



IBHANGE LENTUTHUKO LASENINGIZIMU AFRIKA

UMTHETHO WOKUTHUTHUKISA UKUTHOLAKALA KOLWAZI

ISIQONDISO SOKUTHOLA ULWAZI

uMandulo 2016

Okuqukethwe

1	ISINGENISO	2
2	IMINININGWANE NGOKWESIGABA SE-14	2
2.1	ISAKHIWO KANYE NESISEBENZI – [Isigaba se-14(1) (a)]	2
2.2	IMINININGWANE YOKUXHUMANA – [ISIGABA SE- 14(1) (b)]	3
2.3	ISIGABA SE-10 ISIQONDISO – [ISIGABA SE-14(1) (c)]	4
2.4	UKUTHOLA AMAREKHODI AGCINWE YI-DBSA	5
2.5	IMISEBENZI EYENZIWA YI-DBSA	10
2.6	ULITHOLA KANJANI USIZO NGEMISEBENZI YAKWA-DBSA	10
2.7	IZINHLELO ZOKUMBANDAKANYA UMPHAKATHI EKWAKHIWENI KWENQUBOMGOMO NASEKUSETSHENZISWENI KWAMANDLA	10
2.8	AMAKHAMBI ATHOLAKALAYO UMA KWENZEKA UNGAKWAZI UKUHAMBISANA NOKUHLINZEKWE YILO MTHETHO	11
2.9	OLUNYE ULWAZI NJENGOBA LIVEZIWE [Isigaba se-14(1)(i)]	11
2.10	UKUTHOLAKALA KWEBHUKWANA [Isigaba se-14(3)]	11
2.11	IMALI EBEBIWE NGOKWEMIGWAMANDA KAHULUMENI	11
2.12	ISENGEZO A: AMAFOMU ABEKIWE	13

1 ISINGENISO

- 1.1. Ukuthuthukiswa koMthetho Wokutholakala Kolwazi wezi-2000, (“uMthetho”) phakathi kokunye udinga ukuthi kuqale ukusebenza kwelungelo lokuthola ulwazi olugcinwe nguHulumeni noma yimuphi omunye umuntu lapho lolo lwazi ludingeka ukuze kuvikelwe noba kusetshenziswe elinye ilungelo.
- 1.2. Isigaba se-14 soMthetho sidinga ukuthi imigwamanda kahulumeni nemigwamanda ezimele ihlanganise izincwajana ezihlinzeka ngolwazi ngazo zombili izinhlobo kanye nokulandelana kwamarekhodi agcinwe yileyo migwamanda kahulumeni nezimele. I-DBSA ingumgwamanda kahulumeni ngaphansi kwendima (b) (ii) yencazelo “yomgwamanda kahulumeni” esigabeni soku-1 soMthetho. Ngokwesigaba sesi-8 soMthetho umgwamanda kahulumeni okubhekiswe kuwo endimeni b (ii) okubekwe ngenhla kungenzeka kube umgwamanda kahulumeni noma umgwamanda ozimele ngokuhambisana namarekhodi alowo mgwamanda. Lo mbhalo usebenza njengebhukwana lase-DBSA maqondana nolwazi noma amarekhodi ngokuhambisana nokuthi i-DBSA ingumgwamanda ozimele.
- 1.3. Ibhukwana liyatholakala ngesiNgisi. Amabhukwana ahunyushelwe kwezinye izilimi ezine ezisemthethweni ayatholakala uma uwacela i.e. isiBhunu, isiZulu, isiSuthu nesiTshwana,

