



**telecommunications
& postal services**

Department:

Telecommunications and Postal Services

REPUBLIC OF SOUTH AFRICA

UMTHETHO (UmThetho wesi-2 we- 2000)

WOKUTHUTHUKISWA

KOKUFUMANEKA

KWEMANUWALI

YELWAZI

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1. ISINGENISO

UmThetho we- 2000 wokuFumaneka kweLwazi, (UmThetho wesi- 2 we-2000) uthome ukusebenza ngomhlaka 9 kuNtaka 2001, ngokuphumelelisa ilungelo langokomthethosisekelo lokufumaneka kwananyana ngiliphi ilwazi eliphethwe yinanyana ngiyiphi ihlangano karhulumende namkha ezijameleko elifunekako kobana kusetjenziswe namkha kuvikelwe nanyana ngimaphi amalungelo. Ihlangano ekwenziwe kiyo isibawo ngokomThetho inesibopho sokukhupha ilwazi ngaphandle kwalapho umThetho uveza khona bona ilwazi ngeze lakhutjhwa.

UmThetho uveza iindaba zekambiso efunekako enanyathiselwa esibaweni esinjalo. Imanuwali inqotjhiselwe bona kukhuthazwe isiko lokuba bupepenene nokuziphendulela komNyango wekuThintanangemitato nemiSebenzi yePoso ngokuphumelelisa ilungelo lokufumana ilwazi elifunekako kobana kusetjenziswe namkha kuvikelwe amalungelo womuntu munye namkha wehlangano. Kobana kwenziwe ngcono ukubusa okusebenza eehlanganweni zombuso, kuqakathekile ukuqinisekisa bona woke umuntu ugunyazwe ngamalungelo wokwazi ngokomThetho.

IsiGaba se-9 somThetho sinikela iminqopho yomthetho bunjesi:

- Ukuphumelelisa ukufumaneka kwelwazi eliphethwe mbuso namkha ngomunye umuntu elifunekako kobana kusetjenziswe namkha kuvikelwa nanyana ngiliphi ilungelo.
- Ukuphumelelisa ilungelo lelo ngokulawulwa mikhawulo elungileko kanye nangendlela edzimelelisa ilungelo lelo nelungelo elinye nelinye.
- Ukuphumelelisa iimbopho zombuso zangokomthethosisekelo zokwenza ngcono amalungelo wobuntu, isiko nobulungiswa bokuhlalisana.
- Ukutlama indlela yokuzithandela nekatelelako namkha ikambiso yokuphumelelisa ilungelo lelo kobana kufunyanwe amarekhodi msinyana, lula nangentengo engabiziko.

Nanyana kunjalo, umThetho uyalemuka nokobana ilungelo elinjalo lokufumana ilwazi ngeze laba nemikhawulo engakalungi ngendlela elandelako:

- Ukuvikelwa okuzwisisekako kwefihlo;
- Ifihlo yokuthengiselana kanye
- nokubusa kuhle nangepumelelo

2. UMNQOPHO

IsiGaba se- 14 somThetho sifuna bona iihlangano zakarhulumente zibuthelele imanuwali ezokusiza umuntu namkha ihlangano ukufumana ilwazi eliphethwe yihlangano karhulumente beyifune ubuncani beemfuneko imanuwali ekufanele ikhambisane nazo.

Umnqopho wemanuwali le kunikela kafitj hazana ikambiso ekufanele ilandelwe ekufumaneni ilwazi eliphethwe umNyango wekuThintanangemitato nemisebenzi yePoso ngokukhambisana ne-PAIA.

Imanuwali imumethe nelwazi elimayelana nemisebenzi yomNyango, isakhiwo somNyango, imininingwana yokuthintana yesiPhathiswa seLwazi namaSekela weemPhathiswa zeLwazi kanye nemikhakha yeenhloko zamarekhodi agcinwe ligatja ngalinye. Amarekhodi lawa angendlela yeencwajana, izaziso kanye nelwazi elikhutj hwe kuwebhusayidi yomnyango.

3. UKUTJHIYWA NGAPHANDLE

Ukungezelela ekghonweni langaphakathi , umNyango wekuThintanangemitato nemisebenzi yePoso uthembele esiqhemeni sabasebenzeli namaziko wokulawula nelwazi nge- ICT ekusekeleni ituthukwayo yokukhula komnotho womphakathi, iimvumelwano zomsebenzi nokungathathi ihlangothi kanye nekwethuleni izenzelwa ze- ICT ezakhamizini zenarheni. Imanuwali le ilungiselelwe amarekhodi we- mNyango wekuThintanangemitato nemisebenzi yePoso kwaphela ingasi namarekhodi wabasebenzeli bayo. Nanyana ngisiphi isibawo sokufumana

ilwazi esenziwe kunanyana ngiziphi iinhlangotho zomSebenzi (egade zibizwa ngamaKhamphani aLawulwa mBuso (SOSc) kufanele zithunyelwe esiPhathisweni seLwazi samaziko lawo afaneleko. Amaziko lawa angendlela elandelako:

3.1 IZIKO LESITJHABA LEEMBIKINDABA ZESEWULA AFRIKA (NEMISA)

Iziko lesiTjhaba leemBikindaba ezibu-Elekthroniki leSewula Afrika (NEMISA) latlanywa njengehlangano engenzi inzuzo mNyango wezokuThintana ngokomThetho (1973) wamaKhamphani.

I-NEMISA yathoma ukusebenza njengeziko lefundo nokufundisa, ngokunikela itjhejo elikhethekileko ekufundiseni amakghono wokukhiqiza newobuthekhnikhi afunekako emabubulweni we- TV, womrhatjho newezokurhatjha. Njengombana yatlanywa njengebhizimisi lakarhulumende ngo- 1998, umnqopho oqakathekileko wayo gade kukubandula abantu abadinywa amathuba ngaphambilini, khulukhulu abantu bengubo begodu nokubahlomisa ngamakghono athlogekako ekudlaleni iindima eziqakathekileko ebhodulukweni lezokurhatjha.

Imininingwana yokuthintana: IsiPhathiswa esiKhulu sesiGungu

Umrhala.: 27 (11) 484 0583

Imeyila: info@nemisa.co.za

Iposi: P. O. Box 545

Auckland Park

2006

Imeyila: GopolangL@nemisa.co.za

Iwebhusayidi: <http://www.nemisa.co.za>

3.2 IPOSI YESEWULA AFRIKA (SAPO)

UmThetho wokuThuthukiswa kokuFumaneka kweManuwali ubuyekeziweko we eLwazi lomNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso we 2016/17

Iposi yeSewula Afrika (SAPO) yasungulwa ngokukhambisana nomThetho (1958) wePosi njengebhizimisi lakarhulumende elinikela umphakathi imisebenzi yokuposa nekhambisana nakho. Yanikelwa igunya elikhethekileko lokwenza imisebenzi yokuposa enarheni mThetho (1988) wezokuPosa. Umthetho lo wenza amalungiselelo wokulawulwa kwezokuposa kanye nemisetjenzana yokusebenza kwekhamphani yezeposi ukufaka hlangana iimbopho zakaRhulumende zokufuna bona boke abantu bafumane izenzelwa ezisisekelo zokuthintana ngeentengo ezingabizi khulu kanye nemisetjenzana yezeemali yeBhanga yePosi.

