



URhulumente
weNtshona Koloni
NGOWAKHO

Inombolo yerefrensi: PTR/8/6/P

**UMTHETHO WOKUKHUTHAZA UKUFIKELELA KULWAZI (IPAIA) ISIKHOKELO,
KA-2021**

**IQULUNQWE NGOKWEMIGAQO YECANDELO 14 LOMTHETHO WOKUFIKELELA KULWAZI, KA-
2000 (NJENGOKO UHLAZIYIWE) YESEBE LIKANONDYEBO WEPHONDO**

Iphunyezwe: nguMnu. D Savage

Isikhundla: liGosa eliyiNtloko: kuNondyebo wePhondo (liGosa leeNkcukacha)

Utyikityo: _____

Usuku lokuphunyezwa: _____

Usuku olulandelayo lohlaziyo: eyoMnga 2022

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1. ULUHLU LWEZISHUNQULELO

AFS	lingxelo zeMali zoNyaka
CAE	INgqonyela
CGRO	Isimo Sohlalutyo Lolawulo Loshishino
DBAC	IKomiti Yesigwebo Ngeebhidi zeSebe
DPSA	ISebe Lenkonzo yasebuRhulumenteni Nezolawulo
ERMCO	IKomiti yoLawulo lwemiNgcipheko kuShishino
GRAP	INkqubo yoGcino-zincwadi eyamkelele ngokuPhangaleleyo
LED	UPhuhliso loQoqosho Lwengingqi
ICT	Ubuchwepheshe Beenkcukacha Nonxibelelwano
IDMS	Inkqubo yoLawulo loPhuhliso lweziSeko
IDP	IsiCwangciso Sophuhliso Esihlanganyelweyo
IFMS	Inkqubo Ehlanganyelweyo Yolawulo Lwemali
IGR	Ubudlelwane Phakathi kooRhulumente
IO	IGosa leeNkcukacha
LG MTEC	IKomiti kaRhulumente Wamakhaya yeThuba elingephi
MERO	Isimo Sohlalutyo loQoqosho looMaspala
MFMA	URhulumente waMakhaya: UMthetho woLawulo lweMali kaMasipala, ka- 2003
MSCOA	ITshati yeMigangatho yee-Akhawunti zooMaspala
MTEF	Isikhokelo Senkcitho Sethuba Elingephi
PAIA	UMthetho wokukhuthaza ukufikelela kulwazi, ka-2000
PERO	Isimo Sohlalutyo loQoqosho lwePhondo
PFMA	UMthetho woLawulo lweMali kaRhulumente, ka-1999
POPIA	UMthetho woKhuselo lweenkcukacha, ka-2013
PSA	UMthetho weNkonzo kaRhulumente, isiBhengezo, 103 sika-1994
Regulator	UMqulunqi weNkcukacha
SIME	UNxibelelwano LooMaspala Olunganiselwe Kwisicwangciso-qhinga
SIPDM	UMgangatho Wolawulo Lokuthengwa Nokudilivarishwa Kweziseko
SCM	Ityathanga Lolawulo Lweentengo
TCF	IKomiti yeeNgcali yeMali
TIME	Ubudlelwane Obuhlanganyelweyo Bobungcali kwezikaMaspala
the Constitution	UMgaqo-siseko woMzantsi Afrika, ka-1996
WCG	URhulumente weNtshona Koloni
WCGRB	IBhodi yoNgcakazo neMidyarho kwiNtshona Koloni
WC MTBPS	Intetho yoMgaqo-nkqubo weThuba Elingephi KwiNtshona Koloni

2. INJONGO YESI SIKHOKELO

Esi Sikhokelo sePAIA singasetyenziswa lulutho kuluntu ngenjongo-

- 2.1 Yokukhangela isimo samarekhodi anaokuba sele efikeleleka kuNondyebo wePhondo, ngaphandle kokuba afakelwe isicelo sokufikeleleka sePAIA ngokusesikweni
- 2.2 lube nokuyiqondaka indlela yokwenza isicelo sokufikelela kwirekhodsi eliselugcinweni lukaNondyebo wePhondo.
- 2.3 Lufumana iinkcukacha zoqhakamshelwano ezichaphazelekayo zabantu abaza kuncedisa uluntu ngamarekhodi abadinga ukufikelela kuwo.
- 2.4 bazi ngazo zonke izisombululo abanokuzifumana kuNondyebo wePhondo ngokuphathelele kwisicelo sokufikelela kumarekhodi, ngaphambi kokukrweca uMqulunqi okanye iNkundla.
- 2.5 Bafumane ingcaciso ngeekonzo ezifikelekayo kuluntu ngokubanzi kuNondyebo wePhondo, kwanokuba zifikeleleka njani na ezo nkonzo.
- 2.6 Bafumane ingcaciso ngesikhokelo sendlela esetyenziswa ngayo iPAIA, njengoko ithe yahlaziywa kwanokuba ubani angafikelela njani na kuyo.
- 2.7 Bazi ukuba iSebe loPhuhliso loLuntu liya kusebenza ngeenkukacha ezingabo, injongo yoko kusetyenziswa kweenkcukacha ezingabo ndawonye nengcaciso ngamabakala abanini-zinkcukacha kunye neenkukacha okanye amabakala eenkcukacha eziphathelele apho.
- 2.8 bazi ukuba uNondyebo wePhondo uceba ukudlulisa okanye asebenzise iinkcukacha ezingabo ngaphandle kwemida yeRiphabliki yoMzantsi Afrika kwanabo baza kuzifumana okanye amabakala abo baza kuzifumana okanye abo ziza kuthunyelwa kubo.
- 2.9 bazi ukuba uNondyebo wePhondo unawo na amacebo angawo okuqinisekisa ukufihlakala, isidima kwakunye nokufikeleleka kweenkcukacha ekuza kusetyenzwa ngazo.

3. UKUMISELWA KUKANONDYEBO WEPHONDO

UNondyebo wePhondo sisimo sesebe esikwinqubo karhulumente yona esimiselwe ngokwemigaqo yecandelo 197 soMgaqo-siseko. IPSA yona, enika Amandla icandelo 197 loMgaqo-siseko inika kwicandelo 7 igunya lokumiselwa kwamaasebe ephondo.

3.1 Iinjongo/isigunyaziso

Eyona misebenzi yeSebe iphambili, amagunya noxanduva adizwe kwicandelo 18 loMthetho woLawulo lweMali kaRhulumente, ka-1999 (UMthetho 1 ka-1999) (iPFMA) nangokwecandelo 5 loMthetho woRhulumente beNgqingqi: UMthetho woLawulo lweMali kaMasipala ka-2003 (UMthetho 56 ka-2003) (iMFMA). Eyona njongo iphambili yeSebe lulawulo lwemali olunenkathalo, ngokuthi kumiselwe ulawulo olusemgangathweni lwemali kwaneenkqubo ezihlanganyelweyo zokuhanjiswa kweenkonzo kwiPhondo ngokubanzi.

Oku ke kudinga ukuba iSebe ligxile ekuqinisekiseni ulawulo olusebenzayo nolusemgangathweni lwezibonelelo zephondo nezoomaspala; ukunikezelwa kwesikhokelo ngokomgaqo-nkqubo; ukunikezelwa kwesikhokelo nokunyanzeliswa kolawulo lweenkqubo zolawulo lwemali; ukwenziwa luqilima kolawulo lwetyathanga leentengo kwanolawul olwempahla egungqayo kwibakala lephondo nakweloomaspala; kwanokuphakamisa izinga ukuthabathela uxanduva kwanolawulo lwemali kumasebe nakoomaspala.

Ukuza kuthi ga ngoku, iSebe liyaqhuba nokuphucula umgaqo-nkqubo ohlanganyelweyo, ucwangciso nokumiselwa kweenkqubo zohlalo lolwabiwo-mali ngokweentshukumo

zophando loqoqosho loluntu, uhlahlo lolwabiwo-mali lwephondo noloomasipala oluhlanganyelweyo, ukumiselwa kweMFMA, ulawulo lokuhanjiswa kweziseko zophuhliso, ulawulo lwetyathanga leentengo, ulawulo lweenkqubo zemali kwanokuphakanyiswa kolawulo olululo kumasebe, kumaqumrhu nakoomaspala.

ISebe linikezela ngeenkonzelo kumasebe alishumi elinesine (14) axhamlayo kwanakoomaspala abangamashumi amathathu (30), ndawonye nawo onke amaqumrhu kawonkewonke kunye kunye neenkampani zangaphandle ezinikezela ngeenkonzelo.

3.1.1 **Izigunyaziso ngokwemithetho echaphazelekayo**

3.1.1.1 **Izigunyaziso ngokoMgaqo-siseko**

ISahluko 13 soMgaqo-siseko siqwalasela imiba ephangaleleyo yemali kwibakala lesizwe, elamaphondo kunye neloorhulumente bamakhaya.

3.1.1.2 **Izigunyaziso ngokwemithetho**

Izigunyaziso ngokwemithetho asebenza ngayo uNondyebo wePhondo iquka ikakhulu le mithetho yesizwe neyephondo ilandelayo:

1. UMthetho woLawulo lweMali kaRhulumente, ka-1999 (uMthetho 1 ka-1999) (PFMA)
2. URhulumente weNgingqi: uMthetho woLawulo lweMali kaMasipala, ka-2003 (uMthetho 56 ka-2003) (i MFMA)
3. UMthetho woLwahlulo lweNgeniso woNyaka
4. UMthetho woLawulo lweZimali zePalamente kunye neziNdlu zoWiso-mthetho zePhondo, ka-2009 (uMthetho we-10 ka-2009)
5. UMthetho woLawulo lweMpahla eNgashenxisekiyo kaRhulumente, ka-2007 (uMthetho we-19 ka-2007)
6. UMthetho woBudlelwane bobuRhulumente bozakuzelwano ngezimali, ka-1997 (uMthetho wama-97 ka-1997)
7. UMthetho woBambiswano nesiSeko soZakuzelwano, ka- 2005 (uMthetho we-13 ka-2005)
8. UMthetho woPhicotho-zincwadi lukaRhulumente, ka-2004 (uMthetho wama-25 ka-2004) njengoko ihlaziyiwe
9. UMthetho oyiPreferential Procurement Policy Framework Act, 2000 (uMthetho 5 ka-2000)
10. UMthetho weNkqubo yoLawulo lweRhafu yePhondo, ka-2001 (uMthetho 53 ka-2001)
11. UMthetho weNkonzo zikaRhulumente, 1994 (Act 103 of 1994) njengoko ihlaziyiwe
12. UMthetho woCwangciso lweMihlaba kunye noLawulo lokuSetyenziswa koMhlaba, wama-2013 (uMthetho we-16 ka-2013) (iSPLUMA)
13. UMthetho woLwabiwo-mali weNtshona Koloni woNyaka
14. UMthetho weNtlawulo ngokuthe ngqo weNtshona Koloni, 2000 (uMthetho 6 ka-2000) njengoko ihlaziyiwe

15. UMthetho woNgcakazo neMidyarho weNtshona Koloni, ka-1996 (uMthetho 4 ka-1996) njengoko ihlaziyiwe

3.1.2 **Izigunyaziso ngokwemigaqo-nkqubo**

1. I-Agenda ka-2030 yoPhuhliso Oluluqilima (Amanqaku Aluqilima oPhuhliso)
2. I-Agenda ye-Africa yamanqaku ka-2063
3. Isikhokelo Sokuthatyathelwa Phezulu Kohlahlo Lolwabiwo-mali
4. Isikhokelo Semigaqo-nkqubo Yovavanyo Kwilizwe (2011)
5. Isikhokelo seMigaqo-nkqubo yeeNkqubo Zohlolo Novavanyo lukaRhulumente Ngokubanzi (sika-2005)
6. Isikhokelo Esihlaziyiweyo Sezicwangciso-maqhina kunye Neengxelo Zentsebenzo Yonyaka (sika-2019)
7. Isicwangciso-qhinga Sohuhliso Lwezibonelelo Zabasebenzi kuMzantsi Afrika sika-2010-2030

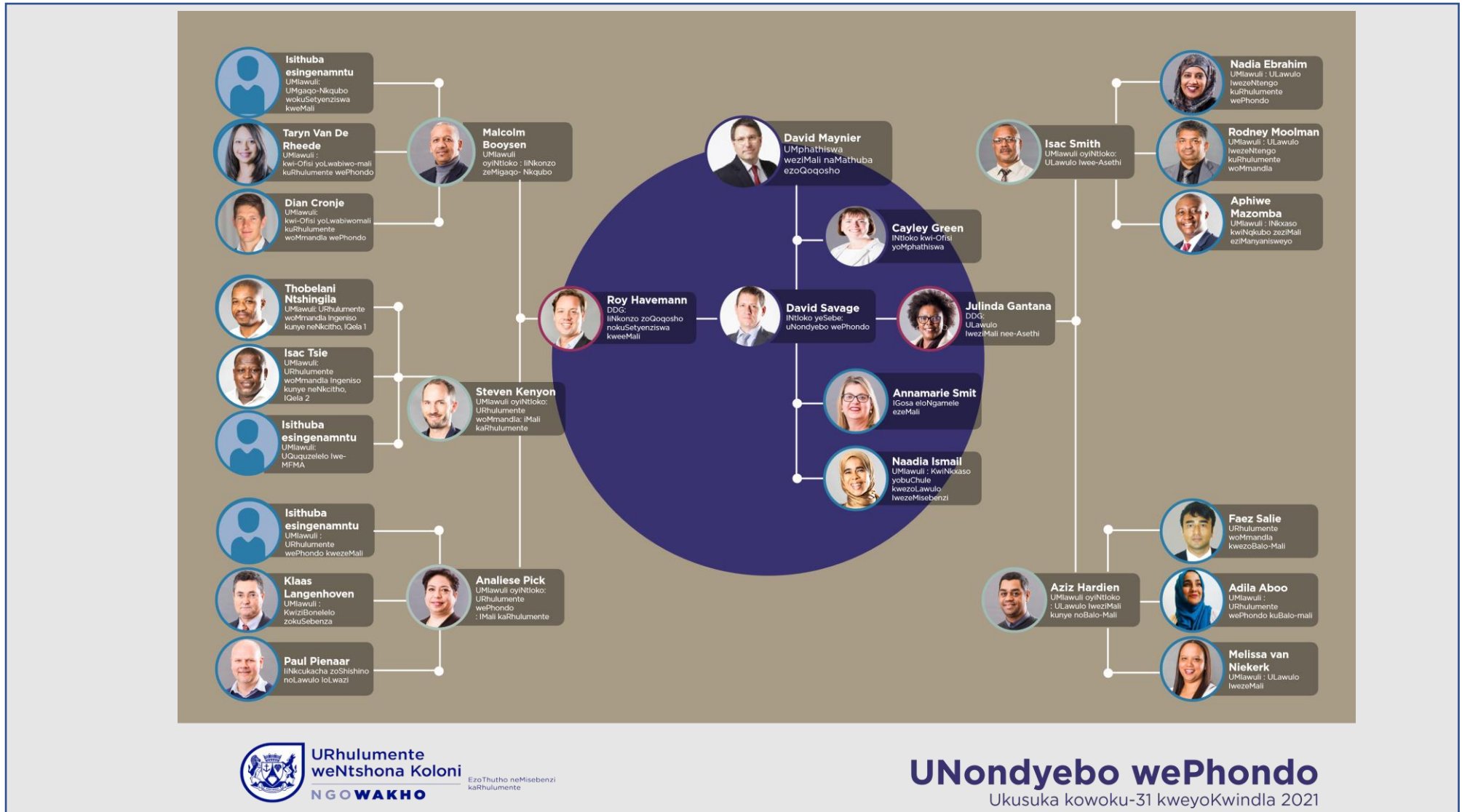
3.1.2.1 **Imigaqo-nkqubo yezicwangciso-maqhinga**

Ezi zigunyaziso zemigaqo-nkqubo zilandelayo zithi ngokukodwa ziqhube umsebenzi kaNondyebo wePhondo:

1. Isicwangciso Sophuhliso Lwesizwe sika-2030
2. Isicwangciso Seminyaka Emihlanu Sokumiselwa Kwesicwangciso Sophuhliso Lwesizwe
3. Isikhokelo Sesticwangciso-qhinga Saphakathi Enyakeni sika-2019 – 2024
4. Izikhokelo Zophuhliso Lwemihlaba
5. Isicwangciso Sophuhliso lwePhondo sika-2020 – 2025 (iPSP)
6. i-OneCape2040

4. UBUME BESEBE NEMISEBENZI KANONDYEBO WEPHONDO

4.1 Ubume



4.2 Imisebenzi

Isicwangciso Sentsebenzo Yonyaka sivakalisa ukwamkela kukaNondyebo wePhondo uxanduva lwakhe ekuphuculeni indlela ekwabiwa ngayo, ukuqinisekisa ixabiso lemali kwanokugcina uzinzo kwiimali. Oku ngokuthi enze imisebenzi yakhe engundoqo yokumisela ulawulo oluhle kwanokumisela inkqubo yokuhanjiswa kweenkonzo ehlanganyelweyo. Eyona nto ingundonqo iquka ukumisela inkqubo yolawulo oluhlanganyelweyo. Oku ke kubandakanya inkqubo ebanzi yokwayanyaniswa kwemigaqo-nkqubo yephondo neyoorhulumente bamakhaya, ucwangciso, uhlahlo lolwabiwo-mali, ulawulo nomiselo. Injongo kukomeleza uthungelwano nokwayamana phakathi kweenkqubo nezimo zikarhulumente namanye amahlakani aphambili, ngelixa kuphuculwa ukuhanjiswa kweenkonzo, kudalwa elona futhe libonakalayo ifuthe ngokoqoqosho loluntu kwanokwakhiwa kwexabiso loluntu. Amalungiselelo namatyathanga entsebenziswano namasebe ephondo yaye oomaspala baya kuhlala bexhaswa ngokwezivumelwaniso ezimiselweyo ezidana neengqungquthela zeSicwangciso Sophuhliso Esihlanganyelweyo (i-IDP), Ilinge Locwangciso Elihlanganyelweyo, iSivumelwano Sezobuchwepheshe Esihlanganyelweyo soomaspala (iTIME), iSivumelwano Sesisicwangciso-qhinga Esihlanganyelweyo soomaspala (iSIME) kunye neKomiti Yenkcitho Yaphakathi Enyakeni yoorhulumente Bamakhaya (iLG MTEC).