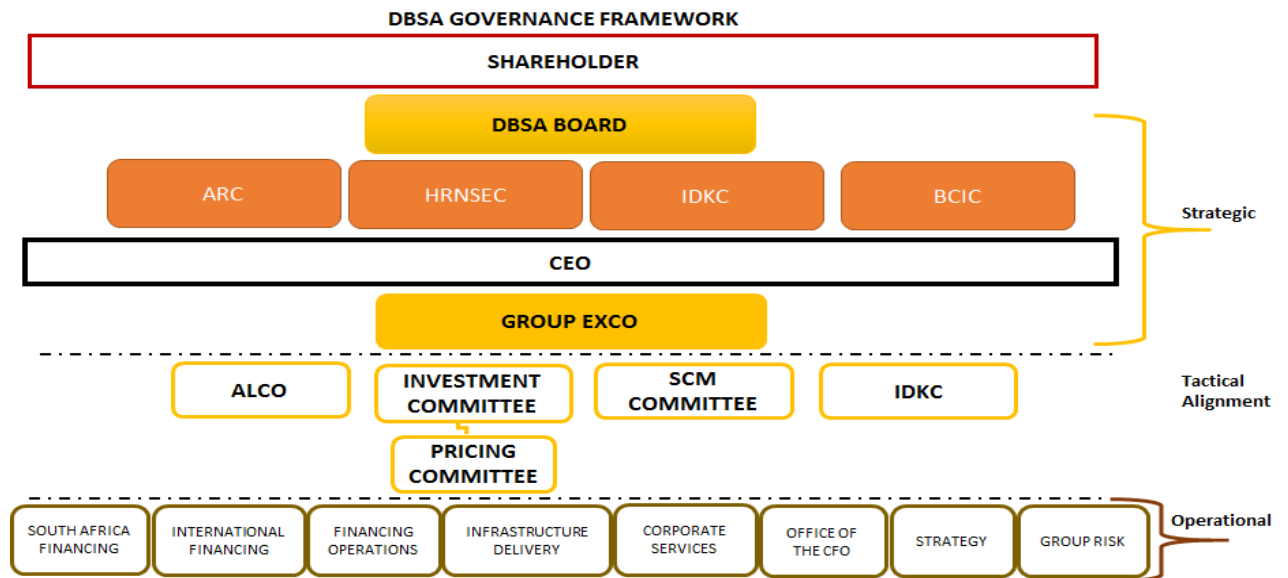
2 IMININGWANE NGOKWESIGABA SE-14

2.1 ISAKHIWO NEMISEBENZI – [Isigaba se-14(1) (a)]

2.1.1. ISAKHIWO SE-DBSA

I-DBSA iwuphiko lukakahulumeni elasungulwa ngokoMthetho Webhange Lentuthuthuko LaseNingizimu Afrika, uMthetho we-13 wangonyaka wezi-1997 (“uMthetho we-DBSA”). Umthethosisekelo nendlela yokuziphatha kweBhodi Labaqondisi base-DBSA kwenganyelwe uMthetho wase-DBSA bese uhamba ngokohlalo loMthetho Wokuphathwa Kwezimali Zikahulumeni uMthetho woku-1 wangonyaka we-1999. Isakhiwo sase-DBSA senziwe iBhodi Labaqondisi, izingxenywe eziyi-8 kanye nenkampani yemixhaso i.e. isiKhwama Sentuthuko.

Umdwebo ongenzansi ukhombisa isakhiwo sase-DBSA.



2.1.2. IMISEBENZI YE-DBSA

Umongo womsebenzi wase-DBSA ukuhlinzeka ngosizo lwezezimali, ezobuchwepheshe kanye nolunye usizo ukuze kufinyelele kuzinqubo zeBhangi njengoba zihlinzekwe yisigaba sesi-3 soMthetho wakwa-DBSA. Isigaba sesi-3(1) soMthetho wase-DBSA sihlinzeka ngokuthi “izimpokophelo ezinkulu zeBhangi kungaba ukuqhubekisa ukuthuthuka nokukhula komnotho, ukuthuthukiswa kwezabasebenzi, ukwakhiwa kwamandla esikhungo kanye nokuxhaswa kwezinhlelo namaprojekthi entuthuko esifundeni.” Kubhekiwe kakhulu kumisebenzi yokonga yilowo owokuxhasa izingqalasizinda. Okuchazwe kakhulu, ihlose ukusebenza njengomxhumanisi ukukhulisa amathuba omkhakha ozimele ukuthola ukuhlinzekwa ngenali kahulumeni.

2.2 IMININGWANE YOKUXHUMANA – [ISIGABA SE-14(1) (b)]

2.2.1. UMSEBENZI WEZOKWAZISA

Ngokomthetho, IsiPhathimandla Esikhulu sase-DBSA Umsebenzi Sezokwazisa.

Amagama aphelele	U-Patrick Dlamini
Inamba Yocingo:	011 313 3075
Ikheli le-imeyli	PAIA@dbsa.org
Ikheli leposi	PO. Box 1234 Halfway House Midrand 1685

Ikheli lasekhaya	1258 Lever Road Headway Hill Midrand
------------------	--

2.2.2. ISEKELABASEBENZI BEZOKWAZISA

Ngokuhambisana nezidingo zaloMthetho, Umsebenzi Wezokwazisa unikeza laba bantu abalandelayo invume njengeSekelamsebenzi Wezokwazisa. Uma ufaka isicelo, sicela usiqondise koyedwa wamaSekelabasebenzi Bezokwazisa.

