



**Igama lebhunga lenkcubeko:** \_\_\_\_\_

**Iprojekthi:** \_\_\_\_\_

**Inombolo ye-NPO:** \_\_\_\_\_

**Ufaka isicelo sibe sinye ngebhunga ngalinye:**

**Tikisha iprojekthi yombutho wakho kwezi zingezantsi:**

<input type="checkbox"/> Umculo	<input type="checkbox"/> Idrama
<input type="checkbox"/> Uncwadi	<input type="checkbox"/> Ubugcisa bezandla
<input type="checkbox"/> Umxhentso/umdaniso	<input type="checkbox"/> Imiboniso
<input type="checkbox"/> Inkcubeko	<input type="checkbox"/> Umnyhadala
<input type="checkbox"/> Olunye uhlobo	

**Sesiphi isithili eza kuqhutywa kuso iprojekthi:**

<input type="checkbox"/> Cape Winelands	<input type="checkbox"/> Eden
<input type="checkbox"/> Umbindi-Kharu	<input type="checkbox"/> Overberg
<input type="checkbox"/> ISixeko saseKapa	<input type="checkbox"/> Unxweme oluseNtshona

**Qaphela: lifomu zezicelo kufuneka ziye kungeniswa kwii-ofisi zeSebe leMicimbi yeNkcubeko neMidlalo ngomhla okanye phambi komhla wama-16:00 ngoLwesine 20 Eyomnga 2018. Izicelo ezifeksiweyo okanye ezithunyelwe ngeimeyili aziyi kwamkelwa.**

**Uncedo ungalufumana kula magosa karhulumente abhalwe ngezantsi:**

<b>IOfisi Eweebe eKapa</b> Fareedah Hunter umnxeba: 021 483 9699 i-imeyili: <a href="mailto:Fareedah.Hunter@westerncape.gov.za">Fareedah.Hunter@westerncape.gov.za</a>	<b>IOfisi yoMmandla eseOudtshoorn</b> April Meiring umnxeba: 044 279 1766 i-imeyili: <a href="mailto:April.Meiring@westerncape.gov.za">April.Meiring@westerncape.gov.za</a>
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## ULUHLU LWEZINTO EKUFUNEKA ZIQHOTYOSHELWE KWIFOMU YESICELO

<b>QAPHELA OKU:</b> Qinisekisa ukuba zigcwaliswe zonke iindawo ezifanelekileyo zaza zatyikitywa kule fomu isicelo. Qinisekisa ukuba uwafaka onke namaxwebhu afunekayo ukuze isicelo sakho sinikwe ingqwalasela. Jonga kolu luhlu lungezantsi ukukuncedaa ukuqinisekisa ukuba uzifake zonke izinto ezifunekayo.		
NOMB.	OKUFUNEKAYO	PHAWULA NGO-X
1.	Iphendulwe yonke imibuzo esefomini Eweicelo yaza yasayinwa.	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
2.	Iingxelo zemali zakutshanje, iinkcazo-mali eziphicothiweyo okanye iinkcazo-mali zebhanki (istetimenti)  *Imibutho emitsha iyacelwa ukuba ifake izitetimenti zebhanki kunye neengxelo zayo zemali zisegameni lombutho ukuba azikho iinkcazo-mali.	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
3.	Ifomu isayiniwe ngumphicothi-zincwadi, umcwangciso-mali okanye umgcini-zincwadi webhunga lenkcubeko osemthethweni.	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
4.	Isicwangciso somsebenzi elijonge ukuwenza ibhunga lenkcubeko siqhotyoshelwe	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
5.	Ikopi esayiniweyo yomgaqosiseko okanye inkqubo emiselweyo yebhunga lenkcubeko	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
6.	Ikopi yesatifikethi se-NPO iqhotyoshelwe	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
7.	Ikopi yesazisi yomfaki-sicelo iqhotyoshelwe	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
8.	Ifomu eneenkcukacha zebhanki (Bas Entity Maintenance Bank Details) ityikityiwe, ibekwe isitampu sebhanki yaza yaqhotyoshelwa ukuze iSebe likwazi ukuqinisekisa iinkcukacha ezo ebhankini.	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
9.	Ileta ebhalwe ephepheni lombutho/ibhunga lenkcubeko elisesikweni eqinisekisa ukuba ibhunga lenkcubeko lisebenzisa ngendlela efanelekileyo, ngokungenadolo nase lubala kwaye lineziseko zolawulo lwangaphakathi. (Lo ngumqathango wecandelo 38 (j) loMthetho woLawulo lweeMali zikaRhulumente (PFMA). Incwadi efuneka ityikitwe ngumtu wencwadi yezemali kumhlangano.	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
10.	Ikopi etyikityiweyo yemizuzu yentlanganiso yonyulo yakutsha nje iqhotyoshelwe	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>
11.	Uluhlu oluneenkukacha zamalungu esigqeba esilawulayo neekopi zezasizi zawo eziqinisekisiweyo luqhotyoshelwe	Ewe <input type="checkbox"/> Hayi <input type="checkbox"/>

