UMTHETHO WOKUKHUTHAZA UKUFIKELELA KULWAZI

INCWADI YECANDELO LE-14

the dtic
Department:
Trade, Industry and Competition
REPUBLIC OF SOUTH AFRICA

IZIQULATHO

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IMVUME

IGAMA KUNYE NETAYITILE	IMVUME		UTYIKITYO	UMHLA
1. Gqirha G.J. Calitz DIO OCIO	Kucetyiswa Akucetyiswa	x ☐		
Izizathu (kunyanzelekile xa uxwebhu lungakhuthazwa)				
2. Mnu V. Rabie CIO OCIO	Ixhasiwe Ukungaxhaswa	☐ ☐		
Izizathu (kunyanzelekile xa uxwebhu lungakhuthazwa)				
3. Nks A. Jooste Acting DDG CMSB	Ixhasiwe Ukungaxhaswa	☐ ☐		
Izizathu (kunyanzelekile xa uxwebhu lungakhuthazwa)				
4. Mnu S. Hamilton U-DG oBambeleyo **i-dtic**	Ivunyiwe Ayivunywanga	☐ ☐		
Izizathu (kunyanzelekile xa uxwebhu lungakhuthazwa)				
Ixesha lokuqinisekisa: Le ncwadana iyakuthi ukuba, kuyimfuneko, ihlaziywe rhoqo ngonyaka.				

IZISHWANKATHELO KUNYE NEZIFINYEZO

ISIFINYEZO	INKCAZELO
B-BBEE	UXhotyiso lwaBamnyama loQoqosho oluSekelwe ngokuBanzi
CMSB	ICandelo leeNkonzo zoLawulo lweNkampani
DDG	USekela Mlawuli- Jikelele
FER	UMmeli wezoQoqosho lwangaPhandle
ICT	UNxibelelwano loLwazi kunye nobuChwepheshe
MISS	UBuncinane boMgangatho woKhuseleko loLwazi
ODG	IOfisi yoMlawuli- jikelele
PAIA	UMthetho wokuKhuthaza ukuFikelela kuLwazi
PAYE	Hlawula njengoko uSamkela
POPIA	UMthetho woKhuseleko loLwazi loBuqu
R-CTFL	Urhwebo, impahla, amalaphu, izihlangu nesikhumba
SAHRC	IKhomishoni yaMalungelo oLuntu yaseMzantsi Afrika
SARB	UVimba weBhanki
SARS	Iinkonzo zengeniso zaseMzantsi Afrika
the dtic	ISebe loRhwebo, uShishino noKhuphiswano
UIF	ISibonelelo sabangaPhangeliyo

IINKCAZELO

INGCACISO	IINKCAZO
Umrhumo wokufikelela	Umrhumo wokufikelela omiselweyo ngokweenjongo zecandelo 22(6) okanye 54 (6), njengoko kunokuba njalo.
Umntu oluqokelelwa ngaye ulwazi	Umntu oluqokelelwa ngaye ulwazi ngumntu siqu lounxulumene naye
ISekela Gosa loLwazi	USekela Gosa loLwazi uthetha umntu ochongiweyo kwiqumrhu likaRhulumente okanye labucala onoxanduva lokunceda iGosa LoLwazi ngesicelo se-PAIA
IGosa loLwazi	IGosa loLwazi ngokunxulumene nequmrhu likaRhulumente - (a) kwimeko yesebe lesizwe, ulawulo lwephondo okanye icandelo lombutho- (i) okhankanywe kuKholam1 kaShedyuli 1 okanye 3 womthetho wenkonzo kaRhulumente, 1994 (UMpoposho 103 ka 1994), uthetha igosa elibambe isikhundla esinobizo olukhankanywe kuKholam 2 lwale Shedyuli 1 okanye 3exeliweyo ngokuchasene negama lesebe lesizwe elifanelekileyo, ulawulo lwephondo okanye icandelo lombutho okanye umntu obambeleyo; okanye (ii) engakhankanywanga ngolo hlobo, kuthetha uMlawuli- Jikelele, intloko, umlawuli olawulayo okanye igosa elilinganayo, ngokulandelalanayo, welo sebe lesizwe, kulawulo lwephondo okanye kwicandelo lombutho, ngokulandelelanayo okanye umntu obambeleyo.
UMlawuli woLwazi	UMlawuli woLwazi uthetha uMlawuli woLwazi osekwe ngokwemigaqo yeCandelo lama- 39 loMthetho wokhuseleko loLwazi loBuqu, wama – 2013.
Isibheno sangaphakathi	Isibheno sangaphakathi kwigunya elifanelekileyo ngokweCandelo la-74
UMphathiswa	Ilungu leKhabhinethi elijongene noLawulo lwezobuLungisa.
Umntu	Umntu ngokwendalo nomntu osemthethweni.
Iinkcukacha zomntu	Ulwazi olunxulumene nomntu wendalo obonakalayo, kubandakanywa kodwa kungaphelelanga apho - (a) Ulwazi olunxulumene nobuhlanga, isini, ukukhulelwa, ubume bomtshato, ubuzwe okanye imvelaphi yentlalo, umbala, isini, ubudala, impilo yomzimba okanye yengqondo, intlalontle, ukukhubazeka, inkolo, isazela, inkolelo, inkcubeko, ulwimi kunye nokuzalwa komntu; (b) Ulwazi olunxulumene nemfundo okanye imbali yezonyango, yezemali, yolwaphulo mthetho okanye yengqesho yomntu; (c) Nayiphi na inombolo echazayo, isimboli, idilesi yendawo, idilesi yeimeyile, inombolo yomnxeba, ulwazi lwendawo, isichazi, seintanethi okanye enye into eyabelwe lo mntu; (d) Ulwazi lweBhayometrikhi yomntu; (e) Iimbono zobuqu, iimbono okanye ukhetho lomntu; (f) Imbalelwano ethunyelwa ngumntu eyimfihlo okanye enye imbalelwano eya kutyhila okubhalwe kwimbalelwano yokuqala; (g) Iimbono okanye iimbono zomnye umntu ngomntu lowo; okanye (h) Igama lalo mntu ukuba liyavela kunye nezinye iinkcukacha zobuqu eziphathelele loo mntu okanye ukuba ukubhengezwa kwegama ngokwalo kuya kutyhila inkcazelo

	ngaloo mntu, kodwa ayiquki inkcazelo engomntu oswelekeileyo ngaphezu kweminyaka engama-20;
Umbutho woluntu	Iqumrhu loluntu luthetha (a) Naliphi na isebe likarhulumente okanye ulawulo kwisigaba sesizwe okanye sephondo sikarhulumente okanye nawuphi na uMasipala okwinqanaba lengingqi likarhulumente; okanye (b) Nawuphi na omnye umsebenzi okanye iziko xa (i) Ukusebenzisa igunya okanye ukwenza umsebenzi ngokoMgaqo- siseko okanye uMgaqo- siseko wephondo; okanye (ii) Ukusebenzisa igunya likarhulumente okanye ukwenza umsebenzi woluntu ngokwemigaqo yawo nawuphi na umthetho.
Ushicilelo	Rekhodi, okanye ngokunxulumene, nequmrhu likarhulumente okanye labucala, lithetha naluphi na ulwazi olushicilelweyo - (a) Nokuba yeyiphi ifomu okanye isixhobo; (b) Kwindawo okanye phantsi kolwawulo lwelo zoiko likarhulumente okanye labucala, ngokulandelelanayo; kwaye (c) Nokuba yadalwa na okanye hayi eli ziko likarhulumente okanye labucala, ngokulandelelanayo.
Umceli	Umceli nguye nawuphi na umntu owenza isicelo sokufikelela kwirekhodi yombutho kwaye kulo mba, i- PAIA yahlula phakathi kweentlobo ezimbini zabafaki zicelo zokufikelela kulwazi, okanye umceli wobuqu (isihloko sedatha) kunye nomnye umceli. Umba wedatha ngumceli othi, akuba enike ubungqina obaneleyo bokuzazisa afune ukufikelela kwirekhodi eneenkcukacha zobuqu malunga nomxholo wedatha. Ngokuxhomekeke kulungiselelo lwe-PAIA kunye ne-POPIA, umbutho uya kubonelela ngolwazi oluceliweyo, okanye unike ufikelelo kuyo nayiphi na irekhodi malunga neenkcukacha zobuqu zomfundi ngexesha elifanelekileyo (ngentlawulo emiselweyo, ukuba ikhona) ngendlela efanelekileyo nangefomathi, yaye ngendlela eqondakalayo ngokubanzi. Intlawulo emiselweyo yokuphinda kuveliswe iinkcukacha zobuqu eziceliweyo ziya kubizwa. Umntu okuluhlu lomnye umceli unelungelo lokucela ufikelelo kulwazi oluphathelele kumaqela esithathu, Nangona kunjalo, umbutho awunyanzelekanga ukuba unikezele ufikelelo phambi kokuba umceli afezekise iimfuno zokufikelea kulwazi ngokwe-PAIA ne-POPIA.
Isicelo sokufikelela	Isicelo sokufikelela, ngokunxulumene nequmrhu loluntu, sithetha isicelo sokufikelela kwirekhodi yequmrhu loluntu ngokwemigaqo yecandelo le-11.
Iqela elinoxanduva	**Iqela elinoxanduva** liqumrhu likarhulumnte okanye iqumrhu labucala okanye nawuphi na omnye umntu, eyedwa okanye ehlangene nabanye, emisela injongo kunye neendlela zokusetyenzwa kolwazi lomntu.
Iqela lesithathu	Iqela lesithathu, ngokunxulumene nesicelo sokufikelela kwirekhodi yequmrhu loluntu, lithetha nawuphi na umntu (kubandakanywa, kodwa kungaphelelanga apho, urhulumente welizwe langaphambili, umbutho wamazwe ngamazwe okanye iqumrhu lalo rhulumente okanye umbutho) ngaphandle – (i) umceli ochaphazelekayo; kwaye (ii) iqumrhu loluntu;

	Kodwa, ngokwenjongo zecandelo lama-34, ukubhekisa 'kumntu' makuthathwe njengokubhekisisa 'kumntu' wendalo.
UMthetho	UMthetho uthetha uMthetho wokuPhakanysiwa koFikelelo kuLwazi we-2 ka- 2000 njengoko ulungisiwe, kwaye ubandakanya nawuphi na ummiselo owenziweyo nosebenzayo ngokweCandelo lama- 92.

1. INTSHAYELELO

UMthetho wokukhuthazwa koFikelelo kuLwazi. UNombolo 2 ka-2000 (PAIA) waqalisa ukusebenza ngomhla we-9 kwekaTshazimpuzi ka-200, unika impembelelo kwilungelo lomgaqo-siseko lokufikela kulo naluphi na ulwazi olugcinwe okanye iqumrhu labucala elifunekayo ukuze kusetyenziswe okanye kukhuselwe naliphi na icandelo likarhulumente okanye labucala. Amalungelo apho isicelo se-PAIA senziweyo, iqumrhu ekwenziwa kulo isicelo linyanzelekile ukuba likhuphe ulwazi, ngaphandle kwalapho uMthetho uchaza ngokucacileyo ukuba ulwazi lungakhutshwa okanye lungakhutshwa.

ICandelo le-9 loMthetho liyayivuma into yokuba ilungelo elinjalo lokufikelela kulwazi alinakuphela, kwaye kufuneka libe phantsi kwemida ethethelelekayo, kubandakanywa, kodwa kungaphelelanga apho:

- Izithintelo ezijolise kukhuseleko olufanelekileyo lobumfihlo.
- Imfihlo yorhwebo; kunye
- Ulawulo olusebenzayo, olusebenzayo nolulungileyo.

Ngaphezu koko, ilungelo elikhankanywe ngaphambili lokufikelela kulwazi kufuneka lisetyenziswe ngendlela elungelelanisa elo kunye nawo nawaphi na amanye amalungelo, kubandakanywa amanye amalungelo aqulethwe kumthetho oyilwayo wamalungelo njengoko efunyenwe kumgaqo-siseko.

Ukongeza, iSebe lezoRhwebo, iShishini kunye noKhuphiswano (**i-dtic**) lizama ukwenza izinto elubala kwaye rhoqo ngokukhululekileyo libonelele ngolwazi kuluntu lwezoshishino, abathengi kunye noluntu ngopapasho, izaziso kwiwebhusayithi yalo kunye namaziko omnxeba.

UMthetho woKhuseleko LoLwazi loBuqu, uNombolo 4 ka-2013 (POPIA), lilungu lomthetho okhusela imfezeko novakalelo lolwazi lwabucala. Imibutho kufuneka ilawule ukuthathwa kwedatha kunye nenkqubo, yokugcinwa kolwazi lomntu ngaphakathi kwesakhelo esisemthethweni njengoko kuchazwe kuMthetho.

UMthetho ubonelela ngeemeko ezisibhozo apho iinkcukacha zomntu zinokuqokolelwa ngokusemthethweni kwaye ziqwalaselwe. Inika imixholo yedatha ilungelo lokucela ufikelelo, ngokungqinelana namalungiselelo e-PAIA, kwiinkcukacha zabo kulo naliphi na iqela elinoxanduva.

2. INJONGO

ICandelo le-14 lomThetho wokuKhuthaza uFikelelo kuLwazi, wesi-2 ka-2000 lifuna ukuba amaqumrhu karhulumente aqulunqe incwadi eza kunceda umntu ukuba afikelele kulwazi olugcinwe liqumrhu likarhulumente. Isiqendu se-14 sikwachaza ezona mfuno zisezantsi ekufuneka incwadi yencwadana ihambelane nazo.

Le ncwadana ilungiselelwe ngokuhambelana neCandelo le - 14 lomThetho wokuKhuthaza uFikelelo kuLwazi, wesi-2 ka-2000, kunye neemfuno zomThetho woKhuselo loLwazi lobuQu, wesi-4 ka-2013.

Le ncwadana ijonge ukukhuthaza inkcubeko yokwenziwa kwezinto elubala kunye nokuthatha uxanduva **kwi-dtic** ngokunika isisphumo kwilungelo lolwazi olufunekayo ekusetyenzisweni nasekukhuseleni amalungelo omntu okanye ombutho. Ukukhuthaza ulawulo olusebenzayo lwemibutho yoluntu,

kuyimfuneko ukuqinisekisa ukuba wonke umntu uxhotyiswe kwaye ufundile ukuze aqonde amalungelo abo ngokwe-PAIA.

Le ncwadana inika nabani na onqwenela ukusebenzisa uMthetho ngeenkcukacha zoqhagamshelwano kunye neenkqubo zokufumana ulwazi oluthile **kwi-dtic** Ikwanika umntu onjalo isishwankathelo esicacileyo sesakhiwo, imisebenzi, iinkonzo kunye nesalathiso solwazi lwe-**dtic** ukuze akwazi ukuchonga ulwazi olufunekayo, ukuba sele lukhona.

Okuqukiweyo kule ncwadana iziifomu kunye neentlawulo ekufuneka zikhaphe nasiphi na isicelo solwazi, kunye neefomu ezifunekayo ukuchasa ukusetyenzwa kolwazi lomntu kunye nokucela ukulungiswa okanye ukucinywa koko.

3. OKUSHIYELWAYO

Ukongeza kwisikhundla sayo sangaphakathi, i-dtic ixhomekeke kwiqela lee-arhente ezikhethekileyo, ezilawulayo kunye nophuhliso lwezemali kunye namaziko ekuxhaseni ukukhula koqoqosho, ingqesho kunye neenjongo zolingano, kunye nokuhambisa iimveliso kunye neenkonzo kubemi bezoqoqosho belizwe.

Le ncwadana ibonelela ngeerekhodi ze-dtic kuphela hayi ezo zmaqumrhu ayo. Naziphi na izicelo zokufikelela kulwazi olunxulumene naliphi na kwiziko likarhulumente le dtic kufuneka zithunyelwe kwiGosa loLwazi lombutho ofanelekileyo.