1.	Amagama aphelele	UKim Lombard
	Inamba yocingo:	011 313 3853
	Ikheli le-imeyli	PAIA@dbsa.org
	Ikheli leposi	PO. Box 1234 Halfway House Midrand 1685
	Ikheli lasekhaya	1258 Lever Road Headway Hill Midrand
2	Amagama aphelele	U-Urshekar Singh
	Inamba yocingo:	011 313 3390
	Ikheli le-imeyli	PAIA@dbsa.org
	Ikheli leposi	PO. Box 1234 Halfway House Midrand 1685
	Ikheli lasekhaya	1258 Lever Road Headway Hill Midrand

2.3 ISIQONDISO SESIGABA SE-10 – [ISIGABA SE-14(1) (c)]

Ngokwesigaba se-10 soMthetho, Ikhomishana Yamalungelo Abantu YaseNingizimu Afrika (SAHRC) isihlanganise isiqondiso ekusetshenzisweni koMthetho esingatholakala kwa-SAHRC ekhelini elilandelayo:

Private Bag 2700

Houghton

2041

Inamba yocingo: (011) 877 3640/3769
I-imeyli: PAIA@sahrc.org.za
I-Website: www.sahrc.org.za

2.4 UKUTHOLA AMAREKHODI AGCINWE YI-DBSA

2.4.1. INQUBO YOKUFAKA ISICELO

- 2.4.1.1. Umfakisiselo kufanele asebenzise ifomu elibekiwe, Isengezo A ukufaka isicelo sokuthola irekhodi. Isicelo kufanele siqondiswe Kusekelamsebenzi Wezokwazisa imininingwane yakhe yezokuxhumana ebhalwe ngenhla ku-2.2.2.
- 2.4.1.2. Umfakisisela kufanele ahlinzeke ngolwazi olwanele kwifomu yokufaka isicelo ukuze Isekelamsebenzi Wezokwazisa ezokwazi ukuthola irekhodi eliceliwe.
- 2.4.1.3. Umfakisiselo kufanele asho ukuthi ufisa ukulithola ngayiphi indlela irekhodi.
- 2.4.1.4. Umfakisiselo kufanele uchaze ukuthi irekhodi lelo lidingeka nangamona yiliphi elinye ulimi.
- 2.4.1.5. Umfakisiselo kufanele asho ukuthu uyafisa ukwaziswa nganoma ingayiphi indlela ngesinqumo esithathiwe maqondana nesicelo sakhe bese esho leyo ndlela nemininingwane okufanele aziswe kuyo.
- 2.4.1.6. Uma isicelo senzelve omunye umuntu, umfakisiselo kufanele anikeze ubufakazi begunya lokufaka isicelo, ngendlela okuzogculiseka ngayo Isekelamsebenzi Wezokwazisa.
- 2.4.1.7. Isekelamsebenzi Wezokwazisa kufanele lazise umfakisiselo (ngale kwesicelo somuntu ngqo) ngesaziso, kudingeka umfakisiselo akhokhe imali ebekiwe (uma ikhona) ngaphambi kokuqhubekela phambili nesicelo.
- 2.4.1.8. Umfakisiselo oseyitholile imvume yokuthola irekhodi kufanele akhokhe imali yokuphinda likhiqizwe nokuthi libhekwe futhi kulungiswe amakhophi erekhodi noma ukuvumelana ngengqikithi yerekhodi eliceliwe kanye nesikhathi esidingekayo ngale kwamahora abekiwe ukufuna kanye nokulungisa irekhodi ukuze lidalulwe.
- 2.4.1.9. Isekelamsebenzi Wezokwazisa lizokwazisa umfakisiselo ngesinqumo salo zingakapheli izinsuku ezingama-30 ngemuva kokuthola isicelo noma angandisa lesi sikhathi ngesikhathi esingeqile ezinsukwini ezingama-30. Isikhathi lapho Isekelamsebenzi Wezokwazisa ezokwazisa umfakisiselo ngesinqumo sakhe sincike kuleso sikhathi esengeziwe njengoba kudinga ukuthi banike umuntu wesithathu isikhathi sokuhambisa isikhalo kuSekelamsebenzi Wezokwazisa lapho irekhodi eliceliwe linamarekhodi aleyo ngxenye yesithathu.