**ISICELO ASIYI KUNANZWA UKUBA AKUZIFAKANGA ZONKE IZINTO EZIFUNEKAYO XA UNGENISA ISICELO SAKHO.**

**QAPHELA UKUBA IMALI EKHOYO AYIZANEZI ZONKE IIMFUNO NEZICELO EZIKHOYO, NGOKO KE ISICELO SAKHO SINGANGAPHUMELELI NOKUBA USIFAKE NGEXESHA.**

**1. IINKCUKACHA ZOMBUTHO**

**IGAMA LOMBUTHO/ LEBHUNGA LENKCUBEKO**

**IDILESI:**

**IDILESI YEPOSI:**

**Ikhawudi yeposi**

**1.1 INOMBOLO YOMNXEBA**

**INOMBOLO YEFEKSI**

**1.2 IDILESI YEIMEYILI**

**1.3 UMNTU EKUNOKUQHAGAMSHELWANA NAYE NEENKCUKACHA ZAKHE**

**1.3.1 Itayitile**

**Igama**

**Ifani**

**Inombolo yesazisi (qhoboshela ikopi yesazisi eqinisekisiweyo)**

**1.4 IDILESI YENDAWO**

**Ikhawudi  
yeposi**

**1.5.1 Inombolo yomnxeba (eyasemsebenzini)** **1.5.2 Inombolo yomnxeba (emva komsebenzi)**

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**1.5.3 Inombolo yeselula**

**1.5.4 Inombolo yefeksi**

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**1.5.5 Idilesi yeimeyili**

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**1.6.1 Dwelisa abantu abaphambili abaza kuba yinxalenye yale projekthi**

<b>Igama</b>	<b>Isikhundla</b>	<b>Iinkcukacha zoqhagamshelwano</b>

**1.6.2 Ingaba likho ilungu lekomiti elakha labanjelwa ukwaphula umthetho, ukuba likho, nceda usinike iinkcukacha zetyala elo**

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**1.6.3 Wakha walufumana uncedo-mali kwiSebe leMicimbi yeNkcubeko neMidlalo ngaphambili?**

<b>EWE</b>	<b>HAYI</b>
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**1.7 Ukuba impendulo yakho ku-1.6.3 ithi ewe, yayingowuphi unyaka-mali lowo wawulufumene ngaye uncedo-mali, iyimalini owayifumanayo?**

<b>UNYAKA</b>	<b>R</b>
2014/15	
2015/16	
2016/17	
2017/18	
2018/19	

**1.8 Umbutho uwubala njani unyaka wawo (unyaka-mali)? \_\_\_\_\_**

**1.9 Ibanjwa nini intlanganiso yonyulo/ ziba nini iintlanganiso zebhodi?  
\_\_\_\_\_**

### 1.10 IINKCUKACHA-MANANI ZABAQESHA KWELI BHUNGA LENKCUBEKO

Inani labasebenzi abangamabhinqa	Inani labasebenzi abangamadoda	Inani labasebenzi abakhubazekileyo

### 1.11 UHLOBO LOMBUTHO (Tikisha ibhokisi efanelekileyo)

<input type="checkbox"/> Ngumbutho ongekho phantsi korhulumente (NPC)	<input type="checkbox"/> Yithrasti
<input type="checkbox"/> Olunye uhlobo (nika ingcaciso)	<input type="checkbox"/> Yi-NPO

### 1.12 UMHLA OWASEKWA NGAWO UMBUTHO

\*Nceda uqhoboshele ikopi yomgaqo webhunga lenkcubeko etyikityiweyo yaza yabhalwa nomhla

Inyanga

Unyaka

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#### 1.13.1 IZIMALI

Igama lomcwangcisi-mali/ umphicothi-zincwadi/ umgcini-zincwadi zemali obhalisiweyo

Igama nefani	
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Inombolo yesazisi	
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Inombolo yesiqinisekiso somsebenzi	
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Idilesi yoqhagamshelwano	
Umnxeba	

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**MAKATYIKITYE UMCWANGCISI-MALI/ UMPHICOTHI-ZINCWADI/ UMGCINI-ZINCWADI ZEMALI OBHALISIWEYO**