4. UBUME BOMBUTHO NEMISEBENZI YE-DTIC

Inkqubo, ulwakhiwo kunye nemisebenzi ye-dtic incanyathiselwe njengeSihlomelo A kule ncwadana.

5. ISIKHOKELO SECANDELO LE- 10 NGENDLELA YOKUSEBENZISA UMTHETHO

ICandelo le- 10 loMthetho limisela umsebenzi kuMlawuli woLwazi “ukuhlaziya nokwenza ukuba kufumaneke isikhokelo esikhoyo esiqulunqwe yiKomishoni yamaLungelo oLuntu yaseMzantsi Afrika (South African Human Rights Commission) (SAHRC) equlethe ulwazi olunjalo, ngendlela eqondakalayo, njengoko kunokufunwa ngokufanelekileyo ngumntu onqwenela ukusebenzisa naliphi na ilungelo elixelwe kulo Mthetho kunye noMthetho woKhuseleko loLwazi loBuqu, ka 2013.”

UMlawuli woLwazi uluhlaziyile isikhokelo seCandelo le-10, njengoko liqulunqwe okokuqala yi-SAHRC, ngokungqinelanayo. Amalungu oluntu anokuhlola okanye enze iikopi, ngeeyure eziqhelekileyo zokusebenza, zeSikhokelo kwiiofisi zikawonke- wonke kunye nemibutho yabucala (ngeelwimi ezimbini ubuncinane kwiilwimi ezisemthethweni), kubandakanywa neofisi yoMlawuli (kulwimi ngalunye kwiilwimi ezisemthethweni). isiKhokelo, ngolwimi ngalunye kwiilwimi ezisemthethweni sinokufumaneka:

- KwiGazethi karhulumente;
- Ngesicelo esivela kuMlawuli, liGosa loLwazi, kwifomu ehambelana kakhulu neFomu yo-1 (jonga iSihlomelo C);

- Ngesicelo esivela kuMlawuli, nguye nawuphi na umntu, ngaphandle kweGosa loLwazi ekubhekiswe kulo ngasentla, kwifomu ehambelana kakhulu neFomu 1 (jonga isihlomelo A); kunye
- Ukusuka kumnatha wolwazi wolawulo http://www.inforegulator.org.za/ kunye neyawo nawaphi na amaqumrhu oluntu nawabucala.

6. IINKCUKACHA ZOQHAGAMSHELWANO

6.1. IGosa loLwazi

UMLAWULI-JIKELELE	INOMBOLO YOMNXEBA	IDILESI YE- IMEYILE
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6.2. Usekela Gosa woLwazi

DIO	INOMBOLO YOMNXEBA	IDILESI YE-IMEYILE
Gqirha G.J. Calitz	+27 012 394 5561	GCalitz@thedtic.gov.za

6.3. IiDilesi

IDILESI YEPOSI	IDILESI YOKUHLALA	WEBHUSAYITHI	IMIBUZO NGOKUBANZI
IGosa loLwazi **the dtic** Private Bag X84 Pretoria 0001	IGosa loLwazi **the dtic** 77 Meintjies Street Sunnyside Pretoria	www.thedtic.gov.za	**iZiko leNkcukacha zoNxibelelwano le- dtic** National callers: 0861 843 384 Abafowuni bamazwe ngamazwe: +27 12 394 9500

7. UKUFIKELELA KWIREKHODI EZIGCINWE YI- DTIC

7.1. Iindidi zerekhodi ezigcinwe yi-dtic

Imiba	Iindidi zerekhodi
Ulwazi lweMveliso kunye neNtengiso	Oku kubandakanya ulwazi oluphathelele kwiimveliso kunye neemeko zemarike, kunye nemilinganiselo yesalathisiapho ezi mveliso zikhona. Olu didi lolwazi lubnadakanya iinkcukacha zeenkampani ezivelisa okanye ezingenisa iimveliso ngaphandle, ubume bokungabhengezwa kweemveliso, iintsingiselo zemarike ngokuphathelene neemveliso kuzwelonke, kwingingqi nakumazwe ngamazwe, kunye nemiba ephambili ehquba iindlela.
Izivumelwano zoRhwebo	Oku kubandakanya ulwazi olunxulumene nezivumelwano zorhwebo Phakathi koMzantsi Afrika kunye namazwe ngamazwe kunye neminye imibutho. Ulwazi oluphambili olunxulumene nolu didi lujongene

Imiba	Iindidi zerekhodi
	nezivumelwano Phakathi koMzantsi Afrika kunye namanye amazwe kunye nemimandla yoqoqosho.Iwangaphandle, iinkcukacha zesivumelwano ezinxulumene neemveliso, iimpawu zoqoqosho kunye nentsingiselo yemarike, kunye neemeko zeemveliso ezibandakanyiweyo kwizivumelwano.
Inkuthazo kunye nezibonelelo	Oku kuquka ulwazi olunxulumene nenkuthazo ethile- **dtic** ibonelele kwimibutho yotshintshiselwano ngobugcisa nophuhliso lwemizi-mveliso njl. njl.. Ulwazi oluphambili kolu didi lubandakanya imveliso kunye neentlobo zeshishini ekubonelelwa ngazo, izicelo ezifunyenweyo, iinkcukacha zeenkampani ezithe zanikwa inkuthazo, iimeko zenkuthazo, kunye nokwenziwa kokunikezelwa kwenkuthazo kwiinkampani ngokuchasene nale miqathango.
Iimvume	Oku kuquka ulwazi olunxulumene neemvume kwimiba ye-**dtic** kwimibutho, kubandakanywa ukuthengisela ngaphandle/ukungenisa elizweni kunye namaphephamvume okurhweba ngotywala, kunye nalawo asebenza ngeemveliso ezilawulwa phantsi koMthetho wokubhengezwa koTywala. Ulwazi oluphambili kumxholo wamaphepha- mvume yinkampani kunye nolwazi lwemveliso kunye nemida yokungenisa/ ukuthumela ngaphandle ehambelana nemveliso apho kufanelekileyo.
ImiRhumo yokungenisa kunye nokuthumela ngaphandle	Oku kuquka iirhafu zangoku nezembali zokungenisa kunye nokuthunyelwa ngaphandle kweemveliso. Ulwazi lunxulumene nezivumelwano zorhwebo phakathi koMzantsi Afrika kunye namanye amazwe, kunye naphakathi kwamazwe angaphandle.
I-SARSne-SARB)	Olu lwazi lunxulumene nentengiselwano yezemali kunye neengxelo ezingaphakathi kwe-SARS, i-SARB kunye ne-**dtic.** Oku kuquka iitransekshini zokuthunyelwa kwempahla kumazwe angaphandle kunye nokuthengwa kwempahla kumazwe angaphandle ziinkampani, imali yangaphandle efunyenwe yimibutho yokuthumela izinto kumazwe anagaphandle, kunye ne- VAT namanani engeniso yemibutho ebhalisiweyo.
I- dtic kunye nolawulo lwecandelo.	Olu didi lujongene ikakhulu nolwazi olunxulumene nolawulo kunye namaxwebhu angaphakathi e-**dtic** kunye namsebe ayo. Uhlobo lolwazi oluqukiweyo kolu didi zizicwangciso zoshishino, inkcitho yamacandelo, nengxelo yenkqubela phambili, iinkqubo kunye neenkcukacha zomgaqonkqubo we-**dtic** wangaphakathi.
Abaphathi boqhagamshelwano kunye nabachaphazelekayo.	Ulwazi lolawulo loqhagamshelwano lubandakanya ulwazi malunga nabachaphazelekayo abaphambili kunye nabaxhasi, kunye nobudlelwane babo kunye nonxibelelwano kunye ne-**dtic**. Izicelo zesimo kunye nezikhalazo eziphakanyiswe ngumntu ochaphazelekayo okanye umxhasi zigcinwa njengenxalenye yolwazi loqhagamshelwano.

Imiba	Iindidi zerekhodi
Ulawulo lwezemali nezabasenzi	Oku kubandakanya iinkcukacha zemali ze- **dtic** ezifana nohlahlo lwabiwo-mali, inkcithomali, ngokuchasene nohlahlo lwabiwomali, kunye nesimo semali senkuthazo eqikelelweyo ngokuchasene neyona inkuthazo okanye izibonelelo ezikhutshwe yi- **dtic.** Olu lwazi lubhekiselele ngokuthe ngqo kuyo yomibini imisebenzi yomvuzo kunye nokuthenga. Ulwazi lwezabasenzi lunxulumene nemivuzo, ikhefu, izakhono kunye nezicwangciso zophuhliso lomntu ngamnye, kunye neenjongo zomntu ngamnye kunye nendlela abaqhuba ngayo ezi zinto.
Ababoneleli kunye nezakhono	Olu didi lubandakanya ulwazi malunga nabanikezeli bezakhono neenkonzo kwi- **dtic** kunye newonga le-B- BBEE laloo mbutho okanye abantu ngabanye. Olu lwazi luyinxalenye yolwazi lokuthengwa kweempahla neenkonzo.
Inkqubo/ ulawulo lweprojekhthi	Olu lwazi lunxulumene neenkqubo kunye neeprojekthi ze- dtic, ezohlukeneyo ukusuka kuphuhliso oluxhaswa ngemali ngabaxhasi ukuya kwimisitho yenkqubo eququzelelwa yi- **dti**c. Oku kubandakanya ucwangciso, uhlahlo- lwabiwo mali, ukubeka iliso, izinto ezinokunikezelwa kunye neenkcukacha.
Ulawulo kunye nomthetho	i-dtic ilawula uluhlu lwemithetho enxulumene norhwebo kunye noshishino, imimiselo kunye nemigaqonkqubo. Ukongeza idtic inerekhodi zamatyala asemthethweni anxulumene norhwebo kunye nemiba yoshishino yezehlo zasekhaya nezamazwe ngamazwe.
Uphando/ukuhlola	**I-dtic** iqhuba uphando kunye nokuhlola ngenxa yemibandela yohlalutyo lomgaqonkqubo, izikhalazo zabathengi kunye nesicelo secandelo loshishino. ULwazi oluyinxalenye yolu didi lubandakanya uphando/ uhlobo lokuhlola, umhloli owabelweyo kunye neziphumo.
IMigaqo-nkqubo	Kukho iqela lemigaqonkqubo enxulumene norhwebo, ushishino, imiba yezoqoqsho nentlalontle iqhuba iintshukumo namangenelo e-dtic. Le migaqonkqubo iphinda ijongiwe kwaye iphuculwe ngamaxesha athile kwaye yenze isakhelo esisembindini solwazi olunxulumene nolawulo kunye nenkuthazo. Imigaqo- nkqubo yokusebenza iyafumaneka kubo bonke abaqeshwa **be-dtic** ngokusebenzisa i- intanethi ukwenzela ukuba baziqhelanise nokusebenza kwawo onke amasebe kunye naluphi na utshintsho olunokuba nefuthe.
IShishini kunye neCandelo	Zonke iinkampani zihlelwe ngokwamaqela ezoshishino ukuze kunye namacandelo ukuze adibanise ubukrelekrele ezoqoqosho. Iinkampani zingenisa iingxelo zemali neerhafu zonyaka ezisetyenziselwa ukugcwalisa iinkcukacha- manani.

7.2. Iindidi zerekhodi ezikhoyo ukuze zihlolwe ngokwemigaqo yoMthetho ngaphandle kwi-PAIA

IIREKHODI	UMTHETHO
Iirekhodi zobhaliso loTywala (ubhaliso kunye nezatifikethi)	Umthetho woTywala, Nombolo 59 ka 2003: iCandelo 23
Iingxelo zokuhlola okanye zokuqinisekisa ezinikelwe kumntu ohloliweyo.	Ukugonatyiswa kwezixhobo zoMthetho wokuTshabalaliswa koMninzi onguNombolo 87 ka- 1993. ICandelo le- 14.

7.3. Iindidi zeerekhodi ezifumaneka ngokuzenzekelayo kwi- dtic

Category	Uhlobo loxwebhu	Webhus ayithi
UPapasho	Incwadana, iincwadana, izicwangciso, izikhokelo, imithetho	X
Isishwankathelo se- **dtic**	• uLawulo • IOganogram • Ii-arhente ze-**dtic**	X
Iintetho	Iintetho zabaPhathiswa noSekela Mphathiswa	X
Iingxelo zosasazo	Iingxelo zosasazo ezenziwa lisebe	X
IziCwangciso ezinguNdoqo	• Isikhokelo seSicwangciso esinguNqoqo • ISeti yeziXhobo zoPhuhliso lweSicwangciso esinguNdoqo • ISicwangciso esinguNdoqo samaShishii eNkcubeko noYilo (Cultural and Creative Industries) (CCI) • Isicwangciso esiPhambili seCandelo lezaMahlathi kuRhwebo ngo- 2020 – 2025. • IsiCwangciso esinguNdoqo seCandelo leeNkukhu. • IsiCwangciso esiPhambili se- R- CTLF sesiXokelwano seXabiso saseMzantsi Afrika ukuya kowama – 2030. • Ilungiselwe ukukhula isiCwangciso esiPhambili soShishino lweziThuthi lwaseMzantsi Afrika ukuya kowama- 2035. • IsiXokelelwano seXabiso lesiSeko esiPhambili saseMzantsi Afrika sowama- 2030. • IsiCwangciso esinguNdoqo sokufaka iiNtsimbi kunye neentsimbi eMzantsi Afrika1.0 • Icandelo lefenitshala eMzantsi Afrika	X
IPalamente	• Iintetho	X

Category	Uhlobo loxwebhu	Webhus ayithi
	• Iikomiti • Imibuzo yase- Palamente	
Uncedo lwemali	Uluhlu lweenkuthazo ze-dtic, kubandakanywa iinkcazo,iinjongo, iminikelo, iinkcukacha, zoqhagamshelwano kunye namaxwebhu (iifomu, izikhokelo njalo njalo) ukukhuphela, iskim senkuthazo nganye.	X
AmaSebe kunye neeNkonzo	• B-BBEE • Imimandla yoqoqosho olukhethekileyo. • Uphuhliso lwamashishini • URhwebo kunye nokuthumela ngaPhandle • UMthetho kunye nolawulo lweShishini.	X
IziCwangciso zeQhinga lokuSebenza loNyaka	IziCwangciso zeQhinga lokuSebenza loNyaka ze-**dtic** namaqurhu ayo.	X
Iingxelo zonyaka	Iingxelo zonyaka zamaqumrhu **e-dtic**	X
Unikezelo kunye neThenda	• IiThenda • IiBhidi zinikezelwe • IiBhidi zirhoxisiwe • IPhothali yoLawulo lweeInvoyisi	X
Uphando kunye neekcukacha manani	• Ngaphaya 20/20 • Iintengiso ezintsha zezithuthi	X

7.4 Ukwenziwa kolwazi lomntu

Ukukhusela ubumfihlo kunye nokhuseleko lweenkcukacha zomntu, zonke iinkcukacha zomntu eziqhutywe **yi-dtic** zilawulwa ngokwemigaqonkqubo ye-**dtic** efanelekileyo kunye nemithetho- siseko ye-POPIA.

7.4.1 Injongo yokwenza inkqubo

I- dtic isebenzisa iinkcukacha zobuqu eziphantsi kokhathalelo lwayo ngezi ndlela zilandelayo:

- Intsebenziswano yabathengi (izicelo zezibonelelo, iimvume, ukuthatha inxaxheba kwimisitho, umgaqonkqubo nomthetho oyilwayo kunye nothethwano, izicelo ezingekho sikweni nezisesikweni kunye nemibuzo yorhwebo njl. njl.).
- Izibonelelo zabasebenzi (ukusetyenzwa kweenkcukacha zabasebenzi)
- Intengiso kunye neentengiso.
- Ulawulo lwesixokelewano sobonelelo(ukulungiswa kolwazi lomboneleli)
- Ulawulo lolwazi (ukuhlelwa, ukugcinwa kunye nokhuseleko lolwazi)
- Ezemali (ulwazi lwabanamatyala nabatyalayo).

