu kwizakhono
- Ukukhawulezisa ukwenza ushishino lula
- Ukomelela kwezibonelelo

Lixhaswa yingqwalasela kaRhulumente weNtshona Koloni yoHlumo lweMisebenzi, iSebe lijolise, njengenxalenye yendlela yokwenza kurhulumente

wonke, ukuvumela amanqanaba aphakame kakhulu ohlumo lwezoqoqosho kwiphondo ukuze kudalwe imisebenzi namathuba ayo. Indlela yokuphumeza le njongo kukuvumela impumelelo yecandelo labucala ngokudala imeko efanelekileyo yohlumo eNtshona Koloni.

4. UBUME BESEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO NEMISEBENZI

4.1 Ubume



4.2 Imisebenzi

INKQUBO 1: ULAWULO

Inkqubo

Ukubonelela ngobunkokeli obuqinileyo, obuvelisa izinto ezintsha, kunye nokubonelela ngeenkono ezihlangeneyo ezicocekileyo, ezisebenzayo, ezonga imali, ezingafihliyo nezisabelayo kwiSebe.

Ukugcina ngempumelelo umsebenzi wolongamelo wegunya kunye nomsebenzi weSebe lonke.

Ubume benkqubo:

Inkqutyana 1.1: I-Ofisi yeNtloko yeSebe

Ukulawula nokukhokela iinkqubo zolawulo ezingamlezileyo zeSebe ezinika ubunkokeli kwiSebe.

Ukugcina ngempumelelo umsebenzi wolongamelo wegunya nomsebenzi weSebe liphela.

Inkqutyana 1.2: Ulawulo lwemali

Ukubonelela ngomsebenzi wolawulo lwemali olusebenzayo.

Ukuqinisekisa ukuphunyezwa kwePFMA kunye neminye imimiselo nemigaqo-nkqubo yezemali enxulumeneyo.

Ukubonelela ngenkxaso yocwangciso nohlahlo lwabiwo-mali kwiSebe.

Ukwenza amalungiselelo olondoloza

Inkqutyana 1.3: linkonzo zoShishino

Ukubonelela ngomsebenzi wenkxaso yeqhinga kwiSebe.

Ukuqinisekisa unikezelo lweICT, abasebenzi, isiqinisekiso seshishini, iinkonzo zenkxaso yomthetho nonxibelelwano kwiSebe.

Ukubeka iliso nokuvavanya ukusebenza kweSebe.

Ukuphuhlisa nokulawula iinkqubo zolwazi kunye nenkcukacha, iirekhodi kunye nokulungelelanisa i-ICT.

INKQUBO YESI-2: IINKONZO EZIHLANGANISIWEYO ZOPHUHLISO LOQOQOSHO

Injongo

Ukukhuthaza nokuxhasa imeko yoshishino ekwaziyo ukuyilwa amathuba okukhula nawomsebenzi.

Ubume benkqubo:

Inkqutyana yesi-2.1: Uphuhliso loShishino

Ukuba negalelo ekudaleni imeko yoshishino exhobisa amashishini amancinci kunye noosomashishini ukuba bazinze, baphuhle kwaye bakhule.

Inkqutyana 2.2: Uphuhliso loQoqosho kwiNgingqi naseMakhaya

Ukudala amathuba emisebenzi kunye nokukhula okubandakanyayo kuzo zonke izithili noqoqosho lwasemakhaya.

Inkqutyana yesi-2.3: Ukuxhotyiswa ngezoQoqosho

Ukuququzelela inkqubo yokuxhotyiswa kunye nokudalwa kwendawo yoshishino ekwaziyo ukulungiselela iIPDI. Le nkqutyana iye yathathwa kwinkqutyana yesi2.1

Inkqutyana yesi-2.4: UkuNcithiswa kokusetyenziswa kwemithetho nemimiselo ngokugqithiseleyo

Ukuphucula imeko yoshishino ngokunciphisa umthwalo wolawulo kumashishini ngokuphuculwa kwemithetho, iinkqubo nonxibelelwano.

INKQUBO YESI-3: URHWEBO NOPHUHLISO LECANDELO

Injongo

Ukuvuselela ukukhula kogoqosho kumacandelo ekujoliswe kuwo ngophuhliso loShishino, urhwebo notyalo-mali.

Ubume benkqubo:

Inkqutyana yesi- 3.1: Ukukhuthazwa koRhwebo notyalo-mali

Ukubonelela ngezibonelelo kwiziko likarhulumente lokukhuthaza ukhenketho, urhwebo notyalo-mali ukuze libe nakho ukuphumeza igunya lalo, njengoko kuchaziwe kuMthetho weArhente

yokuKhuthaza uTyalo-mali noRhwebo eNtshona Koloni, wowe-1996 (uMthetho wesi3 wowe-1996), (njengoko ulungisiwe).

Inkqutyana yesi-3.2: Uphuhliso lweCandelo

Ukukhuthaza ukukhula koqoqosho kumacandelo anorhwebo ngeenkqubo ezibonakalayo, amanyathelo enxaso kushishino nokuphunyezwa kwezicwangciso nezicwangciso-qhinga eziya kukhokelela kuhlumo loqoqosho nokudalwa kwemisebenzi ngokukhula kwemisebenzi yokuthunyelwa kwempahla kumazwe angaphandle kunye nokwandisa utyalo-mali kumacandelo aphambili kuqoqosho lweNtshona Koloni.

INKQUBO YESI-4: IMIMISELO YOSHISHINO NOLAWULO

Injongo

Ukuqinisekisa imeko yezoshishino enobulungisa, enoxanduva loluntu eNtshona Koloni – ngongenelelo jikelele kummandla worhwebo nangongenelelo oluthile olugunyaziswe nguMgaqo-siseko nomthetho wesizwe nowephondo kunye nemigaqo-nkqubo.

Ubume benkqubo:

Inkqutyana yesi-4.1: Ukhuseleko lwabathengi

Ukuphuhlisa, ukuphumeza kunye nokukhuthaza imilinganiselo eqinisekisa amalungelo kunye nomdla wabo bonke abathengi

INKQUBO YESI-5: UCWANGCISO LOQOQOSHO

Injongo

Injongo yale nkqubo kukubonelela ngenxaso kubunkokeli bephondo nokwenza ukuba kukhule uqoqosho ngokuvelisa nolungelelwaniso lophando lwezoqoqosho nocwangciso, nangenxaso esebenzayo yezinto eziphambili kumxholo wezoqoqosho nezinto eziya kukhuthaza ukukhula koqoqosho kulo lonke uqoqosho. nakumacandelo oqoqosho.

Ubume benkqubo:

Inkqutyana yesi-5.1: Umgaqo-nkqubo woQoqosho noCwangciso

Ukuxhasa uphuhliso lwemigaqo-nkqubo yoqoqosho lwephondo kunye namaqhinga.

Inkqutyana yesi-5.2: Uphando noPhuhliso

Ukwenza uphando lwezoqoqosho.

Inkqutyana yesi-5.3: Ulawulo loLwazi

Ukuququzelela ulungelelwaniso lwenkqubo yendalo yezoqoqosho kunye nenxaso yoqoqosho.

Inkqutyana yesi-5.4: Ukubeka iliso noVavanyo

Imisebenzi yeNkqutyana yoHlolo noVavanyo ibandakanywe kwiNkqutyana yoPhando noPhuhliso.

Inkqutyana yesi-5.5: Iziseko zophuhliso ezixhobisayo kunye namaNyathelo (okt Amanyathelo okuqala)

Ukuphuhlisa kunye/okanye ukuvuselela imeko yezoqoqosho ngokusetyenziswa kongenelelo ngoncedo neziseko ezingundoqo.

Inkqutyana yesi-5.6: IBroadband kuQoqosho ((ekwaziwa ngokuba luQoqosho lweDijithali)

Ukuxhasa kunye nokuvuselela ukusetyenziswa, ukulungela kunye nokufikeleleka kobuchwepheshe bedijithali ngabemi kunye namashishini.

Inkqutyana yesi-5.7: Uqoqosho lohlaza

Ukuvuselela uphuhliso loqoqosho lohlaza kunye namashishini anxulumeneyo kunye nokuququzelela uphuculo lwezixhobo zokusebenza kunye nozinzo ukwandisa ukhuphiswano kunye nokomelela koqoqosho lonke.

INKQUBO YESI-6: UKHENKETHO, UBUGCISA NOLONWABO

Injongo

Ukuququzelela ukuphunyezwa kwesicwangciso-ahinga esihlanganisiweyo sokhenketho esiza kukhokelela kuhlumo oluzinzileyo nolwandileyo nokudalwa kwemisebenzi kushishino lwezokhenketho.

Ubume benkqubo:

Inkqutyana yesi-6.1: IsiCwangciso soKhenketho

Ukuphuhlisa nokulungelelanisa uthende lwenkqubo lweqhinga.

Inkqutyana yesi-6.2: Ukukhula noPhuhliso koKhenketho

Ukuququzelela ukukhula nophuhliso lweshishini lezokhenketho.

Ukuphucula umgangatho wamava abatyeleli kwindawo ekusingwa kuyo ngokubonelela ngeenkono ezisemgangathweni zenkxaso yokhenketho.

Inkqutyana yesi-6.3: Inguqu yeCandelo lezoKhenketho (uLawulo loKhenketho))

Ukubonelela ngobhaliso kunye nolawulo lwabakhokeli babakhenkethi.

Ukukhusela isidima sendawo ekuyiwa kuyo ngokhuseleko oluphuculweyo lwabatyeleli.

Inkqutyana yesi-6.4: Ukuthengisa indawo yokhenketho

Ukubonelela ngezibonelelo kwiqumrhu likarhulumente lokukhuthaza ukhenketho, urhwebo notyalo-mali ukuze likwazi ukuphumeza igunya lalo njengoko lichaziwe kuMthetho weArhente yokuKhuthaza uTyalo-mali noRhwebo eNtshona Koloni, yowe-1996 (uMthetho wesi-3 wowe-1996) njengoko ulungisiwe.

INKQUBO YESI-7: UPHUHLISO LWEZAKHONO NOKUVELISWA KWEZINTO EZINTSHA

Injongo

Ukuququzelela ukunikezelwa kwezakhono zoluntu kunye nezakhono zokuvelisa izinto ezintsha ukuze kunikezelwe kwiimfuno zoQoqosho loPhuhliso lwaBasebenzi eNtshona Koloni.

Ukuxhasa uphuhliso loPhuhliso lweZakhono zoLuntu kunye nabasebenzi bephondo, inkqubo iya kukhokela ukulingana ngokwesini kunye nabantu abakhubazekileyo. Kananjalo le nkqubo iza kulungelelanisa kwaye inike inkxaso kwizinto eziphambili kwiphondo kwiMisebenzi, uKhuseleko neMpilo-ntle yabemi bePhondo.

Ubume benkqubo:

Inkqutyana yesi-7.1: IZakhono zePhondo kunye neNtsebenziswano

Ukulungelelanisa ubuhlakani kunye nentsebenziswano nabachaphazelekayo, kwinqanaba lesizwe, lephondo nelasemakhaya ukuqhuba utshintsho lwenkqubo ngenjongo yokwandisa ukunikezelwa kwezakhono ezifanelekileyo ezihambelana neemfuno zangoku nezexesha elizayo zecandelo lohlumo oluphambili kwiphondo.

Inkqutyana yesi-7.2: IInkqubo zeZakhono kunye neProjekthi

Ukuququzelela/ukuxhasa ulutsha olungaphangeliyo okanye olungaphangeliyo ngokwaneleyo ukuze lufikelele kwimisebenzi.

Inkqutyana 7.3: Iinkuthazo zeZakhono

Ukwandisa amathuba enkxaso-mali ngokuhambelana nombhobho wezakhono.