Inkqubo 1: Ezolawulo

Le nkqubo ixhasa ngokwesicwangciso-qhinga uMphathiswa kunye neNtloko yeSebe ngokuthi inikezele isikhokelo kumba wesalathiso sesicwangciso-qhinga kwanokunikezelwa kweenkonzo ezisemgangathweni zemali nezingezinye.

4.2.1 Le misebenzi ilandelayo inikezelwa ngokwemigaqo yale nkqubo:

4.2.1.1 Inkqutyana 1.1: **I-Ofisi kaMphathiswa:** Kukuncedisa ilungu leKhabhinethi yePhondo kwimisebenzi eliyinikwe yimithetho kunye neNkulumbuso.

4.2.1.2 Inkqutyana 1.2: **Iinkonzo zolawulo:** Kukunikezela iinkonzo zenkxaso kwintsebenzo nangokwesicwangciso-qhinga.

Eyona misebenzi iphambili kule nkqutyana yile ilandelayo:

- Kukunikezela ngesikhokelo kwiSebe kwinkalo yentsebenzo engayamenanga nemali, uhlolo, ukunikezelwa kweengxelo kwakunye neenkqubo zovavanyo;
- Kukuqinisekisa ukunikezelwa kweenkonzo zenkxaso kulawulo lwabantu ngokwemigaqo yesivumelwano senqanaba leenkono kwakunye neeshedyuli zeenkono kwiZiko Leenkono Zoshishino;
- Kukuqinisekisa imeko yokusebenzela ekhuselekileyo nengenamingcipheko kwimpilo yabasebenzi iyanikezelwa ze igcinwe injalo;
- Kukulawula amalinge ophuhliso lolutsha, kuquka Phakathi kwezinye iphulo leNkumbumbuso Lophuhliso Lolutsha, uKhuphiswano Lokubhalwa Kwezicatshulwa kunye neNkqubo Yenkxaso-mali Yangaphandle;
- Kukunikezela iinkonzo zenkxaso kwigosa eliyintloko ngokwemigaqo yolawulo lweembalelwano, imisebenzi kanobhala neye-ofisi eyamkela iindwendwe, unxibelelwano nepalamente ndawonye neenkono eziphangaleleyo zenkxaso yolawulo; kunye
- Neenkono zonxibelelwano lwangaphakathi nolwaphandle.

4.2.1.3 Inkqutyana 1.3: **EzoLawulo lweMali**: Kukuncedisa iGosa Elongameleyo ekuqhubeni umsebenzi wolawulo lwemali kwiSebe.

Eyona misebenzi iphambili yale nkqutyana yile ilandelayo:

- iCandelo Logcino-ncwadi Lwezolawulo linoxanduva lokuhlenganisa izabelo-mali zonyaka nezohlengahlengiso, uhlolo nolawulo lwenkcitho ngokwenkqubo Yohlolo Lwaphakathi Enyakeni (i-IYM) rhoqo ngenyanga, kwanokuhlenganiswa kwengxelo yonyaka yesebe;
- iCandelo Logcino-ncwadi Zemali linoxanduva lokugcina inkqubo yeentlawulo (iBAS, iLOGIS kunye nePERSAL) ngokwemigaqo yePFMA, lihlenganise iingxelo zemali zethutyana (i-IFS) kunye neengxelo zemali zonyaka (i-AFS), kwanokunikezela ngomsebenzi womntu owamkela nogcina imali, owogcino-zincwadi kwanolawulo lwemivuzo kwiSebe;
- iCandelo Lolawulo Lwetyathanga Leentengo (iSCM) linoxanduva lokugcina inkqubo efanelekileyo yeentengo neyezibonelelo engenamkhethe, esekelwe kumakulinganwe, ekhuthaza ukhuphiswano neyongayo engxoweni, ndawonye nolawulo, kuquka nokukhuselwa, nokulungiswa kwempahla yeSebe ndawonye nokunikezelwa kweenkonzo ezithile zokuncedisa. Ngapha koko, icandelo eli lisebenza njengecandelo likanobhala kwiKomiti yeSebe Yezigqibo Zeebhidi yeSbe (iDBAC); kunye
- neCandelo Lolawulo Lwezangaphakathi ekufuneka liqinisekise uuba amalinge olawulo lwezangaphakathi akho kwiSebe ngokubanzi, ingakumib kwiinkalo ezinomngcipheko ophezulu, ngenjongo yokuthintela naziphi na izimvo zophicotho lwangaphakathi nolwangaphandle ngenjongo yokuqinisekisa ukuba umsebenzi uyenzeka. Ngapha koko, icandelo eli likwasebenza njengecandelo lezolawulo kwiKomiti Yolawulo Lwemingcipheko Yoshishino (i-ERMCO) yaye iyaluthobela uvavanyo lwenkqubo Yohlaluyuo Nesimo Solawulo Lwezoshishino (iCGRO).

Inkqubo 2: ULawulo LweziBonelelo olunoZinzo

4.2.3 Le nkqubo iqinisekisa ulawulo olusemgangathweni nolululutho lwezibonelelo zephondo nezoomaspala.

4.2.4 Le misebenzi ilandelayo inikezelwa ngokwemigaqo yale nkqubo:

4.2.4.1 Inkqutyana 2.1: **Inkxaso kwiNkqubo**: kukunikezela inkxaso yezolawulo neyeenkqubo zolawulo kule nkqubo.

Eyona misebenzi iphambili yale nkqutyana yile ilandelayo:

- Ukunikezelwa kwezibonelelo soqeqesho olumiselweyo kwanophuhliso lwabasebenzi abakule nkqubo. Oku ke kuquka intloko nabasebenzi abanikezela inkxaso kwiCandelo: Leenkonzo Zemali Nezoqoqosho ndawonye nabalawuli abaziintloko abanoxanduva lwamacandelo aziintloko eeNkonzo zeMigaqo-nkqubo yoLuntu, eleMali Yoluntu Ngokubanzi: kuRhulumente wePhondo kunye nezeMali yoLuntu Ngokubanzi: kooRhulumente Bamakhaya.

4.2.4.2 Inkqutyana 2.2: engoMgaqo-nkqubo Ongemali: Kukuphanda, ukuhlalutya kwanokunikezela ngeengcebiso ngomgaqo-nkqubo, isicwangciso-qhinga kwanolawulo lwezibonelelo zemali zephondo nezoomaspala.

Eyona misebenzi yale nkqutyana yile ilandelayo:

- Kukwenza uphando nohlalutyo lwemiba yemigaqo-nkqubo yemali yephondo neyoorhulumente bamakhaya echaphazela isikhokelo semali seli Phondo ngenjongo yokuhlanganisa ezo nkukacha kwinkqubo yokuqulunqwa kwezikhokelo eziluhlalutya zephondo neyoorhulumente bamakhaya ndawonye nesicwangciso-qhinga semali kwiphondo esikwinkqubo yokwenza kweentlawulo kwilizwe ngokubanzi (isabelo esilinganayo neenkxaso-mali ezinemiqathango), inkqubo yemali koorhulumente bamakhaya kunye nokuhlanganiswa kwamalinge ezibonelelo zengingqi kwinkalo yezibonelelo esezikho nezintsha, izibonelelo zethu zengeniso. Ezi mveliso zondla isicwangciso-qhinga sePhondo ngokuthi kusoloko kuphuculwa kwimigaqo yemali kwakunye nokugcinwa kozinzo kwezemali;
- Lulawulo lweNgxowa-mali Yengeniso yePhondo kwanokuqinisekisa ubukho bezidingo zemali eziinkozo kwiPhondo;
- Yinkxaso yamalinge kwanokunikezelwa kweengcebiso kwakunye nesikhokelo kumasebe noomaspala kwimiba eyayamene nengeniso nolawulo lwemali eziinkozo ngokuthi kuhlalutywe ze iqulunqwe iingxelo ngokuphuma nokungena kweemali nentsebenzo yengeniso; kunye
- Ukubekwa esweni kweBhodi yoNgcakazo neMidyarho kwiNtshona Koloni (iWCGRB) nolawulo lokwenziwa kweenkqubo zokuhlaziywa kwemithetho echaphazela icandelo lezongcakazo.

4.2.4.3 Inkqutyana 2.3: **EzoLawulo lweZabelo-mali**

Icandelwana: I-Ofisi yeZabelo-mali zikaRhulumente wePhondo: Kukuphakamisa ukwabiwa okusebenzayo kwezibonelelo ngokuthi kunikezelwe ngophando lwezoqoqosho loluntu nolwemigaqo-nkqubo, uhlalutyo neengcebiso ukondla inkqubo yokuqulunqwa kwezabelo-mali zephondo, ndawonye nohlalo lwemimiselo yezabelo-mali nentsebenzo.

Eyona misebenzi iphambili yale nxalenye yile ilandelayo:

- Igxile ekuthungelaneni kwemigaqo-nkqubo, kucwangciso neenkqubo zokuqulunqwa kwezabelo-mali. Uphando luquka Uhlalutyo Nesimo Soqoqosho lwePhondo (iPERO), eyingxenywe yeenkqubo zocwangciso nokuqulunqwa kwezabelo-mali ePhondweni. Konke-konke, uphando, uhlalutyo neemvavanyo zezokunikezela inkxaso kumasebe ephondo kwimiba yomgaqo-nkqubo wohlahlo lolwabiwo-mali ze zondle inkqubo yokuqulunqwa komgaqo-nkqubo wephondo wohlahlo lolwabiwo-mali ngenjongo yokwenza izindululo ngokwemigaqo yoondoqo besicwangciso-qhinga sikarhulumente abathiwe thaca kwiSicwangciso-qhinga sePhondo kwanakweminye imigaqo-nkqubo yesizwe ebandakanyekayo. Intetho yoMgaqo-nkqubo Wohlahlo Lolwabiwo-mali Lwaphakathi Enyakeni kwiNtshona Koloni (iWC MTBPS) inika isimo nesikhokelo sezozoqoqosho, semali nesomgaqo-nkqubo esiza kwakhelwa kuso isabelo-mali sonyaka ozayo kwiphondo. Sinika isikhokelo somgaqo-nkqubo wohlahlo lolwabiwo-mali kwakunye noondoqo besabelo-mali abaxhasa ukuhanjiswa kwemigaqo-nkqubo kaRhulumente weNtshona Koloni (iWCG), iinkqubo kunye namaphulo akhaphela inkqubo yokuhanjiswa kweenkonzo ePhondweni.

Icandelwana: **I-Ofisi yoHlahlo Lwabiwo-mali LooRhulumente Bamakhaya:** kukuphakamisa ukwabiwa okusebenzayo kwezibonelelo zemali kwanokunikezela ngophando lwezoqoqosho loluntu, uhlalutyonye kunye neengcebiso ezondla inkqubo yokwenziwa kwamalungiselelo ezabelo-mali zoomaspala ze kuhlowe inkqubo yokumiselwa kohlahlo lolwabiwo-mali.

Eyona misebenzi iphambili yeli candelo yile ilandelayo:

- Linikezela ngophando, uhlalutyonye ngoqoqosho lommandal nolwengingqi kwanokunikezelwa kolwazi ngezoqoqosho oluza kusetyenziswa kwinkqubo yocwangciso neyokuqulunqwa kohlahlo lolwabiwo-mali koomaspala. Uphando nohlalutyonye ekupapashweni rhoqo ngonyaka komgaqo-nkqubo Wohlalutyonye Nesimo Soqoqosho looMaspala (iMERO) kwakunye nokukhutshwa kweKwezimo Soqoqosho Loluntu. Icandelo eli livavanya izabelo-mali zonyaka zoomaspala zelinikezele nezindululo ukuze kuphuculwe indlela yokusabela kwezabelo-mali kwinkalo yokusombulula iinjongo zoqoqosho loluntu nezemigaqo-nkqubo; kwakunye
- Nokuxhasa inkqubo yokuqulunqwa kohlahlo lolwabiwo-mali ngokuthi kukuhlanganiswe imihlangano yeKomiti YooRhulumente Bamakhaya Yenkitho Yaphakathi Enyakeni kwanokuhlolwa kwenkqubo yokumiselwa kwezabelo-mali zoomaspala ngokweZicwangciso Zenkqubo Yokuhanjiswa Kwenkonzo Nokumiselwa Kwezabelo-mali zoomaspala.

4.2.4.4 Inkqutyana 2.4: **Imali yoLuntu ngokuBanzi**

Icandelwana: **Imali kaRhulumente wePhondo:** Kukuhlanganisa uhlahlo lolwabiwo-mali olusemgangathweni noluluqilima eoluphambili kwanolo luhlengahlengisiweyo, kwanokuze kunikezelwe isikhokelo ze kuhlowe ukumiselwa ngendlela kwaso.

Eyona misebenzi yeli candelo yile ilandelayo:

- Uvavanyo lwezabelo-mali zephondo ngenjongo oyokuphucula isidima nozinzo kwizabelo-mali;
- Ukuhlolwa kwenkqubo yomiselelo lwezabe-mali ngenjongo yokwenza luqilima inkqubo yokuthabathela uxanduva, umgangatho wokusebenza kunye nesidima seenkcukacha. Ukomelezwa kwemali yinxalenye yomisebenzi wecandelo Lesicwangciso-qhinga Kwimali yaye ke ngoko kugxilwe kulawulo lwenkcitho ngokwemida yesabelo-mali kwanolawulo oluluqilima lwezabelo-mali zabasebenzi; kunye
- Iindawo ekugxilwa kuzo ekulawulweni kwenkcitho ngendlela kumasebe ngendlela ehlanganyelweyo kunye necandelo Lezolawulo Lwetyathanga Leentengo kuNondyebo wePhondo kwanokuphuculwa kwesidima seenkcukacha, ingakumbi ezo zichaphazela ekurekhodweni kwenkcitho.

Icandelwana: **Imali yooRhulumente Bamakhaya** (Amaqela 1 no-2): kukuqhuba inkqubo yokumiselwa kweMFMA kwanokuncedisa nokunikezela isikhokelo koomaspala ekuqulunqeni izabelo-mali nasekuhloleni inkqubo yokumiselwa kwazo ekwaxhiweni koorhulumente bamakhaya abanozinzo.

Eyona misebenzi iphambili yeli candelwana yile ilandelayo:

- Ukuququzelela nokulungelelanisa ukuphunyezwa nokumiselwa kweMFMA kuNondyabo wePhondo kwanakoomaspala ngenjongo yokuqinisekisa ukuba iinjongo ze-ajenda yokuphuculwa koorhulumente bamakhaya iyafikeleleka, kugxilwe ikakhulu kubaguquli benkqubo beKomiti Yobungcaphephe Kwezemali, zizuzekile. Ukumiselwa kweMFMA kuya kuqhutywa ngokobudlelwane obuphakathi koorhulumente (i-IGR) nokuhlanganiswa Phakathi koomaspala, amasebe ephondo, amasebe esizwe kunye namanye amahlakani achaphazelekayo. Uxanduva olumandla luquka uhlobo, inkxaso kunye nokungenelela kwinkalo yokumiselwa kweMFMA, ingeniso, inkcith kunye nolawulo lwemali eziinkozo;
- Kukulola nokunikezela iingxelo ngengeniso nenkcitho yaphakathi enyakeni; kunye
- Nokugxila kwiinkalo ngokwemigaqo yabaguqulu beTCFabaza kunikezela isikhokelo ngolawulo lwengeniso ehlanganyelweyo kunye nezabelo-mali ezinemali ebekelwebucala, kuquka nokusabela kwinkxaso enikwa ingakumbi oomaspala abankenekene, kwanokunika Amandla eyona njongo yethu ephambiuli yokuqhuba i-ajenda yoorhulumente bamakhaya.

Icandelwana: **IziSeko zoPhuhliso:** Kukuphakamisa ukuhanjiswa kwesizeko zophuhliso ezibonakalayo ezintsha kwanokulungiswa kwezo sezikho.