7.4.2 Iindidi zezifundo zedatha kunye neenkcukacha zabo zobuqu

I- dtic inokuba neerekhodi ezinxulumene nabaxhasi, abaninizabelo, iikontraka, ababoneleli ngeenkonzo, abasebenzi kunye nabaxhasi.

UHLOBO LWEZIKO	IINKCUKACHA ZOBUQU KUSAQHUTYWA
Abathengi – abantu njengoko besaziwa njalo ngokomthetho	Amagama; iinkcukacha zoqhagamshelo; iidilesi zendawo nezeposi; umhla wokuzalwa; iNombolo yeSazisi; ulwazi olunxulumene nerhafu; ubuzwe; Isini; imbalelwano eyimfihlo.
Abathengi– abantu/amaziko ngokomthetho	Amagama abantu ekuqhagamshelwana nabo; igama lequmrhu elisemthethweni; iidilesi zendawo kunye nezeposi; iinkcukacha zoqhagamshelo; ulwazi lwemali; inombolo yobhaliso; amaxwebhu okusekwa; ulwazi olunxulumene nerhafu; abatyikityi abagunyazisiweyo, abaxhamli, abanini baxhamli bokugqibela.
Abathengi – Abantu/amaziko angaphandle	Amagama; iinkcukacha zoqhagamshelo; iidilesi zendawo kunye nezeposi; umhla wokuzalwa; inombolo yepasi; ulwazi olunxulumene nerhafu; ubuzwe; isini; imbalelwano eyimfihlo.
Ababonelelinkonzo abanekontraki	Amagama abantu ekuqhagamshelwana nabo; igama lequmrhu elisemthethweni; iidilesi zendawo kunye nezeposi; iinkcukacha zoqhagamshelo; ulwazi lwemali; inombolo yobhaliso; amaxwebhu okusekwa; ulwazi olunxulumene nerhafu; abatyikityi abagunyazisiweyo, abaxhamli, abanini baxhamli bokugqibela.
Abasebenzi/amalungu/amalungu ekomiti	isini, ubume bomtshato; uhlanga, iminyaka, ulwimi, iinkcukacha ngemfundo; iinkcukacha ngezemali; imbali yokuqeshwa; INombolo yeSazisi; iidilesi zokuhlala nezeposi; iinkcukacha zoqhagamshelo;izimvo, ukuziphatha kolwaphulo-mthetho; intlalontle,

7.4.3 Abamkeli okanye iindidi zabamkeli apho iinkcukacha zobuqu zinokunikwa

I- dtic inokubonelela ngeenkcukacha zobuqu kwimibutho ebonelela ngeenkonzo zokucubungula kwisebe. Ezi ziquka:

- Amanye amaqumrhu namaziko karhulumente.
- Ukuqinisekiswa kolwazi lomntu kunye nee- arhente zereferensi yamatyala.
- Amagunya alawulayo nanika ingxelo.
- Abacebisi abaqeqeshiweyo nabacebisi.
- Ababoneleli kunye nababoneleli ngeenkonzo.
- Abaqeshi bangoku, abadlulileyo nabalindelekileyo kunye/ okanye abasebenzi.
- USapho, izinxulumani kunye nabameli bomntu ulwazi lwakhe lobuqu lusetyenzwayo.
- Uvavanyo kunye nemibutho yophando; kunye.
- Ii-arhente zogcino mthetho, ezifana neNkonzo yamaPolisa oMzantsi Afrika kunye neenkundla.

7.4.4 Okwenyani okanye okucwangcisiweyo ukunqumla imida- ukuhamba kolwazi lomntu

Ezi zilandelayo ziimeko ekukuphela kwazo apho iinkcukacha zobuqu zikhutshelwa ngaphandle kwaseMzantsi Afrika:

- Iphulo langaphandle/ iipaviliyoni zesizwe(amagama,eenkampani, iipaspoti), imishini yangaphandle eMzantsi Afrika (amagosa, abathengi/ abameli beenkampani) kunye namagumbi orhwebo angaphandle.
- Imibuzo yoRhwebo iya kwii- ofisi zangaphandle.
- Abameli bezoqoqosho bangaphandle (FERS) (ulwazi lwezabasebenzi).

7.4.5 Inkcazo ngokubanzi yamanyathelo okhuseleko lolwazi.

I- dtic isebenzisa ubuchwepheshe obuhlaziyiweyo ukuqinisekisa ubumfihlo, imfezeko kunye nokufumaneka kolwazi lobuqu oluphantsi kokhathalelo lwayo. Amanyathelo abandakanya:

- Amadonga okukhusela
- Ukukhusela kwivayirasi kunye neendlela zokuhlaziya.
- Ulawulo lofikelelo olusengqiqweni nolwenyama.
- Ukuseta ngokukhuselekileyo kwe *hardwar*e kunye *software* eyenza isiseko se- IT.
- Ugcino kunye nokuphinda phinda idatha kunye neenkqubo.
- Ababoneleli ngeenkonzo ngaphandle abajonga iinkcukacha zabo egameni lesebe bayahlolwa kwaye kufuneka baphumeze ulawulo lokhuseleko.

i**-dtic** ithobelana noMgangatho woLwazi ophantsi (MISS) kwiimfuno zokugcina nolawulo lweerekhodi eziphathekayo.

7.4.6 Iindlela ezifumanekayo kwimeko zokungathobeli Imiqathango yoMthetho

Umceli angafaka:

- Isibheno sangaphakathi;
- Isikhalazo kuMlawuli woLwazi; okanye
- Isicelo senkundla.

(Bhekisela kwiCandelo 9.2.)

7.5. Ukubandakanyeka koluntu eKwenziweni koMgaqonkqubo kunye nokuSetyenziswa kwamaGunya okanye ukweNziwa kweMisebenzi yi- dtic

Ekusetyenzisweni kwamagunya eSebe okanye ekwenziweni kwemisebenzi yayo, uluntu luyamenywa ixesha nexesha ukuba luzibandakanye namaphulo awohlukeneyo ezoqoqosho ngoku:

- ukungenisa izimvo kumthetho oqulunqwayo kunye nemimiselo, imigaonkqubo, izicwangciso, izicwangcis ezingundoqo, iMimaandla eKhethekileyo yezoqoqosho, njl. njl.;
- ukuthatha inxaxhba kwiintlanganiso zikawonkewonke (ufikelelo kuluntu) ezibanjelwe ukubandakanya amahlakani kumaphulo awohlukeneyo ezoqosho, umzkl. iMimandla yezoQoqosho eKhethekileyo; kunye
- nokuqhuba amaphononongo afanelekileyo.

i-dtic isasaza ulwazi kuluntiu ngokunxulumene nezi zihlo oko kusenzia nge-eletroniki nangoshicillelo emaphepheni, iGazethi kaRhulumente ngokunjalo nangamakhasi onxibelelwano.

Ukongeza, i-dtic idibana namahlakani awohlukahlukeneyo kwiindibano zyamahlakani (iintlanganiso neentlanhaniso zeengxoxo). Ezi ndibano zezamahlakani angundoqo (umzkl. Amaumrhu oshishino, ushishino kunye namasebe karhulumente abandaklanyekayo).

8. INKQUBO YOKUCELA

ICandelo le- 18 le-PAIA lichaza inkqubo emayilandelwe xa kusenziwa isicelo sokufikelela kulwazi olugcinwe **yi-dtic**. ICandelo lama- 23(1) le-POPIA libonelela ngenkqubo yokufikelela kulwazi lomntu. Indlela yokufikelela kulwazi lomntu ngokwecandelo lama- 23 le-POPIA kufuneka ihambelane necandelo le-18 le-PAIA.

8.1. Inkqubo

Isebe liphumeze ezi nkqubo zilandelayo ukujongana nezicelo zeerekhodi okanye iinkcukacha zomntu ngokwe- PAIA kunye ne-POPIA.

Inyathelo 1: Inkqubo yokufaka isicelo
Isicelo sokufaka isicelo ukucela irekhodi okanye iinkcukacha zobuqu, ifomu yesicelo(isiHlomelo B) kufuneka izaliswe ize ingeniswe ku:

NGEPOSI	NGESANDLA	NGEMEYILE
ISekela Gosa loLwazi **i- dtic** Private Bag X84 Pretoria 0001	ISekela Gosa loLwazi **i- dtic** Shared Services Centre 77 Meintjies Street Sunnyside Pretoria	ISekela Gosa loLwazi PAIA@thedtic.gov.za

Ubungqina obaneleyo bokuzazisa kufuneka bubonelelwe xa ungenisa ifomu yesicelo.

Njengoko kufunwa nguMthetho, isixa- mali esiyi- **R100.00** kufuneka sihlawulwe ukuba isicelo solwazi asiphumi kumceli buqu. Esi sixa- mali sinokufakwa kwi- akhawunti yebhanki ye- **dtic**, kwimeko apho ubungqina bokubhatala kufuneka buhambe kunye nefomu yesicelo.

AKHAWUNTI	IINKCUKACHA
Bhanki	Nedbank
Isebe	Telecoms and Fiscal
IKhowudi yesebe	198765
IGama le-Akhawunti	Department of Trade, Industry and Competition

INombolo ye-Akhawunti	126 884 7941
Referensi	PAIA Reference Number (e.g. PAIA 2024/25-10)

Inyathelo 2: Ukuqinisekiswa kunye nokuvunywa

ISekela leGosa leNgcaciso le-dtic liyasifumana lize liqinisekise isicelo sokuqinisekisa ukuba ulwazi olufunekayo luyafumaneka nakwi-**dtic.** Isicelo mhlawumbi siyamkelwa, siyakhatywa okanye sigqithiselwe kubagcini abafanelekileyo bolwazi olufunekayo. Ulwamkelo luthunyelwa kummeli ukuqinisekisa ubume besicelo.

Inyathelo 3: Ukwenziwa kolwazi

Ukuba isicelo samkelwe, **i- dtic** iya kuqokelela kwaye ilungiselele ulwazi, kwaye kwaye ibale indleko ezifanelekileyo ezibandakanyekayo(jonga umhlathi 8.2).

Inyathelo 4: Isaziso sokugqibela

Umceli uyakwaziswa ngokugqitywa kwesicelo kunye neentlawulo ezisahlawulwayo ekufuneka zihlawulwe kwi- **dtic**. (Jonga iSihlomelo E, seFomu 3.)

Kwiimeko apho iirekhodi ezingekho okanye zingenakufumaneka, impendulo iya kunikwa ngendlela ye-afidavithi okanye isiqinisekiso.

Inyathelo 5: Intlawulo kunye nokuhanjiswa

Nje ukuba intlawulo echazwe kwiNyathelo le-4 ifunyenwe (kulandelwa inkqubo efanayo yokuhlawula njengoko kuchaziwe kwiNyathelo 1), ulwazi luya kukhutshwa kumceli.

IINKCUKACHA JIKELELE
Umntu onqwenela ukufikelela kwiirekhodi ezigcinwe yi-dtic kufuneka agcwalise iFomu yesi- 2 yesiHlomelo D kule ncwadana.Ulwazi olwaneleyo kufuneka linikezelwe ukuchonga iirekhodi, kubandakanya • Iinkcukacha (isazisi) zomntu ocela ukufikelela kwiirekhodi. • Iinkcukacha zomntu isicelo esenziwa egameni lakhe. • Iinkcukacha zerekhodi okanye iirekhodi ekucelwa ukufikelela kuzo. • Loluphi uhlobo lofikelelo olufunekayo,umzkl; ifomu ebhaliweyo okanye eprintiweyo, ielekthroniki okanye ifomu ekwikhompyutha efundekayo. • Idilesi yeposi okanye inombolo yefeksi yomceli. • Ingaba ingxelo echaphazelekayo kufuneka ibe ngolwimi oluthile. • Isalathiso sokuba umenzisicelo unqwenela ukwaziswa njani ngesigqibo malunga nesicelo sokufikelela kwirekhodi ezichaphazelekayo. Izicelo ziya kusetyenzwa zingaphelanga iintsuku ezingama-30 zokufunyanwa, ngaphandle kokuba umenzisicelo uchaze izizathu ezikhethekileyo eziya kwanelisa iGosa loLwazi ukuba iimeko ziyalela ukungatyholelwa kwexesha elingentla. Ithuba leentsuku ezingama-30 apho i-**dtic** kufuneka ithathe isigqibo sokuba iyasivuma okanye isale isicelo inokwandisa ixesha elingekho ngaphezulu kweentsuku ezingama-30 ukuba:

IINKCUKACHA JIKELELE
a) Isicelo sesenani elikhulu leerekhodi okanye sifuna ukukhangelwa ngenani elikhulu leerekhodi, kwaye ukuthotyelwa kwexesha lokuqala kuya kuphazamisana ngokungekho ngqiqweni kwimisebenzi yequmrhu loluntu elichaphazelekayo. b) Isicelo sifuna ukukhangelwa kweerekhodi, okanye ingqokelela yazo, kwiofisi yequmrhu likarhulumente elingekho kwidolophu enye okanye kwisixeko esinye njengeOfisi yeGosa loLwazi engenako ukugqitywa ngokufanelekileyo ngexesha lokuqala. c) Uthethathethwano phakathi kwecandelo likarhulumente okanye elinye iqumrhu loluntu luyimfuneko okanye lunqweneleka ukwenza isigqibo ngesicelo esingenako ukugqitywa kwixesha langaphambili. d) Zingaphezulu kwesinye seemeko ezichatshazelwe kumhlathi (a), (b), no- (c) ngokumalunga nesicelo esenza ukuba kuthotyelwe ixesha lokuqala elingenakwenzeka. e) Umceli uyavuma ngokubhaliweyo ukuba kwandiswe oko. Ukuba isicelo senziwa egameni lomnye umntu, umenzi- sicelo makaqhoboshele kuxwebhu ubungqina besigunyaziso esinjalo. Ukuba umntu akakwazi ukugcwalisa ifomu emiselweyo ngenxa yokuba engafundanga okanye ekhubazekile, umntu onjalo anagasenza ngomlomo isicelo. IGosa loLwazi le-**dtic** liya kuthi ke lisinciphise eso sicelo somlomo ukuba lisibhale kwifomu emiselweyo, kwaye linike ikopi yaso kumceli.

8.2. Imali

UMthetho ubonelela ngeentlobo ezimbini zentlawulo ezizezi :

- Umrhumo wesicelo, umrhumo oqhelekileyo ohlawulwa kuphela ngabaceli abangengobaso; kwaye
- Umrhumo wokufikelela, obalwa ngokuthathela ingqalelo iindleko zokuvelisa kwakhona, ixesha lokukhangela nokulungiselela neendleko, kwakunye neendleko zokuposa.

Ulwakheko lwemali ehlawulwayo kumaQumrhu kaRhulumente luhlonyelwe kwiSihlomelo B.

Nje ukuba iGosa loLwazi lifumane isicelo, liya kufuna ukuba umenzisicelo ahlawule umrhumo omiselweyo phambi kokuba kuqhutyelwe phambili nesicelo.

Ukuba ngaba uphando lweerekhodi lwenziwe kunye nolungiselelo lwerekhodi ukuze lidizwe, kubandakanywa namalungiselelo okuyenza ifumaneke kwifomu eceliweyo, kufuna ngaphezu kweeyure ezichazwe kwimimiselo yale njongo, iGosa loLwazi liya kwazisa umceli ukuba uhlawula njengediphozithi inxalenye emiselweyo yomrhumo wofikelelo oya kuhlawulwa ukuba isicelo samkelwe.

Igosa lolwazi liya kubamba ingxelo eceliweyo ade umceli abe uhlawule intlawulo njengoko kubonisiwe iSihlomelo B.