5. IINKCUKACHA ZOQHAGAMSHELWANO EZINGUNDOQO ZOKUFIKELELA KULWAZI LWESEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO

5.1 IGosa loLwazi

Igama : Velile Dube
Inombolo yomnxeba : 021 483 3840
I-imeyile : Ecohead@westerncape.gov.za

5.2 AmaSekela-Gosa oLwazi

Igama : Cheryl Julies Kayembe Wa Kayembe
Inombolo yomnxeba : 021 483 9000
I-imeyile : Cheryl.Julies@westerncape.gov.za

Igama : Tim Parle

Inombolo yomnxeba : 021 483 – 9406
I-imeyile : Tim.Parle@westerncape.gov.za

5.3 Uqhagamshelwano ngokubanzi lokufikelela kulwazi

I-imeyile : Ecohead@westerncape.gov.za

5.4 UNdlunkulu

Idilesi yeposi : PO Box 979, Cape Town 8000

Idilesi yendawo : Umgangatho we-12, 80 St Georges Mall, eKapa

Inombolo yomnxeba : 021 483 3840/ 483 9000

I-imeyile : Ecohead@westerncape.gov.za

Iwebbhusayithi : <https://www.westerncape.gov.za/dept/edat/contact-us>

6. INGCACISO YALO LONKE ULUNGISO OLUFUMANEKAYO NGOKUNXULUMENE NOMTHETHO OKANYE UKUSILELA UKWENZA LISEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO

Umthetho osebenzayo kwiSebe loPhuhliso loQoqosho noKhenketho unokubonelela ngophononongo lwangaphakathi okanye inkqubo yokubhena. Ukuba le nkqubo ifikelele esiphelweni, okanye kungabikho malungiselelo enziweyo malunga nenkqubo enjalo, kunokudityanwa nenkundla ukuze kufumanekwe umyalelo ofanelekileyo ngokoMthetho wokuKhuthazwa koLawulo lobuLungisa, wama-2000.

Imibuzo, izikhalazo, okanye uluvo malunga nalo naluphi na unikezelo lwenkonzo liSebe loPhuhliso loQoqosho noKhenketho lungenziwa ngolu hlobo lulandelayo:

Inombolo yomnxeba: 021 483 9281 – ngoMvulo ukuya ngoLwesihlanu ukusuka ngentsimbi ye07:30 ukuya kweye-16:00.

I-imeyile: Crystal.LeBron@westerncape.gov.za

Ndwendwela iSebe loPhuhliso loQoqosho noKhenketho kwiSakhiwo iWaldorf, 80 St Georges Mall, eKapa phakathi evekini phakathi kwentsimbi ye07:30 kunye neye-16:00.

UMqulu weNkonzo (oncanyathiselwe njengeSihlomelo B) uyafumaneka:

<https://www.westerncape.gov.za/general-publication/service-delivery-charter>

7. ISIKHOKELO SOKUSEBENZISA I-PAIA, NOFUMANA UFIKELELO KWISIKHOKELO

- 7.1 Umlawuli, ngokwecandelo le-10(1) lePAIA, uye wahlaziya waza wenza ukuba sifumaneke iSikhokelo esihlaziyiweyo sendlela yokusebenzisa iPAIA ("iSikhokelo"), ngendlela eqondakala lula njengoko kunokufunwa ngokufanelekileyo ngumntu. onqwenela ukusebenzisa naliphi na ilungelo elixelwe kwiPAIA nePOPIA.
- 7.2 Esi Sikhokelo sifumaneka ngolwimi ngalunye kwezo zaseburhulumenteni.
- 7.3 Esi siKhokelo sikhankanywe apha ngasentla siqulathe inkcazo -
- 7.3.1 Esi siKhokelo sikhankanywe apha ngasentla siqulathe inkcazo;
- 7.3.2 idilesi yeposi neyesitalato, inombolo yomnxeba neyefeksi kwaye, ukuba ikhona, idilesi ye-imeyile -
- 7.3.2.1 yeGosa loLwazi lwalo lonke iqumrhu loluntu, kunye
- 7.3.2.2 lonke iSekela leGosa leeNkcukacha zalo lonke iqumrhu likarhulumente nelabucala elichongwe ngokwecandelo 17(1) of PAIA¹ kunye necandelo lama-56 lePOPIA ²;
- 7.3.3 indlela kunye nohlobo lwesicelo -
- 7.3.3.1 ukufikelela kwirekhodi yequmrhu loluntu njengoko kuxelwe kwicandelo le11³; kwaye
- 7.3.3.2 ukufikelela kwirekhodi yequmrhu labucala elikhankanywe kwicandelo lama50⁴;

¹ ICandelo le-17(1) lePAIA- Ngeenjongo zePAIA, iqumrhu ngalinye likarhulumente kufuneka, ngokuxhomekeke kumthetho olawula ukuqeshwa kwabasebenzi bequmrhu likarhulumente elichaphazelekayo, lityumbe elo nani labantu njengamasekela-gosa olwazi njengoko kuyimfuneko ukuze linikezele iqumrhu likarhulumente. ifikeleleka kangangoko kubaceli beerekhodi zayo.

² ICandelo lama-56(a) lePOPIA- Iziko ngalinye likarhulumente nelabucala kufuneka lenze amalungiselelo, ngendlela echazwe kwicandelo le-17 loMthetho wokuKhuthazwa koFikelelo kuLwazi, kunye notshintsho oluyimfuneko, ukwenzela ukutyunjwa kwenani elinjalo labantu, ukuba kukho nabani na. , njengoosikela magosa olwazi njengoko kuyimfuneko ukwenza imisebenzi kunye noxanduva njengoko kuchazwe kwicandelo lama-55(1) lePOPIA.

³ ICandelo le-11(1) lePAIA- Umceli kufuneka anikwe ufikelelo kwirekhodi yequmrhu loluntu ukuba loo mceli uthobela zonke iimfuno zenkqubo kwiPAIA ngokunxulumene nesicelo sokufikelela kuloo rekhodi; kwaye ukufikelela kuloo rekhodi akwaliwa ngokwemiqathango yawo nawuphi na umhlaba wokwala oxelwe kwiSahluko sesi-4 sesi Sahlulo.

⁴ ICandelo lama-50(1) lePAIA- Umceli kufuneka anikwe ufikelelo kuyo nayiphi na irekhodi yequmrhu labucala ukuba -

- a) loo rekhodi iyafuneka ekusebenziseni okanye ekukhuseleni nawaphi na amalungelo;
- b) loo mntu uthobela iimfuno zenkqubo kwiPAIA ngokunxulumene nesicelo sokufikelela kuloo rekhodi; kwaye
- c) ukufikelela kuloo rekhodi akwaliwa ngokwemiqathango yawo nawuphi na umhlaba wokwala oxelwe kwiSahluko sesi-4 sesi Sahlulo.

- 7.3.4 uncedo olufumanekayo kwiGosa loLwazi lombutho woluntu ngokwePAIA nePOPIA;
- 7.3.5 uncedo olufumanekayo kuMlawuli ngokwePAIA nePOPIA;
- 7.3.6 lonke ulungiso olukhoyo emthethweni malunga nesenzo okanye ukusilela ukwenza ngokubhekiselele kwilungelo okanye umsebenzi onikwe okanye obekwe yiPAIA nePOPIA, kubandakanywa nendlela yokufaka -
- 7.3.6.1 isibheni sangaphakathi;
- 7.3.6.2 isikhalazo kuMlawuli; kwaye
- 7.3.6.3 isicelo enkundleni esichasene nesigqibo segosa lolwazi lequmrhu loluntu, isigqibo sesibheni sangaphakathi okanye isigqibo soMlawuli okanye isigqibo sentloko yequmrhu labucala;
- 7.3.7 izibonelelo zecandelo le-14⁵ nelama-51⁶ ezifuna ukuba iqumrhu likarhulumente kunye nequmrhu labucala, ngokulandelelanayo, liqulunqe incwadana, kunye nendlela yokufikelela kwincwadana yemigaqo;
- 7.3.8 izibonelelo ezibonelela ngokudizwa ngokuzithandela kweendidi zeerekhodi licandelo likarhulumente kunye nequmrhu labucala, ngokulandelelanayo;
- 7.3.9 izaziso ezikhutshwe ngokwemiqathango yamacandelo-22⁷ nelama-54⁸ malunga neentlawulo ezifanele kuhlawulwa ngokunxulumene nezicelo zokufikelela; kunye
- 7.3.10 imigaqo eyenziwe ngokwecandelo lama- 92⁹.

⁵ ICandelo le-14(1) lePAIA- Igosa lolwazi lequmrhu likarhulumente kufuneka, ubuncinane ngeelwimi ezintathu ezisemthethweni, lenze kufumanike incwadana eneenkcukacha ezidweliswe kumhlathi wesi-4 apha ngasentla.

⁶ ICandelo lama-51(1) lePAIA- Intloko yequmrhu labucala kufuneka yenze ukuba kufumanike incwadi yemigaqo equlethe ingcaciso yolu lwazi ludweliswe kumhlathi wesi-4 apha ngasentla.

⁷ ICandelo lama-22(1) lePAIA- Igosa lolwazi lequmrhu likarhulumente ekwenziwa kulo isicelo sofikelelo, kufuneka ngesaziso lifune ukuba umenzi wesicelo ahlawule intlawulo emiselweyo yesicelo (ukuba ikhona), phambi kokuba kuqhutyelwe phambili nesicelo.

⁸ ICandelo lama-54(1) lePAIA- Intloko yequmrhu labucala ekwenziwa kuyo isicelo sofikelelo kufuneka ngesaziso ifune ukuba umenzi wesicelo ahlawule intlawulo emiselweyo yesicelo (ukuba ikhona), phambi kokuba kuqhutyelwe phambili nesicelo.

⁹ ICandelo lama-92(1) lePAIA libonelela ngokuba –“UMphathiswa unokuthi, ngesaziso kwiGazethi, enze imigaqo emalunga -
 (a) nawuphi na umcimbi ofunekayo okanye ovunyelwa ngulo Mthetho ukuba umiselwe;
 (b) nawuphi na umcimbi onxulumene nemirhumo ekuthethwa ngayo kwicandelo lama-22 nelama-54;
 (c) nasiphi na isaziso esifunwa ngulo Mthetho;
 (d) imigaqo efanayo emayisetyenziswe ligosa lolwazi lequmrhu likarhulumente xa lisenza isigqibo sokuba zeziphi na iindidi zeerekhodi ekufuneka zenziwe zifumanike ngokwecandelo le-15; kunye
 (e) nawuphi na umcimbi wolawulookanye wenkqubo eyimfuneko ukuze kuphunyezwe izibonelelo zalo Mthetho.”

7.4 Uluntu lunokuhlola okanye lwenze iikopi zeSikhokelo kwii-ofisi zikarhumente okanye zabucala, kubandakanywa ne-ofisi yoMlawuli, ngeeyure eziqhelekileyo zokusebenza. IsiKhokelo sinokufumaneka -

7.4.1 ngesicelo kwiGosa loLwazi;

7.4.2 kwiwebhusayithi yoMlawuli (<https://www.inforegulator.org.za>). linkcukacha zoqhagamshelwano zoMlawuli zikolu ludwe lungezantsi.

IOfisi yoMlawuli woLwazi	
Inombolo yomnxeba	Ayikho
Ifeksi	Ayikho
Idilesi ye-imeyile	Imibuzo ngokubanzi: enquiries@inforegulator.org.za Izikhhalazo: PAIAComplaints@inforegulator.org.za POPIAComplaints@inforegulator.org.za
Idilesi yeposi	P O Box 31533 eBraamfontein, eRhawutini, 2017
Idilesi yesitalato	J.D. House 27 Stiemens Street eBraamfontein, eRhawutini, 2001
Iwebhusayithi	https://www.inforegulator.org.za

7.5 ISihlomelo (iSihlomelo A) kule ncwadana sibandakanya ulwazi ngendlela yokufikelela kwiirekhodi zeSebe loPhuhliso loQoqosho noKhenketho, inkqubo yalo yangaphakathi yokubhena, ukufakwa kwezikhhalazo kuMlawuli woLwazi okanye ukufaka isicelo enkundleni ngokuchasene nezigqibo zeGosa loLwazi. okanye uSekela Gosa okanye uMlawuli woLwazi, njengoko kunokuba njalo.