Eyona misebenzi iphambili yeli candelwana yile ilandelayo:

- Inkqubo Yolawulo Lophuhliso Lweziseko kwiNtshona Koloni (i-IDMS) isisicwangciso seziseko zophuhliso kwiNtshona Koloni ukuze kufikelelwe kowona mgangatho uphezulu wokusebenza ze kuzuzwe nexabiso ngokwesiseko sempahla yephondo. Eyona nto ikhoyo kwi-IDMS yinkqubo ehlanganyelweyo yocwangciso nokuqulunqwa kwezabelo-mali. Eyona nto lijolise kuyo eli candelo esikukuhlolwa kwenkqubo yokumisela koMgangatho Wokuthengwa Kweziseko Nolawulo Lokuhanjiswa kwazo (iSIPDM) kunye ne-IDMS kumasebe ephondo. Enye injongo yeli candelo kukuhlola ukumiselwa kweSIPDM kwinkalo yoomaspala. Eli candelo likwanoxanduva lokuhlola inkcitho kwiziseko zamasebe athile kwanenkxaso enikwa iKomiti yoMphathiswa weNtshona Koloni Yokuhlanganiswa Kweziseko (iWCMiCoCo), osihlalo wayo unguMphathiswa Wezemali kwiPhondo, kwilinge lokuzuza lokuhanjiswa ngendlela esebenzayo kweziseko zophuhliso kweli Phondo; kunye
- Isakhono sikaRhulumente weNtshona Koloni sokuchonga, ukucwangcisa, ukuvavanya izinga lomgangatho kunye nokuhlola inkqubo yokuhanjiswa kweziseko siya kuqhuba nokuqiniswa kwisithuba seSikhokelo Senkcitho Yaphakathi Enyakeni (iMTEF).

Icandelo: **ULawulo Lweenkcukacha zoShishino:** Kukunikezela imeko yokuncedakala kwabaxhamli, ukuhlanganiswa kweenkcukacha kwakunye nolawulo lweenkcukacha kwakunye nenkonzo yolawulo lwamarekhodi kuNondyabo wePhondo.

Eyona misebenzi iphambili yeli candelo yile ilandelayo:

- Icandelo loLawulo lwamaRekhodi linoxanduva lokulawula inkqubo yokufayile enye kuphela nejliswe ekuthobeleni imimiselo yeNkonzo Yoovimba Namarekhodi kwiNtshona Koloni. Lo vimba mnye yinkqubo enikezela ithuba kubasebenzi bakaNondyabo wePhondo ukuze benze izigqibo ezizizo, bakhusele iinkcukacha ze banikezele isikhokelo sokugcinwa kweenkcukacha. Icandelo loLawulo lwamaRekhodi likwanoxanduva lweenkalo ezithile zolawulo lokhuseleko kwanokuhlanganiswa

kwezicelo zeenkukacha ngokwemigaqo yoMthetho wokuKhuthazwa kokuFikeleleka kuLwazi , ka-2000 (iPAIA) kuNondyebo wePhondo;

- Icandelo loLawulo Lweenkukacha linoxanduva wolawulo lwamaxwebhu eenkukacha kube ke ngoko kuxhaswa iinjongo zisicwangciso-qhinga sikaNondyebo wePhondo. Ukuhlanganiswa ezindaweni kweeseti zeenkukacha kuya kwenziwa luqilima ngenjongo yokuphakamisa ukuhlanganiswa kweenkukacha phakathi kwamabakala karhulumente. Icandelo loLawulo Lweenkukacha likwanoxanduva lokuthabathela phezulu iinkukacha nonxibelelwano ngokobuchwepheshe (i-ICT) eSebeni ngokuthi oko kumiselwe liSebe Leenkonzoluntu Nezolawulo (iDPSA), iSikhokelo soMgaqo-nkqubo Wolawulo Lwezoshishino Kwezeenkukacha Nonxibelelwano (iCGICTPF) ndawonye nohlolo lwamalinge eSicwangciso Sesisicwangciso-qhinga Sezeenkukacha Nonxibelelwano Ngokobuchwepheshe;
- Ukusebenza ngokuncedana nabaxhamli ngqokunika isikhokelo sokuhlanganiswa kweenkqubo zesebe nezoomaspala zeMTEC ndawonye nokuhambahamba kwamaxwebhu achaphazelekayo (aphathekayo kunye nakumaqonga obuchwepheshe); kunye
- Icandelo Lokuhlanganiswa Kweenkukacha ligcina uvimba kunye namaxwebhu opapasho ndawonye namaphepha okusebenza kaNondyebo wePhondo.

Inkqubo 3: uLawulo lweMpahla

4.2.5 Kukunika isikhokelo somgaqo-nkqubo kwanokunikezela isikhokelo sokunyanzeliswa kolawulo lweenkqubo zemali kwiphondo, ezingolawulo lwetyathanga leentengo kwanolawulo lwempahla egungqayo kwibakala lephondo neloomaspala.

4.2.6 Le misebenzi ilandelayo yenziwa ngokwemigaqo yale nkqubo:

4.2.6.1 Inkqutyana 3.1: Inkxaso kwiNkqubo: Kukunikezela ngolawulo kwanenkxaso yezolawulo kule nkqubo.

Eyona misebenzi iphambili yale nkqutyana yile ilandelayo:

- Ukunikezelwa kwezibonelelo zoqeqesho olumiselweyo lwabasebenzi abasebenzela le nkqubo. Oku ke kuquka intloko nabasebenzi abanika inkxaso kwiSebe: Ezingolawulo Lwempahla, umlawuli oyintloko ochaphazelekayo nonoxanduva lweCandelo loLawulo: Ezingolawulo Lwempahla, ndawonye nabalawuli abachaphazelekayo abajongene nama-candelo elolawulo lwetyathanga leentengo kuRhulumente wePhondo kunye neenkqubo Ezixhasa Nezayamene Neenkqubo Zemali.

4.2.6.2 Inkqutyana 3.2: iCandelo loLawulo lweTyathanga leNtengo

Icandelo: Ezingolawulo lwetyathanga leentengo kuRhulumente wePhondo: kukunikezela ngesikhokelo somgaqo-nkqubo kwanolawulo lwetyathanga leentengo kunye neenkqubo zolawulo lwempahla.

Eyona misebenzi iphambilieli candelo yile ilandelayo:

- Kukuqhuba nenkqubo yeSCM eyenzelwa kwiziko kwanolawulo lwempahla egungqayo kwakunye nezidingo zentsebenzo kweli Phondo;

- Kukugcina nokuvuselela inkqubo yolawulo oluluqilima kunye nesicwangciso-qhinga seSCM seli Phondo ngokuthi kuhlolwe ze kuvavanywe ngokuthi kwenziwe iinkqubo zemisebenzi yokuvavanywa kwefuthe kwanokuvavanywa kwemisantsa kunye neziqhu zolawulo eziphambili ngokwenkalo ebonakalayo, esekelwe kwiinzuzo zomgangatho kwanefuthe lenkonzo;
- Ukugxila kweli candelo ekusebenziseni ubuchwepheshe njengento ezakuvulela iimpucuko kwintsebenzo yenkqubo yeSCM. Eyona nto kugxilwe kuyo iquka inkqubo eqhubayo yokumisela kukavimba weenkampani zangaphandle, inkqubo esekelwe kubungqina ngeokudizwa kweenkqubo eziphuculiweyo, izidingo zolawulo kwanokuvuselelwa kwesisombululo senkqubo yeentengo ngokweqonga lezobuchwepheshe ukufumana iikowuti, kwanokuqhuba ngokukhutshwa kweebhidi, ulawulo lwezibhambathiso kunye neemodyuli ezingentsebenzo yamashishini. Omnye umsebenzi weli candelo kukuqhuba nokwakha isakhono sokutsala iinkcukacha zoshishino ngenjongo yokuxhasa ukuthatyathwa kwezigqibo ezingentengo kwanenkqubo engcono yolawulo lwetyathanga leentengo;
- Intsebenzo entle kwiintengo kwanenkitho eyiyo kwinkalo yeentengo exhaswa ziinkqubo ezisekelwe kwisicwangciso-qhinga seentengo kwinkqubo yocwangciso lokwenziwa kweentengo ngenjongo yokusebenzisa iinzuzo zentsebenzo eyiyo, ukonga ngokuthi kuthengwe kakhulu kumalinge eentengo kwanakwizibhambathiso ezisezayo ezohakathi kwabasebe; kunye
- Ukuphuhlisa kwezakhono zabasebenzi beSCM kwaneenkampani zangaphandle ngowoma msebenzi weli candelo. Izakhono zeSCM nophuhliso lolwazilwabasebenzi kumaqumrhu neziwa ngokwamalinge atshoyo oqeqesho, inkxaso noncedo lwedesika yoncedo nesikhokelo, imiboniso yasezindleleni kunye neQonga leSC, oko ke kukuthi, uMgaqo-nkqubo Nolawulo lweSCM, Ubuchwepheshe beSCM: amaqela agxile kwiEkuxhotyiswa & Nasekuphuhliseni kwanakuLawulo Lwesidingo. Kusetyenziswa uthotho lwamaqonga ukubonisana neenkampani zangaphandle ngenjongo yokuqinisekisa ukuba ziyaxhotyiswa ze zikulungele nangakumbi ukuqonda imeko yeSCM kwiphondo kunye nezidingo zenkqubo yeentengo xa zisenza ushishino noRhulumente wePhondo.

Icandelo: ezoLawulo Lwetyathanga leentengo kooRhulumente Bamakhaya: kukunikezela isikhokelo ngomgaqo-nkqubo kwanokumisela inkqubo yolawulo lwetyathanga leentengo kwakunye neenkqubo zolawulo lwempahla.

Eyona misebenzi yeli candelo yile ilandelayo:

- Ukunikezela uncedo nesikhokelo kwaba maspala bangama-30 beli Phondo kumba wolawulo nentsebenzo ebonakalayo kwinkalo yeSCM neyolawulo lwempahla;
- Kugxilwe kwinkqubo yeentengo njengesixhobo sohuhliso loqoqosho kwezi zithili. Ukuza kuthi ga apha, icandelo eli lithe lamisela iSCM Indaba enjongo zayo zikukumisela isimo esigxile kuqoqosho loluntu ukuze kube nokusetyenziswa ngendlela inkqubo yeentengo ekukhuleni nasekuphuleni koqoqosho olubandakanyayo. Oku ke kuthetha ukuba maze kulandelwe inkqubo egqibeleleyo apho abaphathi beSCM, abaphathi Bophuhliso Loqoqosho Lwengingqi kunye nabaphathi be-IDP bahlanganisa ucwangciso lwabo. Imveliso yeli linge iya kuba kukumisela kwamaphulwana koomaspala abathile;

- Ukugxila ekwakheni iinkqubo zokwenziwa luqilima kohlalutyo nezakhono zolwazi lwezoshishino Engenjongo yokuxhasa oomaspala. Kuya kuqhutywa amalinge athile ngenjongo yokuphucula ulawulo lweenkcukacha ze ekugqibeleni kwenziwe luqilima inkqubo yokuthatyathwa kwezigqibo;
- Inkqubo yoqeqesho nokuxhobisa ngezakhono kwicandelo Lolawulo oLwetyathanga Leentengo kunye nakwinkalo yoLolawulo Lwempahla iya kuqhuba ngendlela enesimo esimiselweyo esiquka amalinge asesikweni oqeqesho, amalinge agxilileyo, amaqonga eSCM neLolawulo Lwempahla ndawonye neengqungquthela zenkalo Yolawulo Lwempahla; kunye
- Ukuqulunqa iSikhokelo Solawulo Lwempahla koomaspala njengesigaba sokuqala, esigxile kwimigaqo-nkqubo/kwizicwangciso-maqhinga zolawulo lwempahla kunye neenkqubo zoshishino.

4.2.6.3 Inkqutyana 3.3: ezeNkxaso kunye Neenkqubo Ezithungelanana Zemali: Kukunikezela inkqubo yokumisela, ukulawula nokubeka iso kwiinkqubo zemali ezisetyenziswa liphondo kwanemfuduko eya kwiNkqubo Ehlanganyelweyo Yolawulo Lwemali (i-IFMS).

Eyona misebenzi iphamnili yale nkqutyana yile ilandelayo:

- Kukuqhuba nokuphucula inkqubo yolawulo lwemali kwiPhondo ngokuthi kuqeqeshwe abasebenzisi bale nkqubo ngokwemigaqo yeeprofayili zenkqubo abayisebenzisayo, kwanokugcinwa kweenkqubo zolawulo lwe-akhawunti zabasebenzisi ezisebenzayo ngenjongo yokuphucula ukhuseleko lwezi nkqubo;
- Kukuqinisekisa uphuhliso oluphangaleleyo lwamalinge oqeqesho ahlanganyelweyo ukuze kuphakanyiswe ukusetyenziwa ngendlela nakakule kweenkqubo zemali, amanyathelo okuvuselela ukuba semgangathweni kwanokuchaneka kweenkcukacha, eziquka ukunikezelwa kwenkonzo kuwo onke amasebe ngokuthi kunikezelwe ulawulo olusemgangathweni kwakunye neenkukacha ezigqibeleleyo; ndawonye
- Nokugxila ekulungeleni kwanokulungiselelwa kweenkcukacha kwiinkqubo zemali ezisetyenziswayo ngoku kwiphondo kube ke ngoko kulungiselelwa ukufudukela kwi-IFMS.

Inkqubo 4: Ezingolawulo Lwemali

4.2.7 Kukuphakamisa uzinzo kunye nolawulo lwemali oluphilileyo kumasebe, amaqumrhu nakoomaspala.

4.2.8 Le misebenzi ilandelayo inikezelwa ngokwemigaqo yale nkqubo:

4.2.8.1 Inkqutyana 4.1: Inkxaso kwiNkqubo: Kukunikezela isikhokelo solawulo kwakunyenekxaso yezolawulo kule nkqubo.

Eyona misebenzi yale nkqutyana yile ilandelayo:

- Ukunikezelwa kwezibonelelo zoqeqesho nophuhliso olunesimo kubasebenzi bale nkqubo. Oku ke kuquka intloko nabasebenzi abanika inkxaso kwiSebe: Lewezingolawulo kunye Nolawulo Lwempahla, umlawuli oyintloko ochaphazelekayo onoxanduva lweCandelo Lolawulo: Ezingolawulo Lwemali Nogcino-zincwadi okwasebenza njengoMgcini-zincwadi Oyintloko kwiPhondo leNtshona Koloni, kunye nabalawuli abachaphazelekayo abanoxanduva lweCandelo lwezoGcino-zincwadi

kuRhulumente wePhondo, kwezoGcino-zincwadi kooRhulumente Bamakhaya nakwezoLawulo Lwemali.

4.2.8.2 Inkqutyana 4.2: Ezingeenkonzo Zogcino-zincwadi

Icandelo: Ezogcino-zincwadi Nokuthobela Imimiselo kuRhulumente wePhondo: Kukuqhuba iinguqu kwinkalo yezolawulo lwemali, ukumiselwa kweenkqubo zogcino-zincwadi kwanokulungiselelwa kweengxelo zemali ezihlanganisiweyo.

Eyona misebenzi yeli candelo yile ilandelayo:

- Kukuqinisekisa ukurekhodwa okugqibeleleyo nokuchanekileyo nokunikezelwa kweengxelo ngeenkqubo zoshishino njengoko kudingeka ngokwemigaqo yezikhokelo ezimiselweyo zogcino-zincwadi. Oku kufaka igalelo kwiinzame zokuthintela iimpazamo kunye nezinye iziphoso kwiingxelo zemali kwimeko yemali ehlehlengisiweyo yogcino-zincwadi esetyenziswa ngamasebe kwakunye nesiseko senzala kwinkqubo yogcino-zincwadi esetyenziswa ngamaqumrhu;
- Ngokuhlanganisa kwanokuthi ngokwandisa kuqhutywe imigaqo nemimiselo, icandelo elilihlola ze linikezele iingxelo ngenkqubela kwiKhabhinethi rhoqo ngekota ngemiba ethe yavezwa kwiimbutho ezingolawulo zesebe kunye neZicwangciso Zeentshukomo Kulawulo lweCGRO (i-e-GAP) ngenjongo yokuvulela ukuphuculwa kolawulo lwemali; kunye
- Kukuvulela ukuphuculwa kolawulo kwanokusetyenziswa kwesikhokelo sogcino-zincwadi ngokweenkqubo zoqeqesho ezinesimo esimiselweyo ndawonye nokuvuselelwa nangakumbi kwesixhobo se-e-GAP.

Icandelo: Ezogcino-zincwadi zooRhulumente Bamakhaya: Kukuphucula ukusetyenziswa kwemigaqo nemingangatho yezogcino-zincwadi kwanokuqulunqwa kweengxelo koomaspala.

Eyona misebenzi iphambili kweli candelo yile ilandelayo:

- Kukuqinisekisa ukurekhodi ngokugqibeleleyo nangokuchanekileyo kweentshuumo zoshishino njengoko kudingeka ngokwemigaqo nemigangatho yeeNtshukumo Zogcino-zincwadi Ezamkelwe Ngokuphangaleleyo (iGRAP) kwanokuthotyelwa kwemithetho emiyo yolawulo lwemali, imimiselo kunye neTshati Eqhelekileyo yee-Akhawunti kaMaspala (imSCOA). Oku kuya kufaka igalelo kwiinzame zokuthintela iziphoso eziselubala, iimpazamo kunye nohlalutyo olunzulu lweengxelo zemali ezinokuqhuba izigqibo ezingundoqo ze,igaqo-nkqubo.

4.2.8.3 Inkqutyana 4.3: Ezingolawulo loShishino: Kukwenza luqilima iinkqubo zolawulo lwezoshishino kwiPhondo ngokuthi kumiselwe iinkqubo zolawulo lomngcipheko, ezophicotho lwangaphakathi nezingokuthotyelwa kwemigaqo nemigangatho elawula imali.