Umceli, osicelo sakhe sokufikelela kwirekhodi sivunyiweyo, kufuneka ahalawule umrhumo wokufikelela kwingxelo ngokutsha, ukukhangela nokulungisa, nangaliphi na ixesha elifunekayo ngokungaphaya

kweeyure ezimiselweyo zokukhangela nokulungiselela ingxelo ukuze ichazwe, kubandakanywa namalungiselelo ukwenza ukuba ifumaneke kwizicelo.

8.2.2 Ukukhululwa kunye nokuzimisela

Umceli akufanelanga ahlawule imali yofikelelo kqiqumrhu likarhulumente ukuba:

- Umntu ongatshatanga onomvuzo wonyaka, emva kokutsalwa imali okuvumelekileyo njenge - PAYE ne-UIF, ungaphantsi kwe-R14 712,00 ngonyaka.
- Abantu abatshatileyo okanye umntu kunye neqabane lakhe lobomi abanomvuzo ngokudibeneyo ungadluliyo kwi- R12 900, ngonyaka emva kokutsalwa kwemali okuvumelekileyo okufana ne-PAYE ne-UIF.

Kugqityiwe ngakumbi ukuba:

- Apho iindleko zokuqokolela nayiphi na imali ehlawulwayo ingaphezulu kwexabiso elibizwayo, loo mrhumo awuyi kusebenza.
- Umrhumo wofikelelo awusebenzi kwirekhodi yomntu ocelayo.

9. UKUNIKEZELWA/UKWALIWA KWEZIBONELELO

9.1. Ukwaliwa kwezicelo

Isicelo solwazi sinokukhatywa ngenye yezi zizathu zilandelayo, njengoko kuchaziwe kuMthetho:

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34	Ukukhuselwa okunyanzelekileyo kobumfihlo bomntu wesithathu ongumntu wendalo. IGosa lezoLwazi lequmrhu likarhulumente kufuneka lisala isicelo sokufikelela kwirekhodi yelo qumrhu loluntu ukuba oko kuya kubandakanya ukudizwa ngokungekho ngqiqweni kolwazi lobuqu malunga nomntu wesithathu, kubandakanywa nomntu oswelekileyo. Nangona kunjalo, ingxelo ayinakwaliwa ukuba iqulethe ulwazi: • Malunga nomntu wesithathu othe wavuma ngokubhaliweyo ukubhengezwa kolwazi; • Inikwe iqumrhu loluntu ngumntu elinxulumene naye, kwaye loo mntu waziswa liqumrhu likarhulumente, phambi kokuba libhengezwe, kwaye ulwazi olo lolodidi lolwazi esele lufumaneka kuluntu; • Leyo sele ifumaneka esidlangalaleni; • Ngokunxulumene nempilo yomntu ngokwasemzimbeni okanye ngokwasengqondweni, okanye impilo- ntle yomntu, ophantsi kokhathalelo lomceli, kwaye ongaphantsi kweminyaka eli- 18 ubudala okanye ongakwaziyo ukuqonda uhlobo lwesicelo, kwaye ngaphezulu ukubhengeza kuya kuba kwiminqweno yomntu ngamnye; • Malunga nomntuoswelekileyo, kwaye umenzi- sicelo sisalamane sakhe, okanye wenza isiscelo ngemvume ebhaliweyo yesizalwane saloo mntu; kwaye • Malunga nomntu oligosa okanye owayeligosa leuqmrhu loluntu, kwaye ulwazi lunxulumene nezikhundla okanye imisbenezi yomntu.
35	Ukhuseleko olusisinyanzelo lweerekhodi ezithile ze- SARS

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	IGosa loLwazi kufuneka lisikhabe isicelo sokufikelela kwirekhodi ye-SARS ukuba iqulethe ulwazi olufunyenwe okanye olugcinwe yi-SARS ngeenjongo zokunyanzelisa umthetho omalunga nokuqokelelwa kwengeniso ngokoMthetho weeNkonzo zeRhafu yaseMzantsi Afrika, onguNombolo 32 ka 1997; Ngaphandle kokuba ingxelo eceliweyo iqulethe ulwazi malunga nomceli okanye umntu isicelo esenziwa egameni lakhe, apho ingxelo ayinakwaliwa.
36	<u>Ukhuseleko olusisinyanzelo solwazi lwezorhwebo lomntu wesithathu</u> IGosa loLwazi lequmrhu loluntu kufuneka lale isicelo sokufikelela kwirekhodi ukuba iqulethe; • Iimfihlo zorhwebo zomntu wesithathu; • Imali, urhwebo, inzululwazi yolwazi lobugcisa ngaphandle kweemfihlo zorhwebo zeqela lesitahthu, apho kubhengezwa koko kunokubangela ingozi kurhwebo okanye kwimidla yezemali yelo qela lesithathu;okanye • Ulwazi olunikelwe liqela lesithathu ngokuzithemba, ukuba luxeliwe, luya kulindeleka ngokufanelekileyo ukubeka iqela lesithathukwindawo engalunganga kwisivumelwano sekontraka okanye olunye uthethathethwano okanye lugwebe iqela lesithathu kukhuphiswano lwezorhwebo. Nangona kunjalo, ingxelo ayinakwaliwa ukuba iqulethe ulwazi: • Sele ifumaneka esidlangalaleni; • Malunga nomntu wesithathu othe wavuma ngokubhaliweyo ukuba kubhengezwe umceli ochaphazelekayo; okanye • Malunga neziphumo zayo nayiphi na imveliso okanye uvavanyo lokusingqongileyo(hayi uvavanyo lokuqala) okanye olunye uphando olwenziwa ngumntu okanye egameni leqela lesithathu, apho ukubhengezwa koko kuya kuveza ukhuseleko olumandla loluntu okanye umngcipheko wokusingqongileyo.
37	<u>Ukhuseleko olusisinyanzelo lolwazi oluthile oluyimfihlo kunye nokukhuselwa kolunye ulwazi oluyimfihlo lomntu wesithathu;</u> IGosa loLwazi kufuneka lisikhabe isicelo sokufikelelela kwirekhodi yelo qumrhu loluntu ukuba ukubhengezwa koko kuya kuthetha ukophulwa komsebenzi wokuthenjwa otyalwa umntu wesithathu ngokwesivumelwano. IGosa loLwazi lequmrhu likarhulumente lisenokusikhaba isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ingxelo iqulathe ulwazi olunikezelwe ngokuthembekileyo liqela lesithathu kwaye; kusemdleni woluntu ukuba ulwazi okanye ulwazi oluphuma kumthombo omnye, kwaye kusemdleni woluntu ukuba ulwazi oluphuma kumthombo omnye luqhubeke ukunikezelwa. Nangona kunjalo, ingxelo ayinakwaliwa, ukuba iqulethe ulwazi: • Sele ifumaneka esidlangalaleni; okanye • Malunga nomntu wesithathu, kwaye iqela lesithathu line; sele livumile ngokubhaliweyo ukubhengeza kwalo kumceli
38	<u>Ukhuseleko olusisinyanzelo lokhuseleko lwabantu kunye nokukhuselwa kweprophathi</u>

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	IGosa loLwazi lequmrhu loluntu kufuneka lisala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ukubhengezwa kwayo kunokulindeleka ngokufanelekileyo ukubeka emngciphekweni ubomi okanye ukhuseleko lomzimba lomntu. IGosa loLwazi lequmrhu likarhulumente lisenokusikhaba isicelosokufikelela kwirekhodi yelo qumrhu ukuba ukubhengezwa kwalo kuya kuthintela okanye kuphazamise ukhuseleko lwesakhiwo, isakhiwo okanye inkqubo, kubandakanywa ikhompyutha okanye inkqubo yonxibelelwano, indlela yezothutho okanye nayiphi na enye iprophathi. IGosa loLwazi lequmrhu likarhulumente lisenokusikhaba isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ukubhengezwa kwalo kuya kudlelelela okanye konakalise iindlela, iinkqubo, izicwangciso okanye inkqubo yokhuseleko: • Umntu ophantsi kwesikim sokhuseleko lwengqina; • Ukhuseleko loluntu okanye nayiphi na inxalenye yoluntu; okanye • Ukhuseleko lwesakhiwo, isakhiwo okanye inkqubo, kubandakanywa ikhompyutha okanye inkqubo yonxibelelwano, indlela yothutho okanye nayiphi nae nye impahla.
39	<u>Ukukhuselwa okusisinyanzelo kweedokethi zamapolisa kwiinkqubo zebheyile kunye nokukhuselwa kokuthotyelwa komthetho kunye neenkqubo zomthetho</u> IGosa loLwazi lwequmrhu loluntu kufuneka lisikhabe isicelo sokufikelela kwirekhodi yequmrhu ukuba ukufikelela kulo rekhodi kuthintelwe ngokweCandelo (60) 14 loMthetho weNkqubo yoLwaphulo- mthetho, onguNombolo 51 ka- 1997, unesizathu sokwala ngokweCandelo 39(1) (b) le- PAIA. Ingxelo ayinakwaliwa ukuba iqulethe ulwazi malunga neemeko jikelele zokuvalelwa kwabantu abaseluvaleweni.
40	<u>Ukhuseleko olusisinyanzelo lwerekhodi elibekwe ngaphambili kwimveliso kwiinkqubo zomthetho</u> Igosa loLwazi lequmrhu likarhulumente kufuneka lale isicelo sokufikelela kwirekhodi yequmrhu loluntu ukuba ingxelo inelungelo lokuvelisa kwiinkqubo zomthetho ngaphandle kokuba loo malungelo arhoxisiwe.
41	<u>Ukhuselo, ukhuseleko kunye nobudlelwane bamazwe ngamazwe kuluntu</u> IGosa loLwazi lequmrhu likarhulumente linokwala isicelo sofikelelo kwirekhodi yelo qumrhu ukuba ukubhengezwa kwayo kunokulindeleka ngokufanelekileyo kubangele udlelelo: • Ukhuselo lweRiphablikhi; • Ukhuseleko lweRiphablikhi • Ubudlelwane bamazwe ngamazwe kwiRiphablikhi;okanye IGosa loLwazi lequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ukubhengezwa kwalo kuya kuveza ulwazi; • Inikezelwe ngentembeko okanye egameni leRiphablikhi komnye urhulumente okanye umbutho wamazwe ngamazwe; • Unikezelo okanye egameni leRiphablikhi komnye urhulumente okanye umbutho wamazwe ngamazwe ngokwemiqathango yolungiselelo okanye isivumelwano samazwe ngamazwe esifuna ukuba ulwazi lugcinwe ngokuyimfihlo; okanye

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	• Ifuneka igcinwe elugcinweni ngokwesivumelwano samazwe ngamazwe okanye kumthetho wamazwe ngamazwe wesintu oxelwe phantsi kwamaCandelo 231 okanye 232 oMgaqo-siseko.
42	<u>Umdla wezoqoqsho kunye nentlalontle yezemali yeRiphablikhi kunye nemisebenzi yorhwebo yamaqumrhu oluntu</u> IGosa loLwazi lequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ukubhengezwa kwalo kuya Kubeka emngciphekweni umdla woqoqosho okanye intlalontle yezemali yeRiphablikhi okanye amandla karhulumente ukulawula uqoqosho lweRiphablikhi ngokufanelekileyo, ngokomdla weRiphablikhi. IGosa loLwazi lequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ingxelo leyo: • Iqulethe iimfihlo zorhwebo zikarhulumente okanye iqumrhu loluntu; • Iqulethe ulwazi lwezemali, lwezorhwebo, lwenzululwazi okanye lobugcisa kwaye ukubhengezwa koko kunokubangela ingozi kurhwebo okanye kwimidla yezemali karhulumente okanye iqumrhu loluntu; • Iqulethe ulwazi olunokuthi, ukuba lubhengeziwe, lubeke iqumrhu loluntu emngciphekweni kwiikhontrakhthi okanye olunye uthethathethwano okanye ludlelelele iqumrhu loluntu kukhuphiswano lwezorhwebo. • Yinkqubo yekhompyutha, njengoko ichazwa kuMthetho welungelo lokushicilela onguNombolo. 98 ka- 1978, okanye iqumrhu loluntu, ngaphandle kokuba kufuneka inike ufikelelo ngokwe- PAIA. IGosa loLwazi alinakusala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ingxelo ibandakanya ulwazi: • Olusele lusesidlangalaleni; • Malunga okanye eliphantsi kwequmrhu likarhulumente elingelilo iqumrhu likarhulumente ekwenziwa kulo isicelo, kwaye eli qumrhu likarhulumente likuvumile ngokubhaliweyo ukubhengezwa kwaalo; okanye • Malunga neziphumo zayo nayiphi na imveliso okanye uvavanyo lokusingqongileyo okanye olunye olunye uphando (ngaphandle kovavanyo lwangaphambili) olunikezelwe liqumrhu likarhulumente okanye iziphumo zalo naluphi na uvavanyo olunjalo okanye uphando olwenziwe okanye egameni lequmrhu likarhulumente, kwaye ukubhengezwa koko kuya kuveza ubuzaza, ukhuseleko loluntu okanye umngcipheko wokusingqongileyo.
43	<u>Ukhuseleko olusisinyanzelo lolwazi lophando lomntu wesithathu kunye nokukhuselwa kolwazi lophando lwequmrhu loluntu</u> IGosa loLwazi lequmrhu karhulumente kufuneka lale isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ingxelo iqulethe ulwazi malunga nophando olwenziwayo okanye oluza kwenziwa okanye egameni leqela lesithathu kwaye, ukuba oku bekuza kubhengezwa, inokuthi iveze iqela lesithathu, umntu oqhuba uphando egameni leqela lesithathu okanye umcimbi wophando kwisithintelo esikhulu. IGosa lolwazi lwequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yelo qumrhu ukuba ingxelo iqulethe ulwazi malunga nophando olwenziwayo okanye oluza kwenziwa

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	egameni lequmrhu loluntu kwaye, ukuba oku bekuza kukbhengezwa, inokuthi ibeke iqumrhu likarhulumente, umntu oqhuba uphando egameni lequmrhu likarhulumente okanye umba wophando kumngcipheko omkhulu.
44	<u>Ukusebenza kwemibutho yoluntu</u> IGosa loLwazi lequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yequmrhu loluntu ukuba ingxelo iqulathe uluvo, iingcebiso, iingxelo okanye iingcebiso ezifunyenweyo okanye ezilungisiweyo, okanye ngenxa yothethwano, ingxoxo okanye iingxoxo kubandakanywa nemizuzu yeentlanganiso, ngeenjongo zokuncedisa ekuqulunqweni komgaqonkqubo okanye ekuthathweni kwesigqibo ekusetyenzisweni kwegunya okanye ekwenzeni umsebenzi ngokomthetho. IGosa loLwazi lequmrhu likarhulumente linokwala isicelo kwirekhodi yelo qumrhu ukuba ukubhengezwa kwerekhodi kunokulindeleka ngokufanelekileyo ukuba kuyiphazamisae inkqubo yeengxoxo kwiqumrhu likarhulumente okanye phakathi kwamaqumrhu karhulumente, ngokuthintela unxibelelwano olucacileyo loluvo, iingcebiso, ingxelo okanye iingcebiso ; okanye ukuziphatha kokubonisana, iingxoxo okanye ukuba ukubhengezwa kwerekhodi kunokuthi ngokubhengezwa kwangaphambi kwexesha komgaqonkqubo okanye umgaqonkqubo ocingelwayo ngokufanelekileyo kulindeleke ukuba kuphazamise impumelelo yaloo mgaqonkqubo. IGosa loLwazi lequmrhu loluntu linokwala isicelo sokufikelela kwirekhodi yelo qumrhu loluntu ukuba: • Ukubhengezwa kwerekhodi kunokulindeleka ngokufanelekileyo ukuba kubeke emngciphekweni impumelelo yovavanyo, uvavanyo okanye inkqubo yophicotho-ziincwadi esetyenziswa liqumrhu likarhulumente; • Ingxelo iqulethe imathiriyeli evavanyayo, nokuba ngaba umntu oyinikileyo uchongiwe kwirekhodi, kwaye ukubhengezwa kwemathiriyeli kuya kwaphula isithembiso esicacileyo okanye esichaziweyo, esenziwe kumntu onikezele ngesixhobo; kunye nempahla okanye isazisi somntu othe wasinika sona siya kugcinwa siyimfihlo; okanye • Ingxelo iquelethe isiqalo, ukusebenza okanye olunye uyilolwegosa lequmrhu loluntu.
45	<u>Izicelo ezibonakala zingeyonyani okanye ezicaphukisayo, okanye ukuphambukiswa kwemithombo yobutyebi okubalulekileyo nokungekho ngqiqweni.</u> IGosa loLwazi lequmrhu loluntu linokwala isicelo sofikelelo kwirekhodi yelo qumrhu loluntu ukuba ngaba isicelo sibonakala siyimfeketho okanye siyakruqula, okanye ukuba umsebenzi obandakanyekayo ekusetyenzweni kwesicelo unokuphambukisa ubutyebi bequmrhu loluntu ngokubanzi nangokungekho ngqiqweni.
46	<u>Ukubhengezwa okusisinyanzelo kumdla woluntu</u> Ngaphandle kwezi zizathu zidwelise ngasentla zokwala, iGosa loLwazi lequmrhu likarhulumente kufuneka livume isicelo sokufikelela kwirekhodi yequmrhu loluntu ukuba ukubhengezwa kwayo kuya kuveza ubungqina bokwaphulwa okukhulu kokusilela ukuthobela umthetho; okanye umngcipheko wokhuseleko loluntu olumandla noluxhomileyo

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	okanye umngcipheko wokusingqongileyo; kunye nomdla woluntu ekubhengezweni kwerekhodi ukodlula umonakalo ocingelwayo phantsi kwezizathu zokwaliwa.