8. INGCACISO YEZIFUNDO UMBUTHO UGCINE IIREKHODI KUNYE NEENDIDI ZEREKHODI EZIGCINWE LISEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO

ISebe loPhuhliso loQoqosho noKhenketho ligcina iirekhodi kwezi zifundo neendidi zilandelayo:

IINDIDI KUNYE NEENKALO	Inkqubo Ifuna isicelo	Inkqubo Ifumaneka ngokuzenzekelayo (kwiwebhusayithi yesebe)

<p>Umbutho kunye noLawulo</p> <p>lingxelo zokusebenza Izinto ezicwangcisiweyo Ushicilelo olusemthethweni:</p> <ul style="list-style-type: none"> • INgxelo yoNyaka • INgxelo yaBemi • IsiCwangciso sokuSebenza soNyaka • IsiCwangciso soBuchule 	Inkqubo yoku-1	✓
<p>ULawulo lwezaBasebenzi</p> <p>Amaxwebhu olawulo lwezaBasebenzi kuquka</p> <ul style="list-style-type: none"> • Ukufunwa nokuKhethwa • Ukuqeshwa • Impilo noKhuseleko eMsebenzini • Uqeqesho 	Inkqubo yoku-1	
<p>Ulawulo lwemali</p> <p>Amaxwebhu oLawulo lweMali, kuquka:</p> <ul style="list-style-type: none"> • Uhlahlo lwabiwo-mali • lingxelo zenkcitho • lingxelo zophicotho • Ulawulo lwekhonkco lonikezo: • Ukulawula i-asethi • Ulawulo lwangaphakathi 	Inkqubo yoku-1	
<p>Iinkonzo zoLwazi lwangaPhakathi</p> <p>Ulawulo loLwazi:</p> <ul style="list-style-type: none"> • Ulawulo lweerekhodi zangaphakathi • Ulawulo lolwazi • Imiba yokhuseleko lwangaphakathi 	Inkqubo yoku-1	
<p>Unxibelelwano</p> <ul style="list-style-type: none"> • Unxibelelwano lwangaphakathi • Iintetho • Iinkqubo zoKwazisa • Amaphulo • Iziganeko • Upapasho • Iinkcukacha zoqhagamshelwano 	Inkqubo yoku-1	

9. IINDIDI ZEREKHODI ZOPHUHLISO LOQOQOSHO NOKHENKETHO EZIFUMANEKAYO NGAPHANDLE KOKUBA UMNTU ACELE UFIKELELO

Ezi rekhodi zilandelayo ziyafumaneka ukuze zihlolwe ngokwemiqathango yecandelo le-15(1)(a)(i) kunye nokukhutshelwa ngokwecandelo le-15(1)(a)(ii).

Amaxwebhu afumanekayo ukuba akhutshelwe kwipotali yeWCG ku <https://www.westerncape.gov.za/simahla> ngokwemiqathango yecandelo le-15(1)(a)(iii) aphawulwe inkwenkwezi

Inkcazo yeendidi zeerekhodi ezifumaneka ngokuzenzekelayo ngokwecandelo le-15(1)(a)	Indlela yokufikelela kwiirekhodi kwicandelo le-15(1)(b)
<p>(a) IiNngxelo zoNyaka *</p> <p>(b) IziCwangciso zokuSebenza zoNyaka *</p> <p>(c) IziCwangciso-qhinga zeminyaka emi-5*</p> <p>(d) IsiCwangciso sokuPhuculwa koNikezelo lweNkonzo</p>	<p>Iirekhodi ekubhekiselwe kuzo ku-(a) ukuya ku-(d) ziyafumaneka ukuze zihlolwe ngokwemigaqo yeCOVID-19 esebenzayo, ngokuqeshwa kwiCandelwana loLawulo: iNkxaso yobuChule nokuSebenza, kuMgangatho we-12, kwiSakhiwo saseWaldorf, 80 eSt George's Mall, eKapa. – phakathi kwentsimbi yesi-08:00 kunye neye-15:45.</p>
<p>IiNkonzo eziDityanisiweyo zoPhuhliso loQoqosho, uPhuhliso lwezoRhwebo kunye neCandelo, uLawulo lweShishini noLawulo, uCwangciso loQoqosho, uKhenketho, uBugcisa boRhwebo kunye noLonwabo</p> <p>(a) Iincwadana ezinemifanekiso</p> <p>ICandelo lezeMali eliyiNtloko</p> <p>(a) Iingxelo zonyaka ezibandakanya ingxelo yoMphicothi-zincwadi Jikelele, kunye neengxelo zemali eziphicothiweyo zonyaka</p> <p>(b) INtetho yoHlahlo-lwabiwo-mali yeNtshona Koloni</p> <p>(c) Ingxelo yoMgaqo-nkqubo woHlahlo-lwabiwo-mali lweXesha eliPhakathi</p> <p>(d) (Amagqabantshintshi ngeNgeniso neNkcitho yePhondo</p> <p>(e) Uqikelelo oluhlengahlengisiweyo lweNtshona Koloni lweNkcitho yePhondo</p> <p>(f) UMthetho osaYilwayo woLungelelaniso lweNtshona Koloni</p> <p>(g) UMthetho osaYilwayo woLwabiwo lweNtshona Koloni</p>	<p>Iikopi zezi rekhodi zinokufunyanwa kwiCandelwana: iNkxaso yobuChule nokuSebenza, kuMgangatho we-12, kwiSakhiwo saseWaldorf, eSt George's Mall, eKapa – phakathi kwentsimbi ye-08:00 neye-15:45</p> <p>Iikopi zamaxwebhu eZimali zinokufunyanwa kwiCandelo loMlawuli oyiNtloko: wezeMali, kuMgangatho wesi-9, kwiSakhiwo saseWaldorf, eSt George's Mall, eKapa – phakathi kwentsimbi yesi-08:00 neyesi-15:00 okanye kwiwebhusayithi ethi https://www.westerncape.gov.za/</p>

<p>(h) Uhlahlo-lwabiwo mali lweNtshona Koloni: Uqikelelo lweNgeniso yePhondo kunye neNkcitho</p> <p>(i) Umbindi wovimba wabaBoneleli</p> <p>(j) Iziniki-maxabiso ezipapashiweyo noluNikiweyo</p> <p>(k) Isiniki-maxabiso esiYilwayo sifunyenwe</p> <p>(l) Iziniki-maxabiso apapashiweyo kwaye naNikiweyo</p> <p>(m) Indlela yokufakwa kweThenda: Ulwazi ngokubanzi</p> <p>(n) Ulwazi oluchasene norhwaphilizo</p>	
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10. IINKONZO EZIFUMANEKAYO KULUNTU KWISEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO KUNYE NOKUFUMANA UFIKELELO KWEZO NKONZO

Isebe linikezela ngezi nkonzo zilandelayo ngqo kuluntu:

Iinkonzo ezinikezelwa liSebe loPhuhliso loQoqosho noKhenketho	Ufikelela njani kwezi nkonzo
Inkonzo yomnxeba woncedo wokunciphisa ukusetyenziswa kwemithetho nemimiselo ngokugqithisileyo	<p>a) KuNdlunkulu, kuMgangatho we-10, kwiSakhiwo lWaldorf, 80 St. George's Mall, eKapa, iiyure zokusebenza:</p> <p>07:30 – 16:00</p> <p>b) NgoShare Call: 0861 888 126</p> <p>c) Nge-imeyile: redtape@westerncape.gov.za</p> <p>d) Ngewebhusayithi: www.westerncape.gov.za/red-tape-reduction</p>
IOfisi yeNtshona Koloni yoMkhuseli wabathengi	<p>a) KuNdlunkulu, kuMgangatho oPhantsi, eWaldorf Arcade, 80 St Georges Mall, eKapa, iiyure zokusebenza:</p> <p>07:30 – 16:00</p> <p>b) Ngokusebenzisa umnxibelelanisi wesithili:</p> <p>i. I-Knysna, inombolo yevenkile yesi-8, iZiko iDemar, isitalato esikhulu, eKnysna</p>

	<p>c) Ngomnxeba ongahlawulelwayo: 0800 007 081</p> <p>d) Ngewebhusayithi esemthethweni yesebe: www.westerncape.gov.za</p>
Ukubhaliswa nokubek'esweni komkhokeli wabakhenkethi	<p>KuNdlunkulu, kuMgangatho oPhantsi, eWaldorf Arcade, 80 St Georges Mall, eKapa</p> <p>Ngewebhusayithi esemthethweni yeSebe: www.westerncape.gov.za/touristguide</p>

11. UKUBANDAKANYEKA KOLUNTU EKWENZIWENI KOMGAQO-NKQUBO OKANYE UKUSETYENZISWA KWAMANDLA OKANYE UKWENZIWA KOMSEBENZI LISEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO

Inkqubo yokuthatha inxaxheba koluntu

Imigaqo-nkqubo yePhondo enefuthe langaphandle iya kufuna uThatho-nxaxheba loLuntu kwaye nenkqubo eza kulandelwa iya kwamkelwa yiKhabhinethi yePhondo kwimeko ngemeko.

12. UKUSEBENZA KOLWAZI LOBUQU

12.1 Injongo yeNkqubo

12.1.1 Ulwazi loBuqu lusetyenzwe ukuze luhambelane nomgaqo-siseko kunye nezigunyaziso zeSebe lezoQoqosho nezoKhenketho njengoko zibekiwe kwiziCwangciso zeQhinga loNyaka, uShishino kunye neNtsebenzo ezifumaneka ku <https://www.westerncape.gov.za/dept/edat>

12.1.2 Ulwazi lomntu siqu lusetyenziselwa:

- Izibonelelo zabasebenzi kunye neenjongo zengqesho ezifana (1) nokugaya, ukukhethwa kunye nokubekwa; (2) ulawulo lwembuyekezo kunye
- Ucwangciso;
- Ukuthengwa kwempahla neenkonziso; kunye neenzuzo; (3) ulawulo lwentsebenzo noqeqesho; kunye (4) nengxelo karhulumente.
- Ulawulo lomngcipheko olubandakanya ukhuseleko olubonakalayo nolwe-elektroniki kunye nolawulo lokufikelela;
- Unikezelo lweenkonzo.

12.2 INkcazelo yeendidi zezifundo zedatha, ingcaciso esetyenzisiweyo kunye nabamkeli bayo

IINKALO ZOVIMBA	IINKCUKACHA	ABAMKELI
Abaza kuba ngabasebenzi, abaqeshwa ngoku, abacebisi, abaqeqeshelwa umsebenzi kunye namavolontiya	<ul style="list-style-type: none"> - Igama, inombolo yesazisi, iinkcukacha zebhayografi; - linkcukacha zoqhakamshelo; - Imfundo, ingqesho kunye nembali yolwaphulo-mthetho; - Ulwazi lwebhayometriki kunye nempilo; - limvavanyo zengqondo; kunye - Izalathiso, imvelaphi. 	AmaSebe afanelekileyo kaRhulumente wePhondo noweSizwe kunye neearhente zawo.
Abasebenzi bangoku, abacebisi, abaqeqeshwayo	<ul style="list-style-type: none"> - Ulwazi lweakhawunti; - lingxelo zokusebenza; kunye - lingxelo zezakhono/zoqeqesho. 	AmaSebe afanelekileyo kaRhulumente wePhondo noweSizwe kunye neearhente zawo
PAbaboneleli ngeenkono abalindelekileyo nabakhoyo ngoku, ababoneleli-nkono, iikontraka, iikontrakana kunye namahlakani oshishino	<ul style="list-style-type: none"> - Igama, inombolo yesazisi/inombolo yobhaliso yenkampani; - Inombolo yobhaliso efanelekileyo; - linkcukacha zoqhakamshelo; - Imbali yezemali; - Izalathiso, imvelaphi; - Ulwazi lwe-akhawunti; kunye - lingxelo zokusebenza. 	URhulumente wePhondo noweSizwe ofanelekileyo: <ul style="list-style-type: none"> - AmaSebe; - Amaqumrhu kaRhulumente; - Amashishini oShishino; kunye neearhente zabo.
Abasebenzisi benkonzo (abaxumi / abathengi) kunye neendwendwe	<ul style="list-style-type: none"> • Igama, inombolo yesazisi, iinkcukacha zebhayografi • linkcukacha zoqhakamshelo • Izincomo okanye izikhalazo 	URhulumente wePhondo noweSizwe ofanelekileyo: <ul style="list-style-type: none"> - AmaSebe - Amaqumrhu kaRhulumente; Aamashishini kaRhulumente; neearhente zawo.