Eyona misebenzi iphambili yale nkqutyana yile ilandelayo:

- Kukuhlanganisa i-agenda yolawulo oluphilileyo lwemali ze kube ke ngoko kuvuselelwa iintshukumo eziphilileyo zolawulo kwiinkalo ngeenkalo ngenjongo yokuzuzisa ukuphucuka kwenkqubo yolawulo;
- Ukuxhobisa ngezakhono amagosa oomaspala kudizwe njengeyona nto iphambili ekuvuleni amathuba okuphucula ngendlel engummangaliso iinkqubo zolawulo lwemali kwanokuphuculwa kwentsebenzo ngemali. Ukuxhaswa kwamalinge afana neNkxaso-mali Yokuxhobisa Ngezakhono Zolawulo Lwemali kwanokuxhaswa koomaspala

ekubumbeni iselwa labo lezakhono. Ukufunyaniswa kwemisantsa kwezogqesho nenkxaso ngenjongo yokuqinisekisa ukuba amalinge ahlanganisiweyo namiselwe ukwakha izakhono zamagosa asebenza ngemali kwinkalo yolawulo lomngcipheko, ezophicotho lwangaphakathi kunye nolawulo lwemali; ndawonye

- Nokumisela amaqonga afana neGosa Eliyintloko Kwezomngcipheko kunye neNgqonyela Yezophicotho (iCAE) asetyenziselwa ukuqhuba imigaqo imigangatho echaphazela ulawulo lomngcipheko kunye neenkqubo zophicotho lwangaphakathi ngenjongo yokufikelela kwiinkqubo zolawulo lwezangaphakathi eziphucukileyo.

5. IINKCUKACHA ZOQHAKAMSHELWANO EZIPHAMBILI ZOKUFIKELEKA KWEENKCUKACHA KUNONDYEBO WEPHONDO

Igosa Leenkukacha	Igama: Umnu D Savage Umnxeba: 021 483 6267 I-imeyile: David.Savage@westerncape.gov.za Ifeksi: 021 483 3855
Igosa Eliisekela Leleenkukacha	Igama: nguMnu. P Pienaar Umnxeba: 021 483 5618 I-imeyile: Paul.Pienaar@westerncape.gov.za
UNdlunkulu	Idilesi yeposi: Private Bag X9165, Cape Town 8000 Idilesi ebonakalayo: 7 Wale Street, Cape Town 8000 Umnxeba: 021 483 3749 I-imeyile: Janine.Hendricks@westerncape.gov.za Iwebhusayithi: www.westerncape.gov.za/provincial-treasury/

6. INGCACISO NGAZO ZONKE IZISOMBULULO EZIFUMANEKAYO KUMBA WENTSHUKUMO OKANYE WOKUSILELA EKUTHABATHENI INTSHUKUMO KWICALA LIKANONDYEBO WEPHONDO

Imithetho ebhekisele kwiSebe Lophuliso Loluntu inganikezela ngenkqubo yohlalutyo okanye yesibheno sangaphakathi. Ukuba le nkqubo ithi isetyenziswe, okanye ingabikho ngokomthetho, inkundla ingakrweywa ukuze ikhuphe umyalelo ofanelekileyo ngokwemigaqo yoMthetho wokuKhuthazwa koBulungisa kuLawulo, ka-2000

Imibuzo, izikhalazo okanye izimvo ngokuphathelele nayiphi na inkalo yenkqubo yokuhanjiswa kweenkonzo liSebe Lophuhliso Loluntu ingenziwa ngokolu hlobo lulandelayo:

- Umnxeba: 021 483 6204, ngoMvulo ukuya ngoLwesihlanu (ngaphandle kweeholide zikawonkewonke), 07:30 to 16:00
- Ifeksi: 021 483 3855
- I-imeyile: Janine.Hendricks@westerncape.gov.za
- Tyelela Isakhiwo seNdlu Yowiso-mthetho, kwa-7 kwiSitalato iWale, eKapa, ngoMvulo ukuya ngoLwesihlanu (ngaphandle kweeholide zikawonkewonke), 07:30 ukuya ngo-16:00

7. ISIKHOKELO NGENDLELA YOKUSEBENZISA IPAIA KWANENDLELA YOKUFIKELELA KWESI SIKHOKELO

- 7.1 UMqulunqi uthe, ngokwemigaqo yecandelo 10(1) lePAIA, wahlaziya ze wakhupha iSikhokelo esihlaziyiweyo esingokusetyenziswa kwePAIA ("iSikhokelo"), ngendlela efundeka nesebenziseka lula, njengoko kuya kudingeka kumntu onomqawo ukusebenzisanaliphi na ilungelo elidizwe kwiPAIA nakwiPOPIA.
- 7.2 Isikhokelo siyafumaneka kulo naluphi na kwezi lwimi zisetyenziswa ngokusesikweni.
- 7.3 Esi sikhokelo sikhankanywe ngentla apha sizqulethe ingcaciso:
 - 7.3.1 Ngezinto ezifumaneka kwiPAIA nakwiPOPIA;
 - 7.3.2 Idilesi yeposi kunye nedilesi yesitalato, inombolo yefeksi kunye, ukuba ikho, ne-dilesi ye-imeyile:
 - 7.3.2.1 Gosa Leenkukacha lalo lonke iqumrhu loluntu, kunye
 - 7.3.2.2 lonke iGosa EliiSekela Leenkukacha lalo lonke iqumrhu loluntu kunye nelequmrhu labucala elimiselwe ngokwemigaqo yecandelo 17(1) lePAIA¹ kunye necandelo 56 lePOPIA²;
 - 7.3.3 Indlela nohlobo lwesicelo:
 - 7.3.3.1 sokufikelela kwirekhosi eliselugcinweni lwequmrhu loluntu njengoko kumiselwe kwicandelo 11³; kunye
 - 7.3.3.2 nesicelo sokufikelela kwirekhodi eliselugcinweni lwequmrhu labucala njengoko kumiselwe kwicandelo 50⁴;
 - 7.3.4 uncedo olufumanekayo kwiGosa Leenkukacha ngokwemigaqo yePAIA neyePOPIA;
 - 7.3.5 Uncedo olufumanekayo kuMqulunqi ngokwemigaqo yePAIA neyePOPIA;
 - 7.3.6 Zonke izisambululo ezikhoyo ngokomthetho ezibhekiselele kwintshukumo okanye ekusiloleni ukushukuma kumba welungelo okanye uxanduva olumiselwe okanye oluxwayiswe yiPAIA nePOPIA, kuquka nohlobo lokufaka:
 - 7.3.6.1 Isibheni sangaphakathi;

¹ iCandelo 17(1) lePAIA- ngokweenjono zePAIA, iqumrhu loluntu ngalinye kufuneka, ngokuthobela imithetho elawula ingqesho yabasebenzi bequmrhu loluntu elichaphazelekayo, bamisele elo nani labasebenzinjengamagosa angamasekela kwelo leenkukacha njengoko kunyanzelekile ukuze kube nokuvulwa iqumrhu elo loluntu ukuze lifikeleleke kangangoko kubafaki-zicelo zokufikelela kumarekhodi.

² iCandelo 56(a) lePOPIA- iqumrhu loluntu ngalinye kufuneka livulele ithuba, njengoko kumiselwe kwicandelo 17 loMthetho iPromotion of Access to Information Act, lokwenziwa kweenguqu ezifanelekileyo, ukuze kumiselwe elo nani labantu, ukuba bakho, njengamagosa angamasekela elo leenkukacha njengoko kuyimfuneko ukuze benze imisebenzi kunye noxanduva olumiselwe kwicandelo 55(1) lePOPIA.

³ iCandelo 11(1) lePAIA- Umfaki-sicelo kufuneka anikwe ithuba lokufikelela kwirekhodi eliselugcinweni lwequmrhu loluntu ukuba umfaki-sicelo lowo uyithobela yonke imimiselo yeenkqubo zePAIA ezichaphazela isicelo sokufikelela kwelo rekhodi; yaye isicelo sokufikelela kwelo rekhodi singalelwa ngokwayo nayiphi na imigaqo yokwalelwa emiselwe kwiSahluko 4 sesi Sigaba.

⁴ iCandelo 50(1) lePAIA- Umfaki-sicelo kufuneka avulelwe afikelele kulo naliphi na irekhodi eliselugcinweni lequmrhu labucala ukuba-

- a) Irekhodi elo lidingelwa ukusetyenziswa okanye ukukhuselwa kwawo nawaphi na amalungelo;
- b) Umntu lowo uyithobele imigaqo yenkqubo emiselwe kwiPAIA echaphazela isicelo sokufikelela kwirekhodi; kwakunye
- c) Isicelo sokufikelelo kwelo rekhodi asikhatywanga ngokwemigaqo yayo nayiphi naimigangatho yokukhatywa kwaso emiselwe kwiSahluko 4 sesi Sigaba.

- 7.3.6.2 Isikhalazo kuMqulunqi; kunye
- 7.3.6.3 Isicelo kwinkundla ngakwisigqibo esithatyathwe ligosa leenkukacha lequmrhu leenkukacha, isigqibo esithatyathwe nguMqulunqi okanye isigqibo esithatyathwe yintloko yequmrhu labucala;
- 7.3.7 Imimiselo yecandelo 14⁵ no-51⁶ ezidinga ukuba iqumrhu loluntu kunye nequmrhu labucala, ngokulandelelana, aqulunqe isikhokelo sokuba kungafikeleleka njani na kwesi sikhokelo;
- 7.3.8 Imimiselo yecandelo 15⁷ no-52⁸ avumela ukunikezelwa kwamabakala ngokuzenzela amarekhodi liqumrhu loluntu kunye nequmrhu labucala, ngokulandelelana;
- 7.3.9 Izaziso ezikhutshwe ngokwamacandelo 22⁹ no-54¹⁰ ezimalunga neentlawulo ekufuneka zikhutshiwe ngokuphathelele kwizicelo zokufikelela; kunye
- 7.3.10 Imimiselo eyenziwe ngokwemigaqo yecandelo 92¹¹.
- 7.4 Uluntu ngokubanzi lungathi luhlale okanye lwenze iikopi zesi Sikhokelo kwii-ofisi zequmrhu loluntu ngokubanzi okanye kwezalabucala, kuquka nakwi-Ofisi yoMqulunqi Weenkukacha, ngamaxesha aqhelekileyo okusebenza. Esi Sikhokelo sisengafumaneka futhi:
- 7.4.1 Ngesicelo kwiGosa Leenkukacha;
- 7.4.2 Kwiwebhusayithi yoMqulunqi (<https://www.inforegulator.org.za>) linkukacha zoqhakamshelwano zoMqulunqi zinikezelwe ngezantsi apha.

I-Ofisi Yomqulunqi Weenkukacha	
Umnxeba	Awukho
Ifeksi	Awukho
Idilesai Ye-imeyile	Imibuzo ephangaleleyo: enquiries@inforegulator.org.za Izikhhalazo: PAIAComplaints@inforegulator.org.za
Idilesi yeposi	PO Box 31 533 eBraamfontein, eRhawutini ngo-2017
Idilesi yesitalato	eJD House kwa-27 kwiSitalato iStiemens, wBraamfontein, eRhawutini ngo-2001
Iwebhusayithi	https://www.inforegulator.org.za

- ⁵ iCandelo 14(1) lePAIA- IGosa Leenkukacha lequmrhu loluntu kufuneka, ubuncinci kwiilwimi ezintathu ezisetyenziswa ngokusesikweni, likhuphe isikhokelo esiqulethe iinkvcukacha ezidweliswe kumhlathi 4 ngentla.
- ⁶ iCandelo 51(1) lePAIA- intloko yequmrhu labucala kufuneka likhuphe isikhokelo esiqulethe iinkvcukacha ezidweliswe kumhlathi 4 ngentla.
- ⁷ iCandelo 15(1) lePAIA- Igosa leenkukacha lequmrhu loluntu, kufuneka likhuphe ngendlela emiselweyo ingcaciso yamabakala amarekhodid equmrhu loluntu elo afumaneka ngaphandleni kokuba umntu kufuneka afake iselo sokukhululelwa wona
- ⁸ iCandelo 52(1) lePAIA- Intloko yequmrhu ingathi, ngokuzithandela, ikhuphe ngendlela emiselweyo ingcaciso yamabakala amarekhodi equmrhu elo labucala afikeleleka ngaphandleni kufuneka umntu afake awafakele isicelo.
- ⁹ ICandelo 22(1) le-PAIA – Igosa lolwazi lequmrhu likarhulumente ekwenziwa kulo isicelo sofikelelo kufuneka ngesaziso lifune ukuba umfaki -sicelo ahlawule intlawulo emiselweyo yesicelo (ukuba ikhona), phambi kokuba kuqwalaselwe izicelo.
- ¹⁰ iCandelo 54(1) lePAIA- intloko yequmrhu labucala apho senziwe khona isicelo sokufikelela kufuneka lithi ngesaziso liyalele umfaki-sicelo ukuba enze intlawulo emiselweyo (ukuba ikho) yesicelo ngaphambi kokuba qqhuba nokuqwalasela isicelo sakhet.
- ¹¹ iCandelo 92(1) lePAIA limisela ukuba– “uMphathiswa angathi, ngokwesaziso kwiGazethi, enze imimiselo echaphazela-
- nawuphi na umba odingekayo okanye ovumelekileyo ngokwemigaqo yalo Mthetho ukuba umiselwe;
 - nawuphi na umba echaphazela iintlaeulo ezimiselwe kumacandelo 22 no-54;
 - nasiphi na isaziso esidingekayo ngokwalo Mthetho;
 - inkqubo efanayo emayisetyenziswe ligosa leenkukacha lequmrhu loluntu xa lithabatha isigqibo sokuba ngawaphi na amabakala amarekhodi aza kukhutshwa ngokwemigaqo yecandelo 15; kunye
 - nawuphi na umba wezolawulo okanye wenkqubo enyanzelekileyo ukuze kumiselwe imigaqo yalo Mthetho.”

7.5 Isihlomelo A kwesi sikhokelo siquka iinkcukacha kunye nesikhokelo sendlela yokufikelela kumarekhodi kaNondyebo wePhondo (angafikeleleki njee), inkqubo yakhe yangaphakathi yokubhena, ukufakwa kwezikhalazo kuMquunqi Weenkcukacha okanye ukufaka isicelo enkundleni ukuba iqwalasele izigqibo zeGosa Leenkcukacha okanye zeGosa Ellisekela Leenkcukacha, njengoko iya kube isitshi imeko.

8. INGCACISO NGABANINI-MAREKHODI KWANAMABAKALA AMAREKHODI AGCINWE NGUNONDYEBO WEPHONDO

UNondyebo wePhondo ugcina amarekhodi ngaba bantu namabakala alandelayo:

AMABAKALA NABANTU	yiNkqubo Lidinga ukufakelwa isicelo	yiNkqubo Lifikeleleka ngaphandle kwesicelo (Ziinkcukacha Ezivulelekileyo)
<p>8.1 Sisikhokelo seMithetho neMimiselo</p> <ul style="list-style-type: none"> • Isikhokelo soMgaqo-siseko Wesizwe • Imithetho yesizwe • Imithetho kaRhulumente weNtshona Koloni 	<p>UNondyebo wePhondo</p>	
<p>8.2 OUqulunqo nolawulo</p> <ul style="list-style-type: none"> • Uhlengahlengiso lwemisebenzi • Ukwahlulahlulwa kwamagunya • Ukumiselwa kwamacandelo/kwee-ofisi ezintsha • Ucwangciso • Imiyalelo neekhowudi ze-ofisi • Inkqubo zentsebenzo yequmrhu • Iingxelo • Umgaqo-nkqubo nesicwangciso-nkqubo • Iinkcukacha zolawulo lwesicwangciso-nkqubo • Iziko Leenkonzo Zoshishino • Ingqinisekiso Yezoshishino 	<p>Inkqubo 1</p>	
<p>8.3 Ezingolawulo Lwezibonelelo zabasebenzi</p> <ul style="list-style-type: none"> • Uphuhliso lwequmrhu • Iqumrhu Loqeqesho kwiPhondo • Ulawulo lwezibonelelo zabasebenzi • Ulawulo lwezakhono zoluntu 	<p>Inkqubo 1</p>	

AMABAKALA NABANTU	yiNkqubo Lidinga ukufakelwa isicelo	yiNkqubo Lifikeleleka ngaphandle kwesicelo (Ziinkcukacha Ezivulelekileyo)
8.4 Ityathanga loLawulo Lweentengo <ul style="list-style-type: none"> • Ezeentengo • Ezezibonelelo • Ulawulo lwempahla 	Inkqubo 1	
8.5 IUlawulo lwangaphakathi lwamaqumrhu <ul style="list-style-type: none"> • Izakhiwo nemihlaba • Izixhobo nefenitshala • Iinkonzo zeeeposi • Iinkonzo zonxibelelwano ngeminxeba • Impilo nokhuseleko lwempilo emsebenzini 	Inkqubo 1	
8.6 Iinkonzo zeehambo zangaphakathi nezothutho <ul style="list-style-type: none"> • Ezothutho 	Inkqubo 1	
8.7 Iinkonzo zeenkukacha zangaphakathi <ul style="list-style-type: none"> • Ulawulo lwamarekhodi angaphakathi • Ulawulo lwamathala eencwadi • Ulawulo lweenkcukacha • Ulawulo lolwazi • Amalinge okhuseleko lwangaphakathi • Ulawulo ngokoMthetho wokuKhuthazwa koFikelelo kuLwazi (iPAIA) • iZiko i-e-Innovation (iCe-I) • ULawulo ngokoMthetho woKhuseleko loBulungisa kuLawulo • UMthetho woKhuseleko loBulungisa kuLawulo (iPAJA) 	Inkqubo 2	
8.8 Ezingolawulo <ul style="list-style-type: none"> • Iimveliso nopapasho lukaRhulumente • Iinkonzo zeelwimi • Uhlolo lwamajelo eendaba • Iingxelo • Iintetho nezifundo • Unxibelelwano ngokwesicwangciso-qhinga 	Inkqubo 1	

AMABAKALA NABANTU	yiNkqubo Lidinga ukufakelwa isicelo	yiNkqubo Lifikeleleka ngaphandle kwesicelo (Ziinkcukacha Ezivulelekileyo)
8.9 AUkuzinyaswa nokuhlinzekwa kwemihlangano neminye imihlangano <ul style="list-style-type: none"> • Imisebenzi yoncedo olongezelelekileyo • Misebenzi yolawulo 	Inkqubo 1	

9. AMABAKALA AMAREKHOSI KANONDYEBO WEPHONDO AFIKELEKAYO NGAPHANDLE KOKUFAKELWA IZICELO ZOKUFIKELEKA

La marekhodi alandelayo ayafumaneka ukuze ahlolwe ngokwemigaqo yecandelo 15(1)(a)(i) kwanokuze benze ikopi ngokwemigaqo yecandelo 15(1)(a)(ii).