- 2.4.1.10. Uma isicelo sokuthola irekhodi sinqatshelwe, kuthathe isikhashana ukulithola noma sivunyiwe kodwa kufanele ukhokhe imali enkulu noma ingendlela engavunyiwe yindima (b) umgwamanda kahulumeni, isigaba sama-78(2) soMthetho oqgugquzela umfakisisicelo ukuthi afake isicelo enkantolo sokukhululwa okufanele zingakapheli izinsuku ezingama-30 kuthathwe isinqumo.
- 2.4.1.11. Uma inkantolo itshela i-DBSA ukuthi inikeze umfakisisicelo amarekhodi awacelile, umfakisisicelo kufanele akhokhe imali yokukhokhela amarekhodi ngaphimbi kokuthola lawo marekhodi.

2.4.2. IZIZATHU ZOKUNQATSHELWA UKUTHOLA AMAREKHODI

- 2.4.2.1. Isekelamsebenzi Wezokwazisa ngokubhekisa kokunye ukuhlinzekwa koMthetho, angeke avume ukukhipha ulwazi noma irekhodi eliceliwe uma lolo lwazi noma irekhodi:
- (a) Ligunyaza ukuvikeleka kwempilo yomuntu wesithathu okungumuntu ophilayo, okungafaka phakathi ukudalulwa okungadingekile kolwazi lalowo muntu uqobo;
 - (b) Ligunyaza ukuvikeleka kolwazi lezohwebo kumuntu wesithathu; uma irekhodi-
 - (i) Linezimfihlo zokuthengwa nokudayisa kwezimpahla kulelo bhizinisi;
 - (ii) Linolwazi ngezezimali, ezohwebo, ezesayensi noma nezobuchwepheshe bebhizinisi okungathi ukulidalula kulimaze ezezimali nezokuhweba kwebhizinisi;
 - (iii) Linolwazi oluhlinzekwe ngumuntu wesithathu ngokuthemba i-DBSA, futhi uma lolo lwazi lingabeka umuntu wesithathu engcupheni yokungaqhudelani kahle kwezohwebo noma nangezingxoxo.
 - (c) Ligunyaza ukuvikeleka kolwazi oluyimfihlo ngomuntu wesithathu uma livikelekile ngokwanoma ngabe yisiphi isivumelwano;
 - (d) Ligunyaza ukuvikela ukuphepha komuntu ngamunye nokuvikeleka kwempahla;
 - (e) Ligunyaza ukuvikeleka kwamarekhodi angathathwa njengabalulekile kwezomthetho;
 - (f) Uma ulwazi ngocwaningo oselwenziwe noma olusazokwenziwa noma ngumuntu wesithathu noma ngomuntu wesithathu lapho ukudalulwa kwalo kungaveza lowo muntu wesithathu noma umuntu lowo osocwaningweni noma ozobe enza ucwaningo enzela umuntu wesithathu noma libeka okukhulunywa ngaye ocwaningweni engcupheni enkulu.
- 2.4.2.2. Isekelamsebenzi Wezokwazisa angeke avume ukukhipha ulwazi eliceliwe noma irekhodi uma ulwazo noma irekhodi lelo lihlobene:
- (a) nolwazi oluhlinzekwe umuntu wesithathu ngokuthemba i-DBSA, ukudalulwa kwalo okungalindeleka ukuthi kunciphise amathuba okuthi banikezwe ulwazi elifanayo