12.3 Ukuhamba okucwangcisiweyo kokunqumla imida kolwazi lomntu

12.3.1 ISebe alikhange licwangcise ukuhamba okucwangcisiweyo kokuNqumla imida kolwazi lomntu. Noko ke, ukuba kuye kwafuneka ukuba kudluliselwe iinkcukacha zobuqu kwelinye ilizwe ngazo naziphi na iinjongo ezisemthethweni, uMlawuli uya kuqinisekisa ukuba nabani na adlulisela kuye inkcazelo yobuqu uphantsi komthetho, obophelelayo kwimithetho yequmrhu okanye isivumelwano esibophelelayo esibonelela ngenqanaba elaneleyo lokhuseleko kunye nesivumelwano esibophelelayo. iqela lesithathu liyavuma ukuphatha olo lwazi lobuqu ngenqanaba elifanayo lokhuseleko njengoko uMlawuli ebopheleleke phantsi kwe**POPIA**.

12.3.2 Nakuphi na ukutshintshelwa kolwazi lomntu ukunqumla umda kuya kuba nemvume yenkalo yovimba, nangona kunjalo, ukuba akunakwenzeka ngokufanelekileyo ukufumana imvume yenkalo yovimba, uMlawuli uya kudlulisela ulwazi lomntu ukuba –

12.3.3 iya kuba yinzuzo yomntu wenkcukacha; kwaye

12.3.4 umntu wenkcukacha ebenikezele imvume ukuba bekunokwenzeka ngokufanelekileyo ukufumana loo lahleko yemvume

12.4 INkcazelo ngokuBanzi yamaNyathelo oKhuseleko loLwazi aza kuphunyezwa liSebe loPhuhliso lwezoQoqosho noKhenketho ukuqinisekisa ukuba yimfihlo, imfezeko kunye nokufumaneka kolwazi

12.4.1 Ukuthembeka kunye nokuba yimfihlo kweenkcukacha zobuqu zikhuselwe kwizoyikiso ebezilindelwe kunye nofikelelo olungagunyaziswanga ngokusebenzisa izikhuselo ezisengqiqweni nezifanelekileyo kwimingcipheko echongiweyo kunye nobuntununtunu bolwazi.

12.4.2 Ezi zikhuselo zibandakanya oku kulandelayo:

12.4.3 Amanyathelo ombutho:

- INtloko yeSebe ithatha uxanduva ngokubanzi kukhuseleko lwazo zonke iinkcukacha zeSebe.
- UMphathi woKhuseleko weSebe ulawula lo msebenzi wokhuseleko kwiDEDAT kwaye uxhaswa yiKomiti yoKhuseleko yeDEDAT.
- ISebe leNkulumbuso (BEI) kunye neSebe liqinisekisa ukuba amanyathelo afanelekileyo akhona okukhusela iziseko ezingundoqo zeICT, uthungelwano kunye neenkqubo. Oku kuquka ukuthatha uxanduva kumaqela angaphandle aphuhlisayo, afikelele okanye asebenzise iziseko zophuhliso zeICT yeWCG, uthungelwano kunye neenkqubo.

- Ukugcinwa ngokukhuselekileyo kunye noxanduva lokhuseleko luxanduva lomsebenzi ngamnye osebenza ngolwazi lomntu kwaye kufuneka babambebele kwimithetho yokhuseleko lolwazi, imigaqo-nkqubo, izicwangciso kunye neenkqubo.
- Iziganeko zokhuseleko (ukwaphulwa) ziyajongwa kwaye kunikwe ingxelo ngazo.

12.4.4 Imilinganiselo ebonakalayo:

- Ukufikelela kumaziko nezixhobo kuyalawuleka kwaye kuyaphicothwa.
- Iindawo zokungena zilinganiselwe ngolawulo lokhuseleko olubonakalayo, olufana nemivalo yeefestile, iigrile, izivalo kunye neengcango zokhuseleko. Ukufikelela kulawulwa yaye kubekwe iliso ngendibaniselwano yokugada abantu, iinkqubo zolawulo lokufikelela kwi-elektroniki, amakhadi ofikelelo ezazisi, iinkqubo zolawulo lwabatyeleli, iingcango ezisebenza ngebhayometriki, amajikijelo kunye nokukhangela ukungena nokuphuma.

12.4.5 Imilinganiselo yobugcisa

- Imigangatho yoKhuseleko loLwazi ekhutshelwe inkonzo yoluntu iyathotyelwa.
- Izivumelwano eziye zagqitywa namaqela esithathu ziya kubandakanya ukukhuselwa kwemfezeko kunye nokugcinwa kwemfihlo kolwazi ngabantu besithathu.
- Imingcipheko ivavanywa ngexesha lophuhliso lwezicelo ezintsha kunye neenkqubo, xa kutshintshwa iinkqubo ezikhoyo, xa kutshintshwa iinkqubo zoshishino naxa iindawo ezixhalabisayo zichongwa.
- Umngcipheko kwiziseko ezingundoqo zeICT, uthungelwano kunye neenkqubo zilawulwa yiCEI ngokuba sesichengeni kunye novavanyo lokusongela nokwazisa, ulawulo lophicotho-zincwadi, ulawulo lweziganeko kunye noqeqesho lokwazisa ngokhuseleko.

12.4.6 Izikhuselelo ezifanayo ziyafuneka kubaboneleli-nkonzo, ababoneleli-nkonzo kunye namaqabane ezoshishino abafumana iinkcukacha zobuqu okanye egameni leWCG ngexesha lobudlelwane babo neDEDAT

13 UKUFIKELELEKA NOKUFUMANEKA KWALE NCWADI

13.1 Le ncwadana yemigaqo iya kufumaneka ukuba ijongwe ngokwemigaqo yeCOVID-19, phakathi kwentsimbi ye-7:30 kunye neyesi-16:00 ngeMivulo ukuya ngooLwezihlanu (ngaphandle kweeholide zikarhulumente)

- iofisi kaSekela Gosa loLwazi uNkszn Cheryl Julies: kwiSakhiwo iWaldorf 80 St Georges Mall, eKapa.

13.2 Le ncwadana inokufumaneka kwi-intanethi ngeWebhu yeLizwe Jikelele ngokundwendwela le dilesi yewebhu ilandelayo:

14 UKUHLAZIYWA KWENCWADI

ISEBE LOPHUHLISO LOQOQOSHO NOKHENKETHO LIYA KUTHI, UKUBA KUKHO IMFUNEKO, LIHLAZIYE KWAYE
LIPAPASHE LE NCWADANA RHOQO NGONYAKA.

Ikhutshiwe ngu

Velile Dube

INTloko yeSebe

ISIHLOMELO A
ISIKHOKELO KUFIKELELO KWIIREKHODI EZINGAFUMANEKIYO NGOKUZENZAKALELAYO

1. UKUZALISWA KWEFOMU YESICELO, INTLAWULO YEMALI NEFOMU YOKUFIKELELA – amacandelo ele-18, ele-19, elama-22, elama-29 nelama-31.

1.1 Ifomu yesicelo

- Ifomu emiselweyo (encanyatheliswe njenge**FOMU yesi-2** kufuneka igcwaliswe ngumceli ize ingeniswe kwiGosa loLwazi/uSekela Gosa loLwazi.
 - Ukuba umceli akakwazi ukufunda okanye ukubhala okanye ukugcwalisa ifomu ngenxa yokukhubazeka, isicelo singenziwa ngomlomo. IGosa loLwazi/iSekela Gosa loLwazi liya kuthi ke lizalise iFomu yesi-2 egameni lomceli, liyigcine eyintsusa ze linike umceli ikopi yalo.
 - Isicelo singenziwa egameni lomnye umntu kodwa ke ngoko igunya esenziwa ngalo isicelo kufuneka libonakaliswe kwiFomu yesi-2. Umceli kufuneka angenise ubungqina besikhundla isicelo esenziwa phantsi kwaso, ukuze kwaneliseke ngokufanelekileyo. IGosa loLwazi/uSekela Gosa loLwazi.
 - Umceli (umnikazi lwazi) ofuna ukuqinisekisa ukuba iinkcukacha zakhe zobuqu zigcinwe liqumrhu likarhulumente okanye iinkcukacha zamaqela esithathu aye afikelela okanye ofuna ukufikelela kulwazi lwakhe lomntu siqu kufuneka anike ubungqina bokuba bangoobani na kwaye kuyafuneka. ukubonelela ngekopi eqinisekisiweyo yesazisi sabo ngeenjongo zokuqinisekisa.

1.2 Imirhumo

- Imirhumo yokucela kunye nokukhangela irekhodi, kunye nokwenza iikopi zerekhodi, imiselwe yimigaqo eyenziwe ngokwePAIA. (Incanyathiselwe **NJENGOLUDWE LWENKQUBO YOMRHUMO**) Le mirhumo ilandelayo iyahlawulwa:
 - Umrhumo wesicelo weR100.00 ngesicelo ngasinye;
 - Umrhumo wokufikelela ngexesha elifanelekileyo elichithwe ukukhangela nokulungisa ingxelo, ukuba kuthatha ngaphezu kweyure ukukhangela nokulungisa ingxelo. Idiphozithi, engekho ngaphezu kwesithathu semali yokufikelela iyonke, ingafuneka. Nangona kunjalo, umrhumo opholeleyo wofikelelo uyahlawulwa phambi kokuba ufikelelo luvunyiwe; kunye
 - Ukwenza iikopi zerekhodi.

Abafaki-zicelo abakhululekileyo ekuhlawuleni umrhumo wesicelo:

- Igosa lesondlo/umphandi ocela ukufikelela kwirekhodi yophando lwesondlo okanye uphando ngokoMthetho weSondlo, wowe-1998 (okanye imigaqo eyenziwe ngokwemigaqo yawo.)

- Umntu ocela ingxelo eneenkcukacha zakhe zobuqu.

Abafaki-zicelo abakhululekileyo ekuhlawuleni umrhumo wokufikelela:

- Umntu ocela ingxelo eneenkcukacha zakhe zobuqu.
- Umntu ongatshatanga onomvuzo wonyaka ungagqithiyo kwi-R14 712 ngonyaka.
- Abantu abatshatileyo, okanye umntu kunye neqabane lakhe lobomi abanomvuzo wonyaka ungagqithiyo kuma-R27 192.

1.3 Indlela yokufikelela

- Umceli kufuneka abonise kwiFomu yesi-2 ukuba ikopi okanye uhlobo lwengxelo lwerekhodi luyafuneka.
 - Ukuba ikopi iyafuneka, umenzi-sicelo kufuneka abonise uhlobo lwayo (umzekelo, eshicilelweyo okanye e-elekroniki) kunye nolwimi alukhethayo (apho irekhodi ifumaneka ngolwimi olungaphezulu kolunye). ISebe aliziguquleli iirekhodi ezifumaneka ngolwimi olunye kuphela.
- Irekhodi iya kunikezelwa ngendlela eceliweyo ngaphandle kokuba ayinakwenzeka, okanye iya kuphazamisana ngokungekho ngqiqweni ekuqhutyweni koshishino lweSebe.