Amaxwebhu afumanekayo ukuze atsalwe kwiphothali kaNondyebo wePhondo apha <https://www.westerncape.gov.za/provincial-treasury/resource-library> ngaphandle kwentlawulo ngokwemigaqo yecandelo 15(1)(a)(iii) aphawulwe nge-astariki:

Ingcaciso ngamabakala amarekhodi afumaneka njeee ngokwemigaqo yecandelo 15(1)(a)	Indlela yokufikelela kumarekhodi ngokwecandelo 15(1)(b)
(a) Uhlahlo-lwabiwo lwePhondo (lintelekelelo Ezingundoqo Nezihlengahlrengisiweyo)*	Amarekhodi ekubhekiswa kuwo ku-(a) ukuya ku-(n) angafumaneka kwiSebe kumgangatho wesithathu weSakhiwo Sendlu Yowiso-mthetho, kwa-7 kwiSitalato iWale, eKapa emva kokuthunyelwa kwentlawulo emiselweyo – Phakathi kuka-07:30 no-16:00 – okanye angafumaneka kwiwebhusayithi yeSebe simahla.
(b) Isivumelwano seengcaciso Ngohlahlo Lolwabiwo-mali lwePhondo (lintelekelelo Ezingundoqo Nezihlengahlrengisiweyo)*	
(c) Intetho yomgaqo-nkqubo Wohlahlo Lolwabiwo-mali lwePhondo Laphakathi Enyakenu Policy Statement*	
(d) Uhlalutyo Nesimo Soqoqosho lwePhondo (iPERO)*	
(e) Uhlalutyo Nohlalutyo Loqoqosho looMaspala (iMERO)*	
(f) Iingxelo kwiSebe ngalinye ngokwemigaqo yoMthetho woLawulo lweMali zikaRhulumente (PFMA), ka-1999 (UMthetho 1 ka-1999) kwanomthetho UMthetho woLwahlulo lweNgeniso (iDORA)*	
(g) Iisetyhula zikaNondyebo kunye namaxwebhu omgaqo-nkqubo achaphazelekayo *	
(h) Imigaqo yoLawulo lweTyathanga Leentengo*	
(i) Imigaqo yeMali *	

Ingcaciso ngamabakala amarekhodi afumaneka njee ngokwemigaqo yecandelo 15(1)(a)	Indlela yokufikelela kumarekhodi ngokwecandelo 15(1)(b)
(j) Amaxwebhu eethenda (iithenda ezibhengeziweyo)* (k) ITshata Yeenkonzo* (l) Izicwangciso-maqhinga* (m) Izicwangciso Zentsebenzo Yonyaka* (n) Iingxelo Zonyaka *	

10. IINKONZO EZIFIKELELEKA KULUNTU NGOKUBANZI KUNONDYEBO WEPHONDO KWANENDLELA YOKUFIKELELA KWEZI NKONZO

ISebe eli alinikezeli zinkonzo kuluntu ngokubanzi. ITshata Yenqubo Yokuhanjiswa Kweenkonzo yeli Sebe iqhotyoshelwe njengeSihlomela B yaye ingafumakeka kweli khonkco lilandelayo:

https://www.westerncape.gov.za/provincial-treasury/files/atoms/files/07_05%20Treasury%20Service%20Charter_0.pdf

11. UKUBADAKANYEKA KOLUNTU NGOKUBANZI EKUQULUNQWENI KOMGAQO-NKQUBO OKANYE EKUSETYENZISWENI KWAMAGUNYA OKANYE YOKWENZIWA KOXANDUVA NGUNONDYEBO WEPHONDO

Akukho.

12. UKUSETYENZISWA KWEENKCUKACHA EZINGOMNTU

12.1 linjongo zokuseyenziswa

12.1.1 linkcukacha Ezingomntu zosetyenziselwa injongo yokuthobela izigunyaziso zomgaqo-siseko nezemithetho zeQumrhu Loluntu njengoko kumiselwe kwiZicwangciso zalo Zesicwangciso-qhinga, Ezoshishino Nezentsebenzo Yonyaka ezifumaneka apha

<https://www.westerncape.gov.za/provincial-treasury/resource-library>.

12.1.2 linkcukacha ezingomntu zisetyenziselwa:

- linjongo zezibonelelo zabasebenzi ezifana (1) nogayo, ukuchonga nokubeka ezindaweni; (2) ezolawulo neenzuzo; (3) ulawulo lwentsebenzo noqeqesho; kunye (4) impilo nokhuseleko lwasemsebenzini, (5) impilo nentlalo-ntle yabasebenzi kunye (6) nokunikezelwa kweengxelo ongurhulumente;
- Ulawulo lomngcipheko, oluquka ukhuseleko lweziphathekayo nezikumagonga obuchwepheshe kunye nolawulo lokufikeleleka;
- Ucwangciso;
- Nokuthengwa kweemveliso neenkonzo; kunye
- Nokuhanjiswa kweenkonzo.

Ingcaciso ngamabakala abanini beenkcukacha, iinkcukacha ezithe zasetyenziswa kwakunye nabo bazinikiweyo

ABANINI-ZINKCUKACHA	IINKCUKACHA	ABAZIFUMANAYO
Abo baseza kuba ngabaqeshi, abaqeshi, iingcalii, ii-intheni kunye namavolontiya	<ul style="list-style-type: none"> - Igama, inombolo yesazisi, neenkukacha ezingomntu; - iinkcukacha zoqhakamshelwano; - Imbali yezemfundo, eyengqesho neyolwaphulo-mthetho; - iinkcukacha ezingemizila yezitho zomzimba; - Iimvavanyo zesimo sengqondo; kunye - Neerefrensi, kunye nophando ngemvelaphi. 	Ngamasebebe achaphazelekayo kaRhulumente Wesizwe Nawephondo kwaneer - arhente nazo.
Abqeshwa, iingcali kunye nee-intheni	<ul style="list-style-type: none"> - iinkcukacha ezingee-akhawunti; - iingxelo ezingentsebenzo; kunye - Neengxelo ezingezakhono noqeqesho. 	Ngamasebebe achaphazelekayo kaRhulumente Wesizwe Nawephondo kwaneer - arhente nazo.
Iinkampani eziseza kunikezela iinkonzo kwanezo sezinikezela iinkonzo, iikontraka, ezingaphantsi kweekontraka kunye namahlakani oshishino	<ul style="list-style-type: none"> - Igama, inombolo yesazisi/inombolo yokubhaliswa kwenkampani; - Inombolo echaphazelekayo yokubhalisa; - iinkcukacha zoqhakamshelwano; - Imbali yemali; - Iirefrensi, nophando ngemvelaphi; - iinkcukacha ezingee-akhawunti; kunye - iingxelo ezingentsebenzo. 	<ul style="list-style-type: none"> - Ngamasebe; - Amaqumrhu Oluntu; - Amaqumrhu Oshishino; kunye nee-arhente zawo. - Ezichaphazelekayo zikaRhulumente Wesizwe Nezephondo
Abasebenzisi beenkonzo (abaxhamli/abathengi) kunye nabatyeleli.	<ul style="list-style-type: none"> - Igama, inombolo yesazisi, iinkcukacha ezingomntu - iinkcukacha zoqhakamshelwano - Izincomo okanye izikhhalazo 	<ul style="list-style-type: none"> - Ngamasebe; - Amaqumrhu Oluntu; - Amaqumrhu Oshishino; kunye nee-arhente zawo. - Ezichaphazelekayo zikaRhulumente Wesizwe Nezephondo

12.3

Ukunikezelwa kweenkcukacha ezingomntu ngaphaya kwemida yelizwe okusacetywayo

12.3.1

UNondyebo wePhondo akanasicwangciso sakuthumela zinkcukacha zamntu ngaphaya kwemida yeRiphabliki yoMzantsi Afrika. Noxa kunjalo ke, ukuba kuthe kwanyanzeleleka ukuba ukuba kuthunyelwe iinkcukacha ezingomntu kwelinye ilizwe nangaziphi na iinjongo ezisemthethweni, iSebe liya kuqinisekisa ukuba nabani na amnika iinkcukacha ezingomntu umiselwe phantsi kwemigaqo yomthetho, ukuhlanganisa imigaqo yezoshishino okanye isivumelwano esiqhoboshelayo esinika inqaba elilindelekileyo lokhuseleko, ze nomnye lowo avume ukuphatha ezo nkcukacha zingomntu kwangenanaba elikwafanayo lokhuseleko ngokufanayo neSebe njengoko kumiselwe kwiPOPIA.

12.3.2 Nayiphi na intshukumo yokuthunyelwa kweenkcukacha ngaphaya kwemida yeli lizwe iya kuba ngemvume yomnini-zinkcukacha, kodwa ke ukuba kuye kungakwazeki konke-konke ukufumana imvume yomnini-zinkcukacha, iSebe liya kuzithumela iinkcukacha ezo zingomntu ukuba:

- Iya kuba nenzuzo kumnini-zinkcukacha; kwakunye
- nemeko yokuba umnini-zinkcukacha ebeya kuyinikezela imvume ukuba bekukwazeka ukuyifumana loo mvume.

12.4 **Ingcaciso ephangaleleyo ngamalinge okhuseleko amiselelweyo nguNondyebo wePhondo ngenjongo yokuqinisekisa imfihlelo, isidima kunye nokufikeleleka kweenkcukacha**

12.4.1 Isidima nemfihlakalo yeenkcukacha ezingomntu ikhuselwe kwizigrogriso ezinokuthi zivele kwanokufikeleleka kwazo kubantu namaqumrhu angagunyaziswanga ngokuthi kuqashwe amalinge okuzikhusela asemgangthweni nafanelekileyo kwezo zigrogriso zithe zarhaneleka kwanangokobuzaza beenkcukacha ezo.

12.4.2 La malinge okhuseleko aquka oku kulandelayo:

12.4.2.1 Amalinge eli qumrhu:

a) **IGosa leeNkcukacha** lilo elithabatha uxanduva lokukhuselwa kweenkcukacha zeSebe zizonke.

b) **Umlawuli weNkcukacha** unoxanduva:

- Lokugcina iGosa Leenkcukacha lisazi ngempahla yeenkcukacha kwakunye nangoxanduva lokukhuselwa kweenkcukacha ezingabantu, imingcipheko neminye imiba;
- Lokuhlola iinqubo zokhuseleko lweenkcukacha zabantu kunye nemigaqo-nkqubo echaphazelekayo, ngokwemigaqomo yeeshedyuli ekuvunyelwene ngazo;
- Lokwenza amalungiselelo oqeqesho lokukhuselwa kweenkcukacha zabantu kwanokunikezelwa kweengcebiso kubantu abakhnkanywa ngulo migaqo-nkqubo; kwakunye
- Nokuqwalasela izicelo zabanini beenkcukacha abadinga ukubona iinkcukacha eziselugcinweni lweSebe ezizezabo (ezikwabizwa izicelo zokufikelela zabanini beenkcukacha'). Ubuni bakhe nabani na ofaka isicelo njengomnini-zinkcukacha kufuneka buqinisekise ngaphamib kokuba kudizwe naziphi na iinkcukacha ezingomntu.

c) **IGosa Elongamele Ezemali (iCFO)** inoxanduva:

- Lokuqwalasela nokuphumeza naziphi na izibhambathiso okanye izivumelwano nabantu okanye amaqumrhu angaphandle anokuthi aqokelele, aphaathe okanye agcine iinkcukacha ezingabantu egameni likaNondyebo wePhondo.

d) Iziko l- **Centre for e-Innovation (CE-I)** (elinikezela ngeenkonzo zonxibelelwano lwezobuchwepheshe) linoxanduva:

- Lokuqinisekisa ukuba yonke impahla yonxibelelwano ngezobuchwepheshe esetyenziselwa ukusebenzisa iinkcukacha zabantu iyayithobela imigangatho yokhuseleko;

- Lokuqwalasela nokwenza iintshukumo zohlolo rhoqo ngenjongo yokuqinisekisa ukuba izixhobo eziphathekayo kunye nesftware zisebenza kakuhle na; kwakunye
- Nokuvavanya naziphi na iinkonzo zamaqumrhu angaphandle anenjongo zokuzisebenzisa ukusebenza ngeenkukacha zabantu uNondyebo wePhondo, umzekelo, iinkonzo zokugcinwa kweenkukacha kumaqonga amafu eekhompuyutha.

e) **Umnini weNkcukacha** unoxanduva:

- Ukuhlengahlengisa iinkukacha zabantu ngokwemigaqo yeNkqubo Yohlengahlengiso Lokhuseleko Lweenkukacha kaRhulumente weNtshona Koloni;
- lokugcina iinkqubo zangaphakathi ngenjongo yokuxhasa ukuphathwa ngendlela eyiyo kweenkukacha ezingomntu;
- lokuhlola nokunikezela ngegalelo/ngoluvo ngeenkqubo nangemigaqo-nkqubo engokukhuselwa kweenkukacha ezingomntu, ngokwemigaqo yeshedyuli ekuvunyelwene ngayo, kwanokwenza izindululo emazinikwe ingqwalasela nguMlawuli Weenkukacha, apho kuyimfuneko khona; kwakunye
- nokuqinisekisa ukuba bonke abasebenzi, iingcali zangaphandle nabanye abanikezela iingxelo kumnini-zinkukacha bayaziswa ze bayalelwe ukuba bathobele oku kunye neminye imigaqo-nkqubo.

f) Umlawuli **kwezeNkxaso yoLawulo lweNtsebenzo yesiCwangciso-qhinga (iSOMS)** unoxanduva:

- Lokuphumeza nayiphi na intetho engokukhuselwa kweenkukacha zomntu eqhotyoshelwe kunxibelelwano, efaa nee-imeyile kunye neencwadana;
- Lokuqwalasela imibuzo engokukhuselwa kweenkukacha zabantu esuka koonondaba okanyekumajelo eendaba; kwakunye nokuthi
- Apho kuyimfuneko, asebenzisane namanye amacandelo oshishino ngenjongo yokuqinisekisa ukuba onke amalinge onxibelelwano ayayithobela imigaqo yokukhuselwa kweenkukacha.

12.4.2.2 Amalinge aphaathekayo:

- Ukufikeleleka kwamaziko nezixhobo kuphantsi kolawulo yaye enziwe azizandi.
- lindawo zokufikeleleka zimbaleka kuneenkqubo zolawulo zezo zivuleleke ngokuphathekayo, ezifana neentsimbi zeefestile, iigri, iishatha kunye neengcango zokhuseleko. Apho kudingeka khona, iindawo zokungena zenziwa luqilima ngokuthi kufakelwe izixhobo zokwazi xa kungena umntu ongagunyaziswanga, iinkonzo zoonogada kunye/okanye nemiboniso ebhanyabhanya yoomabonakude abafihlakeneyo.
- Ukungena kulawulwa ngothotho lwezinto ezifana noonogada abamileyo, iinkqubo zobuchwepheshe zokulawula ukungena nokuphuma, amakhadi aziazisi okungena, iinkqubo zolawulo lwabatyeleli, iingcango ezisebenza ngeminwe, iithenstayili kunye kwanokusetshwa komntu ekungeneni nasekuphumeni.

12.4.2.3 Amalinge obuchwepheshe:

- Imigangatho Yokhuseleko Lweenkcukacha ekhutshelwe inkonzo yuaseburhulumenteni iyathotyelwa.
- Izivumelwano eziqosheliswe namanye amaqumrhu aquka ukukhuuselwa nesidima kwakunye nokufihlakala kwezo nkukacha ngaloo maqumrhu.
- Imingcipheko ivavanywa ngethuba lokuqulunqwa kwezinye izicelo neenkqubo, xa kutshintshwa iinkqubo ezisasetyenziswayo, xa kutshintshwa iinkqubo zoshishino naxa iinkalo ezixhalabisayo zithe zafunyaniswa.
- Umngcipheko kwiziseko zophuhliso lonxibelelwano ngezobuchwepheshe, amatyathanga kunye neenkqubo zonxibelelwano alawulwa ngokuqwalaselwa umngcipheko kwakunye nokwaziswa kokuvavanywa kwezigrogriso, iinkqubo zolawulo lophicotho, ulawulo lwezehlo kunye noqeqesho ngokwaziswa ngezokhuseleko.
- Amalinge okhuseleko akwafanayo ayadingeka kwiinkampani zabucala, kumashishini asinika iinkonzo kwakunye namahlakani ezoshishino athi afumane iinkcukacha egameni likaNondyebo wePhondo ngethuba lobudlelwane babo noNondyebo wePhondo.