UmThetho (1958) wePosi uzokusulwa bese ujanyiselelwa ngomThethomlingwa wePosi kanye nomThethomlingwa eBhanga yePosi esele yenziwe umthetho ngoNtaka 2012. Ngokutjhugululwa okusele kuseduze kweBhanga yeposini kobana ibe yibhizimisi elingakahlangani nalitho, imiphakathi eminengi eyadimeka amathuba ngaphambilini izokusebenzisa izenzelwa zokubhanga.

Imininingwana yokuthintana: IsiPhathiswa esiKhulu sesiGungu

P/Bagx10 000

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0001

Imeyila: Jacqui.Brodie@postoffice.co.za

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3.3 I-SENTECH

I-Sentech Limited libubulo lombuso elisungulwe ngokomThetho (1996) we-Sentech kanye nangokomThetho (1999) wokuKhibelela we-Sentech begodu irhenyiswe njengebhizimisi karhulumende yetjhejuli 3B ngokomThetho (1999) wokuPhathwa kweeMali zakaRhulumende. Igunya layo kunikela ukusatjalaliswa kwamalaysensi wezizwambiko zokurhatjha zabanamalaysensi wokurhatjha. Ngo- 2002, iSentech yatlonyeliselwa iimbikimvango nokuphatha kwayo amalaysensi ngamalaysensi wemisebenzi yethungelelwano elingezelelwe ngeengcenywe, ngalokho- ke ivumela iisombululo ezihlangeneko ze-ICT. Ngo- 2009, amalaysensi lawa atjhugululelwa emsebenzini munye wethungelelwano lezokuthintana bu- elekthroniki kanye nemisebenzini eyodwa yamalaysensi wezokuthintana bu-elekthroniki ngaphasi komThetho (2005) wezokuThintana bu- Elekthroniki.

I-Sentech inikela abarhatjhi abanengi beNarheni abafaka hlangana umRhatjhi kaRhulumende, abarhatjhi burhweba kanye nabarhatjhi bomphakathi imisebenzi yokukhanjiswa kwesizwambiko. Isisombululo se- VSAT, hlangana nezinye sinikela iminyango kaRhulumende, abomasipala namaziko wokufunda ukuhlangana nge-inthanethi.

Imininingwana yokuthintana: IsiPhathiswa esiKhulu sesiGungu

Umrhala: 27 (11) 691 7127

Imeyila: ceo@sentech.co.za

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2040

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3.4 IHLANGANO KARHULUMENDE EQINISEKISA BONA WOKE UMUNTU UFUMANA BEKASEBENZISE IZENZELWA ZE-ICT (USAASA)

IHlangano kaRhulumende yeSewula Afrika eQinisekisa bona woke umuntu ufumana bekasebenzise izenzelwa ze- ICT yahlonywa ngokwesigaba sama- 50 somThetho (1999) wezokuThintana nge-Inthanethi njengehlangano esemthethweni. Umsebenzayo owodwa kuthuthukisa ukufunyanwa nokusetjenziswa kwezenzelwa ze- ICT ngiwo woke umuntu, imisebenzi yethungelelwano lezokuthintana nge-inthanethi kanye nezokurhatjha. Umsebenzeli unesibopho sokuphatha isiKhwama semali yeHlangano kaRhulumende eQinisekisa bona woke umuntu ufumana bekasebenzise izenzelwa ze- ICT.

Imininingwana yokuthintana: IsiPhathiswa esiKhulu sesiGungu

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Ifeksi: 27 (11) 564 1629/30

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Vorna Valley

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Iwebhusayidi: <http://www.usaasa.org.za>

3.5 .ZADNA

UbuLawuli beBizo .za (.za Domain Authority) basungulwa ngokwesigaba se- 10 somThetho womnyaka we- 2002 wezeRhwebo nokuThintana nge- Inthanethi (ECT) kanye nokuThengiselana kobana ube nokuziphendulela ngesikhala seBizo .za (Domain Name Space).

Imininingwana yokuthintana: IsiPhathiswa esiKhulu sesiGungu

Umrhala.: 27 (11) 314 007

Imeyila: secretary@zadna.org.za

Iwebhusayidi: <http://www.zadna.org.za>

4. INDIMA YOMNYANGO WEKUTHINTANANGEMITATO NEMISEBENZI YEPOSO

4.1 UMBONO KOMNYANGO WEKUTHINTANANGEMITATO NEMISEBENZI YEPOSO

ISewula Afrika njengomrholi wephasi loke ekuthuthukisweni nekusetjenzisweni kweTheknoloji yeLwazithintano ekuthuthukiseni umphakathi nomnotho.

4.2 IMITJHINI YOMNYANGO WEKUTHINTANANGEMITATO NEMISEBENZI YEPOSO

Ukwakha ipilo engcono yawo woke umuntu ngebhoduluko eliphuma phambili ephasini neliragela phambili elikghonakalisa iTheknoloji yeLwazithintano.

4.3 IMIGOMO YOMNYANGO WEKUTHINTANANGEMITATO NEMISEBENZI YEPOSO

Irherho lokuqakatheka lomNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso linikela iinkolelo ezisisekelo ezinomthelela ekuthathweni kweenqunto zomuntu ngamunye namkha zehlangano kanye nokuziphatha kwamalunga wabasebenzi.

Abasebenzi bemNyango wekuThintana ngemiTato kanye nesebenzi yeemPoso utjheja ukuqakatheka kobana kuqakathwe amandla wawo ajayelekileko naqakatheke khulu, iimbopho kanye namathuba.

limilo lomNyango wekuThintana ngemiTato kanye nemisebenzi yeemPoso zingendlela elandelako:

- Ukuba pepenene
- Ihlonipho
- Ukuziphendulela
- Ukungathathi ihlangothi
- Ukuthembeka
- Ukulunga
- Ukusungula