9.2 Izisombululo ezikhoyo ukuba izibonelelo zoMthetho aziqulunqwanga

Umceli unokufaka isicelo:

- Isibheno sangaphakathi;
- Isikhalazo kumlawuli wolwazi; okanye
- Isicelo nenkundla

9.2.1 Isibheno sangaphakathi

Umceli unokufaka isibheno sangaphakathi ngokuchasene nesigqibo seGosa loLwazi lequmrhu loluntu: Umceli angafaka isibheno

- Ukwala isicelo sokufikelela;
- Ngokumalunga nomrhumo wesicelo, idiphozithi kumrhumo wofikelelo, okanye umrhumo wofikelelo;
- Ngokumalunga nokwandiswa kwexesha lokujongana nesicelo; kunye
- Ngokumalunga nofikelelo olunikezelwa ngendlela eyahlukileyo kuneceliweyo.

Umntu wesithathu angafaka isibheno sangaphakathi ngokuchasene nesigqibo seGosa loLwazi lebhodi yoluntu ukuze livume isicelo sokufikelela.

INdlela yokubhena, kunye neentlawulo zesibheno

- Isibheno kufuneka sifakwe kwifomu emiselweyo (jonga isiHlomelo F, iFomu 4) kwiGosa loLwazi okanye kwiSekela leGosa loLwazi:
  - Isibheno kufuneka sifakwe phakathi kweentsuku ezingama-60.
  - Ukuba isaziso esiya kumntu wesithathu siyafuneka, isibheno kufuneka sifakwe phakathi kweentsuku ezingama-30 emva kokuba isaziso sinikezelwe kumbheni ngesigqibo ekubhenwa ngaso.
  - Ukuba isaziso kumfaki- sibheno asifunwa emva kokuba isigqibo sithathiwe,isibheno kufuneka sinikezelwe okanye sithunyelwe kwiGosa loLwazi lequmrhu loluntu elichaphazelekayo kwidilesi yakhe, inombolo yefeksi okanye idilesi ye-imeyile ye-elekthroniki.
  - Isibheno kufuneka sichaze umxholo wesibheno kwaye sichaze izizathu zesibheno sangaphakathi kwaye sinokubandakanya naluphi na ulwazi olufanelekileyo olwaziwayo ngumbheni.
  - Ukuba, ukongeza kwimpendulo ebhaliweyo, umbheni unqwenela ukwaziswa ngesigqibo sesibheno sangaphakathi ngayo nayo nayiphi na enye indlela, kufuneka ayichaze loo ndlela kwaye anike neenkcukacha eziyimfuneko ukuze aziswe.
  - Ukuba kufanelekile, isibheno kufuneka sikhatshwe yintlawulo emiselweyo yesibheno kwaye kufuneka ichaze idilesi yeposi okanye inombolo yefeksi.
- Ukuba isibheno sifakwe emva kokuphela kwexesha elinikiweyo, ugunyaziwe ochaphazelekayo kufuneka, ngesizathu esibambekayo esibonisiweyo, avumele ukufakwa kade kwesibheno.

- Ukuba elo gunya lichaphazelekayo liyakwala ukufakwa emva kwexesha kwesibheno, kufuneka banike isaziso seso sigqibo kumntu ofake isibheno.
- Umceli ofake isibheno ngokuchasene nokwaliwa kwesicelo sakhe sokufikelela kufuneka ahlawule umrhumo omiselweyo wesibheno, ukuba ukhona.
- Ukuba umrhumo omiselweyo uyahlawulwa malunga nesibheno,isigqibo sesibheno sinokurhoxiswa de umrhumo uhlawulwe.
- Kamsinya kangangoko kunokwenzeka, kodwa kuyo nayiphi na imeko phakathi kweentsuku zokusebenza ezili-10 emva kokufumana isibheno, iGosa loLwazi lequmrhu likarhulumente elichaphazelekayo malingenise kwabasemagunyeni abachaphazelekayo;
    - Isibheno kunye nezizathu zabo zesigqibo; kwaye
    - Ukuba isibheno sinxamnye nokwaliwa okanye ukuvunywa kwesicelo sofikelelo, igama, idilesi yeposi, inombolo yomnxeba nefeksi kunye nedilesi yeimeyile ye-elekthroniki, nayiphi na ekhoyo kuye nawuphi na umntu wesithathu ekufuneka aziswe ngesicelo eso.
- Isibheno kufuneka siqwalaselwe kwaye kugqitywe ngalo kwiintsuku ezingama-30 zomhla apho isibheno sangaphakathi sifunyenwe liGosa loLwazi okanye isekela- gosa loLwazi.

UMphathiswa wezoRhwebo, uShishino noKhuphiswano usebenza njengogunyaziswe ofanelekileyo wokujongana nezibheno kwiSebe.

9.2.2 Isikhalazo kuMlawuli woLwazi

Umceli okanye umntu wesithathu angafaka isikhalazo kuphela kuMlawuli woLwazi emva kokuba umceli okanye iqela lesithathu lisebenzise inkqubo yangaphakathi yesibheno ngokuchasene nesigqibo seGosa loLwazi likarhulumente wesizwe, wephondo okanye wengingqi karhulumente.

Isikhalazo kuMlawuli woLwazi ngumceli okanye umntu wesithathu masifakwe kwisithuba seentsuku ezili-180 emva kokufumana isigqibo esivela kwiqumrhu kwaye masingeniswe kusetyenziswa iFomu ye-5, eqhotyoshelwe njengesihlomelo G apha.

9.2.3 Isicelo nenkundla

NgokweCandelo lama- 78 le-PAIA, umenzi wesicelo okanye umntu wesithathu angafaka isicelo enkundleni kuphela ukuze afumane isiqabu esifanelekileyo ngokweCandelo lama- 82 loMthetho, emva kokuba egqibe inkqubo yangaphakathi yesibheno kwisiqgibo seGosa loLwazi.

Isicelo esiya enkundleni soncedo olufanelekileyo kufuneka sifakwe kwiintsuku ezili-180 zokufunyanwa kwesigqibo liqumrhu.

10. UKUFUMANEKA KWEENCWADANA

Le ncwadana iyafumaneka:

- KwiWebhusayithi ye-**dtic**
- Kundlunkulu wesebe ngamaxesha omsebenzi aqhelekileyo.
- Kuye nawuphi na umntu ngokwesicelo.

ISIHLOMELO A: UBUME BOMBUTHO NEMISEBENZI YE-DTIC

umbono we-dtic

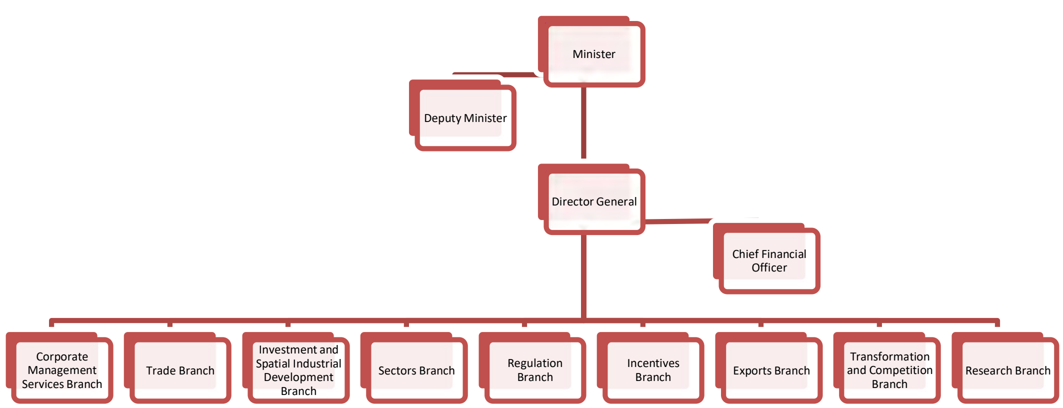
Umbutho onotshintsho, onoqoqosho loMzantsi Afrika olukhuphisana kwihlabathi jikelele, onotshintsho lwezoqoqosho olunentsingiselo, ukukhula nophuhliso okuqukayo, ingqesho nolingano oluphucukileyo, ezakhelwe kwizakhono ezipheleleyo kubo bonke abemi.

imishini ye-dtic

imishini ye-dtic yile:

- Ukukhuthaza utshintsho lolwakheko, ngokubhekisele kuqoqosho lwequmrhu olutshintshayo nolunokhuphiswano kwihlabathi jikelele;
- Ukubonelela ngemo engqongileyo enokuthelekelelwa, esebenzayo, enobulungisa nethatha uxanduva kwezentlalo, evumayo kutyalomali, uphuhliso lorhwebo namashishini;
- Ukwandisa uthatho nxaxheba kuqoqosho ukomeleza uphuhliso lwezoqoosho;
- Ukuphucula ngokuqhubekayo izakhono kunye nemisebenzi ye-dtic yokubonelela ngempumelelo igunya layo kunye nokusabela kwiimfuno zabemi boMzantsi Afrika zoqoqosho;
- Ukuququzelela amagalelo amasebe karhulumente, amaziko karhulumente kunye noluntu ekuhlaleni kuphuhliso lwezoqoqosho olunempumelelo;
- Ukuphucula ulungelelaniso phakathi kwemigaqonkqubo yezoqoqosho, izicwangciso zikarhulumente, iiarhente zakhe, iinjongo zezopolitiko nezoqoqosho zikarhulumente negunya.

ulwakheko lombutho lwe-dtic



INkcazo yamaCandelo namacandelo angaNeno

ICandelo 1: Ulawulo

a) **Injongo:** Ukunika iSebe ubunkokeli besicwangciso, ulawulo neenkonzo zenkxaso.

b) **INkcazo yeeNkqubo ezingaNeno:**

(i) **ISebe** libonelela ngobunkokeli necala lomgaqonkqubo kwi-dtic;

(ii) **IOfisi yoMlawuli Jikelele (Office of the Director-General)**(ODG) libonelela ngolawulo xa lulonke lwemithombo ye-dtic;

(iii) IiNkonzo zeQumrhu zibonelela ngezisombululo ezigxile kubaxhasi nemithombo ehlanganisiweyo kulawulo lwemicimbi enxulumene nabasebenzi, ubuchwepheshe bolwazi nonxibelelwano (information and communication technology) (ICT), iinkonzo zomthetho nolawulo lwezibonelelo;

(iv) **IiNdawo zeOfisi** lulwabiwo lweenkonzo zeendawo kwiiofisi zommandla ze-dtic kwaye Iqinisekisa inkonzo yolondolozo eqhubekayo;

(v) **ULawulo lweMali** lubonelela ngenkxaso kwi-dtic, ngokunxulumene nolwabiwo lwemithombo yezemali nolawulo lwayo ngaphaya koko, ukunceda ukuzalisekiswa kweenjongo zesebe;

(vi) **UKwazisa, ubuDlelwane bezoNxibelelwano nokuCholwa kweeNdaba** kuququzelela ukwaziwa okukhulu kwendima yesebe kwaye konyusa ukuthathwa kweemveliso kunye neenkonzo zalo; ngokunjalo nokuqinisekisa ukuba libonakaliswa kakuhle kwiindaba oko kusenziwa ngokuphembelela isiqulatho kuzo zonke iindaba oko kusenziwa ngecala lesebe.

ICandelo 2: Urhwebo

a) **Injongo:** Kukwakha inkqubo yorhwebo elingana neyehlabathi jikelele eququzelela uphuhliso ngokomeleza unxulumano lwezorhwebo notyalomali namaqoqosho angundoqo kunye nokufaka uphuhliso lweAfrika, kuquka ukuhlanganiswa kwimimandla nakwilizwekazi kunye nentsebenziswano yophuhliso engqinelana neAjenda yeManyano yaseAfrika ka-2063.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UPhuhliso loRhwebo lweHlabathi** luququzelela ubudlelwane nezivumelwano zorhwebo zamazwe amabini nangaphezulu.

(ii) **UPhuhliso lwezoQoqosho lwamaZwe amaNinzi lwaseAfrika** luququzelela ubudlelwane bezorhwebo obujolise ekwenzeni nzulu ukuhlanganiswa kwemimandla.

ICandelo 3: UTyalomali noPhuhliso lweziThuba zoShishino

a) **Injongo:** Ukuxhasa utyalomali olungqalileyooluya ngaphandle kunye nokukhuthaza utyalomali lwasekhaya ngokubonelela ngokufunyanwa kwindawo enye konke ekukhuthazweni kotyalomali, uququzelelo lomtyalimali kunye nenkxaso yokhathalelo lwamva kubatyalimali ngokunjalo nokunyusa uthatho nxaxheba kumashishini.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UkuKhuthazwa koTyalomali** kuququzelela ukonyuka kumgangatho nobuninzi botyalomali ngqo lwangaphandle, kunye notyalomali lwasekhaya nolwangaphandle, ngokubonelela nomtsalalene kutyalomali, nojoliso kwabo bafunwayo nenkxaso yokufunwa kwabantu.

(ii) **UTyalomali neNdlu yoLungiso kwiCandelo** ikhuthaza kwaye iququzelele utyalomali kwaye ibonelela ngeenkonzo zenkxaso kutyalomali nakwindlu yolungiso ephakathi kwicandelo. Le nkqubo inganeno ibonelela kananjalo inkonzo yokucebisa yengcali, ikhawulezisa kwaye ivule iinkqubo, kwaye yehlise izilumkiso zoxhamlo wedwa kubatyalimali.

(iii) **INkxaso yabaTyalimali noKhathalelo lwaMva** ibonelela ngeenkonzo zzokucebisa zeengcali ngophando, ulwazi, ukhathalelo lwamva kunye nenkxaso yomgaqonkqubo ukuququzelela utyalomali olutsha, ukugcina nokwandisa utyalomali osele lukhona.

(iv) **UPhuhliso loShishino lweziThuba lukhuthaza** uphuhliso loshishino kwimimandla ekujoliswe kuyo ngemigaqonkqubo, izicwangciso neenkqubo ezifana neMimandla yoQoqosho eKhethekileyo neepaki zoShishino, kunye namaphulo oqoqosho lwaseLokishini, phakathi kwezinye.