- ngesikhathi esizayo noma ulwazi eliphuma kulowo mthombo futhi umphakathi uyadinga ukuthi lolo lwazi kungaqhutshekwa nokuthi livezwe;
- (b) nokugunyaza ukuvikeleka kokuphepha komuntu ngamunye nokuvikeleka kwempehla;
- (c) nokugunyaza ukuvikeleka ukusebenza komthetho nokuthethwa kwamacala;
- (d) imisebenzi yezokuhweba kwe-DBSA, okungafaka –
- (i) izimfihlo zokuthengwa nokudayiswa kwempahla e-BDSA;
 - (ii) ulwazi ngezezimali, ezohwebo, ezesayensi noma nezobuchwepheshe bebhizinisi okungathi ukulidalula kungalimaza ezezimali nezokuhweba e-DBSA;
 - (iii) ulwazi oluhlinzekwe olungabeka i-DBSA, engcupheni yokungaqhudelana kahle kwezohwebo noma nangezingxoxo.
 - (iv) uhlelo lwekhompyutha lwase-DBSA futhi elivikelekile ngokobunikazi.
- (e) Ulwazi ngocwaningo oselenziwe noma olusazokwenziwa i-DBSA noma elizokwenzelwa i-DBSA, ukudalulwa kwalolo lwazi olungabeka i-DBSA noma umuntu owenza noma ozobe enzela i-DBSA lolo cwaningo noma okwenziwa ngaye ucwaningo engcupheni enkulu.
- (f) umbono, iseluleko, umbiko noma isiphakamiso esitholakele noma esilungisiwe, noma ukuxhumana, izingxoxo noma ukuzindla okwenziwe okufaka phakathi amaminithi omhlangano kodwa kungapheleli lapho, ngenhloso yokusiza ukukwakha inqubomgomo noma ukuthatha isinqumo ekusetshenzisweni kwamandla noma ukwenzisa umsebenzi obekiwe noma obekwe ngokomthetho.
- (g) isicelo esingabalulekile noma esikhathazayo noma esifaka izinguquko kuzinsizakusebenza zase-DBSA.

2.4.3. IZINHLOBO ZAMAREKHODI AGCINWE YI-DBSA

I-DBSA igcine amarekhodi alandelayo okuwukuthi ngokwesigaba se-14(1) (d) nangokwenqubomgomo Yokuvikeleka Kolwazi yase-DBSA, kuzofanele kulandelwe inqubo okuyiyo ye-PAIA yokufaka isicelo.

(a) Imalimboleko	<ul style="list-style-type: none"> - Amaminithi (Irekhodi lesinqumo) - Irekhodi lokuphasiswa kwesikweletu - Izicelo zababolekayo - Ulwazi Lwababolekayo (i-KYC, Ukuvikeleka njll) - Umbiko Wokuphinda Kubhekwe Iphrojekthi - Ukuhlolwa Kwephrojekthi - Imibiko - Izivumelwano Zokuboleka Imali - Imibiko Yokuqedwa Kwephrojekthi
-------------------------	---

	<ul style="list-style-type: none"> - Imibiko Yokuhlola Iphrojekthi
(b) Uxhasomali	<ul style="list-style-type: none"> - Amaminithi (Irekhodi lesinqumo) - Amarekhodi okuphasiswa koxhasomali - Izicelo Zabathole Uxhasomali - Ulwazi Lwabathole Uxhasomali - Ukuhlolwa Koxhaso Lwamaphrojekthi - Imibiko - Izivumelwano Zoxhasomali - Imibiko Yokuphela kwephrojekthi - Imibiko Yokuhlola Iphrojekthi
(c) Ukulawulwa Kobungozi	<ul style="list-style-type: none"> - Inqubo nenqubomgomo - Ukulawulwa kobungozi - Imibiko - Ukubuyekezwa Kobungozi Kumaklayenti/Kuphrojekthi - Imikhawulo Yomphoqi Oyedwa Womkhakha Kahulumeni - Uhlaka Lokulawula Ubungozi Kwezezimali - Uhlaka Lokulawulwa Kobungozi Iziphathimandla Zendawo Ezihlola Amazinga E-CA
(d) Ukunganyelwa Kwezezimali	<ul style="list-style-type: none"> - Inqubo nenqubomgomo - Izabelozimali Zenhlanganolzabelozimali Zamagatsha Enhlangano - Imibiko Yezimali Zenhlangano - Imibiko Yokuphathwa Kwamabhuku Ezimali - Ukubhalwa Kwamabhuku Okukhokhela Abasebenzi - Amabhuku Okulawulwa Kwezezimali - Imithethonqubo & Imithetho Yezezimali
(e) Ukuphathwa kwempahla	<ul style="list-style-type: none"> - Inqubo nenqubomgomo - Imibhalo yokubhida - Ulwazi ngomuntu wesithathu (i-KYC, Imvume yentela, i-BEE njll.) - Imibiko - Amaminithi namarekhodi ezinqumo
(f) Ukulawulwa Kwezinkontileka	<ul style="list-style-type: none"> - Izivumelwano zemalimboleko/izinkontileka - Ibhukwana Lenqubo Yokusetshenziswa Kwemalimboleko - Umbhalo Wokufuna Izimali Zokukhokhela okuthile - Imibhalo Yokukhokhwa Kwemali Esetshenzisiwe - Umbhalo Wokukhokhwa Kwemalimboleko
(g) Umgcinimafa	<ul style="list-style-type: none"> - Inqubo nenqubomgomo - Amajenali - Ukuhanjiswa kwezimali kwenye indawo (izivumelwano, ukufaneleka ngokwezikweletu njll.) - Imibiko - Umniningwane wokudayisa - Ukuqinisekiswa kwesivumelwano - Ukuqeda ukukhokha - Izinqinisekiso nokunikezela ngamalungelo - Ukunganyelwa kokusebenza kwemali