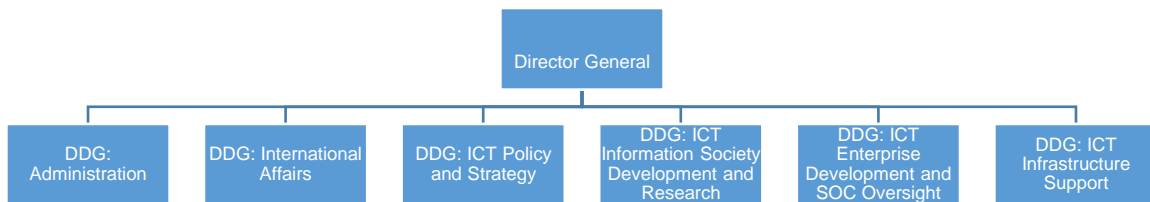
5. IMISEBENZI YEMNYANGO WEKUTHINTANA NGEMITATOKANYE NEMISEBENZI YEEMPOSO

- 5.1. Ukutlamba imigomo nemithetho ye- ICT etlamba ubujamo bokuphungula umthlago nokungasebenzi emnothweni weSewula Afrika, oba nomthelela omuhle ehlalakuhleni yabo boke abantu bekhethu nogcinekako.
- 5.2. Ukuqinisekisa ukutlanywa komthangalasisekelo oqinileko, othembekako nongabiziko we- ICT osekela nokghonakalisa ukunikelwa kwenani elikhulu lamahlelongqondomtjhini nemisebenzi ezokuhlangabeza iindingo zenarha nabantu bayo.
- 5.3. Ukurhabisa ituthuko yomnotho nehlalakuhle yomphakathi wamaSewula Afrika ngokungezelela ukufunyanwa kanye nokwamukelwa nokusetjenziswa kwe- ICTs ngokubambisana namabhizimisi, iinhlango ezingasizo zikarhulumende kanye nemikhakha emi-3 kaRhulumende
- 5.4. Ukwenza ngcono indima yamaBhizimisi womBuso (SOEs) we- ICT njengemikhono yokwethula karhulumende nesekele umLawuli; namkha;
- 5.5. Ukunikela ku- Ajenda yephasiloke ye- ICT eqalelantanzi ukuthuthuka kwe- Afrika

- 5.6. Ukukghonakalisa ukwakhiwa komPhakathi weLwazi ofaka woke umuntu ukwenza ngcono ituthuko yekhwalithi yepilo

Ngendlela imisebenzi le eyethulwe ngayo ngaphezulu ihlathulula isakhiwo seHlelo elirholwa maSekela wabaLawuli Zombebele ngendlela ekutjengiswe ngayo ngenzasi:

6. ISAKHIWO SOMNYANGO WEKUTHINTANA NGEMITATO KANYE NEMISEBENZI YEEMPOSO



7. IMININGWANA YOKUTHINTANA YESIPHATHISWA SELWAZI

UmNqophisi Zombebele weso mNyango wekuThintana ngemiTato kanye nemisebenzi yeemPoso usiPhathiswa seLwazi ngokomThetho wokuThuthukiswa kokuFumaneka kweLwazi.

UmNqophisi Zombebele: Mr Robert Nkuna

Isiphande seposi: Private Bag X860
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Isiphande sendlela: iParioli Office Park
399 Duncan Street
Hatfield

Umrhala: (012) 427 8000

Ifeksi: (012) 427 8016

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Indima yesiPhathiswa seLwazi: Ukunikela ilungelo lokufumana ilwazi eliphathelene nomnyango ngendlela elibawiwa mphakathi ngayo kobana kusetjenziswe namkha kuvikelwe nanyana ngiliphi ilungelo kanye nokuqinisekisa umsebenzi wamatlayenti obuqephenene, onokuzibophelela, onobukhoni nonepumelelo ngokweemfuneko zomThetho.

8. AmaSekela wabaPhathiswa beLwazi:

Isikhundla: Isekela lomNqophisi Zombebele
Ms Thulisile Manzini

Umrhala: (012) 427 7005

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Isiphande semeyila: tmanzini@dtps.gov.za

Indima yeSekela lesiPhathiswa seLwazi: Ukuhlela zoke iindaba eziphathelene nomThetho wokuThuthukiswa kokuFumaneka kweLwazi (PAIA) kanye nokufaka iimbawo ekambisweni ngokukhambisana nomThetho.

9. UMHLAHLANDLELA WEKOMITJHINI YAMALUNGELO WOBUNTU Omayelana nokusetjenziswa komThetho

Umhlahlo ngokusetjenziswa komThetho, 2000 wokuThuthukiswa kokuFumaneka kweLwazi ukhona kuKomitjhini yamaLungelo wobuNtu yeSewula Afrika. Imibuzo ingenziwa ku:

IKomitjhini yamaLungelo wobuNtu yeSewula Afrika

Iziko le- PAIA

Iziko leRhubhululo namaRekhodi

Isiphande seposi: Private Bag X 2700, Houghton, 2041

Umrhala: (011) 877 3600

Ifeksi: (011) 403 0625

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10. AMAREKHODI

10.1 IHLATHULULO YEENHLOKO YEMNYANGO WEZOKUTHINTANA NGEMITATO KANYE NEMISEBENZI YEEMPOSO ENAMAREKHODI WAZO KANYE NEENGABA ZAMAREKHODI ENAWO NGESIHLOKO NGASINYE

Ngomnqopho wokukghonakalisa isibawo ngokomThetho, ummango wemNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso ephethe ngawo amarekhodi kanye neengaba zamarekhodi aphethwe kummongo ngamunye urhenyiswe ngenzasi. Sibawa uyelele bona le mimmongo kodwana akusizo iinhloko zamarekhodi ngendlela elandelako:

UMMONGO	AMAREKHODI APHETHWEKO
ZOKUPHATHWA	
Iqhinga lomNyango	<ul style="list-style-type: none"> • Ukuhlelwa kwamaqhinga kanye nokuTjheja • Zokuthintana nokuThengisa • Indlela yezokuThintana • AmaHlelo wokuSebenza waqobe mnyaka • Imibiko yaqobe mnyaka • Amahlelo weBhizimisi • Itjhebiswano lemikhakha ehluKileko karhulumende • Isekelo kezokuSebenza
IPhiko lezabaSebenzi	<ul style="list-style-type: none"> • Ihlelo lamaKghono wemSebenzini • AmaHlelo wokuziThuthukisa uQobo lwakho • Imibiko yokuBandulwa • AmaHlelo wokuBandulelwa imiSebenzi efundelwako • Iimvumelwano zeBhazari • Ikambiso yokuJezisa neeNghonghoyilo • Amarekhodi weenghonyoyilo • Imibuzo emayelana nokuhlolwa kweencwadi zeemali • Imibiko yaqobe nyanga • Iimphakamiso • Isakhiwo sehlangano • Ukukhangiswa kweenkhundla

	<ul style="list-style-type: none"> • Iimbawo zomsebenzi • Amarekhodi wokukhethwa nokuhlungwa • Iincwadi zokuqhatjiswa • Amafayili wabasebenzi • Imibiko yePhesali • Amarekhodi welifu • Ihlelo nemigomo ye- HR • IHlelo lokungathathi ihlangothi emSebenzini • Iimvumelwano zokuSebenza • Amarekhodi weenHlathululo zomSebenzi • Ukuvezwa kobujamo beemali • Amarekhodi wokuHlaziywa komSebenzi
<p>UkuPhathwa kweVikeleko nemakhiwo</p> <p>ItheKnoloji yeLwazi</p>	<ul style="list-style-type: none"> • Imitlolo yeVikeleko • Zepilo nezokuPhepha emSebenzini • Iqhinga le- IT
<p>ZOKUTHUTHUKISWA KWEBHIZIMISI YE- ICT& NOKUTJHEJWA KWE- SOCs</p>	