2. ISIGQIBO SOKUNIKEZELA OKANYE UKWALELA UFIKELELO – iCandelo lama-25 nelama-26.

2.1 Ixesha lokuthatha isigqibo

IGosa loLwazi/uSekela-Gosa woLwazi kufuneka ngokukhawuleza kangangoko emva kokufumana i-R100,00 kunye neFomu yesi-2 egcwalisiweyo, kodwa ubuncinane **kwiintsuku ezingama-30** zokufunyanwa kwayo, ligqibe ekubeni liyasivuma okanye liyasikhaba isicelo kwaye lazise umceli ngeso sigqibo.

2.2 Ukwandiswa kwexesha

IGosa loLwazi/uSekela-Gosa loLwazi linokwandisa ixesha leentsuku ezingama-30, **kube kanye kangangeentsuku ezingama-30** kwezi meko zilandelayo:

- isicelo sesenani elikhulu leerekhodi okanye sifuna ukukhangelwa ngenani elikhulu leerekhodi kwaye ukuhoya isicelo kuphazamisana ngokungekho ngqiqweni kwimisebenzi yesebe;
- isicelo sifuna ukukhangelwa kweerekhodi kwi-ofisi engekho kwidolophu enye okanye kwisixeko esinye naleyo yeGosa loLwazi/uSekela Gosa loLwazi;
- uthethwano luyafuneka namanye amasebe eWCG okanye amanye amaqumrhu oluntu ukuze enze isigqibo ngesicelo; okanye
- umceli uvumile ukwandiswa.

3. IIREKHODI EZIQULETHE ULWAZI NGAMAQELA ESITHATHU – amacandelo elama-47, elama-48

3.1 Isaziso:

IGosa loLwazi/uSekela-Gosa loLwazi kufuneka onke amanyathelo afanelekileyo ukwazisa umntu wesithathu ngoko nangoko, kodwa kube phakathi **kweentsuku ezingama-21**, zokufumana nasiphi na isicelo serekhodi ezigcinileyo:

- ulwazi lobuqu lomntu wesithathu;
- imfihlo zorhwebo zomntu wesithathu;
- ulwazi lomntu wesithathu lwezemali, lwezoshishino, lwezenzululwazi okanye ubugcisa kunye nokubhengezwa lungabeka ingozi kwezoshishino nezemali kumntu wesithathu;
- ulwazi olunikwa ngumntu wesithathu ngentembeko kunye nokubhengezwa kungambeka esichengeni umntu wesithathu kwisivumelwano okanye naziphi na ingxoxo okanye ukhuphiswano lwezoshishino
- ulwazi olunikwa ngumntu wesithathu ngentembeko kunye nokubhengezwa lunga (i) lingana nokophulwa kwentembeko etyalwa umntu wesithathu ngokwesivumelwano; okanye (ii) udlelelelo olufanelekileyo lobonelelo oluzayo lolwazi olufanayo olumele ngokomdla woluntu lubonelelwe; okanye
- ulwazi malunga nophando olwenziwe egameni lomntu wesithathu oluya kubeka esichengeni umntu wesithathu, iarhente okanye uphando lwenkalo leyo.

3.2 Ukumelwa kunye nemvume yomntu wesithathu

Kwisithuba **seentsuku ezingama-21** zesaziso (3.1 ngasentla) umntu wesithathu unako (i) ukwenza ummelo ngembalelwano okanye ngomlomo kwiGosa loLwazi/Sekela leGosa loLwazi ukuba kutheni isicelo kufuneka sikhatywe; okanye (ii) anike imvume ebhaliweyo yokubhengezwa kwerekhodi.

3.3 Isigqibo sokumelwa ekwaliweni

IGosa loLwazi/Sekela leGosa loLwazi kufuneka ngoko nangoko, kodwa phakathi **kweentsuku ezingama-30** emva kwesaziso (3.1 ngasentla) ligqibe ukuba liyanikeza okanye liyasikhaba isicelo sofikelelo kwaye kufuneka lazise umntu wesithathu obandakanyekayo kunye nomceli wesigqibo.

4. ISIBHENO SANGAPhakathi – amacandelo elama-74 nelama-75

4.1 Umfaki-sicelo

Umceli unokufaka isibheno sangaphakathi, kwisithuba **seentsuku ezingama-60** emva kokuba isaziso sinikiwe sesigqibo liGosa loLwazi/iSekela leGosa loLwazi ukuba:

- ukwaliwa kwesicelo sofikelelo (jonga kweyesi-2 ngasentla);
- hlawula umrhumo (jonga eyoku-1.2 ngasentla);
- yandisa ixesha lokunika ufikelelo (jonga eyesi-2.2 ngasentla).

4.2 Umntu wesithathu

Umntu wesithathu angafaka isibheno sangaphakathi, **kwiintsuku ezingama-30** emva kokuba isaziso sinikiwe ngesigqibo seGosa lezoLwazi/Sekela leGosa loLwazi ukuze linike imvume yokufikelela kwirekhodi equlethe ulwazi malunga nomntu wesithathu (jonga eyei-3 ngasentla).

4.3 Indlela yesibheno sangaphakathi

Isibheno sangaphakathi sifakwa ngokuzalisa ifomu emiselweyo (**iFomu yesi-4** iqhotyoshelwe) kunye nokunikezela okanye ukuyithumela kwiGosa loLwazi/kwiSekela leGosa loLwazi.

5. **ISIKHALAZO KUMLAWULI WOLOWAZI – amacandelo elama-77A nelama-77B**

Kuphela kusemva kokuba kufakwe isibheno sangaphakathi kwaye umenzi-sicelo okanye umntu wesithathu ehlala engonelisekanga sisiphumo sesibheno sangaphakathi, isikhalazo sinokufakwa kuMlawuli woLwazi.

5.1 Umfaki-sicelo

- Umceli angakhalaza kuMlawuli malunga noku:
 - isibheno sangaphakathi esingaphumelelanga;
 - isibheno esingavunywanga esifakwe emva kwexesha;
 - ukwaliwa kwesicelo sokufikelela kulwazi;
 - isigqibo malunga neentlawulo;
 - isigqibo sokwandisa ixesha lokujongana nesicelo; okanye
 - isigqibo sokubonelela ngofikelelo ngohlobo oluthile.

5.2 Umntu wesithathu

- Umntu wesithathu angakhalaza kuMlawuli woLwazi malunga noku:
 - isibheno sangaphakathi esingaphumelelanga,
 - nasiphi na isicelo sokufikelela kulwazi.

5.3 Ifomathi

Isikhalazo kuMlawuli woLwazi kufuneka senziwe ngokubhaliweyo kwifomu emiselweyo (**iFomu yesi-5** iqhotyoshelwe) zingadlulanga **iintsuku ezili-180** zesigqibo esibangele isikhalazo.

6. ISICELO SENKUNDLA – icandelo lama-78

6.1 Umceli okanye umntu wesithathu unokufaka isicelo enkundleni soncedo olufanelekileyo ukuba

- kufakwe isibhenno sangaphakathi kwaye umenzi wesicelo uhlala engonelisekanga sisiphumo sesibhenno sangaphakathi; okanye
- isikhalazo sifakwe kuMlawuli woLwazi kwaye ummangali uhlala engonelisekanga sisiphumo sesikhalazo.

6.2 Isicelo esiya enkundleni kufuneka senziwe zingaphelanga **iintsuku ezili-180** emva kokwaziswa ngesiphumo sesibhenno sangaphakathi okanye isigqibo soMlawuli woLwazi, njengoko kunokuba njalo.

IFOMU YESI-2

ISICELO SOKUFIKELELA KWIREKHODI

[UMgqaliselo wesi-7]

QAPHELA:

1. Ubungqina besazisi kufuneka buncanyathiselwe ngumceli.
2. Ukuba izicelo zenziwe egameni lomnye umntu, ubungqina besigunyaziso esilolo hlobo, mabuncanyathiselwe kule fomu.

IYA: KwiGosa loLwazi

(Idilesi)

Idilesi yeimeyile:

Inombolo yefeksi:

Phawula ngo "X"

Isicelo senziwa egameni lam

Isicelo senziwa egameni lomnye umntu.

INKCUKACHA ZOMNTU			
Amagama Apheleleyo			
Inombolo yesazisi			
Isikhundla esenziwa ngaso isicelo (xa senziwa egameni lomnye umntu)			
Idilesi yeposi			
Idilesi yesitalato			
Idilesi yeimeyile			
Inombolo zoqhagamshelwano	Inombolo yomnxeba. (B):		Ifeksi:
	Unomyayi:		
Amagama apheleleyo omntu isicelo esenziwa egameni lakhe (ukuba sikhona):			
Inombolo yesazisi			
Idilesi yeposi			
Idilesi yesitalato			
Idilesi yeimeyile			

linombolo zoqhagamshelwano	Inombolo yomnxeba. (B)		Ifeksi	
	Unomyayi			
IINKCUKACHA ZEREKHODI ECELIWEYO				
<i>Nikezela ngeenkukacha ezipheleleyo zerekhodi ecelwe ukufikelela kuyo, kubandakanywa nenombolo yesalathiso ukuba uyayazi, ukwenzela ukuba irekhodi ifumaneke. (Ukuba isithuba esinikiweyo asanelanga, nceda uqhubeke kwiphepha elahlukileyo uze ulincamathele kule fomu. Onke amaphepha ongezelelweyo makatyikitywe.)</i>				
Inkcazo yerekhodi okanye inxenye efanelekileyo yerekhodi:				
Inombolo yesalathiso, ukuba ikhona				
Neziphi na ezinye iinkcukacha zerekhodi				
UHLOBO LWEREKHODI (Phawula ibhokisi esebenzayo ngo "X")				
Irekhodi ibhalwe okanye ishicilelwe				
<i>Irekhodi iquka imifanekiso ebonakalayo (oku kuquka iifoto, izilayidi, ushicilelo lwevidiyo, imifanekiso eyenziwe ngekhompyutha, imizobo, njl.njl)</i>				
Irekhodi iqulathe amagama arekhodiweyo okanye ulwazi olunokuthi lueliswe kwakhona ngesandi				
Irekhodi igcinwe ekhompyutheni okanye nge-elekroniki, okanye ifomu efundeka ngomatshini				
IFOMU YOKUFIKELELA (Phawula ibhokisi esebenzayo ngo "X")				
<i>Ikopi eprintiweyo yerekhodi (kubandakanywa iikopi zayo nayiphi na imifanekiso ebonakalayo, ushicilelo kunye nolwazi olugcinwe kwikhompyutha okanye kwi-elekroniki okanye kwifomu efundeka ngomatshini)</i>				

<i>Ushicilelo olubhaliweyo okanye olushicilelweyo lwemifanekiso ebonakalayo (oku kuquka iifoto, izilayidi, ushicilelo lwevidiyo, imifanekiso eyenziwe ngekhompyutha, imizobo, njl.njl)</i>	
<i>Ukukhutshelwa kwengoma zesandi (uxwebhu olubhaliweyo okanye olushicilelweyo)</i>	
<i>Ikopi yerekhodi kwifleshi (kubandakanywa nemifanekiso ebonakalayo kunye neengoma zesandi)</i>	
<i>Ikopi yerekhodi kwidiski (kubandakanywa nemifanekiso ebonakalayo kunye neengoma zesandi)</i>	
Ikopi yerekhodi egcinwe kwiseva yokugcina iklawudi	