ICandelo 4: Amacandelo

a) **Injongo**: Uyilo nokuphunyezwa kwemigaqonkqubo, izicwangciso neenkqubo kuphuhliso lwamacandelo ezoqoqosho okwenza nanxulumene noko, kwaye lifaka isandla ngokungqalileyo nangokungangqalanga ekudaleni imisebenzi ephucukileyo, ukongeza ixabiso kunye nokufaneleka, kuzo zombini iimarike eyasekhaya neyangaphandle.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UkuFaneleka kuShishino liyila** kwaye liphumeza imigaqonkqubo, izicwangciso neenkqubo ukomeleza ukukwazi kwecandelo lokwenza namanye oqoosho, ukudala imisebenzi ephucukileyo, ukongeza ixabiso kunye nokufaneleka, kuzo zombini iimarike eyasekhaya neyangaphandle.

(ii) **IiNkqubo zeCandelo ezeNziwe ngokuKodwa** ziyila kwaye ziphumeza imigaqonkqubo, Izicwangciso neenkqubo ukomeleza ukukwazi kwecandelo lokwenza namanye oqoosho, ukudala imisebenzi ephucukileyo, ukongeza ixabiso kunye nokufaneleka, kuzo zombini iimarike eyasekhaya neyangaphandle.

ICandelo 5: Ummiselo

a) **Injongo**: Ukuphuhlisa nokuphumeza izisombululo zolawulo ezinamatheleneyo, ezithelekelelwayo nezingafihliyo eziququzelela ufikelelo olulula ekulungiseni ummiselo wokulungisa nonempumelelo kubemi kwezoqoqosho.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UPhuhliso loMgaqonkqubo** nomThetho iphuhlisa imigaqonkqubo, imithetho neenkqubozikhokelo zolawulo; noqulunqo lomthetho.

(ii) **UkuNyanzelisa nokuThobela** liqhuba uhlalutyo, nohlolo lweempembelelo ezinxulumene nezoqoqosho nezentlalo kwimigaqonkqubo nomthetho kwaye lizisa uphando; liphumeza umthetho kwimicimbi ephathelene notywala; libeka iliso kwaye lihlola ukusebenza ngempumelelo kommiselo; kwaye longamela ukusebenza kwamaziko olawulo esebe (iKomishoni yeeNkamoani namaLungelo aWodwa, iNkundla yeeNkampani, iKomishoniyabaThengi yeSizwe, iNkundla yabaThengi yeSizwe, uMlawuli wekhredithi weSizwe, iBhidi yokuNgcakaza yeSizwe, kunye neKomishoni yeeLotho yeSizwe).

(iii) **IiNkonzo zoLawulo** zongamela uphuhliso lemigaqonkqubo, imithetho, iinkqubozikhokelo zolawulo kunye nokuphunyezwa kwegunya lecandelo, kwaye libonelela ngenkxaso yesicwangciso kwiiyunithi ezisebenzayo zecandelo, ngokwahlukahlukeneyo, ngokungqinelana nomthetho kunye neenkqubo zolawulo ezisebenzayo.

ICandelo 6: Amaqithiqithi

a) **Injongo:** Livuselela kwaye liququzelele uphuhliso lwamashishini azinzileyo nanokhuphisano ngolungiselelo olwaneleyo lwamanyathelo anempumelelo nafikelelekayo amaqithiqithi axhasa okuphambili kwisizwe.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **AmaQithiqithi okuNabisa uThatho nxaxheba** libonelela ngeenkqubo zamaqithiqithi akhuthaza uthatho nxaxheba olubanzi kuqoqosho olungundoqo ngamashishini amnini wawo ingabantu abavela kuluhlu obeluhlelelekile ngokwembali kunye nemimandla engasiwa so.

(ii) **AmaQithiqithi oKwenza** libonelela ngamaqithiqithi okukhuthaza utyalomali olongezelelekileyo kwicandelo lokwenza. Icandelo lotyalomali ekwenzeni lienkqubo yokunyuswa ekwenzeni okunokhuphiswano, inkqubo yokuba nokwenzeka kweeprojekthi zenkunzi, isikim sotyalomali koomatshini, isikim sentengiso yokuthumela ngaphandle noncedo kutyalomali, isikim soncedo olungqalene necandelo kunye nesikim samaqithiqithi serhafu secandelo 12I.

(iii) **AmaQithiqithi oTyalomali lweeNkonzo** libonelela ngeenkonzo zamaqithiqithi ezikhuthaza utyalomali olonyukileyo kunye nokudalwa kwemisebenzi kwicandelo leenkonzo. Iinkqubo ziquka yeenkonzo zenkqubo yoshishino kwihlabathi jikelele, kunye neNkqubo yeNkxaso yamaQithiqithi kuveliso lweefilim nomabonakude kuveliso loMzantsi Afrika nolwangaphandle.

(iv) **INkxaso yoTyalomali kwiziSeko zoPhuhliso** inika inkxaso iziboneelo kumaphulo amabini eziseko zophuhliso kwishishino: IMimandla yoQoqosho eKhethekileyo kunye neNkqubo yeziSeko zoPhuhliso eBalulekileyo, ezijolise ekunyuseni iziseko zophuhliso kunye nophuhliso lweshishini, ukonyusa utyalomali, kunye nokuthumela ngaphandle impahla eyongezwe ixabiso.

(v) **Uqwalaselo kwakhona loPhuhliso lweeMveliso neeNkqubo,** libeka iliso kwaye liphuhlisa iinkqubo zamaqithiqithi ukuxhasa isicwsngciso seshishni, kwaye liphuhlisa izicwangciso zecandelo ukuthathela ingqalelo iintsilelo zemarike.

(vi) **UKhathalelo lwabaXhasi neNtsebenziswano yeSicwangciso** liququzelela ufikelelo kumashihni ekujoliswe kuwo ngokujonga impumelelo yezikim zamaqithiqithi kunye nokuziphucula apho kwenzekayo.

ICandelo 7: Okuthunyelwa ngaphandle

a) **Injongo:** Lonyusa amandla okuthumela ngaphandle kwaye lixhasa iintsilelo zotyalomali olungqalileyo, ngezicwangciso ekujoliswe kuzo, kunye nokulawula ngempumelelo uthungelwano lweofisi yorhwebo yangaphandle.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UbuDlelwane bezoQoqosho lwamaZwe amaBini aseAfrika** luququzelela ubudlelwane obunzulu nobubanzi bezorhwebo notyalomali bamazwe amabini aseAfrika ngamaqoqosho aseAfrika kwaye lixhasa ukuhlanganiswa kwemimandla.

(ii) **UkuKhuthaza noKwaziswa kokuThunyelwa ngaPhandle** kukhuthaza imoahla neenkonzo ezithunyelwa ngaphandle ezongeza ixabiso eMzantsi Afrika ukonyusa isabelo semariko kwiimarike ekujoliswe kuzo ezikhula ngokuphezulu kunye nokugcina isabelo semarike kwiimarike eziqhelekileyo.

(iii) I**Yunithi elawula iiNkonzo zoRhwebo noTyalomali lwangaPhandle** ikhuthaza urhwebo notyalomali, kwaye lilawula likwabonelela ngeenkonzo zequmrhu kuthungelwano lweofisi yangaphandle yesebe yabameli bezoqoqosho lwangaphandle ukwenza ushishino loMzantsi Afrika lufikelele kwiimarike zehlabathi.

(iv) **UPhuhliso neNkxaso yokuThunyelwa ngaPhandle** ilawula iNkqubo yoPhuhliso yokuThumela ngaPhandle lulawula iNkqubo yoPhuhliso yokuThumela ngaPhandle yeSizwe, eyilelwe ukuba ifake isandla ekubekeni uMzantsi Afrika njengehlakani lorhwebo elithembekileyo, kunye, nokuphucula nokwandisa isiseko sokuthumela ngaphandle sesizwe.

ICandelo 8: UTshintsho noKhuphiswano

a) **Injongo:** Ukuphuhlisa nokuqalisa amangenelelo omgaqosiseko okhuthaza imiba yotshintsho nokhuphiswano oko kusenziwa ngoyilo olunempumelelo locwangciso, izixhobo zomgaqonkqubo ongqinelaniswe notyalomali nophuhliso.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UCwangciso nokuCebisa ngezoQoqosho:** Ukukhuthaza uhallutyo locwangciso loqoqosho oluhlanganisiweyo kwizicwangciso zoqoqosho nokusiwa phambili kokuphambili kukhuphiswano.

(ii) **Ukukhuthazwa koLungelelaniso noloNgamelo loKhuphiswano kukuthaza** ukuphunyezwa kwezicwangciso zophuhliso lwezoqoqosho ezingqinelana nezigqibo zokhuphiswano, imiyelelo, kunye neziphakamiso kunye nokunika inkxaso kumphathiswa ukuba aqhube amaxanduva njengoko kufunwa ngokomthetho wokhuphiswano.

(iii) **UTyalomali noPhuhliso**: Lukhuthaza utyalomali lukarhulumente nolwabucala kuphuhliso.

(iv) **ULingano nokuXhotyiswa** lukhuthaza ukuxhotyiswa kwabo babevinjwe amathuba bamnyama (broad-based black economic empowerment) (BEE) kunye nokukhula kwesiseko soshishino oko kusenziwa ngenkqubo yoshishino lwabamnyama.

ICandelo 9: UPhando

a) **Injongo:** Ukuqalisa uphando lwezoqoqosho; ukufaka isandla kwimigaqonkqubo yophuhliso lorhwebo neyoshishino kunye nomgaqonkqubo wesikhokelo kunye neenkqubo zesicwangciso ukuququzelela ukukhula okuqukayo.

b) **INkcazo yeeNkqubo ezingaNeno**

(i) **UPhando lwezoQoqosho noLungelelanisa loMgaqonkqubo:** Liqalisa uphando lwezoqoqosho, lifaka isandla kukhetho lophuhliso lomgaqonkqubo, kwaye likhokela umgaqonkqubo oko kusenziwa ngokudibana namahlakani.

(ii) **UMgaqonkqubo woQoqosho oluKhulu:** Ukuhlola nokuphuhlisa ukhetho lomgaqonkqubo woqoqosho olukhulu noqoqosho oluncinci ukuphumeza ukukhula oluqukayo, ukukhuthaza iziphumo zomsebenzi ophucukileyo, ukuvelisa, ukuba ngusomashishini nokuvelisa okutsha.

(iii) **INdlela yokuKhula noMsebenzi oPhucukileyo**: Ukuphuhlisa nokulungiselela iziCwangciso ezinguNdoqo kunye nezisekelwe kwiqela (ishishini, umsebenzi noluntu) amangenelelo okuxhasa uyilo lomsebenzi ophucukileyo, ukuba ngusomashishini nokuvelisa okutsha.

ISIHLOMELO B: IMIRHUMO NGOKUHAMBELANA NEMIBUTHO YOLUNTU

Ngokwenjongo zeCandelo la-22(2) loMthetho, oku kuyafuneka:

Into	Inkcazo	Isixa
1.	Umrhumo wesicelo ohlawulwa ngumceli ngamnye.	R100.00
2.	Ifotokopi yephepha elibukhulu be- A4	R1.50 ngephepha okanye nxalenye yalo
3.	Ikopi eprintiweyo yephepha elingange- A4	R1.50 ngephepha okanye nxalenye yalo
4.	Ikopi kwifomu efundeka ngekhompyutha kwi: (i) isixhobo sokugcina amaxwebhu (iyakubonelelwa ngumceli) (ii) Idiski edibeneyo • Ukuba unikwe ngumceli • Ukuba unikwe umceli	 R40.00 R40.00 R60.00
5.	Kushicilelo lwemifanekiso ebonwayo ngokwephepha lobungakanani be- A4	Inkonzo eza kunikwa abantu bangaphandle iya kuxhomekeka kwikoteyishini evela kumniki nkonzo.
6.	Ikopi yemifanekiso ebonakalayo	Inkonzo eza kunikwa abantu bangaphandle iya kuxhomekeka kwikoteyishini evela kumniki nkonzo.
7.	Ushicilelo lwerekhodi yomsindo, ngephepha lobungakanani be- A4	R24.00
8.	Ikopi yerekhodi yesandi kwi: (i) kwisixhobo sokugcina amaxwebhu(iza kuza nomceli) (ii) icwecwe • Ukuba inikeziwe ngumceli • Ukuba uyinikiwe umceli	 R40.00 R40.00 R60.00
9.	Ukukhangela nokulungiselela Ukungagqithi kwiindleko zizonke ze	R100.00 R300.00
10.	Idiphozithi; ukuba uphendlo ludlula iiyure ezintandathu	Isinye kwisithathu semali ngesicelo ngasinye esibalwe ngokwezinto 2-8
11.	Iposi, i-I meyile okanye naluphi na olunye ugqithiselo lwe-elekthroniki.	Iindleko ezizizo ukuba zikhona

ISIHLOMELO C: IFOMU 1 – CELA IKOPI YESIKHOKELO

IFOMU 1

CELA IKOPI YESIKHOKHELO
[IMimiselo ye- 2 kunye neye- 3]

Iya UMlawuli woLwazi
P.O Box 31533, Braamfontein
2017

Idilesi ye-imeyile: inforeg@justice.gov.za
Inombolo yomnxeba: +27 (0)10 023 5200

Okanye*IGosa loLwazi
....
....
....

Mna, amagama apheleleyo:				
Kwisikhundla sam njenge (phawula ngo "**X**"):	IGosa loLwazi		Okunye	
IGama loLuntu/iQumrhu labucala (ukuba kuyangena)				
Idilesi yePosi:				
Idilesi yeSitalato:				
Idilesi yeImeyile:				
Feksi:				
Iinombolo zoqhagamshelwano:	Umnxeba(W)		Iselula	

Kengoko ndicela iikopi ezilandelayo zesikhokelo:

ULwimi (phawula ngo "X")	**INani leekopi**	**ULwimi (phawula ngo "X")**	**INani leekopi**
Sepedi		Sesotho	
Setswana		IsiSwati	
Tshivenda		Xitsonga	
IAfrikansi		IsiNgesi	
IsiNdebele		isiXhosa	
isiZulu			

Indela yokuqokelela (phawula ngo "**X**")

Ingqokelela yobuqu	IDilesi yePosi	Feksi	Unxibelelwano nge-elektroniki *(nceda utsho ngqo)*

ITyikitywe .... ngalo.............. mhla we .... 20 ....

....
UTyikityo lomceli

**Cima nayiphi na into engasebenzi*yo*

ISIHLOMELO D: IFOMU 2 – ISICELO SOKUFIKELELA KWIREKHODI

IFOMU 2

ISICELO SOKUFIKELELA KWIREKHODI
[UMmiselo 7]

QAPHELA:
1. Ubungqina bobuqu mabuhlonyelwe ngumceli.
2. Ukuba izicelo zenziwe egameni lomnye umntu, ubungqina besigunyaziso esinjalo, kufuneka buhlonyelwe kule fomu.

IYA: IGosa loLwazi
____
____
____
____

Idilesi ye-imeyile:______________________________
Inombolo yefeksi: ______________________________

*Phawula ngo **"X"***

Isicelo senziwe egameni lam

Isicelo esenziwe egameni lomnye umntu

IINKCUKACHA ZOMNTU

Amagama apheleleyo						
Inombolo yeSazisi						
Isikhundla esenziwa ngaso isicelo *(xa senziwe endaweni yomnye umntu)*						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
INombolo zoQhagamshelwano	Umnxeba (W)		Feksi		Iselula	
Amagama apheleleyo omntu lowo isicelo senziwa egameni lakhe(ukuba ayafumaneka):						
INombolo yeSazisi						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
INombolo zoQhagamshelwano	Umnxeba(W)		Feksi		Iselula	

IINKCUKACHA ZEREKHODI ELICELWAYO
Nikezela ngeenkcukacha eziphelelleyo zerekhodi ecelwe ukufikelela kulo, kubandakanywa nenombolo yereferensi ukuba uyayazi, ukuze irekhodi ifumaneke. (ukuba isithuba esinikiweyo

asanelanga, nceda uqhubeke kwiphepha elahlukileyo uze uliqhoboshele kule fomu. Onke amaphepha ongezelelweyo mawtyikitywe).