Imisebenzi ye- Akhawuntingi nesAbelo seemali	<ul style="list-style-type: none"> • lintatimende zesAbelo seemali • limphakamiso zesabelo seemali • Imibiko yeeNdleko • Ukuhlinzekelwa kwezeemali • lintatimende zezeemali zaqobe mnyaka • Imibuzo emayelana nokuhlolwa kweencwadi zeemali • Amarekhodi wengeniso elamukelweko • lintatimende zebhanga • Ukuthobela umthelo
Ukuphathwa kweKoro yokuThengela	<ul style="list-style-type: none"> • Imibiko yaqobe mnyaka ye- SCM • AmaBhidi / Imitlo yamaThenda • Imibuzo emayelana nokuhlolwa kweencwadi zeemali • Umgomo wokuLawula iPahla • Imibiko yaqobe mnyaka yokuPhathwa kwePahla
Ukulawulwa kwangaphakathi kanye nokuPhathwa kweNgozi	<ul style="list-style-type: none"> • Imibiko yokuHlolwa kweencwadi zeemali • UkuPhathwa kweNgozi
UkuPhathwa kwabanikazi bamatjhere	<ul style="list-style-type: none"> • UkuPhathwa kwamaKhamphani aLawulwa mBuso • Amarhwebo amancani, amancani khulu naphakathi naphakathi
ZOKUTHUTHUKISWA KOMGOMO WE- ICT NAMAQHINGA	
Ukuthuthukiswa komgomo	<ul style="list-style-type: none"> • Imithetho ephathelene ne- ICT • Imigomo • limvumelwano eziphathelene nomNyango

	<ul style="list-style-type: none"> • Amafayili wehlelo lokulwa/ lokuvikela umlandu ekhotho yomthetho
ZERHWEBO NEENDABA ZEENTJHABATJHABA ZE- ICT	
Irhwebo neeNdaba zeentJhabatjhaba	<ul style="list-style-type: none"> • Abazenda abangabhadelwiko • Amapasipoti nama- visa • Ivakatjho lombuso • Ubuzenda beenarheni zangaphandle kanye nokujanyelwa ngokobuzenda eSewula Afrika • Imisebenzi yabazenda nama- ejensi limvakatjhi • limvumelwano • IMemoranda yokuzwisisana (mou)
ZESEKELO LOMTHANGALASISEKELO WE- ICT	
	<ul style="list-style-type: none"> • Zokurhatjha • Zethintaniswanoliqha • Umrhatjho nezokuThintana ngeSathelayithi • Amahlelongqondomtjhini we- ICT
ZERHUBHULULO NOKUTHUTHUKISWA KWE- ICT YELWAZI LOMPHAKATHI	
	Ukusebenza neButhalelo le- ISAD
	Irhubhululo namaprojekthi akhethekileko
	Ukuhlela nokuhlaziya
	Ihlelongqondomtjhini nge- inthanethi

10.2 AMAREKHODI AKHONA NGOKUZENZAKALELA

UmThetho wokuThuthukiswa kokuFumaneka kweManuwali ubuyekeziweko we eLwazi lomNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso we 2016/17

Asikho isaziso esikhutjhiweko esimayelana neengaba zamarekhodi wemNyango wezokuThintanangemitato nemisebenzi yePoso akhona ngaphandle kobana umuntu abawe ukuwafumana ngokwekambiso esemThethweni wokuThuthukiswa kokuFumaneka kweLwazi. Nanyana kunjalo, amarekhodi akuwebhusayidi yomnyango, www.DTPS.gov.za, akhona kobana aqalwe namkha akotjululwe ngaphandle kobana umuntu enze isibawo esinjalo ngokomThetho. Amarekhodi wemNyango wezokuThintanangemitato nemisebenzi yeemPoso akhona emphakathini ngokuzenzakalela ngilawa: Imibiko yaqobe mnyaka, amahlelo wamaqhinga kanye nezinye iincwajana.

10.3 IKAMBISO YOKUBAWA

10.3.1 Ngikubawa njani ukufumana irekhodi:

- 10.3.1.1 Umbawi kufanele asebenzise iforomu eliqintelweko (iForomu A) elikhona esigabeni se- 15 semanuwali ngenzasi, kuwebhusayidi kanye neZikweni leLwazi lomNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso
- 10.3.1.2 Umbawi kufanele atjengise nokobana ufuna ikhophi lerekhodi namkha ufuna ukuza azokuqala amarekhodi ema- ofisini womNyango. Nakungasinjalo nangabe irekhodi alisiwo umtlole wephepha yeke lingaqalwa ngendlela elibawiwe ngayo nakukghonekako.
- 10.3.1.3 Nangabe umuntu ubawa ukufumana irekhodi ngendlela ethileko (isib.: ikhophi lephepha, ikhophi elibu- elektroniki, njll.) yeke umbawi kufanele alifumane ngendlela leyo. Ngaphandle kobana ukwenza njalo kuzophazamisana ngokungazwisisekiko ukusebenza komNyango namkha kuzokona irekhodi namkha kuphule ilungelo lokukhuphela ekungasilo lawo. Nangabe ngeenzathu

eziqakathekileko irekhodi ngeze lanikelwa ngendlela ebawiweko kodwana ngenye indlela, yeke imbadalo kufanele ibalwe ngendlela elibawiwe ngayo ekuthomeni.

- 10.3.1.4 Ukungezelela ependulweni etloliweko yesibawo serekhodi, nangabe umbawi ufuna ukutjelwa ngesiqunto ngananyana ngiyiphi indlela, isib. umrhala, lokhu kufanele kutjengiswe.
- 10.3.1.5 Nangabe umbawi ubawela omunye ilwazi, ikghono ekwenziwa ngalo isibawo kufanele litjengiswe.
- 10.3.1.6 Nangabe umbawi urholophele namkha akakwazi ukufuna, yeke singenziwa ngomlomo. Yeke isiPhathiswa seLwazi wemNyango wezokuThintanangemiTato kanye nemisebenzi yeemPoso kufanele sizalisele umbawi onjalo iforomu bese simnikela ikhophi leforomu elizalisiweko.
- 10.3.1.7 Umbawi kufanele athumele isibawo sakhe esiPhathisweni seLwazi/ eSekeleni lesiPhathiswa seLwazi semNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso esizokufaka isibawo ekambisweni.