(h) Ezabasebenzi	<ul style="list-style-type: none"> - Inqubo nenqubomgomo - Amafayli abasebenzi - Ukuqashwa kwabasebenzi - Amabhonasi okwenza kahle umsebenzi - Ukuthuthukiswa nokuqeqeshwa - I-HIV ne-Aids - Ukulingana kwabasebenzi - Ukuvikeleka Nezempilo Emsebenzini - Izikhalazo zezemisebenzi - Amarekhodi ahlobene Nezingxoxo Nezinyunyana - Amarekhodi okuqondiswa kwezigwegwe
(i) Ulwazi & Ubuchwepheshe	<ul style="list-style-type: none"> - Inqubo kanye nenqubomgomo - Izivumelwano Zezinga Lemisebenzi ye-ICT - Amarekhodi ahambisana nenqubo - Izinhlelo zokusetshenziswa nokusimamiswa kwezinhlekelele
(j) Ukulawulwa Kwezindawo	<ul style="list-style-type: none"> - Inqubo kanye nenqubomgomo - Izinhlelo Zesakhiwo - Irejista Yezimpahla (okungesiyo imali) - Izincwadi Zomshwarensi
(j) Amasu Enhlangano	<ul style="list-style-type: none"> - Inqubo kanye nenqubomgomo - Isitatimende Somsebenzi Nenhlosombono Wenhlangano - Amasu Enhlangano - Amasikokhadi Abhalansiwe - Ukufundwa Kwesimo Sendawo
(k) Imisebenzi Yezomthetho	<ul style="list-style-type: none"> - Izivumelwano - Isivumelwano Sokuzwana - Umbono ngezomthetho - Ukumangalelana - Ezokuphepha
(l) Ukuxhumana Nokumaketha	<ul style="list-style-type: none"> - Uphawu - Umbiko wonyaka - Ukwaziswa kwabezindaba - Izinkulumo
(m) Izikhulu Zenhlangano	<ul style="list-style-type: none"> - Amaminithi Ebhodi - Ukuvuma ukuba nolwazi - Amarekhodi aqondene namalunga eBhodi

2.4.4. AMAREKHODI AVELE AKHONA [ISIGABA SE-14(1)(e)]

Lezi ziinhlobo zolwazi zifana nolwazi olutholakalayo i.e. ngaphakathi nangaphandle. Lolu lwazi akudingeki ukuthi lufakelwe isicelo ngokoMthetho. Isibonelo, ulwazi olulandelayo olurekhodiwe ungavele ulithole nje ngaphandle kokulandela inqubo yokufaka isicelo ye-PAIA:

- Umthetho Webhange Lentuthuko LaseNingizimu Afrika, uMthetho we-13 wonyaka we-1997
- Imibiko yonyaka
Amaphepha ashicilelwe e-DBSA (Izincwajana zezindaba, Amabhukwana njll.) Olunye ulwazi olushicileliwe kuyi-website ye-inthanethi ye-DBSA.

2.5 UMSEBENZI OHLINZEKWA YI-DBSA

Impokophelo enkulu ye-DBSA ukuqhubela phambili ukuthuthukiswa nokukhuliswa komnotho, ukuthuthukiswa kwababhekele izindaba zabasebenzi, ukuthuthukiswa kwamakhono esikhungweni nokuxhaswa kwamaprojekthi entuthuko esifundeni. Izimpokophelo ezengeziwe ukusiza ukuqalisa ezinye izinto esifundazweni, esifundeni, ezweni lonke nasemazweni ngamazwe ukuze kufinyelelwe kuhlelo lwezezimali oluhlangene ukuze kuthuthukiswe kuphinde kusizwe imigwamanda yengxenye ezimele, eyamazwe ngamazwe kanye nekazwelonke ukungameleni isikwama esithile.