13. UKUFIKELELEKA KWANOKUFUMANEKA KWESI SIKHOKELO

- 13.1 Esi sikhokelo sifumaneka ngesiNgesi, isiBhulu nesiXhosa ukuze sijongwe Phakathi kwe-07:30 ne-16:00, ngeMivulo ukuya ngoLwezihlano (ngaphandle kweeholide zikawonkewonke) kwi-ofisi yeGosa Elilisekela Leleenkcukacha, uMnu. P Pienaar, kwiSakhiwo Sendlu Yowiso-mthetho, kwa-7 kwiSitalato iWale, eKapa.
- 13.2 Esi sikhokelo kunye neenguqulelo zaso zesiBhulu neseXhosa ziyafumaneka kwiqonga lezobuchwepheshe kwityathanga lehlabathi lobuchwepheshe ngokuthi kutyelwe le dilesi yewebhu:

<https://www.westerncape.gov.za/provincial-treasury/about-us/promotion-access-information>

14. UKUHLAZIYWA KWESI SIKHOKELO

UNondyebo wePhondo uya kuhlalutya, ahlaziye ze apapashe esi sikhokelo rhoqo ngonyaka.

Ikhutshwe

LIGOSA LEENKCUKACHA

ISIKHOKELO NGOKUFIKELELEKA KWAMAREKHODI ANGAFIKELELEKI NJEE

1. UKUGCWALISWA KWEFOMU YESICELO, UKUKHUTSHWA KWEENTLAWULO kunye NOHLOBO LOKUFIKELELEKA – amaCandelo 18, 19, 22, 29 no-31.

1.1 Ifomu yesicelo

- Ifomu emiselweyo (eqhotyoshelwe njengo**FOMU 2**) kufuneka igcwaliswe ngumfaki-sicelo ze ingeniswe kwiGosa Leenkukacha/kwiGosa Elilisekela Leleenkukacha.
 - Ukuba umfaki-sicelo akakwazi kufunda okanye kubhala okanye akakwazi kuyigcwalisa ifomu mhlawumbi ngenxa yokukhubazeka, isicelo eso singenziwa ngomlomo. IGosa Leenkukacha/iSekela lalo liya kuthi ke ngoko ligcwalise uFomu 2 egameni lomfaki-sicelo, ligcine leyo beliyigcwalisa ze linike umfaki-sicelo ikopi.
 - Isicelo singenziwa egameni lomnye umntu kodwa ke kufuneka sichazwe isimo somntu owenza oko kula Fomu 2. Umfaki-sicelo kufuneka naye afake ubungqina besigunyaziso apho senziwa khona isicelo, de licacelwe, likholiseke iGosa Leenkukacha/iGosa Elilisekela Leleenkukacha.
 - Umfaki-sicelo (umnini-zinkukacha) Odinga ukuqinisekisa ukuba ziselugcinweni leli qumrhu loluntu na iinkukacha ezingaye okanye iinkukacha ezingabantu abangabanye ababekhe bafikelela okanye abadinga ukufikelela kwiinkukacha zabo kufuneka banikezele ubungqina obubachazayo yaye kudingeka ukuba banikezele iikopi eziqinisekisiweyo zeencwadana zabo zezazisi ukuze kuqondwe ukuba eneneni ngabo.

1.2 Iintlawulo

- Iintlawulo zesicelo nezokukhangelwa kwerekhodi, ndawonye nezokwenziwa kweekopi zerekhodi, zimiselwe yimigaqo eyenziwa ngokwemiqathango yePAIA. (iqhotyoshelwe njenge**SHEDYULI YEENTLAWULO**). Ezi ntlawulo zilandelayo kufuneka zikhutshiwe:
 - Intlawulo yesicelo eliR100.00 kwisicelo ngasinye;
 - Intlawulo yexesha eliqingqiweyo elichithwe kukhangelwa de kwalungiselelwa irekhodi elo, ukuba kuthabatha ngaphezu kweyure ukukhangelwa nokulungiselela irekhodi. Idipozithi, engadlulanga kwisithathu eshumini lentlaeulo epheleleyo yesicelo sokufikelela kuxwebhu olo, ingadingeka. Noxa kunjalo ke, isadingeka yona intlawulo epheleleyo yokufikelela kulo ngaphambi kokuba ulinikwe; kwanokuze
 - Kwenziwe iikopi zerekhodi.

1.3 Abafaki-zicelo abaxolelekayo ekukhupheni intlawulo yesicelo:

- Igosa lesondlo/umphandi ofaka isicelo sokufikelela kwirekhodi ngenjongo yokwenza uphando olubandakanya imiba yesondlo okanye uphando ngokwemiqathango yomthetho iMaintenance Act, ka-1998 (okanye imimiselo eyenziwe ngokwemiqathango yawo.)
- Umntu ofaka isicelo serekhodi eliqulethe iinkukacha eingaye.

1.4 Abafaki-zicelo abaxolelekayo ekukhupheni intlawulo yokufikeleleka

- Umntu ofaka isicelo serekhodi eliqulethe iinkukacha ezingaye buqu.

- Umntu ongatshatanga ongeniso yonyaka ingadluliyo kwiR14 712 ngonyaka.
- Abantu abatshatileyo, okanye umntu nondofa-naye wakhe abangeniso yonyaka ingadlulanga kumaR27 192.

1.5 Uhlobo lokufikeleleka

- Umfaki-sicelo kufuneka achaze kuFomu 2 ukuba udinga ikopi okanye irekhodi uza kulihlola nje.
 - Ukuba yikopi ayidingayo, umfaki-sicelo kufuneka aludize uhlobo adinga ukufikelela ngalo (umzekelo, eprintiweyo okanye ekwiqonga lobuchwepheshe na) ndawonye nolwimi elifunwa ngalo (apho irekhodi lifumaneka ngeelwimi ezingaphaya kolunye). ISebe aliwaguquleli amarekhodi afumaneka kulwimi olunye kuphela.
- Irekhodi liya kunikezelwa ngohlobo elicelwe ngalo ngaphandle kokuba akukwazeki oko, okanye oko kuya kuphazamisana nomsebenzi weSebe.

2. **ISIGQIBO SOKUVUNYWA OKANYE SOKUKHATYWA KWESICELO SOKUFIKELEKA – amaCandelo 25 no-26**

2.1 Ixesha lokuthatyathwa kwesigqibo

IGosa Leenkukacha/iGosa Elilisekela Leleenkukacha kufuneka ngokukhawuleza okudibe nokungxama emva kokufumana irisithi yeR100,00 noFomu 2 ogcwalisiweyo, kodwa ke kwisithuba **seentsuku ezingama-30** sokufumaneka kwazo, lifikelel kwisigqibo sokwamkela okanye sokukhaba isicelo eso ze lazise umfaki-sicelo ngeso sigqibo

2.2 Ukwandiswa kwexesha

IGosa Leenkukacha/iGosa Elilisekela Leleenkukacha lingathi lilandise ixesha eliziintsuku ezingama-30, **okokuqala** ngezinye **iintsuku ezingama-30** phantsi kwezi meko zilandelayo:

- Isicelo sesenani elikhulu lamarekhodi okanye sidinga ukukhangelwa kwalo phakathi kothotho lwamanye yaye ukuqwalasela eso sicelo kuphazamisana nomsebenzi wesebe;
- Isicelo sidinga ukukhangelwa kwamarekhodi kwi-ofisi engekho kwisixeko esikulo iGosa Leenkukacha/iGosa Elilisekela Leleenkukacha;
- Kudingeka khe kubonswane namanye amasebe eWCG okanye namanye amaqumrhu oluntu ukuze kufikelelwe kwisigqibo ngesicelo eso; okanye
- Umfaki-sicelo ukuvumile ukwandiswa.

3. **AMAREKHODI AQULETHE INKCUKACHA ZABANYE ABANTU – amacandelo 47 no-48**

3.1 Isaziso

IGosa Leenkukacha/iGosa Elilisekela Leleenkukacha kufuneka lithaathe onke amanyathelo alindelekileyo okwazisa umntu ongomnye ngokungxama okukhawulezileyo, kodwa ke kwisithuba seentsuku ezingama-**21** emva kokufika kwesicelo serekhodi eliqulethe:

- linkukacha ezingomntu onmnye lowo;
- limfihlelo zomntu ongomnye zoshishino;

- Okanye ukudizwa kweenkcukschs zemali, zoshishino okanye zobunzululwazi okanye zobugcisa kungadala ukubetheka ngokoshishino okanye ngokwemali kumntu okanye kwiqumrhu elo;
- linkcukacha zithe zanikezelwa ngumntu ongomnye njengemfihlo futhi oko kudiza kungadala ukuba axhaphazeke okanye abe kwimeko emaxongo umntu ongomnye lowo kwiingxoxo zezibhambathiso okanye kwezizezinye okanye ngokwezokhuphiswano lwezoshishino;
- linkcukacha zithe zanikezelwa njengemfihlo ngumntu ongomnye futhi oko kudiza kuya (i) kuthetha ukuba akuthotyelwanga izivumelwano zemfihlo ngokwesivumelwano; okanye (ii) kuya kubeka ukunikezelwa kweenkcukacha ezikumila kunjalo kwixesha elizayo zibeke kwimeko emaxongo nto leyo iya kuthi, ngokwemeko yoluntu ngokubanzi, zinikezelwe; okanye
- linkcukacha eingophando olwenziwe okanye egameni lelinye iqumrhu okanye umntu noluya kubeka ngokumandla umntu lowo ungomnye kwimeko emaxongo, umthunywa okanye umongo lowo bekuphandwa ngawo.

3.2 Ukumelwa komntu ongomnye kunye nemvume

Kwisithuba seentsuku ezingama-**21** sokwaziswa (3.1 ngentla) umntu ongomnye angathi (i) abhalele apho okanye eze ngokwakhe athethe neGosa Leenkukacha/neGosa Elilisekela Leenkukacha ngokuba kutheni kufuneka sikhatywe nje isicelo; okanye (ii) anikezele imvume ebhalwe phantsi ethi lingakhutshwa irekhodi elo.

3.3 Isigqibo ngokumelwa ekukhatyweni kwesicelo

IGosa Leenkukacha/iGosa Elilisekela Leenkukacha kufuneka lithi ngoko nangoko, kodwa ke kwisithuba seentsuku ezingama-**30** emva kwesaziso (3.1 ngentla) lithabathe isigqibo sokuba liyasamkela okanye liyasikhaba na isicelo sokufikeleleka ze lazise umntu lowo ungomnye ndawonye nomfaki-sicelo ngesigqibo.

4. **HENO SANGAPHAKAHI – Amacandelo 74 no-75**

4.1 Umfaki-sicelo

Umfaki-sicelo angathi afake isibheni sangaphakathi kwisithuba seentsuku ezingama-**60** emva kokufumana isaziso ngesigqibo seGosa Leenkckacha/seGosa Elilisekela Leenkukacha:

- Esikhaba isicelo sokufikeleleka (jonga u-2 ngentla);
- Sokumhlawulisa intlawulo (jonga u-1.2 ngentla);
- Sokwangeza ixesha lokuqwalasela isicelo sokufikeleleka (jonga u-2.2 ngentla).

4.2 Umntu ongomnye

Umntu ongomnye angasifaka isibheni sangaphakahi, kwisithuba seentsuku ezingama-**30 emva** kokunikezelwa kwesasaziso liGosa Leenkukacha/liGosa Elilisekela Leenkukacha esimvumela ukuba afikelele kwirekhodi eliqulethe iinkcukacha ezingaye (jonga u-3 ngentla).

4.3 Indlela yesibheno sangaphakathi

Isibheno sangaphakathi sifakwa ngokuthi ugcwalise ifomu emiselweyo (u**Fomu 4** oqhotyoshelweyo) ze isiwu okanye ithunyelwe kwiGosa Leenkukacha/kwiGosa Elilisekela Leleenkukacha.

5. **ISIKHALAZO ESISIWA KUMQULUNQI WEENKUKACHA– Amacandelo 77A no-77B**

Kuya kuba semva kwenkqubo yesibheno sangaphakathi kuphela apho umfaki-sicelo okanye umntu ongomye aya kusala engekakholiseki sisiphumo sesibheno sangaphakathi apho angafaka khona isikhakazo kuMqulunqi Weenkukacha.

5.1 Umfaki-sicelo

- Umfaki-sicelo angathi afake isikhakazo kuMqulunqi kwinkalo:
 - Yokungaphumeleli kwesibheno sangaphakathi;
 - Yesibheno esikhatywe kubasifike emva kwexesha elimiselweyo;
 - Yokukhatywa kwesicelo sokufikelela kwiinkukacha;
 - engesigqibo ezingentlawulo;
 - yesigqibo sokwandiwa kwexesha ukuze kuqwalaselwe isicelo eso; okanye
 - yesigqibo sokunikezela ngemvume yokufikeleleka ngokwesimo esithile.

5.2 Umntu ongomye

- Umntu ongomye angathi afake isikhakazo kuMqulunqi kwinkalo:
 - Yokungaphumeleli kwesibheno sangaphakathi,
 - Yayo nayiphi na imeko yokuvunywa kwesicelo sokufikelela kwiinkukacha.

5.3 Isimo

Isikhakazo esisiwa kuMqulunqi Weenkukacha kufuneka senziwe ngembalelwano kwifomu emiselweyo (u**Fomu 5** oqhotyoshelweyo) kwisithuba seentsuku ezingama-**180** sithatyathiwe isigqibo esikhokelele kwesi sikhakazo.

6. **ISICELO ESISIWA ENKUNDLENI – icandelo 78**

6.1 Umfaki-sicelo okanye umntu ongomye angathi afake isicelo enkundleni ukuze ahlangukwe ukuba –

- Besikhe safakwa isibheno sangaphakathi ze umfaki-sicelo akoniseka nalapho ngesiphumo senkqubo yangaphakathi yokubhena; okanye
- Isikhakazo safakwa kuMqulunqi Weenkukacha ze umfaki-sikhakazo akoniseka nalapho ngesiphumo sesikhakazo

Isicelo esisiwa enkundleni kufuneka senziwa kwisithuba eentsuku ezili-**180** emva kokwaziswa ngesiphumo sesibheno sangaphakathi ngesigqibo soMqulunqi Weenkukacha, njengoko iya kube isitsho imeko.

ITSHATA YEENKONZO

ITSHATHA YEENKONZO

UNONDYEBO WEPHONDO

UKUZINIKELA KWETHU

Ngolawulo olusebenzayo, uxanduva kunye nokusetyenziswa kakuhle kwemithombo yemali, abasebenzi bethu abanezakho nabakhathalayo bazamela ukunikezela ngeenkonzco ezingcono nobomi obungcono, KUWE

UMBONO



UNondyebco ophendulayo nobandakanyayo owenza utshintsho oluhle kubomi babemi.

IMIGALISELO YETHU



- Inkathalo
- Isakhono
- Isidima
- Ukuthabathela uxanduva
- Iimbono ezintsha
- Ukusabela

UMNOOPHISO



Ukwenza unikezelo lwenkonzo oluzinzileyo nolusemgangathweni ngolawulo oluhlanganisiweyo kunye nobuhlakani obuxhasa nokukhuthaza ukukhuthazwa kwabasebenzi beCandelo lIkharhulumente kunye nokweliswa kokusabela kwiimfuno zabemi

OKO SIKWENZAYO



Silungisa uhlahlo lwabiwo-mali lweNtshona Koloni ukuze sikubonelele ngeenkonzco ezingcono KUWE. Ngokuxhasa amaziko ephondo ukuba aphumeze uhlahlo lwabiwo-mali lwawo siqinisekisa ulawulo olululo ngokusebenzisana nochwangciso nokuphumeza, sizalisekisa indima yethu yokubeka esweni

Ndwendwela ku-www.westerncape.gov.za/provincial-treasury ngeenkonzco zethu ezineenkukacha kunye nemigangatho

EZONA NKONZO ZETHU



IMIGANGATHO YETHU

Imigangatho Gabalala

- Siya kwenza okungalingeyo kwaye sijonge ekuvavanyeni izicelo ngokusekelwe kulwazi olunikiweyo
- Siza kukunika ingxelo enolwazi, eluncedo, neyakhayo.
- Siza kuphendula ifowuni zakho phakathi kwamakhonko amahlanu kwaye sivume ukuba sifumene ii-imeyile zakho kwiiyure ezingama-48.

Imigangatho yeNkonzo

- Iingxelo zethu zophando siya kupapashwa kwangethuba ukwazisa uhlahlo lwabiwo-mali lwephondo kunye neenkqubo zocwangciso.
- Siya kuququzelela ucwangciso oludibeneyo kunye neenkqubo zohlahlo lwabiwo-mali ngokuhambelana nemimiselo efanelekileyo.
- Iinkonzo zethu zokuxhobisa ziyokunikwa ngesesha.
- Zonke iinkonzo zokuthotyela zibonelelwa ngokuhambelana nemigangatho efanelekileyo kunye namaxesha ayimfuneko.