10.3.2 Ukuvunywa namkha ukwaliwa kwesibawo

Umbawi kufanele anikelwe ilungelo lokufumana irekhodi lehlangothi karhulumente nangabe umbawi ukhambisana nokulandelako:

- Umbawi ukhambisana neemfuneko zekambiso esemThethweni ephathelene nesibawo selungelo lokufumana irekhodi lelo begodu
- Ukufunyanwa kwerekhodi lelo akwaliwa ngananyana ngisiphi isizathu sokwala esihlathululwe emThethweni.

10.3.3 Ukufakwa kwesibawo ekambisweni kanye nokwaziswa ngesiqunto sokufumana:

- 10.3.3.1 Umbawi ofuna ukufumana irekhodi elimumethe ilwazi lakhe uqobolwakhe akabhadeli imbadalo.
- 10.3.3.2 ISekela lesiPhathiswa seLwazi kufanele livume bona lisifumene isibawo belazise umbawi ngesaziso esifuna bona umbawi abhadele imbadalo eqintelweko yesibawo ngaphambi kobana kuragelwe phambili ngokufakwa ekambisweni kwesibawo.
- 10.3.3.3 Kunemihlobo emibili yeembadalo: imbadalo yesibawo ma- R35.00 bese imbadalo yokufumana ifaka hlangana yokukhupha kabutjha, ukufuna, ukulungisa neendleko zokuposa lapho kutlhogeka khona (qala iimbadalo e- 14 ngenzasi).
- 10.3.3.4 Nangabe isikhathi sokulifuna nokulilungisa sidlula amari asithandathu, idiphozithi yesithathu sembadalo yokulifumana sizokubhadelwa mbawi.
- 10.3.3.5 Esehlakalweni lapho umbawi anganelisekiko khona ngesiqunto sesiPhathiswa seLwazi/ seSekela lesiPhathiswa seLwazi, umbawi angenza isibawo esirhabekileko (iForomu B) esiya esiphathimandleni esifaneleko (uNgqongqotjhe). Nangabe solo akaneliseki ngomphumela wesibawo esirhabekileko, umbawi angenza isibawo sesizo lekhotho. Kuqakathekile ukuyelela bona kulandelwa indlela yekambiso beyiqedwe ngaphambi kokufuna isizo lekhotho.
- 10.3.3.6 Ngemva kobana isiphathiswa seLwazi/ iSekela lesiPhathiswa seLwazi sithathe isiqunto mayelana nesibawo, umbawi kufanele aziswe ngesiqunto leso ngendlela umbawi afune ukwaziswa ngayo.
- 10.3.3.7 Nanyana ngisiphi isibawo esamukelweko kuzokuqalanwa naso kungakapheli amalanga ama- 30 samukelwe, ngaphandle kobana umbawi uveze isizathu esiliqiniso esinqutwini sesiPhathiswa seLwazi sokobana kubayini ihlelo leli lesikhathi kufanele lingasebenzi. Isikhathi samalanga ama- 30 leso mNyango wekuThintana

ngemitato kanye nemisebenzi yeemPoso ekufanele ithathe ngaso isiqu nto sokobana ivume namkha yale isibawo singangezelelwa ngesikhathi esingeqi emalangenani ama- 30 nangabe isibawo leso ngesenani elikhulu lelwazi namkha isibawo sifuna ukufunwa kwelwazi eliphethwe kwelinye i- ofisi leziko begodu ilwazi ngeze lafunyanwa ngesikhathi sokuthoma samalanga ama- 30. UmNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso zokwazisa umbawo ngokumtlolela nakungenzeka kufuneke ukungezelelwa kwesikhathi.

10.3.3.8 Ilungelo lokufumana irekhodi lizokubanjwa bekufike lapho zoke iimbadalo ezifunekako sele zibhadelwe.

10.3.3.9 Inani lemali leli libhadelwa ngetjhege namkha ngekhetjhi namkha lilethwe ngesandla namkha lingadiphazithwa e-akhawundini yebhanga yemNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso, ngesizathu leso ubufakazi bokudiphazitha kufanele buphekelele iforomu lesibawo:

Imininingwana yokubhanga ingendlela elandelako:

Ibhanga: Nedbank

Ikhawundi yegatja: 146245

Ibizo le- akhawundi: Department of TeleCommunications

Inomboro ye- akhawundi.: 1462003206

Ireferensi: PAIA

10.4 IINSOMBULULO EZIKHONA MANQOPHANA NEZENZO NAMKHA UKUNGAKHAMBISANI NOMTHETHO

Ikambiso elandelako ngeyokobana abantu babike namkha balungise izwangobatjho yezenzo ezingakajayeleki, ezingakafaneli namkha ezingasisemthethweni namkha ukungatjheji kwe mNyango

wezokuThintanangemiTato kanye nemisebenzi yeemPoso namkha kwananyana ngimuphi wabasebenzi bayo:

10.5 Indlela yokubika namkha yokusombulula:

linsombululo ezimayelana nezenzo namkha ukubhalelwa kusebenza ngokomThetho wokuThuthukiswa kokuFumaneka kweLwazi:

- Isiphathimandla esifaneleko somnqopho womThetho lo nguNgqongqotjhe, othi ngemva kokuqeda indlela yekambiso yesibawo esirhabekileko, isibawo singenziwa nekhotho yomthetho.
- Umuntu angenza isinghonyayo nomVikeli womPhakathi mayelana nesenzo esisolisako esingasisemthethweni, esingakafaneli esisemthethweni namkha ukungatjheji (umThethosisekelo nomThetho, 1994 kamVikeli womPhakathi (umThetho wama- 23 we-1994))
- Umuntu angafaka isinghonyayo kuKomitjhini yamaLungelo wobuNtu yeSewula Afrika mayelana nesenzo esisemthethweni namkha ukungatjheji okusolisa njengokumumethe ukuphulwa namkha ukwesatjiswa kwananyana ngiliphi ilungelo elisisekelo (umThetho we-1994 weKomitjhini yaLungelo wobuNtu (umThetho wama- 54 we-1994)).

11. ISIBAWO ESIRHABEKILEKO

Umbawo angenza isibawo esirhabekileko sangaphakathi esiphikisa isiqunto sesiPhathiswa seLwazi sehlangano karhulumende:

- Sokwala isibawo sokufumana;
- Mayelana nembadalo yesibawo, idiphozithi yembadalo yokufumana namkha imbadalo yokufumana;
- Mayelana nokunatjiswa kwesikhathi sokuqalana nesibawo begodu

- Mayelana nokunikelwa kwemvumo yokufumana ngendlela ehlukileko kunaleyo ebawiweko.

Ihlangano ebandakanyekako ingenza isibawo esirhabekileko esiphikisana nesiqunto sesiPhathiswa seLwazi sehlangano karhulumende sokunikela isibawo selungelo lokufumana.