INDLELA YOKUFIKELELA <i>(Phawula ibhokisi esebenzayo ngo "X")</i>	
<i>Ukuhlolwa kwerekhodi kwidilesi ebhalisiweyo yequmrhu likarhulumente/labucala (kubandakanywa ukumamela amagama ashicilelweyo, ulwazi olunokuthi luveliswe kwakhona ngesandi, okanye ulwazi olugcinwe kwikhompyutha okanye ngendlela yombane okanye efundeka ngomatshini)</i>	
linkonzo zeposi kwidilesi yeposi	
linkonzo zeposi kwidilesi yesitalato	
Inkonzo yekhuriya kwidilesi yesitalato	
Ifeksi yolwazi ngefomathi ebhaliweyo okanye eprintiweyo <i>(kubandakanywa nokukhutshelweyo)</i>	
I-imeyile yolwazi <i>(kubandakanywa neengoma ukuba kuyenzeka)</i>	
Isabelo seklawudi/udluliselo lwefayile	
Ulwimi olukhethwayo <i>(Qaphela ukuba irekhodi alifumaneki ngolwimi olukhethayo, ukufikelela kunokunikezelwa ngolwimi ingxelo efumaneka ngalo)</i>	

IINKCUKACHA ZELUNGELO LOKUSEBENZA OKANYE UKUKHUSELELWA <i>Ukuba isithuba esinikiweyo asonelanga, nceda uqhubeke kwiphepha elahlukileyo uze ulincamathele kule Fomu. Umceli kufuneka atyikitye onke amaphepha ongezelelweyo.</i>	
Bonisa ukuba leliphilungelo eliza kusetyenziswa okanye likhuselwe	
Cacisa ukuba kutheni irekhodi eliceliweyo lifuneka ekusebenziseni okanye ekukhuseleni elilungelo likhankanywe ngasentla:	

UMRHUMO	
a) <i>Umrhumo wesicelo kufuneka uhlawulwe phambi kokuba isicelo siqwalaselwe.</i> b) <i>Uya kwaziswa ngesixa somrhumo wofikelelo oza kuhlawulwa.</i> c) <i>Umrhumo ohlawulelwa ukufikelela kwirekhodi uxhomekeke kuhlobo ukufikelela okufunwa ngalo kunye nexesha elifanelekileyo elifunekayo lokukhangela nokulungiselela irekhodi.</i> d) <i>Ukuba ukulungele ukukhululwa ekuhlawuleni nayiphi na intlawulo, nceda uchaze isizathu sokukhululwa</i>	
Isizathu	

Uya kwaziswa ngembalelwano ukuba isicelo sakho samkelwe okanye saliwe kwaye ukuba sivunyiwe iindleko ezinxulumene nesicelo sakho, ukuba zikhona. Nceda ubonise indlela oyikhethayo yembalelwano:

Idilesi yeposi	Ifeksi	Unxibelelwano nge-elekroniki (Nceda ucacise)

Ityikitywe _____ ngomhla _____ kwinyanga _____ 20 _____

Utyikityo loMceli/umntu esenzelwa yena isicelo

UKUSETYENZISWA NGOKUSEMTHETHWENI

Inombolo yesalathiho:	
Isicelo sifunyenwe ngu: (Isikhundla sikarhulumente, Igama kunye neFani yeGosa loLwazi)	
Umhla wokufunyanwa:	
Imirhumo yokufikelela:	
Idiphozithi (ukuba ikhona):	

Utyikityo IweGosa loLwazi

ULUDWE LWENKQUBO YOMRHUMO

Imirhumo ngokumalunga namaZiko oLuntu

<u>Umba</u>	<u>Inkcazo</u>	<u>Isixa semali</u>
1.	Umrhumo wesicelo ohlawulwa ngumceli ngamnye	R100.00
2.	Ikopi yephepha elibukhulu buyi-A4	R1.50 ngephepha okanye inxalenye yalo.
3.	Ikopi eprintiweyo yephepha elibukhulu bungu-A4	R1.50 ngephepha okanye inxalenye yalo
4.	<p>Ukufumana ikopi kwifomu efundekayo kwikhompyutha:</p> <p>(i) Ifleshi (iya kubonelelwa ngumceli)</p> <p>(ii) Idiski</p> <ul style="list-style-type: none"> . Ukuba unikwe ngumceli . Ukuba unikiwe umceli 	<p>R40.00</p> <p>R40.00</p> <p>R60.00</p>
5.	Ukwenzela ushicilelo lwemifanekiso ebonwayo ngephepha elibukhulu buyi-A4	Inkonzo iza kukhutshwa. Kuya kuxhomekeka kwisiniki-maxabiso yoMboneleli weNkonzo
6.	Ikopi yemifanekiso ebonakalayo	
7.	Ukukhutshelwa kwerekhodi emanyelwayo, ngephepha elibukhulu lingu- A4	R24,00
8.	<p>Ikopi yerekhodi yesandi kwi:</p> <p>(i) Ifleshi (iya kubonelelwa ngumceli)</p> <p>(ii) Idiski</p> <ul style="list-style-type: none"> . Ukuba unikwe ngumceli . Ukuba unikiwe umceli 	<p>R40,00</p> <p>R40,00</p> <p>R60,00</p>
9.	Ukukhangela nokulungiselela ingxelo ukuze idizwe ngeyure nganye okanye inxalenye yeyure, ngaphandle kweyure yokuqala, efundekayo ngokufanelekileyo olo phando nolungiselelo. Ukungagqithi kwixabiso lilonke	<p>R100,00</p> <p>R300,00</p>
10.	Idiphozithi: Ukuba uphendlo ludlula iiyure ezi-6	Isinye kwisithathu sesixa semali ngokwesicelo ngasinye esibalwe ngokwezinto yesi-2 ukuya kweyesi-8.
11.	Iposi, i-imeyile okanye naluphi na ugqithiselo lwe-elektroniki	Iindleko ezizizo, ukuba zikhona

IFOMU YESIBHENO SANGAPHAKATHI

IFOMU YESI-4

[UMgqaliselo wesi-9]

Inombolo yesalathiso:

IINKCUKACHA ZEZIKO LIKARHULUMENTE				
Igama leZiko likaRhulumente				
Igama kunye nefani yeGosa loLwazi:				
IINKCUKACHA ZOMKHALAZI OFAKA ISIBHENO SANGAPHAKATHI				
Amagama Apheleleyo				
Inombolo yesazisi				
Idilesi yeposi				
Inombolo zoqhagamshelwano	Inombolo yomnxeba. (B)		Ifeksi	
	Unomyayi			
Idilesi yeimeyile				
Ingaba isibheno sangaphakathi sifakwa egameni lomnye umntu?	Ewe		Hayi	
Ukuba impendulo ngu-“ewe”, amandla ekufakwa ngawo isibheno sangaphakathi egameni lomnye umntu: <i>(Ubungqina besikhundla esifakwe phantsi kwaso isibheno, ukuba bukhona, kufuneka buncanyathiselwe.)</i>				
IINKCUKACHA ZOMNTU ISIBHENO SANGAPHAKATHI ESIFAKWA EGAMENI LAKHE <i>(Ukuba sifakwe ngumntu wesithathu)</i>				
Amagama Apheleleyo				
Inombolo yesazisi				
Idilesi yeposi				
inombolo zoqhagamshelwano	Inombolo yomnxeba. (B)		Ifeksi	

	Unomyayi	
Idilesi yeimeyile		

ISIGQIBO SOKUFAKWA KWESIBHENO SANGAPHAKATHI <i>(phawula ibhokisi efanelekileyo ngo "X")</i>	
Ukwaliwa kwesicelo sofikelelo	
Isigqibo malunga neentlawulo ezimiselweyo ngokwecandelo lama-22 loMthetho	
Isigqibo malunga nokwandiswa kwexesha isicelo ekufuneka kusetyenzwe ngaso ngokwecandelo lama-26(1) loMthetho	
Isigqibo ngokwecandelo lama-29(3) loMthetho sokwala ukufikelela ngendlela ecelwe ngumceli	
Isigqibo sokusivuma isicelo sofikelelo	
IZIZATHU ZOKUBHENA <i>(Ukuba isithuba esinikiweyo asanelanga, nceda uqhubeke kwiphepha elahlukileyo uze ulincamathele kule fomu amaphepha ongezelelweyo kufuneka atyikiwe)</i>	
Xela imihlaba esekelwe phezu kwayo isibheni sangaphakathi:	
Xela naluphi na olunye ulwazi olunokuba lufanelekile xa kuqwalaselwa isibheni:	

Uya kwaziswa ngembalelwano ngesigqibo sesibheni sakho sangaphakathi. Nceda ubonise indlela oyikhethayo yokwazisa:

Idilesi yeposi	Ifeksi	Unxibelelwano nge-elekroniki <i>(Nceda ucacise)</i>

Ityikitywe _____ ngomhla _____ kwinyanga _____ 20 _____

Iphepha lesi-2 lama-3

**UKUSETYENZISWA NGOKUSEMTHETHWENI
IREKHODI ESEMTHETHWENI YESIBHENO SANGAPHAKATHI**

Isibheno sifunyenwe ngu: <i>(inqanaba loburhulumente, igama kunye nefani yeGosa loLwazi)</i>			
Umhla wokufunyanwa:			
Isibheno sikhathshwa zizizathu zesigqibo segosa lolwazi kwaye, apho kufanelekileyo, iinkcukacha zalo naliphi na iqela lesithathu elinxulumene nalo okanye irekhodi enxulumene nalo, zingeniswe ligosa lolwazi:			Ewe
			Hayi
ISIPHUMO SESIBHENO			
Ukwaliwa kwesicelo sofikelelo. Iqinisekisiwe?	Ewe		Isigqibo esitsha <i>(ukuba akuqinisekiswa)</i>
	Hayi		
Iintlawulo (Icandelo lama-22). Iqinisekisiwe?	Ewe		Isigqibo esitsha <i>(ukuba akuqinisekiswa)</i>
	Hayi		
Ulwandiso (Icandelo lama-26(1)). Iqinisekisiwe?	Ewe		Isigqibo esitsha <i>(ukuba akuqinisekiswa)</i>
	Hayi		
Ukufikelela (Icandelo lama-29(3)). Iqinisekisiwe?	Ewe		Isigqibo esitsha <i>(ukuba akuqinisekiswa)</i>
	Hayi		
Isicelo sokufikelela sivunyiwe. Iqinisekisiwe?	Ewe		Isigqibo esitsha <i>(ukuba akuqinisekiswa)</i>
	Hayi		

IFOMU YESIKHALAZO

IFOMU YESI-5

[Umgaqo we-10]

QAPHELA:

1. Le fomu yenzelwe ukunceda uMfaki-sicelo okanye iQela leSithathu (emva koku ekubhekiswa kuye "njengoMmangali") ekuceleni uqwalaselo ngokutsha lwempendulo yeZiko likaRhulumente okanye leZiko laBucala okanye ukungaphenduli kwesicelo sokufikelela kwiirekhodi phantsi koKhuthazo lokuFikelela. kuMthetho woLwazi, wama-2000 (uMthetho onguNombolo yesi-2 wowama-2000) ("PAIA"). Nceda ugcalise le fomu kwaye uyithumele kule dilesi ye-imeyile ilandelayo: PAIAComplaints@inforegulator.org.za okanye ugcalise ifomu yesikhalazo kwi-intanethi efumaneka ku - <https://www.justice.gov.za/inforeg/>.
2. I-PAIA inika ilungu loluntu ilungelo lokufaka isikhalazo kuMlawuli woLwazi malunga nalo naluphi na uhlobo lwezikhalazo ezichazwe kwinxalenye F yale fomu yesikhalazo.
3. Ngumgaqo-nkqubo woMlawuli woLwazi ukuhlehlisa ukuphanda okanye ukukhaba isikhalazo ukuba uMmangali akaqalanga wanika iqumrhu likarhulumente okanye labucala (apha emva kokubizwa ngokuba "iZiko") ithuba lokuphendula kunye nokuzama ukusombulula. umb. Ukunceda iZiko lijongane nezinto ezikuxhalabisayo phambi kokuba uye kuMlawuli woLwazi, kufuneka ugcalise **iFomu yesi-2 yePAIA** emiselweyo kwaye uyingenise kwiZiko.
4. Ikopi yale Fomu iya kunikezelwa kwiQumrhu elingumxholo wesikhalazo sakho. Ulwazi olunikezelayo kule fomu, luncanyathiselwe kule fomu okanye onikezela ngalo kamva, luya kusetyenziswa kuphela ukuzama ukusombulula ingxabano yakho, ngaphandle kokuba kuchazwe ngenye indlela apha.
5. ThUMlawuli woLwazi uya kusamkela kuphela isikhalazo sakho wakuba uqinisekisile ukuba uyithobele le mimiselo ingezantsi.
6. **Nceda uqhoboshele iikopi zala maxwebhu alandelayo, ukuba unawo:**
 - a. Ikopi yefomu kwiZiko ecela ukufikelela kwiirekhodi;
 - b. Impendulo yeZiko kwisikhalazo sakho okanye isicelo sofikelelo;
 - c. Nayiphi na enye imbalelwano phakathi kwakho neZiko malunga nesicelo sakho;
 - d. Ikopi yefomu yesibheno, ukuba uthotyelo lwakho lunxulumene nequmrhu likarhulumente;
 - e. Impendulo yeZiko kwisibheno sakho;
 - f. Nayiphi na enye imbalelwano phakathi kwakho neZiko malunga nesibheno sakho;
 - g. Amaxwebhu agunyazisa ukuba wenze egameni lomnye umntu (ukuba kufanelekile);
 - h. UMyalelo weNkundla okanye amaxwebhu eNkundla anxulumene nesikhalazo sakho, ukuba akhona.
7. Ukuba isithuba esibonelelweyo kule Fomu asonelanga, ngenisa ingcaciso njengeSihlomelo kule Fomu uze utyikitye iphepha ngalinye.

ISAKHONO SOMNTU/IQELA ELIFAKA ISIKHALAZO (Phawula ngo "X")

Ummangali ngokobuqu

Ummeli woMkhalazi

Iqela lesithathu

IIMFUNeko

Ingaba usifakile isicelo (ifomu yePAIA) sokufikelela kwiirekhodi yequmrhu likarhulumente/labucala?	Ewe		Hayi	
Ingaba ziphelile iintsuku ezingama-30 ukusuka kumhla ongenise ngawo ifomu yePAIA yakho?	Ewe		Hayi	
Ingaba uye wayisebenzisa yonke inkqubo yangaphakathi yesibheno ngokuchasene nesigqibo seGosa loLwazi lequmrhu likarhulumente?	Ewe		Hayi	
Ingaba usifakile isicelo eNkundleni ukuze ufumane isiqabu esifanelekileyo malunga nalo mba?	Ewe		Hayi	

UKUSETYENZISWA NGUMLAWULI WOLWAZI KUPHELA			
<i>Ifunyenwe ngu: (Amagama apheleleyo)</i>			
<i>Isikhundla</i>			
<i>Utyikityo</i>			
<i>Isikhalazo samkelwe</i>	<i>Ewe</i>		<i>Hayi</i>
<i>Inombolo yesalathiso</i>			
<i>plstampu somhla</i>			

Idilesi yeposi	Ifeksi	Olunye unxibelelwano nge-elekroniki (Nceda ucacise)

**ICANDELO A
IINKCUKACHA ZOBUQU ZOMKHALAZI**

<i>Amagama apheleleyo</i>			
<i>Inombolo yesazisi</i>			
<i>Idilesi yeposi</i>			
<i>Idilesi yesitalato</i>			
<i>Idilesi yeimeyile</i>			
<i>linombolo zoqhagamshelwano</i>	<i>Inombolo yomnxeba. (B)</i>		<i>Ifeksi</i>
	<i>Unomyayi</i>		

**ICANDELO B
IINKCUKACHA YOMMELI**
(Gcwalisa kuphela ukuba uya kumelwa. Amandla eGqwetha kufuneka ancanyathiselwe ukuba ummangali umelwe, ukuba asiphumelelanga eso sikhalazo siya kukhatywa)

<i>Amagama apheleleyo ommeli</i>			
<i>Ubume bomelo</i>			
<i>Inombolo yesazisi / Inombolo yoBhaliso</i>			
<i>Idilesi yeposi</i>			
<i>Idilesi yesitalato</i>			
<i>Idilesi yeimeyile</i>			
<i>linombolo zoqhagamshelwano</i>	<i>Inombolo yomnxeba. (B)</i>		<i>Ifeksi</i>
	<i>Unomyayi</i>		

**ICANDELO C
IINKCUKACHA YEQELA LESITHATHU**
(Nceda uqhoboshele ileta yesigunyaziso)

<i>Uhlobo lweZiko</i>	<i>Bucala</i>		<i>Rhulumente</i>	
<i>Igama leZiko likaRhulumente / laBucala</i>				
<i>Inombolo yoBhaliso (ukuba ikhona)</i>				
<i>Igama, iFani kunye neSikhundla somntu ogunyazisiweyo ukuba afake isikhalazo</i>				
<i>Idilesi yeposi</i>				
<i>Idilesi yesitalato</i>				
<i>Idilesi yeimeyile</i>				

linombolo zoqhagamshelwano	Inombolo yomnxeba. (B):		Ifeksi	
	Unomyayi			

**ICANDELO D
IZIKO ESIFAKELWE LONA ISIKHALAZO**

Ihlobo leziko	Bucala		Rhulumente	
Igama lequmrhu likarhulumente / labucala				
Inombolo yobhaliso (ukuba ikhona)				
Igama, ifani kunye netayitile yomntu osebenza naye kurhulumente okanye kwiqumrhu labucala ukuzama ukusombulula isikhalazo sakho okanye isicelo sokufikelela kulwazi				
Idilesi yeposi				
Isitalato sedilesi				
Idilesi yeimeyile				
linombolo zoqhagamshelwano	Inombolo yomnxeba. (B):		Ifeksi	
	Unomyayi			
Inombolo yesalathisi inikiweyo (ukuba kukhona enye)				

**ICANDELO E
ISIKHALAZO**
Sixelele malunga namanyathelo oye wawathatha ukuzama ukusombulula isikhalazo sakho (Izikhhalazo kufuneka ziqale zingeniswe ngqo kwiqumrhu loburhulumente okanye labucala ukuze kuphendulwe kwaye kunokwenzeka ukuba kusonjululwe)

Umhla esifakwe ngawo isicelo sofikelelo kwiirekhodi.				
Nceda uchaze uhlobo lwelungelo (amalungelo) ekufuneka lisetyenziswe okanye likhuselwe, ukuba uthotyelo luchasene nequmrhu labucala.				
Ingaba ukhe wazama ukusombulula lo mba nombutho?	Ewe		Hayi	
Ukuba ewe, uyifumene nini? (Nceda uqhoboshele ileta kwesi sicelo.)				
Ingaba uye wabhena ngokuchasene nesigqibo segosa lolwazi lequmrhu likarhulumente?	Ewe		Hayi	
Ukuba ewe, usifake nini isibheni?				
Ingaba usifakile isicelo eNkundleni ukuze ufumane isiqabu esifanelekileyo malunga nalo mba?	Ewe		Hayi	
Ukuba ewe, nceda ubonise ukuba umcimbi wagwetywa nini yiNkundla? Nceda uqhoboshele uMyalelo weNkundla, ukuba ukhona.				

**ICANDELO F
UHLOBO OLUNENKCUKACHA LOKUFIKELELA KWIIREKHODI**
(Nceda ukhethe enye okanye ngaphezulu kwezi zilandelayo ukuchaza isikhalazo sakho kuMlawuli woLwazi)

Ukubhena okungaphumelelanga (iCandelo lama-77A(2)(a) okanye icandelo lama-77A(3)(a) le PAIA)	<i>Ndibhenele ngokuchasene nesigqibo sequmrhu likarhulumente kwaye isibheni asiphumelelanga.</i>	
Isicelo esingaphumelelanga soxolelo (Amacandelo elama-77A(2)(b) kunye nelama-75(2) ePAIA)	<i>Ndifake isibheni sam ngokuchasene nesigqibo sequmrhu likarhulumente kade ndaza ndafaka isicelo soxolelo. Isicelo soxolelo siye sachithwa.</i>	
Ukwaliwa kwesicelo sofikelelo (iCandelo lama-77A(2)(c)(i) okanye lama-77A(2)(d)(i) okanye 77A(3)(b) lePAIA)	<i>Ndicele ukufikelela kulwazi olugcinwe liqumrhu kwaye eso sicelo salawe okanye salawe ngokuyinxenye.</i>	
Umbutho ufuna ukuba ndihlawule umrhumo kwaye ndivakalelwa kukuba ugqithisile (iCandelo lama-22 okanye lama-54 lePAIA)	<i>Ithenda okanye intlawulo yomrhumo omiselweyo. Ithenda okanye intlawulo yediphozithi.</i>	
Imbuyekezo yediphozithi (iCandelo Igosha lolwazi lalile ukuhlawula idiphozithi ehlawulwe lama-22(4) yePAIA) malunga nesicelo sofikelelo esikhatyiweyo.	<i>Igosha lolwazi lalile ukuhlawula idiphozithi ehlawulweyo malunga nesicelo sofikelelo esithe salawa.</i>	
Ukungavumelani nokwandiswa kwexesha (iCandelo lama-26 okanye lama-57 ePAIA)	<i>Iqumrhu ligqibe kwelokuba landise umda wexesha lokuphendula isicelo sam, kwaye andivumelani nokongezwa komda wexesha eliceliweyo okanye ukongezwa kwexesha elithathiweyo ukuphendula kwisicelo sam sofikelelo.</i>	
Indlela yokufikelela eyaliwe (iCandelo lama-29(3) okanye lama-60 (a) lePAIA)	<i>Ndicele ufikelelo ngendlela ethile nefanelekileyo kwaye olo hlobo lofikelelo lwaliwe.</i>	
Kuthathwa njengokwaliwa (iCandelo lama-27 okanye lama-58 le PAIA)	<i>Sele ingaphezu kweentsuku ezingama-30 ndenze isicelo sam kwaye andikasifumani isigqibo. Ixesha lokwandiswa liphelile kwaye akukho mpendulo ifunyenweyo.</i>	
Ubhengezo olungafanelekanga lwerekhodi (Izizathu ezinyanzelekileyo zokwala ukufikelela kwirekhodi).	<i>Iirekhodi (eziphantsi kwezizathu zokwalelwa ukufikelela) ziye zabhengezwa ngendlela engafanelekanga/engekho ngqiqweni.</i>	
Akukho zizathu zaneleyo zokwala ukufikelela (iCandelo lama-56(3) (a) lePAIA)	<i>Isicelo sam sofikelelo salawe, kwaye akukho zizathu zibambekayo okanye ezaneleyo zokwaliwa, ezithe zanikwa, kubandakanywa izibonelelo zalo Mthetho ekuye kwaxhomekeke kuwo ukwaliwa.</i>	
Ukufikelela ngokuyinxenye kwirekhodi (iCandelo lama-28(2) okanye lama-59(2) lePAIA)	<i>Ukufikelela kwinxenye kuphela yeerekhodi eziceliweyo kwavunywa kwaye ndiyakholelwa ukuba iirekhodi ezininzi bekufanele ukuba zixeliwe.</i>	
Uxolelo lwentlawulo (iCandelo lama-22(8) okanye lama-54(8) lePAIA)	<i>Ndikhululekile ekuhlawuleni nayiphi na intlawulo kwaye isicelo sam sokurhoxisa imirhumo salawe.</i>	
Iirekhodi ezingafumanekiyo okanye ezingekhoyo (iCandelo lama-23 okanye lama-55 lePAIA)	<i>Iqumrhu libonise ukuba ezinye okanye zonke iirekhodi eziceliweyo azikho kwaye ndiyakholelwa ukuba ezinye iirekhodi zikhona.</i>	
Ukusilela ekuvezeni iirekhodi	<i>Iqumrhu ligqibe kwelokuba lindinike ufikelelo kwiirekhodi eziceliweyo, kodwa andikazifumani.</i>	
Akukho gunya (ukusebenzisa okanye ukukhuselwa kwawo nawaphi na amalungelo) (iCandelo lama-50(1)(a) lePAIA)	<i>Iqumrhu libonise ukuba iirekhodi eziceliweyo azibandakanywanga kwiPAIA kwaye andivumi.</i>	
Isicelo esingenanjongo okanye esicaphukisayo (iCandelo lama-45 lePAIA)	<i>Iqumrhu libonise ukuba isicelo sam sibonakala ngathi asinamsebenzi okanye siyacaphukisa kwaye andivumi.</i>	
Okunye (Nceda ucacise)		