ABATHENGI BETHU

Amalungelo Unelungelo loku:

- Nikwa impatho enembeko
- Lokufumana ulwazi olupheleleyo xa luceliwe
- Lokufumana iinkonzo ezikhawulezayo nezisebenzayo
- Lolungiso kunye nokucela uxolo ngeenkonzco ezingeziso
- Ixabiso lemali kuzo zonke iinkonzo ezinikezelwayo
- Ulwazi malunga nomgangatho wenkonzo onokuyilindela
- Ukufikelela ngokulinganayo kwiinkonzo
- Kubonisiwane malunga nendababa kunye nomgangatho weenkonzco zoluntu

Iimbopheleleko Silindele ukuba:

- Ube nobuntu, nobubele, ube nembeko kwaye uhloniphe isidima samagosa anikezela ngeenkonzco kuwe
- Unyaniseke kwiingxoxo zakho kunye nathi
- Ungenise ulwazi olupheleleyo noluchanekileyo olukhatshwa ziikopi zamva nje eziqinisekisiweyo zawo nawaphi na amaxesha ayimfuneko
- Unamathele kwizivumelwano ozenzayo nathi zokuzimisa iinkqubo kunye nemisitho

NCEDA WABELANE NGAZO NAZIPHINA NA IINGCEBISO, IZINCOMO OKANYE IIMBONO NGENDELELA ESINOKUZIPHUCULA NGAYO IINKONZO ZETHU KUWE NGAMAJELO ONXIBELELWANO ADWELISWE APHA NGEZANTSI.

Ukuba unesikhalazo, nceda usixelele. Siya kuvuma ukuba usifumene isikhalazo sakho kwiiyure ezingama-48. Izikhalazo ziya kuphandwa kwaye ziphendule kwiiveki ezi-3 kwaye ukuba kukho naziphi na iimpazamo ezifunyenweyo, siya kuxolisa. Ukuba asikwazi kujongana nombuzo wakho womxebe ngoko nangoko, siya kuvuthumela umbuzo kwigosa elinoxanduva kwaye sikubonise ukuba ungayilindela nini impendulo yesikhalazo sakho.

SINDWENDELE

UNONDEYEBO WEPHONDO,
Indlu yoWiso-Mthetho,
7 Wale Street, eGqoka
Awona maxesha e-ofisi yethu: 08:30-16:00
Umxebe: 021 483 3749 okanye 0860 142 142 (inombolo yimahala)
www.westerncape.gov.za/provincial-treasury

UNondyebco wePhondo: IZiko lezeNtengo
4 Waterford Place, 2nd floor, Century,
Cape Town, 8000
Iiyure zokusebenza: 08:00 - 15:30
Umxebe: 021 833 5361

Siyakuxabisa ukufikelela kuwe, yiyo loo nto izakhiwo zethu kunye neofisi zifikeleleka kuye wonke umntu:

- Imiqondiso ecacileyo, ebonakalayo neqondakalayo
- Iinkqubo zochagamshelelwano ze-ofisi kunye neeyure zenkonzo zibonisiwe
- Dwelisa iintlobo zeenkonzco ezinikezelwa kumaziko ethu
- Iimpawu ezicacileyo nezibonakalayo zempilo kunye nokhuseleko
- Amaziko ethu abalungele abantu abakhubazekileyo
- Apho kunokwenzeka, siya kunikezela ngeenkonzco zethu ngazo zontathu iilwimi ezisemthethweni zaseNtshona Koloni

ISIBHENGEZO SESIGOEBA ESIPHEZULU SOLAWULO

SIYAKHATHALA

SIKUNYE

SISEBENZELA WENA

Mna, David Maynier, ndibophelela iSebe likaNondyebco wePhondo ngokwemigaqo yePSR, 2016 (iCandelo 3, iCandelo 36 (f)) kunye neCandelo lama-37 ukuba liwulandele lo mthetho.

UMphathiswa uDavid Maynier
UMphathiswa wezeMali kunye namaThuba oQoqosho

Umhla



IFOMU 2

ISICELO SOKUFIKELELA KUMAREKHODI

[Ummiselo 7]

QWALASELA:

1. Ubungqina besaziso kufuneka buqhutyoshelwe apha ngumfaki-sicelo.
2. Ukuba izicelo zenziwa egameni lomnye umntu, ubungqina besigunyaziso esitshoyo kufuneka buqhutyoshelwe kule fomu.

IYA: kwiGosa Leenkukacha

(Idilesi)

Idilesi ye-imeyile:

Inombolo yefeksi:

Phawula ngo-“X”

Isicelo senziwa egameni lam

Isicelo senziwa egameni lomnye umntu.

IINKUKACHA ZOMNTU			
Amagama apheleleyo			
Inombolo yesazisi			
Senziwa ngabuni esi sicelo (xa sisenziwa egameni lomntu umntu)			
Idilesi yePosi			
Idilesi Yesitalato			
Idilesi Ye-imeyile			
Iinkukacha zoqhakamshelwano	Umnxeba. (B):		Ifeksi:
	Owesinqe:		
Amagama apheleleyo omntu alowo sifakwa egameni lakhe isicelo (ukuba kunjalo)			
Inombolo yesazisi			
Idilesi yeposi			
Idilesi Yesitalato			
Idilesi ye-imeyile			
Inombolo zoqhakamshelwano	Umnxebal. (B)		Ifeksiile
	Owesinqe		

IINKCUKACHA ZOMNTU

IINKCUKACHA ZEREKHODI ELICELWAYO

Nikezela ngeenkukacha zerekhosi ekucelwa ukufikelelwa kulo, kuquka nenombolo yerefrensi yalo ukuba uyayazi, ukuze likwazeke ukufumaneka irekhodi elo. (Ukuba iphepha elinikezelweyo alanelanga, nceda uqhubeke kwelinye iphepha ze uliqhoboshele kule fomu. Onke amaphepha angamanye kufuneka etyikityiwe.)

Ingcaciso ngerekhodi okanye ingxenyechaphazelekayo yelo rekhodi:	

Inombolo yerefrensi, ukuba ikho	
---------------------------------	--

Naziphi na ezinye iinkukacha zerekhodi	

UHLOBO LWEREKHODI
(Phawula ibhokisi eyoy ngo-"X")

Ingaba irekhodi elo liluhlobo olubhaliweyo okanye oluprintiweyo na	
Irekhodi iliqulethe imifanekiso ekwiqonga lezobuchwepheshe (ok uke kuquka iifoto, izilayidi, amarekhodi emiboniso ebhanyabhanya, imifanekiso eveliswe yikhompyutha, izikhetshi, njalo-njalo)	
Irekhodi liqulathe amagama arekhodiweyo okanye iinkukacha ezinokuveliswa ngelizwi	
Irekhodi ligcinwe ekhomyutheni okanye ngokohlobo lwezobuchwepheshe okanye ngokohlobo olufundeka ngomatshini	

UHLOBO LOKUFIKELELA
(Phawula ngo-"X" ofanelekileyo)

Ikopi yerekhodi eliprintiweyo (kuquka neekopi zayo nayiphi na imifanekiso ekwiqonga lezobuchwepheshe, ezikhutshelwe kwisimo sokubhala kunye neenkukacha ezigcinwe kwikhompyutha okanye ngokwesimo sezobuchwepheshe okanye ngokwesimo esifundeka ngomatshini)	
Ukukhutshelwa kuxwebhu oluprintiweyo lwemifanekiso ekwiqonga lezobuchwepheshe (ok uke kuquka nefoto, izilayidi, amarekhodi emiboniso ebhanyabhanya, imifanekiso eveliswe yikhompyutha, izikhetshi, njalo-njalo)	
Ukukhutshelwa kwezandi (zibe kuxwebhu olubhaliweyo okanye oluprintiweyo)	
Ikopi yerekhodi elikwiflash drive (kuquka nemifanekiso yezobuchwepheshe kunye neengoma)	
Ikopi lerekhodi elikwiqonga lecwecwe (kuquka nemifanekiso yezobuchwepheshe kunye neengoma)	
Ikopi lerekhodi eligcinwe kwisimo seqonga lokugcina elisemafini	

IINKCUKACHA ZOMNTU

UHLOBO LOKUFIKELELA

(Phawula ngo-"X" ofanelekileyo)

Ukuhlolwa kwerekhodi ngumntu kuloo dilesi libhaliswe kuyo yequmrhu loluntu/labucala *(kuquka nokuphulaphulwa kwamagama arekhodiweyo, iinkcukacha ezinokuthi ziphinde ziveliswe ngokwesandi, okanye iinkcukacha eziselugcinweni lwekhompyutha okanye kwisimo elifundeka kuso ngomatshini)*

Plinkonzo zeposi kwidilesi yeposi

Iinkonzo zeposi kwidilesi yesitalato

Inkonzo yekhuriya kwidilesi yesitalato

Ifeksi equlethe iinkcukacha ezikuhlob lwesibhalo okanye lweprinti *(kuquka ezo zikhutshelwe ezibhalweni)*

Iinkcukacha ezikwi-imeyile *(kuquka nomculo ukuba kuyakwazeka)*

Ukwabelana ngokwelifu/ukudluliselwa kwefayile

Ulwimi olukhethwayo

(Qwalasela ukuba ukuba irekhodi alifumaneki kulwimi ongathanda ukulifumana likulo, ungalinikwa likwelo lwimi lufumaneka kulo.)

IINKCUKACHA ZELUNGelo ELINOKUSETYENZISWA OKANYE ELINOKUKHUSELWA

Ukuba iphepha olinikiweyo alanelanga, nceda uqhube kwelinye iphepe ze uliqhoboshele kule fomu. Umfakisicelo kufuneka atyikitye onke amaphepha ongezelelweyo.

Chaza ukuba leliphi ilungelo elimele ukusetyenziswa okanye likhuselewe

Cacisa ukuba kutheni irekhodi elicelwayo lidingeka nje ekusetyenzisweni okanye ekukhuseleweni kwelungelo elikhankanywe ngentla apha

IINTLAWULO

- a) Intlawulo yesicelo kufuneka ihlawulwe ngaphambi kokuba sibe nokuqwalasela isicelo.
- b) Uya kwaziswa ngesixa semali yokufikelela ekuya kufuneka uyihlawule.
- c) Intlawulo edingekayo ukuze ufikelele kwirekhodi ixhomekeke kwisimo oludingeka kuso uxwebhu ndawonye nexesha elililo elidingekayo ukuze kukhangelwe zxe kulungiswe irekhodi elo.
- d) Ukuba unalo ilungelo lokuxoleleka ekungayikhuphini nayiphi na intlawulo, nceda unikezele isizathu soko.

Isizathu

Uya kwaziswa ngembalelwano ukuba sithe saphunyezwa okanye sakhatywa na isicelo sakho yaye ke, ukuba sithe saphunyezwa, nangeendleko ezichaphazela isicelo sakho, ukuba zikho. Nceda uchaze ukuba ungathanda kunxityelelwane njani na nawe:

Idilesi yeposi	Ifeksi	Unxibelelwano ngekhompyutha (Nceda ucacise)

Ityikitywe _____ ngalo _____ mhla _____ ku-2022.

Utyikityo lomfaki-sicelo/lomntu esifakwa egameni lakhe esi sicelo

KWABASEMAGUNYENI

Inombolo yerefrensi	
Idsicelo esi samkelwe (Chaza isikhundla, igama nefani yeGosa Leenkukacha)	
Umhla esifike ngawo	
Iintlawulo zokufikelela	
Idipozith (ukuba ikho)	

Utyikityo lweGosa leeNkcukacha

Intlawulo kumaqumrhu oluntu

Into	lingcaciso	Isixa
1.	Intlawul oyesicelo edingekayo kumfaki-sicelo ngamnye	R100.00
2.	Ifotokopi yephepha elibukhulu bungu-A4	R1.50 iphepha ngalinye okanye ingxenye yalo
3.	Ikopi eprintiweyo yephepha elibukhulu bungu-A4	R1.50 iphepha ngalinye okanye ingxenye yalo
4.	Kwikopi ekwisimo esifundeka kwikhompyutha esikwi:- (i) Flash ephathekayo (iza kuzphuma kumfaki-sicelo) (ii) Kwicwecwe eliphathekayo . Ukuba inikezelwe ngumfaki-sicelo . Ukuba inikezelwe kumfaki-sicelo	R40.00 R40.00 R60.00
5.	Imifanekiso ebonakalayo eguqulelwe kwiphepha elibukhulu bungu-A4	Inkonzo iza kunikezelwa kwinkampani yangaphandle. Iya kuxhomekeka kwixabiso elinikezelwa yinkampani yangaphandle
6.	Ikopi yemifanekiso ebhanyabhanya	
7.	Irekhodi eliqulethe isandi nelenziwe lakwiphepha elibukhulu bungu-A4	R24.00
8.	Ikopi yerekhodi elisisandi elikwi:- (i) Flash ephathekayo (iza kuphuma kumfaki-sicelo) (ii) kwicwecwe eliphathekayo . Ukuba linikezelwe ngumfaki-sicelo . Ukuba inikezelwe kumfaki-sicelo	R40.00 R40.00 R60.00
9.	Ukuze kube nokukhangelwa ze kulungiswe irekhodi elixa kukhutshwa kwiyure nganye okanye kwingxenye yayo, ngaphandle kweyure yokuqala, elidingelwa olo phengululo nolungiso ukuze lungadluli kwindleko ephelele engama-	R100.00 R300.00
10.	Idipozithi: ukuba uphengululo luyadlula kwiiyure ezintandathu	Isithathu eshumini kweso sixa kwisecelo ngasinye sibalwa ngokweeZinto 2 ukuya ku-8
11.	Ukuposa, i-imeyile okanye ukuthumela ngezobuchwepheshe	Eyona ndleko, ukuba ikho

UFOMU 4

IFOMU YESIBHENO SANGAPHAKATHI

[Ummiselo 9]

Inombolo yerefrensi:

IINKCUKACHA ZEQUMRHU				
Igama lequmrhu loluntu				
Igama nefani leGosa Leenkukacha:				
IINKCUKACHA ZOMFAKI-SIKHALAZO OFAKA ISIBHENO SANGAPHAKATHI				
Amagama apheleleyo				
Inombolo yesazisi				
Idilesi yeposi				
Inombolo zoqhakamshelwano	Umnxeba (B)		Ifeksi	
	Owesinqe			
Idilesi ye-imeyile				
Ingaba isibheno sangaphakathi sifakwa egameni lomnye umntu?	Ewe		Hayi	
Ukuba impendulo ingu"ewe", isigunyaziso sokufakwa kwesibheno sangaphakathi (ubungqina besigunyaziso sokufakwa kwesibheno, ukuba sikho, masiqhotyoshelwe)				
IINKCUKACHA ZOMNTU ESIFAKWA EGAMENI LAKHE ISIBHENO SANGAPHAKATHI (Ukuba sifakwa ngomnye umntu)				
Amagama apheleleyo				
Inombolo yesazisi				
Idilesi yeposi				
Inombolo zoqhakamshelwano	Umnxeba (B)		Ifeksi	
	Owesinqe			
Idilesi ye-imeyile				

ISIGQIBO EKUBHENWA KUSO NGAPHAKATHI <i>(Phawula kwibhokisi efanelekileyo ngo-"X")</i>	
Ukukhatywa kwesicelo sokufikelela	
Isigqibo esichaphazela iintlawulo ezimiselweyo ngokwemigaqo yecandelo 22 lalo Mthetho	
Isigqibo esicaphazela ukwandiswa kwexesha ekumele ukujongwana naso esi sicelo ngokwemigaqo yecandelo 26(1) lalo Mthetho	
Isigqibo esenziwe ngokwemigaqo yecandelo 29(3) lalo Mthetho wokukhaba isicelo sokufikelela kwifomu efakwe ngumfaki-sicelo	
Isigqibo sokwamkela isigqibo sokufikelela	
IMIGANGATHO YOKUBHENA <i>(Ukuba iphepha olinikiweyo alanelanga, nceda uqhube kwelinye iphepha ze uliqhoboshele kule fomu. Onke amaphepha ongezelelweyo kufuneka atyikitywe)</i>	
Chaza imigangatho tho esisekelwe kuyo esi sibheni sangaphakathi	
Nikezela naziphi na ezinye iinkcukacha ezichaphazelekayo nemaziqwalaselwe kwesi sibheni	

Uya kwaziswa ngembalelwano ngesigqibo kwisibheni sakho sangaphakathi. Nceda udize uhlobo ongathanda ukwaziswa ngalo:

Idilesi yeposi	Ifeksi	Unxibelelwano ngezobuchwepheshe <i>(Nceda ucacise)</i>

Ityikitywe _____ ngalo _____ mhla _____ ku-2022.

UMTYIKITYO WOMBHENI/WOMNTU WESITHATHU

KWABASEMAGUNYENI

IREKHODI ELISESIKWENI LESIBHENO SANGAPHAKATHI

Isibheno esifunyenweyo (<i>chaza isikhundla, igama nefani yeGosa Leenkukacha</i>)			
Umhla esifike ngawo			
Isibheno sikhathshwa sisizathu ngesigqibo seGosa Leenkukacha ze, apho kukwazekayo khona, iinkukacha zakhe nabani na ongomnye ochaphazelekayo elibhekiselele kuye irekhodi eli, ezingeniswe liGosa Leenkukacha			Ewe
			Hayi
ISIPHUMO SESIBHENO			
Ukukhatywa kwesibheno sokufikelela. Siqinisekisiwe?	Ewe		Isigqibo esitsha (<i>ukuba asiqinisekiswa</i>)
	Hayi		
Iintlawulo (iCandelo 22). Iqinisekisiwe?	Ewe		Isigqibo esitsha (<i>ukuba asiqinisekiswa</i>)
	Hayi		
Ukwandiswa kwexesha (iCandelo 26(1)). Kuqinisekisiwe?	Ewe		Isigqibo esitsha (<i>ukuba asiqinisekiswa</i>)
	Hayi		
Ukufikelela (iCandelo 29(3)). Kuqinisekisiwe?	Ewe		Isigqibo esitsha (<i>ukuba asiqinisekiswa</i>)
	Hayi		
Isicelo sokufikelela siphunyeziwe. Siqinisekisiwe?	Ewe		Isigqibo esitsha (<i>ukuba asiqinisekiswa</i>)
	Hayi		

Ityikitywe _____ ngalo _____ mhla _____ ku-2022.