Indlela yokwenza isibawo esirhabekileko kanye neembadalo zesibawo esirhabekileko:

- Indlela yekambiso eqintelweko kufanele ilandelwe nakwenziwa isibawo esirhabekileko (qala iForomu B):
 - Isibawo esirhabekileko kufanele senziwe emalangeni ama- 60.
 - Nangabe isaziso esiya ehlanganweni ebandakanyekako siyafuneka, kufanele kwenziwe isibawo esirhabekileko emalangeni ama- 30 ngemva kobana isaziso sele sinikelwe umenzi wesibawo esirhabekileko mayelana nesiqunto esenzelwa isibawo esirhabekileko.
 - Nangabe akufuneki isaziso esiya kumenzi wesibawo esirhabekileko ngemva kobana isiqunto sele sithethwe, isibawo esirhabekileko kufanele sethulwe namkha sithunyelwe esiPhathisweni seLwazi sehlangano karhulumende ethintekako esiphandeni saso, enomborweni yefeksi namkha esiphandeni semeyila.
 - Isibawo esirhabekileko kufanele sihlathulule ummango wesibawo esirhabekileko besiveze iinzathu zesibawo esirhabekileko begodu kufanele sifake hlangana nanyana ngiliphi ilwazi elifaneleko elaziwa mumenzi wesibawo esirhabekileko.
 - Ukungezelela ependulweni etloliweko, nangabe umenzi wesibawo esirhabekileko ufisa ukwaziswa ngesiqunto esimayelana nesibawo esirhabekileko sananyana ngiyiphi indlela, kufanele aveze indlela leyo bekanikele neminingwana efaneleko azokwaziswa ngayo.

- Nakukghonekako isibawo esirhabekileko kufanele siphekelelwe yimbadalo yesibawo esirhabekileko begodu kufanele siveze isiphande seposi namkha inomoro yefeksi.
- Nangabe isibawo esirhabekileko senziwe ngemva kokuphela kwesikhathi ekukhulunywe ngaso, ngesizathu esaneleko esinikelweko isiphathimandla esifaneleko kufanele sivumele ukwenziwa ngemva kwesikhathi kwesibawo esirhabekileko.
- Nangabe isiphathimandla lesi asikuvumeli ukwenziwa ngemva kwesikhathi kwesibawo esirhabekileko, kufanele sinikele umuntu owenze isibawo esirhabekileko isaziso sesiqunto lesi.
- Umbawo owenza isibawo esirhabekileko esimayelana nokwaliwa kwesibawo sakhe sokufumana amarekhodi kufanele abhadele imbadalo eqintelweko yesibawo esirhabekileko (nangabe ikhona).
- Nangabe imbadalo eqintelweko iyabhadelwa mayelana nesibawo esirhabekileko, isiqunto esimayelana nesibawo esirhabekileko singariyadiswa bekufike lapho imbadalo ibhadelwa khona.
- Msinyazana ngendlela ekungakghoneka ngayo kodwana emalangeni ali-10 wokusebenza ngemva kokwamukelwa kwesibawo esirhabekileko, isiPhathiswa seLwazi sehlangano karhulumende ethintekako kufanele sithumele esiphathimandleni esifaneleko.
 - Isibawo esirhabekileko kanye neenzathu zaso zesiqunto esithintekako begodu
 - Nangabe isibawo esirhabekileko ngesiphikisa ukwaliwa namkha ukunikelwa kwesibawo sokufumana, ibizo, isiphande seposi, inomoro yomrhala nenomoro yefeksi kanye nesiphande semeyila, nanyana ngikuphi okukhona kwehlangano ebandakanyekako ekufanele yaziswe mayelana nesibawo.

UNgqongqotjhe wezokuThintana ngemiTato kanye nemisebenzi yeemPoso usebenza njengesiphathiswa esifaneleko esiqalana neembawo ezirhabekileko emNyangweni.

12. UKWENZIWA KWEMANUWALI BONA IKHAMBISANE NESIKHATHI

Nakutlhogekako, UmNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso ungenza imanuwali yawo ekukhulunywe ngayo esigabeni se- 14 (2) somThetho bona ikhambisane nesikhathi bewuyikhuphe ngemeqombalo engeqi unyaka.

13 UKUBAKHONA KWEMANUWALI

Umthetholawulo we- 187 womhlaka 15 kuMhlolanja 2002 esigabeni se- 14 (1) uphakamisa bona imanuwali yehlangano karhulumende kufanele bona yenziwe ngendlela elandelako:

- Kwenziwa bona kube nekhophi kiyo yoke indawo ebuthelweni langokomthetho ngendlela ekuhlathululwe ngayo esigabeni sesi-6 somThetho we- 1997 weButhelulo langokomThetho (umThetho wama-54 we- 1999) begodu neKomitjhini yamaLungelo wobuNtu
- Imanuwali kufanele ikhutjwe bese yenziwa bona ibe khona ewebhusayidini ye- DTPS: www.DTPS.gov.za
- E- ofisini yehlangano karhulumende, ebujameni lobu, eZikweni leLwazi lomNyango wezokuThintana ngemiTato kanye nemisebenzi yeemPoso.

14 IIMBADALO EZIQINTELWEKO

Ngomnqopho wesigaba sama- 22(2) somThetho okulandelako kuyabandakanyeka:

Ihathululo	Inani(R)
Imbadalo yesibawo ebhadelwa ngomunye nomunye umbawi, kunaloyo ozibawela yena uqobo lwakhe, ekukhulunywe ngayo emthethwenilawulo we- 7(2)	35.00
Ikhophi yemanuwali ngendlela ekuhlelwe ngayo emThethwenilawulo we- 5(c) (ekhophini ngayinye yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo)	0.60
limbadalo zokukhupha kabutjha ekukhulunywe ngazo emThethwenilawulo we- 7(1) zingendlela elandelako:	
1. Yekhophi enye nanye yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	0.60
2. Yenye nanye ikhophi ephrintiweko yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo ephethwe kumtjhiningqondo namkha ngendlela ebu- elekthroniki namkha efundwa mtjhini	0.40

3. Yekhophi engendlela efundwa mtjhiningqondo ku:	
a. diski yestifu	5.00
b. diskisigangadelo (indlela efundekako)	40.00
4. Yokutlolwa kwemifanekiso ebukelwako:	
a. Yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	22.00
b. Yekhophi yemifanekiso ebukelwako	60.00
5. Yokutlolwa kwerekhodi elilalelwako:	
a. Yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	12.00
b. Yekhophi lerekhodi elalelwako	17.00
limbadalo zokufumana ezibhadelwa mbawi ekukhulunywe ngazo emThethwenilawulo we- 7(3) zingendlela elandelako:	
1. Yekhophi enye nanye yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	0.60

2. Yenze nenze ikhophi ephrintiweko yekhasi lobukhulu be-A4 namkha ingcenywe yalo ngokunjalo ephethwe kumtjhiningqondo namkha ngendlela ebu- elekthroniki namkha efundwa mtjhini	0.40
3. Yekhophi engendlela efundwa mtjhiningqondo ku:	
a. diski yestifu	5.00
b. diskisigangadelo	40.00
4. Yokutlolwa kwemifanekiso ebukelwako, yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	22.00
5. Yekhophi yemifanekiso ebukelwako	60.00
6. Yokutlolwa kwerekhodi elilalelwako:	12.00
a) Yekhasi lobukhulu be- A4 namkha ingcenywe yalo ngokunjalo	17.00
b) Yekhophi lerekhodi elalelwako	
Ukufuna nokulungisa irekhodi kobana livezwe, R15.00 qobe li- iri namkha ingcenywe ye- iri, nakungabalwa i- iri lokuthoma, elifunekako nalifunwako begodu lilungiswa	F
Imali yokuposa iyabhadelwa lokha nakufanele ikhophi yerekhodi ithunyelwe kumbawi. lindleko zeposi zisime ehlelweni lemali yomthelo ofaneleko ngokwalapho iposi iya khona.	