Inkcazo yerekhodi okanye inxalenye efanelekileyo yerekhodi.	
Inombolo yereferensi ukuba ikhona:	
Nazo naziphi na iinkcukacha zerekhodi	

UHLOBO LWEREKHODI *(Phawula ibhokisi esebenzayo ngo "X")*	
IRekhodi libhaliwe okanye liprintiwe	
Ingxelo ibandakanya imifanekiso ebonakalayo (oku kuquka iifoto, izilayidi, ushicilelo lwevidiyo, imifanekiso eyenziwe ngekhompyutha, imizobo njalo njalo)	
Ingxelo iqulathe irekhodi okanye ulwazi olunokuthi luveliswe kwakhona ngesandi.	
Ingxelo igcinwe ekhompyutheni okanye ngobuxhaka xhaka, okanye ifomu efundeka ngomatshini.	

IFOMU YOKUFIKELELA *(Phawula ibhokisi esebenzayo ngo "X")*	
Ikopi yerekhodi eprintiweyo(kubandakanywa iikopi zayo nayiphi na imifanekiso ebonakalayo, ushicilelo kunye nolwazi olugcinwe ekhompyutheni okanye kubuxhaka xhaka okanye kwifomu efundeka ngomatshini.)	
Ushicilelo olubhaliweyo okanye olushicilelweyo lwemifanekiso(oku kubandakanya iifoto, izilayidi,ushicilelo lwevidiyo, imifanekiso eyenziwe ngekhompyutha, imizobo njalo- njalo.)	
Ukukhutshelwa kwengoma yesandi (uxwebhu olubhaliweyo okanye olushicilelweyo)	
Ikopi yerekhodi kwisixhobo sokugcina amaxwebhu (kubandakanywa nemifanekiso ebonakalayo kunye neengoma zesandi)	
Ikopi yerekhodi kwi- diskhi (kubandakanywa nemifanekiso ebonakalayo kunye neengoma zesandi)	

INDLELA YOKUFIKELELA *(Phawula ibhokisi esebenzayo ngo"X")*	
Ukuhlolwa komntu kwerekhodi kwidilesi ebhalisiweyo yequmrhu loluntu/ labucala (kubandakanywa ukumamela amagama arekhodiweyo, ulwazi olunokuthi luveliswe kwakhona ngesandi, okanye ulwazi olugcinwe kwikhompyutha okanye nge- elektrhonik okanye efundeka ngomatshini.	
Iinkonzo zeposi ukuya kwidilesi yeposi	
Iinkonzo zeposi ukuya kwidilesi yesitalato	
Inkonzo yeKhuriya kwidilesi yesitalato.	
IFeksi yolwazi ngefomathi ebhaliweyo okanye eprintiweyo (kubandakanywa nokukhutshelweyo)	
Iinkcukacha zeimeyile *(ukuquka iizandi ukuba kuyenzeka)*	
Ulwimi olukhethiweyo:	

(Qaphela ukuba irekhodi alifumaneki ngolwimi olukhethayo, ukufikelela kunokunikezelwa ngolwimi ingxelo efumaneka ngalo)	

IINKCUKACHA ZELUNGELO LOKUSETYENZISWA OKANYE LIKHUSELWE Ukuba isithuba esinikiweyo asonelanga, nceda uqhubeke kwiphepha elahlukileyo uze ulihlomele kule Fomu. Umceli kufuneka atyikitye onke amaphepha ongezelelweyo.	
Bonisa ukuba leliphi ilungelo ekufuneka lisetyenziswe okanye likhuselwe:	
Cacisa ukuba kutheni irekhodi eliceliweyo lifuneka ekusebenziseni okanye ekukhuseleni ilungelo elikhankanyiweyo:	

IMALI	
a)Isicelo sokufikelela kwirekhodi, ngaphandle kwerekhodi enolwazi ngawe, siya kuqwalaselwa kuphela emva kokuba umrhumo wesicelo uhlawulwe. b) Uyakwaziswa ngemali ekufuneka ihlawulwe njengentlawulo yesicelo. c) Umrhumo ohlawulelwa ukufikelela kwirekhodi uxhomekeke kuhlobo ukufikelela okufunwa ngalo kunye nexesha elifanelekileyo elifunekayo lokukhangela nokulungisa irekhodi. d) Ukuba ufanelekile ukuba ukhululwe kwintlawulo yayo nayiphi na intlawulo, nceda uchaze isizathu sokukhululwa.	
ISizathu	

Uyakwaziswa malunga nokuba isicelo sakho sivunyiwe okanye sikhatyiwe na kwaye ukuba kuvunyiwe iindleko ezinxulumene nesicelo sakho, ukuba zikhona. Nceda ubonise indlela oyikhethayo yembalelwano;

IDilesi yePosi	Feksi	Unxibelelwano lwe- elektroniki *(Cacisa)*

Ityikitywe .... ngalo .... mhla we .... 20 ....

....
Utyikityo lomceli / *umntu isicelo esenziwa endaweni yakhe*

UKUSETYENZISWA NGOKUSEMTHETHWENI

Inombolo yereferensi:	
Isicelo sifunyenwe ngu: *(iSikhundla sikarhulumente, iGama neFani yeGosa loLwazi)*	
Umhla wokufunyanwa:	
Iimali zokufikelela:	
IDiphozithi (ukuba kukhona enye):	

....

Utyikityo lweGosa loLwazi

ISIHLOMELO E: IFOMU 3 – ISIPHUMO SESICELO KUNYE NEMALI EHLAWULWAYO

IFOMU 3

ISIPHUMO SESICELO KUNYE NEMALI EHLAWULWAYO [UMmiselo 8]

Qaphela

1. *Ukuba isicelo sakho sivunyiwe–*
   (a) *isixa sediphozithi, (ukuba sikhona), sihlawulwa phambi kokuba kusetyenzwe ngesicelo sakho; kwaye*
   (b) *irekhodi/inxenye eceliweyo yerekhodi iza kukhululwa kuphela bakube ubungqina bentlawulo epheleleyo bufunyenwe. .*
2. *Nceda usebnzise inomboo yereferensi engezantsi kuyo yonke imbalellwano yexesha. elizayo.*

INombolo yoNgqinisiso. ....

IYA: ________________________
____
____
____

Isicelo sakho somhla ______________, sibhekiselwe.

1. **Ucele:**

Uhlolo lolwazi buqu kwidilesi ebhalisiweyo yequmrhu likarhulumente/labucala (kuquka ukumamela amagama arekhodiweyo, ulwazi olunokuveliswa ngokutsha lube sisandi okanye ulwazi olugcinwe kwikhompyutha okanye ngohlobo lwe-eletroniki okanye olufundeka ngomatshini) aluhlawulelwa. Kufunwa ukuba weze idinga lokuhlola ulwazi kwaye uze nale Fom. Ukuba ngaba ufuna naluphi na uhlobo lokuveliswa kwakhona kolwazi, iza kuba luxanduva lwakho olokuhlawula imali ehlawulwayo emiselweyo kwiSihlomelo B.	

OR

2. **Ucele:**

Iikopi ezishicilelweyo zolwazi (kuquka iikopi zayo nayiphi imifanekiso ebonwayo, iitranskripshini nolwazi olugcinwe kwikhompyutha okanye ngohlobo lwe-letroniki okanye olufundeka ngomatshini)	
Itranskripshini ebhaliweyo okanye eshicilelweyo yemifanekos ebonwayo (oku kuquka iifoto, izilayidi, okurekhodwe kwividiyo, imifanekiso eyenziwe ngekhompyutha, iziketshi, njalo njalo)	
Itranskripshini yesandi (uxwebhu olubhaliweyo okanye olukhutshelweyo)	
Ikopi yolwazii kwistifi (kuquka imifanekiso ebonwayo kunye nomculo)	
Ikopi yolwazi kwidiski (kuquka imifankiso ebonwayo kunye nomculo)	
Ikopi yerekhodi egcinwe kwiseva yokugcina yecloud	

3. Iza kungeniswa:

Iinkonzo zeposi kwidilesi yeposi	
Iinkonzo zeposi kwidilesi yesitalato	
Inkonzo yekhoriya kwidilesi yesitalato	
Ukuthunyelwa ngefeksi kolwazi kuhlobo olubhaliweyo okanye olushicilelweyo (kuquka iitranskripshini)	

Ukuthunyelwa ngeimeyile kolwazi (kuquka umculo ukuba kuyenzeka)	
Ukwabelana/ukudlulisa ifayile ngeCloud	
Ulwimi olukhethwayo: *(Qaphela ukuba xa lingafumaneki irekhodi ngolwimi olukhethayo, ufikelelo lunokunikwa ngolwimi olo lufumaneka ngalo irekhodi)*	

Nceda uqaphele ukuba isicelo sakho si:

	Sivunyiwe
	Saliwe ngezizathu ezilandelayo:

4. Imali ehlawulwayo ngokuphathelene nesicelo sakho:

Inqaku	Iindleko ngephepha lesayizi ye-A4 okanye inxenye yayo ngaphaya koko	Inani lamaphepha/amanqaku	Bephelele
Ikopi			
Ikopi shicilelweyo			
Ikopi engohlobo olufundeka kwikhompyutha ekwi:: (i) Sitifi • Iza kunikwa ngumceli ▪ Icwecwe lecompact Ukuba linikwe ngumceli Ukuba linikwe ngumceli	R40.00 R40.00 R60.00		
Ngetranskripshini yemifanekiso ebonwayo ngesayizi yephepha le-A4	Inkonzo eza kukhutshelwa ngaphandle. Iza kuxhomekeka kwintelekelelo yexabiso evela kumniki nkonzo provider		
Ikopi yemifanekiso ebonwayo			
Itranskripshini yerekhodi emanyelwayo, nge-A4	R24.00		
(i) Ikopi yerekhodi elimanyelwayo Sitifi ▪ Iza kunikwa ngumceli okanye ▪ Icwecwe lecompact Ukuba linikwe ngumceli Ukuba linikwe ngumceli	R40.00 R40.00 R60. 00		
Ukuposa, i-imeyile okanye naluphi olunye udluliso lwe-eletroniki:	Iindleko ngqo		
KUPHELELE:			

Idiphozithi ehlawulwayo (ukuba ukhangelo lodlula iiyure ezintandathu)

☐ Ewe ☐ Hayi

Iiyure zokukhangela		Isixa sediphozithi (*esibalwa ngesinye esithathwini sesixa*	

		esipheleleyo ngesicelo)	

Isixa kufuneka sihlawulwe kwiakhawunti yebhanki elandelayo:

Igama leBhanki:	
Igama lomnini akhawunti:	
Uhlobo lweakhawunti:	
INombolo ye-akhawunti:	
IKhowudi yeSebe:	
Inombolo yereferensi:	
Ngenisa ubungqina bentlawulo ku:	

Isayinwe e …………………………….. ngolu………. suku lwe .... 20 ....

....

IGosa loLwazi

ISIHLOMELO F: IFOMU 4 – UKUFAKA ISIBHENO SANGAPHAKATHI

IFOMU 4

UKUFAKA ISIBHENO SANGAPHAKATHI
[Isikhokelo 9]

Nombolo yeReferensi. ....

IINKCUKACHA ZEQUMRHU LOLUNTU	
Igama leQumrhu loLuntu	
IGama kunye neFani yeGosa loLwazi	

IINKCUKACHA ZOMMANGALI OFAKA ISIBHENO SANGAPHAKATHI							
Amagama apheleleyo							
Inombolo yeSazisi							
IDilesi yePosi							
INombolo zonxibelelwano	Umnxeba (W)		Feksi		iselula		
Ingaba isibheno sangaphakathi sifakwe egameni lomnye umntu?			Ewe		Hayi		
Ukuba impendulo ithi "**ewe**", amandla apho isibheno sangaphakathi sifakwe egameni lomnye umntu: *(ubungqina besikhundla esifakwe phantsi kwesibheno, ukuba bukhona, kufuneka buncanyathiselwe.)*							

IINKCUKACHA ZABANTU EKUFAKELWA ISIBHENO SANGAPHAKATHI EGAMENI LABO ***(Ukuba ifakwe ngumntu wesithathu)***	
Ukwaliwa kwesicelo sokufikelela	
Isigqibo malunga neentlawulo ezimiselweyo ngokweCandelo lama-22 loMthetho.	
Isigqibo malunga nokwandiswa kwexesha isicelo ekufuneka kusetyenzwe ngaso ngokweCandelo (26)1 loMthetho.	
Isigqibo ngokweCandelo (29)3 loMthetho sokwala ukufikelela ngendlela ecelwe ngumceli.	
Isigqibo sokunikeza isicelo sokufikelela	

IZIZATHU ZESIBHENO *(ukuba isithuba osinikiweyo asanelanga, nceda uqhubeke kwiphepha elahlukileyo uze ulihlomele kule fomu. Onke amaphepha ongezelelweyo mawatyikitywe.)*	
Chaza imihlaba esekelwe phezu kwaso isibheno sangaphakathi	
Xela naluphi na olunye ulwazi olunokuba lufanelekile xa kuqwalaselwa isibheno.	

Uzakwaziswa ngembalelwano ngesigqibo kwisibheno sakho sangaphakathi. Nceda ubonise indlela oyikhethayo yokwazisa:

IDilesi yeposi	Feksi	Unxibelelwano lwe-elektroniki *(uyacelwa ucacise)*

Ityikitywe e .... ngalo .... mhla we .... 20 ....

....
Utyikityo lombheni/Umntu wesithathu

UKUSETYENZISWA NGOKUSEMTHETHWENI
INGXELO ESEMTHETHWENI YESIBHENO SANGAPHAKATHI

Isibheno sifunyenwe ngu *(isikhundla, igama nefani zegosa lolwazi)*			
UMhla wokufunyanwa			
Isibheno sikhatshwa zizizathu zesigqibo seGosa loLwazi kwaye, apho kufanelekileyo,neenkcukacha zalo naliphi na iqela lesithathu elinxulumene nalo, zingeniswe liGosa loLwazi.		Ewe	
		Hayi	

ISIPHUMO SESIBHENO				
Ukwaliwa kwesicelo sokufikelela. Iqinisekisiwe?	Ewe		Isigqibo esitsha *(ukungaqinisekiswa)*	
	Hayi			
Imali (iCandelo 22). Iqinisekisiwe?	Ewe		Isigqibo esitsha *(ukungaqinisekiswa)*	
	Hayi			
Ukwandiswa (iCandelo 26(1)). Iqinisekisiwe?	Ewe		Isigqibo esitsha *(ukungaqinisekiswa)*	
	Hayi			
Ukufikelela (iCandelo 29(3). Iqinisekisiwe?	Ewe		Isigqibo esitsha *(ukungaqinisekiswa)*	
	Hayi			
Isicelo sokufikelela siphunyeziwe. Iqinisekisiwe?	Ewe		Isigqibo esitsha *(ukungaqinisekiswa)*	
	Hayi			

Ityiktywe e .... ngalo.............. mhla we.. 20 ....