Ewe
Hayi

ISIKHULU ESONGAMELEYO

UFOMU 5

IFOMU YESIKHALAZO

[Ummiselo 10]

QWALASELA:

1. Le fomu iyilelwe ukuncedisa umfaki-sicelo okanye umntu ongomnye (othi emva kokuba akhankanywe "njengoMkhalazi") ekufakeni isicelo sokuhlalutywa kwesigqibo sequmrhu loluntu okanye labucala okanye ukungabikho kwempendulo kwisicelo sokufikelela kumarekhodi phantsi kwemigaqo yomthetho iPromotion of Access to Information Act, ka-2000 (Act 2 ka-2000) (iPAIA). Nceda ugcwalise le fomu ze uyithumele kule dilesi ye-imeyile ilandelayo: PAIAComplaints@justice.gov.za okanye ugcwalise ifomu yesikhalazo ekwiqonga lobuchwepheshe efumaneka apha: <https://www.justice.gov.za/infoereg/>.
2. iPAIA inika umntu ngamnye ilungelo lokufaka isikhalazo kuMqulunqi Wezikhhalazo ngalo naluphu na uhlobo lwezikhhalazo ezichazwe kwiSigaba F sale fomu yezikhhalazo.
3. Kungumgaqo-nkqubo woMqulunqi Weenkukacha ukunqumamisa uphando okanye akhabe isikhalazo ukuba uMkhalazi akakhange athi kwasekuqaleni anikrezele kwiqumrhu elo loluntu okanye labucala (elikhankanywa ukususela apha njengokuba "liQumrhu") ithuba lokupendula ze lizame ukusombulula isikhalazo eso. Ukuncedisa iQumrhu ukuze libe nokuba nakho ukusombulula iinkxalabo zakho ngaphambi kokuba uye kuMqulunqi Weenkukacha, kulindeleke ukuba ugcwalise **uFomu 2 wePAIA** ze uyingenise kweli Qumrhu.
4. Ikopi yale fomu iya kuthi inikwe iQumrhu okhalazela lona. Iinkukacha othi uzinikezele kule fomu, eziqhotyoshelwe kule fomu okanye othi uzinikezele emva kwexesha,, ziya kuthi zisetyenziselwe ukusombulula imbambano yakho, ngaphandleni kokuba kutshiwo ngolunye uhlobo kwalapha.
5. UMqulunqi Weenkukacha uya kusamkela kuphela isikhalazo sakho wakuqinisekisa ukuba uzithobeke ezizidingo zingezantsi apha.
6. **Nceda uqhoboshele iikopi zala maxwebhu alandelayo, ukuba unawo:**
 - a. Ikopi yefomu kwiQumrhu ocela kulo ukufikelela kumarekhodi;
 - b. Impendulo yeQumrhu kwisikhalazo sakho okanye kwisicelo sakho sokufikelela;
 - c. Nayiphi nae nye imbalelwano ephakathi kwakho neQumrhu elo ngesicelo sakho;
 - d. Ikopi yefomu yesibheno, ukuba isikhalazo sakho sichaphazela iqumrhu loluntu;
 - e. Impendulo yeQumrhu kwisibheno sakho;
 - f. Nayiphi nae nye imbalelwano ephakathi kwakho neQumrhu echaphazela isibheno sakho;
 - g. Iimpepha ezikugunyazisa ukuba uphakame egameni lomnye umntu (ukuba zikho);
 - h. Umyalelo weNkundla okanye amaxwebhu enkundla achaphazela isikhalazo sakho, ukuba akho.
7. Ukuba iphepha olinikiweyo alanelanga, ngenisa iinkukacha njengesihlomelo kule fomu ze sityikitye iphepha ngalinye.

ISIGUNYAZISO SOMNTU/SEQUMRHU ELIFAKA ISIKHALAZO**(Phawula ngo-“X”)****Ngumfaki-sikhalazo buqu****Ngummeli womfaki-sikhalazo****Ngumntu ongomnye****IZIDINGO**

Usifakile isicelo (ifomu yePAIA) sokufikelela kwirekhodi lequmrhu loluntu/labucala?	Ewe		Hayi	
Ingaba sele zidlulile iintsuku ezingama-30 ukususela ngomhla owafaka ngawo ifomu yakho yePAIA?	Ewe		Hayi	
Ingaba uzisebenzisile na zonke iinkqubo zangaphakathi zokubhena kwisigqibo seGosa Leenkukacha lequmrhu loluntu?	Ewe		Hayi	
Ingaba sele usifakile isicelo kwinkundla sokuncedwa kulo mba?	Ewe		Hayi	

IZA KUSETYENZISWA NGUMQULUNQI KUPHELA

<i>Ifunyenwe (amagama apheleleyo)</i>				
<i>Isikhundla</i>				
<i>Utyikityo</i>				
<i>Isikhakazo samkelwe</i>	Ewe		Hayi	
<i>Inombolo yerefrensi</i>				
<i>Date stamp</i>				

Idilesi yeposi	Ifeksi	Olunye unxoibelelwano lwezobuchwepheshe (Nceda ucacise)		

ISIGABA A**IINKCUKACHA EZINGOMFAKI-SICELO**

Amagama epheleleyo				
Inombolo yesazisi				
Idilesi yeposi				
Idilesi yesitalato				
Idilesi ye-imeyile				
Inombolo zoqhakamshelwano	Umnxeba (B)		Ifeksi	
	Owesinqe			

ISIGABA B				
IINKCUKACHA EZINGOMMELI				
<i>(Gcwalisa kuphela ukuba uza kube umelwe. Isigunyaziso seGqwetha kufuneka siqhotyoshelwe ukuba umfaki-sikhalazo umelwe, ze kuthi ukuba kuyasilela oku siya kukhatywa)</i>				
Amagama apheleleyo ommeli				
Uhlobo lokumela				
Inombolo yesazisi				
Idilesi yeposi				
Idilesi yesitalato				
Idilesi ye-imeyile				
Inombolo zoqhakamshelwano	Umnxeba (B)		Ifeksi	
	Owesinqe			
ISIGABA C				
IINKCUKACHA EZINGOMNTU ONGOMNYE				
<i>(Nceda uqhoboshele incwadana yesigunyaziso)</i>				
Uhlobo Lwequmrhu	Lelabucala		Leloluntu	
Igama lequmrhu loluntu/labucala				
Inombolo yokubhalisa (ukuba ikho)				
Igama, ifani nesikhundla somntu ogunyaziselwe ukufaka isikhalazo				
Idilesi yeposi				
Idilesi yesitalato				
Idilesi ye-imeyile				
Inombolo zoqhakamshelwano	Umnxeba (B):		Ifeksi	
	Owesinqe			
ISIGABA D				
IQUMRHU EKUFakwa ISIKHAAZO NGALO				
Uhlobo Lwequmrhu	Lelabucala		Leloluntu	
Igama lequmrhu loluntu/labucala				
Inombolo yokubhalisa (ukuba ikho)				
Igama, ifani osebenze naye kwelo qumrhu loluntu/labucala ukuzama ukusombulula isikhalazo/isicelo sakho sokufikelela kwiinkcukacha				
Idilesi yeposi				
Idilesi yesitalato				
Idilesi ye-imeyile				

linombolo zoqhakamshelwano	Umnxeba (B):		lfeksi	
	Owesinqe			
Inombolo yerefrensi enikezelweyo (ukuba ikho)				
ISIGABA E				
ISIKHALAZO				
<i>(Sixelele ngamanyathelo othe wawathabatha ukusombulula isikhalazo sakho (Izikhhalazo kufuneka ziqale zingeniswe ngqo kwiqumrhu loluntu/labucala ukuze liphendule kwanokuze mhlawumbi kufumaneke isisombululo)</i>				
Umhla esifakwe ngaso isicelo sokufikelela kumarekhodi.				
Nceda ucacise nhohlobo lwelungelo/lwamalungelo anokusetyenziswa okanye akhuselwe, ukuba isikhalazo eso singakwiqumrhu labucala.				
Ukhe wazama ukuyisombulula le nywe nalo mbutho?	Ewe		Hayi	
Ukuba kunjalo, uyifumene nini? (Qhoboshela incwadana kwesi sicelo.)				
Ingaba usifakile isibheni kwisigqibo segosa leenkukacha lequmrhu loluntu?	Ewe		Hayi	
Ukuba kunjalo, usifake nini isibheni?				
Ingaba usifakile isicelo sokusonjululelwa le nyewe kwiNkundla?	Ewe		Hayi	
Ukuba kunjalo, nceda uchaze ukuba sawiswa nini na isigwebo yiNkundla? Nceda uqhoboshele uMyalelo weNkundla, ukuba ukho.				
ISIGABA F				
UHLOBO OLUCACISIWEYO LWESICELO SOKUFIKELELA KUMAREKHODI				
<i>(Nceda ukhethe enye okanye ezinye kwezi zilandelayo ukuchaza isikhalazo sakho kuMqulunqi Weenkukacha)</i>				
Isibheni esingaphumelelanga (iCandelo 77A(2)(a) okanye icandelo 77A(3)(a) lePAIA)	Ndibhenile ngakwesi sigqibo sequmrhu loluntu ze sakhatywa isibheni.			
Isicelo sokudluliselwa kwabasentla (amaCandelo 77A(2)(b) and 75(2) ePAIA)	Ndisifake emva kwexesha isibheni ngakwesi sigqibo ze isigqibo sequmrhu loluntu ze ndafaka isicelo sokwenyuselwa kwaso kwabaphezulu. Isicelo sokwenyuselwa sakhatywa.			
Ukukhatywa kwesicelo sokufikelela (iCandelo 77A(2)(c) (i) okanye 77A(2)(d) (i) okanye 77A(3)(b) lePAIA)	Ndifakile isicelo sokufikelelakwiinkukacha eziselugcinweni lwequmrhu ze sakhatywa eso sicelo request was refused or partially refused.			
Iqumrhu lidinga ukuba ndikhuphe intlawulo yaye ndiyibona inkulu kakhulu (iCandelo 22 okanye 54 lePAIA)	Isinikezelo okanye intlawulo yemali elindelekileyo.			
	Isinikezelo okanye intlawulo yedipozithi.			

Ukuhlawulwa kwedipozithi kwakhona (iGosa Leenkukacha lalile ukundibuyisela idipozithi endayihlawulayo ngokweCandelo 22(4) lePAIA) ikwinkalo yesicelo sokufikelela esithe sakhatywa.	Igosa leenkukacha lalile ukubuyisa idipozithi endayihlawulayo kumba wesicelo sam sokufikelela esakhatywayo.	
Ukungavumelani nokwandiswa kwexesha (amaCandelo 26 no-57 ePAIA)	Iqumrhu ligqibe ekubeni landise ixesha lokuphendula kwisicelo sam, yaye andivumelani noko kwandiswa kwexesha okanye ixesha elithatyathiweyo ukuphendula kwisicelo sam sokufikelela.	
Uhlobo lokufikelela olukhatyiweyo (iCandelo 29(3) okanye 60 (a) lePAIA)	Ndifake isicelo sokufikelela kwifomu ethile neyiyo yaye le fomu yokufikelela ithe yakhatywa.	
Impendulo yokukhatywa kwesicelo efike emva kwexesha (iCandelo 27 okanye 58 lePAIA)	Sekudlule iintsuku ezingama-30 ndasenzayo isicelo sam yaye andikasifumani isigqibo.	
	Ixesha elandisiweyo lidlulile yaye akukaveli mpendulo.	
Ukudizwa ngokungekho mgaqweni kwerekhodi (Imigangatho emiselweyo yokukhaba isicelo sokufikelela kwirekhodi)	Amarekhodi (aneimigangatho yokukhatywa kwesicelo sokufikelela) akhutshwe ngokungalunganga/ngokungekuko.	
Akukho zizathu zifanelekileyo zokukhatywa kwesicelo sokufikelela (iCandelo 56(3) (a) lePAIA)	Isicelo sam sokufikelela sikhathiwe, yaye akukho zizathu zifanelekileyo okanye zivakalayo ezithe zanikezelwa, kuquka nezibonelelo zalo Mthetho ekuthe kwayanywa ngazo ekukhatyweni kwaso.	
Ukufikelela ngokungagqibelelanga kwirekhodi (iCandelo28(2) okanye 59(2) lePAIA).	Isicelo sokufikelela kwinxalenye ethile kuphela yamarekhodi aceliweyo sathi saphunyezwa yaye ndikholelwa ekubeni bekufuneka ekhululwe namanye amarekhodi.	
Ukususwa kwentlawulo (iCandelo 22(8) okanye 54(8) lePAIA)	Ndinelungelo lokuxoleleka ekuhlawuleni nayiphi na intlawulo yaye isicelo sam sokususwa kweentlawulo siye sakhatywa.	
Amarekhodi angafumanekiyo okanye angekhoyo (iCandelo 23 okanye 55 lePAIA)	Iqumrhu livakalise ukuba amarekhodi aceliweyo awekho yaye ndikholelwa ekubeni akho amarekhodi akhoyo.	
Ukusilela ekukhupheni amarekhodi	Iqumrhu ligqibe ekubei lindinike inyhweba yokufikelela kumarekhodi endiwacelileyo, kodwa andikawafumani.	
Akukho sigunyaziso sakukgweba (ukusetyenziswa okanye ukukhuselwa kwawo nawaphi na amalungelo) (iCandelo 50(1)(a) lePAIA)	Iqumrhu livakalise ukuba amarekhodi endiwacelileyo awabandakanywanga kwiPAIA yaye mna ndiyala.	
Isicelo esingenanjongo okanye esenzelwe ukudika (iCandelo 45 lePAIA)	Iqumrhu livakalise ukuba kucacile ukuba isicelo sam asisekelwanga njokweni sifakelwe ukulidika.	
Ezinye (Nceda ucacise)		

ISIGABA G

ISIPHUMO ESILINDELEKILEYO

Ucinga ukuba angakunceda njani uMqulunqi Weenkukacha? Cacisa ngesiphumo okanye impendulo oyidingayo.

ISIGABA H

IZIVUMELWANO

Isiseko sezomthetho ngokwezi zivumelwano zilandelayo sicaciswa kwiSiziso Seemfihlo ngendlela yokufaka uxwebhu lwesikhalazo sakho. Ukuze uMqulunqi Weenkukacha abe nakho ukuqwalasela isikhalazo sakho, kufuneka uqwalasele nganye kwenye yezi bhokisi zingezantsi apha ngenjongo yokubonakalisa imvume yakho:

Ndiyinqinela nokuba uMqulunqi Weenkukacha angazisebenzisa iinkukacha ezinikezelwe kwisikhalazo sam ngenjongo yokuncedisa ekuphandeni ngemiba echaphazela ukuphakanyiswa kwelungelo lokufikelela kwiinkukacha ndawonye nokukhuselwa kwelungelo leemfihlo kuMzantsi Afrika. Ndiyayiqonda into yokuba uMqulunqi Weenkukacha akanakuze abandakanye iinkukacha ezingam okanye naziphi na iinkukacha ezinokwalathi kum kuyo nayiphi na ingxelo enokubonwa nguye nabani na, kwanokuba iinkukacha ezingam zisakhuselekile phantsi kwemiqathango yomthetho iProtection of Personal Information Act, ka-2013 (Act Nombolo 4 ka-2013). Ndiyayiqonda eyokuba ukuba andinqinela noku, uMqulunqi Weenkukacha useza kusiqwalasela isikhalazo sam.

Iinkukacha ezikule Fomu Yezikhalazo zichanekile ngokolwazi neenkolelo zam.

Ndigunyazisa uMqulunqi Weenkukacha ukuba aqokelele iinkukacha zam (ezifana neenkukacha ezingam ze azisebenzisele ukuqwalasela isikhalazo sam samalungelo oluntu esichaphazela ilungelo lokufikelela kunye/okanye lokukhuselwa kweemfihlo.

Ndigunyazisa nabani na (ofana nomqeshi, inkampani enikezela ngeenkonzelo, ingqina) oneenkukacha ezidingekayo ukuze kuqwalaselwe isikhalazo sam ukuba abelane ngazo noMqulunqi Weenkukacha. UMqulunqi Weenkukacha angazifumana ezi nkukacha ngokuthi athethisane namangqina okanye acele amarekhodi abhalwe phantsi. Ngokuxhomekeke kuhlobo lwesikhalazo, la marekhodi angabe aqulathe iifayili ezineenkukacha zam njengomsebenzi okanye iinkukacha ezingengqesho, amarekhodi ezonyango nawezibhedlele, ndawonye neenkukacha zemali nezerhafu.



Ukuba enye nayiphi na kwiinkcukacha zam zoqhakamshelwano ithi itshintshe ngethuba lokuqwalaselwa kwesi sikhhalazo, kuluxanduva lwam ukwazisa uMqulunqi Weenkukacha, okanye ke isikhhalazo sam singaphela silibaziseka okanye sivale.

Ityikitywe _____ ngalo _____ mhla _____ ku-20 _____

UMFAKI-SIKHALAZO/UMMELI/UMNTU OGUNYAZISWE NGUMNTU ONGOMNYE