**PROVINCIAL GOVERNMENT WESTERN CAPE**

**BAS ENTITY MAINTENANCE  
BANK DETAILS**

DEPARTMENT

OFFICE

System User Only	
BAS Ref No.	<input type="text"/>
Captured By:	<input type="text"/>
Date Captured:	<input type="text"/>
Authorised By:	<input type="text"/>
Date Authorised:	<input type="text"/>

Bank Details	
<b>DETAILS OF FIRM / INSTITUTION:</b>	
Name	<input type="text"/>
Address	<input type="text"/>
E-mail address	<input type="text"/>
Contact Person	<input type="text"/>
Tel. No.	<input type="text"/>
<p>I/We ..... hereby request and authorise you to pay any amounts which any accrue to me/us to the credit of my/our account with the mentioned bank.</p> <p>I/We understand that the credit transfers hereby authorised will be processed by computer through a system know as the "ACB ELECTRONIC BANK TRANSFER SERVICE", and I/We also understand that no additional advice of payment will be provided by my/our bank, but details of each payment will be printed on my/our bank statement or any accompanying voucher.(This does not apply where it is not customary for banks to furnish bank statements).</p> <p>I/we understand that a payment advice will be supplied by the Department in the normal way, and that it will indicate the date on which funds will be available in my/our account.This authority may be cancelled by me/us by giving thirty days notice by prepaid registered post.</p>	
<input type="text"/>	<input type="text"/>
<b>Initials and Surname</b>	<b>Authorised Signature</b>
	<input type="text"/>
	<b>Date dd/mm/ccyy</b>
	<input type="text"/>
Name of Bank	<input type="text"/>
Name of Branch	<input type="text"/>
Branch Code	<input type="text"/>
Account Number	<input type="text"/>
Type of Account	<input type="checkbox"/> Current Account <input type="checkbox"/> Other (specify ) ..... <input type="checkbox"/> Savings Account <input type="checkbox"/> Transmission Account
<b>DATE STAMP OF BANK</b>	
<b>BANK ACCOUNT PARTICULARS</b>	
<b>CERTIFIED AS CORRECT</b>	
<input type="text"/>	<b>FOR OFFICE USE ONLY</b>
	<b>APPROVED BY HEAD OF OFFICE</b>
	Print Name:
	Signature:
	Date:

### 1. ISICWANGCISO SOMSEBENZI OZA KWENZIWA

**Nceda uqhoboshele isicwangciso esibhalwe phantsi sale projekthi uyifakela isicelo, uqinisekise ukuba yonke le mibuzo ingezantsi uyiphendule ngokucacileyo. Apha ngezantsi fumana uluhlu lwezinto olusisikhokelo sendlela esenziwa ngayo isicelo kukwakho nezinye iinkcukacha ezinokukunceda.**

- Igama leprojekthi
- Nika inkcazelo emfutshane ngeprojekthi yakho
- Iza kuqhubeka phi iprojekthi?
- Uyenzela bani le projekthi, umz. ulutsha; abantu abakhubazekileyo; oomama, njlnjl?
- Yintoni injongo yale projekthi?
- Ngoobani oza kusebenzisana nabo kule rojekthi yakho?
- Ngubani oza kuxhamla kule projekthi? Chaza ezo zinto ziza kuxhanyulwa.
- Athini amaxesha owabekele ukwenza izinto ezithile? Xela umhla eza kuqala neza kuphela ngawo iprojekthi; imicimbi iza kuthatha ixesha elingakanani; izinto ojonge ukuziqabelisa kunye nezinye iinkcukacha onokusinika zona.
- Sithini isicwangciso sakho sendlela eza kuqhutywa ngayo iprojekthi? Nika iinjongo eziphambili zeprojekthi; iintsuku eziza kwenziwa ngazo izinto; ziza kwenzelwa phi kunye neziphumo ezilindelekileyo.
- Yiyiphi imibutho ocinga ukusebenzisana nayo?
- Ingaba kukho uqeqesho lucetyiweyo lokuxhobisa abachaphazelekayo? Sixelele ngalo.
- Ingaba olu qeqesho lusemthethweni?
- Bangaphi abantu eniceba ukuba bafumane uqeqesho ngelixa iqhuba iprojekthi?
- Bangaphi ababhinqileyo, beza kuba bangaphi abangamadoda abaza kuthatha inxaxheba eprojekthini?
- Ithini ibhajethi yeprojekthi? Dwelisa izinto eziza kwenziwa nexabiso lento nganye/ imali eza kusetyenziswa kwinto nganye.

#### 2.1 IBHAJETHI IYONKE:

R .....

### 3. OKUTYIKITYWAYO

**Igama lomntu:**

Itayitile

Igama

Ifani

Isikhundla

Inombolo yesazisi

Tyikitya  
apha

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D D M M Y Y Y Y