15. AMAFOROMU ASETJENZISELWA UKUBAWA ILWAZI NGE-PAIA

IFOROMU A

ISIBAWO SOKUFUMANA AMAREKHODI WOMNYANGO WEZOKUTHINTANANGEMITATO NEMISEBENZI YE

(IsiGaba 18(1) somThetho, 2000 wokuThuthukiswa kokuFumaneka kweLwazi
(UmThetho wesi- 2 we- 2000))

[Umthetholawulo 10]

A. Imininingwana yomNyango wezokuThintana('umNyango')

Isiphande sendawo: 1166 Park Street, iParioli Office Park

Hatfield

Pretoria

Isiphande seposi: UmNqophisi- Zombebele

P/Bag x860

Pretoria

0001

B. Imininingwana yomuntu obawa ukufumana irekhodi

- (a) *Imininingwana yomuntu obawa ukufumana irekhodi kufanele inikelwe ngenzasi.*
- (b) *Isiphande kanye/ namkha inomboro yefeksi yeRiphabhliki leyo ilwazi ekufanele lithunyelwe kiyo.*
- (c) *Ubufakazi bekghono isibawo esenziwe ngalo, nakutlhogekako kufanele bunanyathiselwe.*
- (d) *linzathu zokufumana amarekhodi*

Amabizo ngokuzeleko kanye nesibongo:.....

Inomboro kamazisi:

Isiphande seposi:.....

Inomboro yefeksi:Inomboro yomrhala:

Isiphande semeyila:

linzathu zokufumana amarekhodi:

.....

.....

C. Imininingwana yomuntu owenzelwa isibawo

Isigaba lesi kufanele sizaliswe KWAPHELA nje nangabe isibawo selwazi senzwe omunye umuntu.

Amabizo ngokuzeleko kanye nesibongo:.....

.....

Inomboro kamazisi:

Isiphande seposi:.....

Ifeksi:Umrhala:.....

Imeyila:.....

Ikhono ekwenziwe ngalo isibawo, lokha nasenzwe omunye umuntu:

.....

D. Imininingwana yerekhodi

(a) Nikela imininingwana ezeleko yerekhodi elenzwe isibawo sokulifumana, ukufaka hlangana ireferensinamba nangabe uyayazi, kobana irekhodi lifunyanwe lapho likhona.

(b) Nangabe isikhala esinikelweko asikaneli, sibawa uragele phambili kufoliyo ehlukileko bese uyinamathisela eforomini leli. Umbawo kufanele atlikitle woke amafoliyo angezelelweko.

1. Ihlathululo yerekhodi namkha ingcenywe eqakathekileko yerekhodi:

.....

.....

.....

2. Ireferensinamba , nangabe ikhona:

.....

3. Nanyana ngimiphi imininingwana yokungezelela yerekhodi:

.....

.....

.....

E. Iimbadalo

- (a) *Isibawo sokufumana irekhodi kunerekhodi elimumethe iminingwana emayelana nawe uqobo lwakho sizokufakwa ekambisweni kwaphela ngemva kobana imbadalo yesibawo sele ibhadelwe.*
- (b) *Uzokwazisa ngenani lemali elifunakako kobana libhadelwe njengembadalo yokubawa.*
- (c) *Imbadalo ebhadelwako nakufunyanwa irekhodi isime endleleni irekhodi elifunwa ngayo kanye nesikhathi esizwakalako esifunekako kobana kufunwe bekulungiswe irekhodi lelo.*
- (d) *Nangabe ukulungele ukutjhatjhululwa ekubhadaleni nanyana ngiyiphi imbadalo, sibawa uveze isizathu sokutjhatjhululwa.*

Isizathu sokutjhatjhululwa ekubhadaleni iimbadalo:

.....

.....

.....

F. Indlela yokufumana irekhodi

Nangabe ukhandelwa kurholophala kobana ufunde, ubukele namkha ulalele irekhodi elingendlela elinikelwe ngayo ku- 1 ukufika ku- 4 ngenzasi, veza ukurholophala kwakho bese utjengisa indlela irekhodi elifuneka ngayo.

Ukurholophala:	Indlela irekhodi elifuneka ngayo:
----------------	-----------------------------------

Tshwaya ibhoksi elifaneleko ngo- X.

AMANOITHI:

(a) *Ukukhambisana nesibawo sakho eforomini elitjengisiweko kungaya ngendlela irekhodi elikhona ngayo.*

(b) *Kobunye ubujamo ukufumana ngendlela ebawiweko kungalelwa. Ebujameni obunjalo uzokwaziswa nangabe ukufumana kuzokunikelwa ngenye indlela.*

(c) *Imbadalo ebhadelwako, nangabe ikhona, nakufunyanwa irekhodi, kancani izokubekwa yindlela ebawiweko yokulifumana.*

1. Nangabe irekhodi lingendlela etloliweko namkha ephrintiweko:

ikhophi yerekhodi*	ukuhlolwa kwerekhodi
--------------------	----------------------

2. Nangabe irekhodi limumethe imifanekiso ebukelwako

(lokhu kufaka hlangana iinthombe, amaslayidi, imigadangiso yevidiyo, imifanekiso eyenziwe ngomtjhiningqondo, iinketjhe, njll.):

bukela imifanekiso	kopulula imifanekiso*	3. ukutlolwa kwemifanekiso*
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3. Nangabe irekhodi limumethe amagama arekhodiweko namkha ilwazi elingakhutjwa godu ngomdumo:

lalela umvumo (ikhasede elilalelwako)	ukutlolwa komvumo* (umtlo otloliweko namkha ophrintiweko)
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4. Nangabe irekhodi liphethwe kumtjhiningqondo namkha namkha ngendlela ebu- elekthroniki namkha ngendlela efundwa mtjhini:

ikhophi ephrintiweko yerekhodi*	ikhophi ephrintiweko yelwazi elitholwe erekhodini*	ikhophi elingendlela efundwa mtjhiningqondo* (isitifu namkha idiskisigangadelo)
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<p>*Nangabe ubawe ikhophi namkha umtlole werekhodi (elingaphezulu), ingabe ufisa bona ikhophi namkha umtlole uposelwe kuwe?</p> <p>Iposi iyabhadelwa.</p>	IYE	AWA
--	-----	-----

G. Imininingwana yelungelo ekufanele lisetjenziswe namkha livikelwe

Nangabe isikhala esinikelweko asikaneli, sibawa uragele phambili kufoliyo ehlukeleko bese uyinamathisela eforomini leli. Umbawo kufanele atlikitle woke amafoliyo angezelelweko.