....
IGunya eliFanelekileyo

ISIHLOMELO G: IFOMU 5 – UKUFAKWA KWESIKHALAZO

IFOMU 5

UKUFAKA ISIKHALAZO
[Ummiselo 10]

Qaphela

1. *Le Fomu yenzelwe ukunceda uMfakisicelo (emva koku ekubhekiselwa kuye "njengoMmangali) ekuceleni uqwalaselongokutsha lwempendulo yequmrhu likawonkewonke okanye lequmrhu labucala okanye ukungaphenduli kwesicelo sokufikelela kwiirekhodi phantsi koMthetho wokuphakanyiswa koFikelelo kuLwazi, ka-2000. (uMthetho onguNombolo 2 ka- 2000) ("PAIA"). Nceda ugcwalise le fomu kwaye uyithumele kuMlawuli woLwazi okanye ugcwalise ifomu yesikhalazo ekwi-intanethi efumanekayo ku- https://www.justice.gov.za/inforeg/.*

2. *I-PAIA inika ilungu loluntu ilungelo lokufaka isikhalazo kuMlawuli woLwazi malunga naluphi na uhlobo lwezikhalazo ezichazwe kwinxalenye u- E yale Fomu yesikhalazo.*

3. *Kungomgaqonkqubo wolawulo lolwazi ukurhoxisa ukuphanda okanye ukukhaba isikhalazo ukuba ummangali akakhange aqale anike iqumrhu likarhulumente okanye labucala (apha emva kokubizwa ngokuba 'liZiko") ithuba lokuphendula kunye nokuzama ukusombulula lo mba. Ukunceda iZiko lijongane nezinto ezikuxhalabisayo phambi kokuba uye kuMlawuli woLwazi, kufuneka uGcwalise ifomu ye- PAIA emiselweyo kwaye uyingenise kwiZiko.*

4. *IKopi yale fomu iya kunikwa iQumrhu elingumba wesikhalazo sakho. Ulwazi olunikezelayo kule fomu, luncanyatheliswe kule fomu okanye osinika lona kamva, luya kusetyenziswa kuphela ukuzama ukusombulula ingxabano yakho, ngaphandle kokuba kuchazwe ngenye indlela apha.*

5. *UMlawuli woLwazi uya kusamkela kuphela isikhalazo sakho wakuba uqinisekile ukuba uyithobele le mimiselo ingezantsi.*

6. *Nceda uqhoboshele iikopi zala maxwebhu alandelayo, ukuba unawo:*
    - *Ikopi yefomu kwiZiko ecela ukufikelela kwiirekhodi;*
    - *Impendulo yeZiko kwisikhalazo sakho okanye isicelo sokufikelela;*
    - *Nayiphi na enye imbalelwano phakathi kwakho neZiko;*
    - *Ikopi yefomu yesibheno, ukuba uthotyelo lwakho lunxulumene nequmrhu loluntu;*
    - *Impendulo yoMbutho kwisibheno sakho;*
    - *Nayiphi na enye imbalelwano phakathi kwakho neZiko malunga nesibheno sakho;*
    - *Amaxwebhu agunyazisa ukuba wenze egameni lomnye umntu (ukuba kufanelekile);*
    - *Umyalelo wenkundla okanye amaxwebhu enkundla anxulumene nesikhalazo sakho, ukuba akhona;*

7. *Ukuba isithuba esibonelelweyo kule Fomu asonelanga, ngenisa ulwazi njengeSihlomelo kule Fomu uze utyikitye iphepha ngalinye.*

Iya UMlawuli woLwazi
P.O Box 31533, Braamfontein
2017

IDilesi ye- imeyile: inforeg@justice.gov.za
Inombolo yomnxeba: +27 (0)10 023 5200

IINKCUKACHA ZOMNTU ISIBHENO SANGAPHAKATHI EESIFAKWE EGAMENI LAKHE

Phawula ngo "**X**"

	Ubuqu bommangali		UMmeli wommangali		Umntu wesithathu

IZINTO EZIFUNEKAYO KUQALA				
Usifakile isicelo(ifomu ye-PAIA) ukufikelela kwirekhodi yequmrhu loluntu/labucala?	**Ewe**		**Hayi**	
Ingaba iintsuku ezingama – 30 ziphelile ukususela kumhla ongenise ngawo i-PAIA yakho?	**Ewe**		**Hayi**	
Ingaba uye wayisebenzisa yonke inkqubo yangaphakathi yesibheno ngokuchasene nesigqibo seGosa loLwazi lequmrhu loluntu?	**Ewe**		**Hayi**	
Ingaba usifakile isicelo enkundleni soncedo olufanelekileyo malunga nalo mba?	**Ewe**		**Hayi**	

UKUSETYENZISWA KOMLAWULI WENGCACISO KUPHELA				
Ifunyenwe ngu(Amagama apheleleyo)				
Isikhundla				
Utyikityo				
Isikhalazo samkelwe	**Ewe**		**Hayi**	
INombolo yeReferensi				

Umhla weStampu

IDilesi yePosi	Feksi	Ezinye iindlela zonxibelelwano lwe- elekthronikhi *(uyacelwa ucacise)*

ICANDELO A : IINKCUKACHA ZOBUQU ZOMMANGALI						
Amagama apheleleyo						
Inombolo yesazisi						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
Iinombolo zoQhagamshelwano	Umnxeba (W)		Feksi		Iselula	

ICANDELO B : ULWAZI LWABAMELI

(Gcwalisa kuphela ukuba uya kuthi theca, Amandla egqwetha kufuneka ancanyathiselwe ukuba ummangali umelwe, ukuba akuphumeleli oko isikhalazo siya kukhatywa.)						
Full names of representative						
Ubume bokumelwa						
INombolo yeSazisi./iNombolo yokubhaliswa.						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
Iinombolo zoQhagamshelwano	Umnxeba (W)		Feksi		iSelula	

ICANDELO C: ULWAZI LOMNTU WESITHATHU *(Nceda uqhoboshele ileta yesigunyaziso)*						
Uhlobo lwequmrhu	Bucala		eyoLuntu			
IGama lequmrhu loluntu/Elabucala						
INombolo yokubhaliswa(ukuba ikhona)						
Igama, ifani kunye netayitile yomntu ogunyazisiweyo ukuba afake isikhalazo.						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
	Inombolo yomnxeba(W)		Feksi		iSelula	

ICANDELO D: IQUMRHU APHO ISIKHALAZO SIFAKWE KHONA						
Uhlobo lwequmrhu	Bucala		eyoLuntu			
IGama lequmrhu loluntu/ Elabucala						
INombolo yokubhalisa *(ukuba ikhona)*						
IGama, ifani kunye netayitile yomntu osebenza naye kwiqumrhu likarhulumente okanye labucala ukuzama ukusombulula isikhalazo sakho okanye isicelo sokufikelela kulwazi, ukuba kukhona enye.						
IDilesi yePosi						
IDilesi yeSitalato						
IDilesi yeImeyile						
	umnxeba(W)		Feksi		iSelula	
Inombolo yereferensi enikeziweyo *(ukuba ikhona)*						

ICANDELO E : IZIKHALAZO *Sixelele ngamanyathelo othe wawathatha ukuzama ukusombulula isikhalazo sakho(izikhalazo kufuneka ziqale zingeniswe ngqo kwiqumrhu loluntu ukuze kuphendulwe kwaye kusonjululwe, kukho imida emiselweyo)*

Umhla esifakwe ngawo isicelo sofikelelo kwiirekhodi	
Nceda ucacise uhlobo lweLungelo(ama) kusetyenziswa okanye ukukhuselwa, ukuba uthotyelo luchasene nequmrhu labucala.	
Ngaba ukhe ukusombulula lo mba nombutho?	
Ukuba Ewe, uyifumene nini? *(Nceda uqhoboshele ileta yesi sicelo)*	
Ingaba ukhe wabhena ngokuchasene nesigqibo seGosa loLwazi lequmrhu loluntu?	
Ukuba Ewe, usifake nini isibheno?	
Ingaba usifakile isicelo enkundleni soncedo olufanelekileyo malunga nalo mba ?	
Ukuba ewe, nceda ubonise ukuba umcimbi wagwetywa nini yiNkundla? Nceda uhlomele uMyalelo weNkundla, ukuba ukho.	

ICANDELO F: UHLOBO OLUCACILEYO LOKUFIKELA KWIIREKHODI *(Nceda ukhethe enye okanye ngaphezulu kwezi zilandelayo ukuchaza isikhalazo sakho kuMlawuli woLwazi)*		
Isibheno asiphumelelanga: (iCandelo 77A(2)(a) okanye iCandelo 77A(3)(a) le- PAIA)	*Ndibhene ngokuchasene nesigqibo sequmrhu loluntu kwaye isibheno asiphumelelanga*	
Isicelo soxolelo asibanga yimpumelelo: (amaCandelo 77 A(2)(b) kunye na-75(2) e-PAIA)	Ndafaka isibheno sam ngokuchasene nesigqibo sequmrhu loluntu emva kwexesha ndaza ndafaka isicelo soxolelo, isicelo soXolelo siye sachithwa.	
Ukwaliwa kwesicelo sokufikelela: (iCandelo77A(2)(c)(i) okanye 77A(2)(d)(i) okanye 77A(3)(b) ze- PAIA)	Ndicele ukufikelela kulwazi olugcinwe liqumrhu kwaye eso sicelo saliwe okanye saliwe ngokuyinxenye.	
Iqumrhu lifuna ukuba ndihlawule imali kwaye ndivakalelwa kukuba iyagqithisa: (iCandelo 22 okanye 54 le- PAIA)	iThenda okanye intlawulo yomrhumo omiselweyo.	
Ukuhlawulwa kwediphozithi: (iCandelo 22(4) le- PAIA)	Ithenda okanye intlawulo yedephozithi.	
Ukungavumelani nokwandiswa kwexesha: (amaCandelo 26 okanye 57 e- PAIA)	IGosa loLwazi lalile ukuhlawula idiphozithi ehlawulweyo malunga nesicelo sofikelelo esithe saliwa.	
Fomu yokufikelela yaliwe: (iCandelo 29(3) okanye 60(a) le- PAIA)	Iqumrhu ligqibe kwelokuba malandise umda wexesha lokuphendula isicelo sam, kwaye andivumelani nokongezwa komda wexesha eliceliweyo okanye ukongenzwa kwexesha elithathiweyo ukuphendula kwisicelo sam sofikelelo.	

Kuthathwa njengokwaliwa: (ICandelo 27 okanye 58 ye-PAIA)	Ndicele ufikelelo ngendlela ethile nefanelekileyo kwaye olo hlobo lofikelelo lwaliwa.	
Ukuchazwa ngendlela engafanelekanga kwerekhodi: (izizathu ezinyanzelekileyo zokwaliwa ukufikelela kwirekhodi)	Ziintsuku ezingaphezu kwama-30 ndinesicelo sam kwaye andikasifumani isigqibo.	
Akukho zizathu zaneleyo zokwalelwa ukufikelela: (iCandelo 56(3)(a) ye-PAIA)	Ixesha lokwandiswa liphelile kwaye akukho mpendulo ifunyenweyo. Iirekhodi (eziphantsi kwezizathu zokwaliwa ukufikelela)ziye zabhengezwa ngendlela engafanelekanga/ engekho ngqiqweni.	
Ukufikelela ngokuyinxenye kwiirekhodi: (iCandelo 28(2) okanye 59(2) ye-PAIA)	Isicelo sam sofikelelo saliwe, kwaye akukho zizathu zibambekayo okanye ezaneleyo zokwaliwa, ezithe zanikwa, kubandakanywa amagatya alo Mthetho ekuxhomekeke kuwo ukwaliwa.	
Ukurhoxisa umrhumo: (iCandelo 22(8) okanye 54(8) le- PAIA)	Ukufikelela kwinxalenye kuphela yeerekhodi eziceliweyo kwavunywa kwaye ndiyakholelwa ukuba ngaphezulu kweerekhodi bekufanele ukuba zixeliwe.	
IiRekhodi ezingafumanekiyo okanye ezingekhoyo: (iCandelo 23 okanye 55 le- PAIA)	Andiyi kuhlawula nayo nayiphi na imali kwaye isicelo sam sokurhoxisa iintlawulo saliwe.	
Ukungaphumeleli ukuxela iirekhodi:	Iqumrhu libonise ukuba isicelo sam sibonakala singenamsebenzi okanye siyacaphukisa kwaye andivumi.	
Akukho gunya (ukwenza okanye ukukhusela kwawo nawaphi na amalungelo): (iCandelo 50(1)(a) ye- PAIA)	Iqumrhu ligqibe kwelokuba lindinike imvume yokufikelela kwiirekhodi eziceliweyo, kodwa andikazifumani. Iqumrhu libonise ukuba iirekhodi eziceliweyo azibandakanywanga kwi-PAIA kwaye andivumi.	
Isicelo esingenangqiqo: (iCandelo 45 le- PAIA)	Iqumrhu libonise ukuba ezinye okanye zonke iirekhodi eziceliweyo azikho kwaye ndiyakholelwa ukuba zininzi iirekhodi zikhona.	
Okunye: (Nceda uchaze):		

ICANDELO G: ISIPHUMO EZILINDELEKILEYO *(Ucinga ukuba uMlawuli woLwazi angakaunceda njani? Chaza iziphumo ozikhangelayo)*

ICANDELO H: IZIVUMELWANO	
Isiseko esisemthethweni sezi zivumelwano zilandelayo sichazwe kwiSaziso saBucala malunga nendlela yokufaka uxwebhu lwakho lwesikhalazo. Ukuze uMlawuli woLwazi aqhubeke nesikhalazo sakho, kufuneka ujonge ngaye kwezi bhokisi zingezantsi ukubonisa isivumelwano sakho:	
	Ndiyavuma ukuba uMlawuli woLwazi angasebenzisa ulwazi olunikiweyo kwisikhalazo sam ukuyinceda ekuphandeni imiba enxulumene nokukhuthazwa kwelungelo lokufikelela kulwazi kunye nokukhuselwa kwelungelo lokuba neemfihlo eMzantsi Afrika. Ndiyaqonda ukuba uMlawuli woLwazi akanakuze aquke ulwazi lwam lobuqu okanye olunye ukuchonga kuyo nayiphi na ingxelo kawonke- wonke, kwaye ulwazi lwam lobuqu lusakhuselwe luKhuseleko loMthetho woLwazi loBuqu, ka- 2013 (uMthetho onguNombolo 4 ka- 2013). Ndiyaqonda ukuba xa ndingavumi, uMlawuli woLwazi uzakuqhubeka nesikhalazo sam.
	Ulwazi olukule Fomu yesikhalazo luyinyani ngokolwazi lwam kunye nenkolelo yam.
	Ndigunyazisa uMlawuli woLwazi ukuba aqokelele iinkcukacha zam zesikhalazo (ezifana neenkcukacha ngam kule fomu yesikhalazo) kwaye ndiyisebenzise ukujongana nesikhalazo samalungelo oluntu esinxulumene nelungelo lokufikelela kulwazi kunye/ okanye ukukhuselwa kwelungelo lokuba neemfihlo.
	Ndigunyazisa nabani na (onjengomqeshi, umnikezeli wenkonzo, ingqina onolwazi olufunekayo ukuze kuqwalaselwe isikhalazo sam ukuze abelane ngaso noMlawuli woLwazi. UMlawuli woLwazi unokufumana olu wazi ngokuthetha namangqina okanye ngokucela iirekhodi ezibhaliweyo. Ngokuxhomekeke kuhlobo lwesikhalazo, ezi rekhodi zinokubakanya iifayile zabasebenzi, okanye idatha yomqeshi, iirekhodi zonyango okanye zesibhedlele kunye nolwazi lwezemali okanye lomrhafi.
	Ukuba naluphi na ulwazi lwam loqhagamshelwano luyatshintsha ngexesha lenkqubo yesikhalazo, luxanduva lwam ukwazisa uMlawuli woLwazi; kungenjalo isikhalazo sam sinokulibaziseka okanye sivalwe.

Ityikitywe e... ngalo .... mhla we.. 20 ....

....

Umkhalazi/UMmeli/Umntu ogunyazisiweyo weqela lesithathu

Inkcazelo yemifanekiso

ACCESS - UKUFIKELELA

iminyaka engama- 20 enkululeko

Proudly South African - uMzantsi Afrika ozingcayo

iSebe; uRhwebo, uShishino kunye noKhuphiswano iRiphabliki yoMzantsi Afrika