ICANDELO G ISIPHUMO ESILINDELEKILEYO Ucinga ukuba uMlawuli woLwazi angakunceda njani? Chaza isiphumo okanye isiphumo osifunayo.
ICANDELO H IZIVUMELWANO

Isiseko esisemthethweni sezi zivumelwano zilandelayo sichazwe kwiSaziso saBucala malunga nendlela yokufaka uxwebhu lwakho lwesikhalazo. Ukuze uMlawuli woLwazi aqhube isikhalazo sakho, kufuneka ujonge nganye kwezi bhokisi zingezantsi ukubonisa isivumelwano sakho:

- Ndiyavuma ukuba uMlawuli woLwazi inokusebenzisa ulwazi olunikiweyo kwisikhalazo sam ukuyanceda ekuphandeni imiba enxulumene nokukhuthazwa kwelungelo lokufikelela kulwazi kunye nokukhuselwa kwelungelo lokuba neemfihlo eMzantsi Afrika. Ndiyaqonda ukuba uMlawuli woLwazi akasoze afake iinkcukacha zam zobuqu okanye ezinye ezichongiweyo kuyo nayiphi na ingxelo yoluntu, kwaye ulwazi lwam lobuqu lusakhuselwe nguMthetho woKhuseleko loLwazi loBuqu, wowama-2013 (uMthetho onguNombolo wesi-4 wowama-2013). Ndiyaqonda ukuba ukuba andivumi, uMlawuli woLwazi usazakuqhubekisa isikhalazo sam.
- Ulwazi olukule Fomu yesikhalazo luyinyani ngokolwazi lwam nangenkolelo yam.
- Ndigunyazisa uMlawuli woLwazi ukuba aqokelele iinkcukacha zam zesikhalazo (ezifana neenkukacha ngam kule fomu yesikhalazo) kwaye azisebenzise ukujongana nesikhalazo sam samalungelo oluntu esinxulumene nelungelo lokufikelela kulwazi kunye / okanye ukukhuselwa kwelungelo lokuba neemfihlo.
- Ndigunyazisa nabani na (onjengomqeshi, umnikezeli wenkonzo, ingqina) onolwazi olufunekayo ukuze kuqwalaselwe isikhalazo sam ukuze abelane ngaso noMlawuli woLwazi. UMlawuli woLwazi unokufumana olu lwazi ngokuthetha namangqina okanye ngokucela iirekhodi ezibhaliweyo. Kuxhomekeke kubume besikhalazo, ezi rekhodi zinokubandakanya iifayile zabasebenzi okanye idatha yomqeshi, iirekhodi zonyango okanye zesibhedlele, kunye nolwazi lwemali okanye lomrhafi.
- Ukuba naluphi na ulwazi lwam loqhagamshelwano luyatshintsha ngexesha lenkqubo yesikhalazo, luxanduva lwam ukwazisa uMlawuli woLwazi; kungenjalo isikhalazo sam sinokulibaziseka okanye sivalwe.

Ityikitywe _____ ngomhla _____ kwinyanga _____ 20 _____

Ummangali/uMmeli/Umntu ogunyazisiweyo weqela leSithathu

ITSHATHA YONIKEZELO LWEENKONZO

ISebe loPhuhliso loQoqosho noKhenketho lizimisele ukukubonelela ngeenkono ngokweTshatha yeeNkonzo. Masilwenze lubengcono unikezelo lweenkonzo sikunye.

UMBONO WETHU

Umbono weSebe loPhuhliso lwezoQoqosho noKhenketho ngoweNtshona Koloni enoqoqosho olukhulayo, lokwenza izinto ezintsha nolugcinekayo, oluphawulwa kukukhula kwezoqoqosho kunye nengqosho.

UMQOPHISO WETHU

ISebe loPhuhliso lezoQoqosho noKhenketho liza kubonelela ngesikhokelo esisemgangathweni kuqoqosho lweNtshona Koloni ngokuqonda kweSebe uqoqosho, ukwazi kwalo ukuchonga amathuba oqoqosho nethuba lokubanako, kunye negalelo lalo kwizinto eziphambili zoqoqosho lukarhulumente. ISebe liya kuqinisa ubuchule bokwenza imveliso nokukhuphisana kuqoqosho lwephondo. Liya kukhawulezisa uhlumo lwezoqoqosho nengqosho: ngokukhuthaza utyalomali nezisekelo, ukuthunyelwa kweenkonzo kwamanye amazwe kunye nohlumo olukhawulezileyo, kulungiswe imisantsa kwizakhono, ukukhawulezisa ukubalula bokwenza ushishino; kunye nokomelela kwemithombo.

Lixhaswa yingqwalasela kaRhulumente weNtshona Koloni yoHlumo lweMisebenzi, iSebe lijolise, njengenxalenye yendlela yokwenza kurhulumente wonke, ukuvumela amanqanaba aphakame kakhulu ohlumo lwezoqoqosho kwiphondo ukuze kudalwe imisebenzi namathuba ayo. Indlela yokuphumeza le njongo kukuvumela impumelelo yecandelo labucala ngokudala imeko efanelekileyo yohlumo eNtshona Koloni.

IINKONZO ZETHU



UXANDUVA LWETHU KUWE

- Siza kuziphendula zonke ii-imeyili zethu kwiiveki ezingama-48. Umnxeba ongenayo siza kuziphendula unganganga ukhale ka-3
- Ukuba uye wasibhalela, siya kukwazisa ukuba siyifumene ileta yakho zingadlulanga iintsuku ezi-3. Siza kuthumela impendulo kwiintsuku ezi-7 zomsebenzi. Ukuba asikwazi ukunika impendulo kwiintsuku ezi-7 zomsebenzi siza kukucacisela ukuba kutheni size sikuxelele ukuba ungayilindela nini impendulo.
- Sakuba sifikile kuthi isicelo sakho, siya kusinika ingqwalasela enobulungisa ngokweenkukacha esizifumeneyo. Siya kukunika ulwazi olupheleleyo, onokulusebenzisa kunye nengxelo efanelekileyo.
- Zonke izikhaziso kunye neembalelwano ezimalunga noMphathiswa wezeMali kunye naMathuba ezoQoqosho ezenziwa ngabaxumi ziza kuphendulwa ngendlela efanelekileyo kwiiveki e-1 zifunyenwe.

UXANDUVA LWAKHO KUTHI

Silindele oku kuwe:

- Ube nembeko, uqaphelele kwaye uhloniphe amagosa akuncedayo.
- Unyaniseke xa unengxoxo nathi.
- Ufaka iinkukachacha ezipheleleyo nezichanekileyo ziphelelewe ziikopi ezisanda kuqinisekiswa zamaxwebhu ayimfuneko.
- Ufumaneka kwaye ukulungele ukuzimasa iinkqubo zokuxhotyiswa ekuvunyelwene ngazo.
- Uqalise ukusebenzisa nokuzalisekisa izicwangciso, amanyathelo kunye neengcebiso ozifumene kwiSebe loPhuhliso lwezoQoqosho noKhenketho.

AMALUNGELO WABO BANCEDWAYO

Ninala malungelo alandelayo ngokwemithetho-siseko yeBatho Pele:

- Kukuniphatha ngemeko nangentlopho ngeyona ndlela inesidima ngawo onke amaxesha
- Kuza kucetyiswa nani malunga nezidingo zeenkono zenu kuquka umgangatho nobulunga beenkonzo enbulindleleyo.
- Ukufumana ulwazi neenkukacha ezipheleleyo xa uzicela.
- Ukufikelela ngokulinganayo nabanye kwiinkono ezisemgangathweni ezibonelelwayo ngokwemigangatho yonikezelo lweenkonzo.
- Ukuncedwa ze kucelwe uxolo xa ungancedwanga ngokupheleleyo.

INKQUBO YETHU YOKULUNGISA IZINTO

- Ukuba unesikhaziso nceda sixelele. Siza kuxolisa kwaye silungise izinto ngoko nangoko. Ukuba awanelisekanga, siya kuyiphanda nangakumbi ingxaki leyo ze siphendule zingadlulanga iintsuku ezi-7 zokusebenza.
- Ukuba asikwazi ukuyilungisa ngomnxeba nangokukhawuleza ingxaki yakho, siya kuthumela isikhaziso sakho kumsebenzi ochaphazelekayo, ze sikuxelele ukuba impendulo iza kufumaneka nini.
- Uyacelwa ukuba uthumele iingcebiso, izincom, nezigxeko ngendlela eyakhayo okanye iziphakamiso ezinokusinceda siwenze ngcono umsebenzi wethu okanye siphucule umgangatho wethu kule dilesi: **Crystal Le Bron, kwiOfisi yeNtloko yeSebe**
Umnxeba: 021 483 9226
Imeyili: Ecohead@westerncape.gov.za

Ukusebenza kwethu kuza kuhlolwa kuze kunikwe ingxelo kwiNgcwelo yoNyaka nakwiNgcwelo yaBemi eya kupapashwa kwaye ifakwe kwiwebhusayithi yethu.

SIKUXABISILE UKUFUMANEKA KWETHU LULA

- Yiyo loo nto izakhiwo zethu zifikelelwa nangabantu abanokhubazeko.
- Siya kuzama ukunikezela ngeenkono zethu apho kunokwenzeka khona, ngazo zo-3 iilwimi ezisemthethweni zaseNtshona Koloni.
- Iiyure zokusebenza: 07:30 - 16:00



URhulumente
weNtshona Koloni
NGOWAKHO

UPhuhliso loQoqosho
noKhenketho

SITHEMBISA OKU:

Sizibophelele ekulandleni indlela ecwangcisiweyo yobonelelo lweenkonzo zikarhulumente nezophuhliso loqoqosho ukwanelisa uluntu. Ekuphumezani isigunyaziso novandulwa lwethu, siza kukhokela kwaye sibobela iMithethosiseko esibhoze yeBATHO PELE (Abantu Kuqala). Sizibophelele ekuboneleleni ngeenkono zethu ngokusekelwe kwiintselungelo zethu ezizazi, ukukhathala, uBuchule, uXanduva, iNtembeko, ukuSungul' izinto nokuPhendula ukuze ukusela nokukhuthaza amalungelo akho kunye nokwandisa amathuba okufumana iziphumo ezingcono zonikezelo lweenkonzo UKWENZELELA WENA.

ISIBHAMBATHISO SEGUNYA ELILAWULAYO:

Mna, Mireille Wenger, ndibophelela iSebe loPhuhliso loQoqosho noKhenketho ngoweMigqo kaRhulumente, 2016, iSahluko 3, iCandelo 3, 36 (f) no-37 ukuba liyithobele le tshata ngokunjalo notyitiko oluphelele ngezantsi. 36 (f) no-37 ukuba liyithobele le tshata.

Mireille Wenger

UMphathiswa uMireille Wenger, onguMphathiswa wezeMali namaThuba ezoQoqosho