1. Tjengisa bona ngiliphi ilungelo ekufanele lisetjenziswe namkha livikelwe:
.....
.....
2. Hlathulula bona kubayini irekhodi elibawiweko lifuneka bona kusetjenziswe namkha kuvikelwe ilungelo elihlathululwe ngaphambilini:
.....
.....
.....

H. Isaziso sesiquanto esimayelana nesibawo sokufumana

Uzokwaziswa ngokutlolelwa bona ingabe isibawo sakho sivunyiwe/ saliwe. Nangabe ufisa ukwaziswa ngenye indlela, sibawa uyihlathulule indlela begodu unikele neminingwana ethhokekako kobana kukhanjisanwe nesibawo sakho.

Wenyula ukwaziswa njani ngesiquanto esimayelana nesibawo sakho sokufumana irekhodi? Isib. ngefeksi/ ngemeyila/ ngeposi bese unikele iminingwana efaneleko.

.....
.....
.....

Litlikitlwe ngelanga lomhlakaku(inyanga)..... 20-----

UMTLIKITLO WOMBAWI/ WOMUNTU
OWENZELWA ISIBAWO

IFOROMU B

ISAZISO SESIBAWO ESIRHABEKILEKO

UMNYANGO WEZOKUTHINTANA NGEMITATO KANYE NEMISEBENZI YEEMPOSO

(IsiGaba 75 somThetho, we- 2000 (umThetho wesi- 2 we- 2000)
wokuThuthukiswa kokuFumaneka kweLwazi)

[Umthetholawulo 8]

YITJHO IREFERENSINAMBA YAKHO:

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A. Imininingwana yomNyango wezokuThintana

Isiphathiswa seLwazi/ ISekela lesiPhathiswa seLwazi:

B. Imininingwana yombawi/ ihlangano ebandakanyekako efaka isibawo esirhabekileko

- (a) *Imininingwana yomuntu owenze isibawo esirhabekileko sangaphakathi kufanele inikelwe ngenzasi.*
- (b) *Ubufakazi bekghono isibawo esirhabekileko esenziwe ngalo, nakutlhogekako kufanele bunanyathiselwe.*
- (c) *Nangabe owenza isibawo esirhabekileko uyihlangano ebandakanyekako begodu ingasi umuntu obawe ilwazi kwekuthomeni, imininingwana yombawi kufanele inikelwe ku- C ngenzasi.*

Amabizo ngokuzeleko kanye nesibongo:-----

Inomboro kamazisi: -----

Isiphande seposi:-----

-- Inomboro yefeksi:-----

Inomboro yomrhala:-----

Isiphande semeyila:-----

Ikghono lokwenzela omunye umuntu isibawo esirhabekileko

C. Imininingwana yombawi

Isigaba lesi kufanele sizaliswe KWAPHELA nje nangabe ihlangano ebandakanyekako (kunombawi) yenza isibawo esirhabekileko.

Amabizo ngokuzeleko kanye nesibongo:-----

Inomboro kamazisi:-----

Isiphande seposi:-----

--

Inomboro yefeksi: -----

Inomboro yomrhala:-----

Isiphande semeyila:-----

Isiqunto esiphikisa ukwenziwa kwesibawo esirhabekileko

Tshwaya ngo- X ngebhoksini elifaneleko isiqunto esiphikisa ukwenziwa kwesibawo esirhabekileko:

	Ukwaliwa kwesibawo sokufumana
	Isiqunto esimayelana neembadala eziqintelweko ngokwesigaba sama- 22 somThetho
	Isiqunto esimayelana nokungezelelwa kwesikhathi sokuqalana nesibawo ngokwesigaba sama- 26 (1) somThetho
	Isiqunto ngokwesigaba sama- 29 (3) somThetho sokwala ukufumaneka ngendlela ebawe mbawi.
	Isiqunto sokunikela isibawo sokufumana

D. Iinzathu zesibawo esirhabekileko

Nangabe isikhala esinikelweko asikaneli, sibawa uragele phambili kufoliyo ehlukeleko bese uyinamathisela eforomini leli. Kufanele utlikitle woke amafoliyo wokungezelela.

Nikela iinzathu isibawo esirhabekileko esinziwe kizo:-----

Nikela nanyana ngiliphi ilwazi ekungenzeka liqakatheke nakutjhejwa isibawo esirhabekileko: -----

E. Isaziso sesiqunto esimayelana nesibawo esirhabekileko

Uzokwaziswa ngokutlolelwa ngesiqunto esimayelana nesibawo esirhabekileko. Nangabe ufisa ukwaziswa ngenye indlela, sibawa uyihlathulule indlela begodu unikele neminingwana etlhogekako kobana kukhanjisanwe nesibawo sakho.

Yitjho indlela:-----

Imininingwana yendlela: -----

Litlilitlwe e----- ngomhlaka-----ku -----
-----20-----

UMTLIKITLO KAMENZISIBAWO
ESIRHABEKILEKO

NGESETJENZISWA MNYANGO:**IREKHODI ELISEMTHETHWENI LESIBAWO ESIRHABEKILEKO
SANGAPHAKATHI:**

Isibawo esirhabekileko samukelwe ngomhlaka----- (idadamu)
ngu -----

----- (yitjho isikhundla, ibizo nesibongo sesiphathiswa selwazi/ sesekela
lesiphathiswa selwazi).

Isibawo esirhabekileko esiphekelelwa ziinzathu zesiqunto sesiphathiswa selwazi/
zesekela lesiphathiswa selwazi begodu la kutlhogeka khona, imininingwana
yananyana ngiyiphi ihlangano ebandakanyekako irekhodi eliphathelene nayo,
esithunyelwe siphathiswa selwazi/ lisekela lesiphathiswa selwazi ngomhlaka-----
----- (idadamu) ukuya esiphathinimandla esifaneleko.

UMPHUMELA WESIBAWO ESIRHABEKILEKO:

ISIQUNTO SESIPHATHISWA SELWAZI/ SESEKELA LESIPHATHISWA SELWAZI
SIQINISEKISIWE/ SIJANYISELELWE NGESIQUNTO ESITJHA

ISIQUNTO ESITJHA: -----

ISIPHATHIMANDLA ESIFANELEKO:----- IDADAMU:-----

LAMUKELWE SIPHATHISWA
SELWAZI/ LISEKELA LESIPHATHISWA SELWAZI UKUSUKA
ESIPHATHIMANDLENI ESIFANELEKO (idadamu):-----