Ukubhekisa kuyingqikithi engenhla, imisebenzi ehlinzekwa yi-DBSA, ihambisana nomsebenzi wayo njenge:

- Umninibhangi
- Umeluleki
- Osebenza anye
- Umqalisi msebenzi
- Umhlanganisi

2.6 UFINELELA KANJANI KUMISEBENZI YE-DBSA

Imisebenzi ye-DBSA itholakala ngokufaka isicelo esisemthethweni nezinqubo zokuhlola kwamakomidi afanele. Imininingwane ethe xaxa ngokuthi ufinyelele kanjani emsebenzini eyenziwa yi-DBSA itholakala kuyi-website yase-DBSA i.e. www.dbsa.org.

2.7 IZINHLELO ZOKUMBANDAKANYA UMPHAKATHI EKWAKHIWENI KWENQUBOMGOMO NASEKUSETSHENZISWENI KWAMANDLA

NgokoMthetho we-DBSA, amalunga omphakathi angaqoka abantu afuna babe kuyiBhodi yase-DBSA.

2.8 AMAKHAMBI ATHOLAKALAYO UMA KWENZEKA UNGAKWAZI UKUHAMBISANA NOKUHLINZEKWE YILO MTHETHO

Noma yimuphi umfakisiselo onganelisekile nganoma ngabe yisiphi isinqumo esithathiwe ngesicelo sokuthola irekhodi lase-DBSA angathintana nenkantolo ephakeme noma iyiphi enye inkantolo enamandla afanayo ukuthola isixazululo.

2.9 OLUNYE ULWAZI NJENGOBA LIVEZIWE [Isigaba se-14(1)(i)]

Alikho ulwazi elibekiwe ngokwalesi sigaba.

2.10 UKUTHOLAKALA KWEBHUKWANA [Isigaba se-14(3)]

Leli bhukwana lizotholakala ngezilimi ezintathu ezisemthethweni kuyiKhomishana Yamalungelo Abantu, ngokuhambisana nendima yesi-4(1) yoMthethonqubo emenyezelwe ngokoMthetho futhi yashicilelwa kuyi-website yase-DBSA i.e. www.dbsa.org

2.11 IMALI EBEKIWE NGOKWEMIGWAMANDA KAHULUMENI

Lemali elandelayo yabekwa kumThethonqubo owamenyezelwa ngokoMthetho futhi kufanele ikhokhwe umfakisiselo ngaphambi kokuthi umuntu okuxhunyanwe naye e-DBSA anikeze umfakisiselo amarekhodo awacelile.

Mona isiphi isicelo serekhodi esizodinga amahora ayisi-6 ukuthi sitholakale noma silungiswe ukuze sivezwe, ikota yemali yokuthola irekhodi ikhokhwa njengediphozithi ngumfakisiselo. Imali yokuposa ikhokhwa uma ikhophi yerekhodi kufanele liposelwe umfakisiselo.

Imali yesicelo ikhokhwa yibo bonke abafake izicelo, ngale komfakisiselo uqobo, okubhekiswe kuye kumthethonqubo wesi-7(2) woMthetho ingama-R35.00. Imali yekhophi eyenziwe ngesandla njengoba kuvezwe kumthethonqubo wesi-5(c) woMthetho ingama-R0.60 ikhophi ngayinye yomfanekisokhophi wekhasi elingu-A4 noma ingxenye yalo.

2.11.1 IMALI YOKUPHINDA KUKHIQIZWE [Umthethonqubo wesi-7(1)]

INCAZELO	IMALI
(a) Ikhophi ngayinye yomfanekisokhophi wekhasi elingu-A4 noma ingxenye yawo	R0,60
(b) Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo engcinwe kuyikhompyutha noma efundwa ngomshini	R0,40

(c) Ikhophi yohlobo lerekhodi elifundwa kuyikhompyutha – (i) Icwecwe	R40.00
(d) Izithombe ezibonakalayo (i) Ukubhalwa kwezithombe ezibonakalayo zithathelwe kwezinye, eziyikhasi elingu-A4 noma ingxenye yazo (ii) Ikhophi yezithombe ezibonakalayo	R22.00 R60.00
(e) Okuzwakalakubonwa (i) Ukubhalwa kwerekhodi lokuzwakalakubonwa elithathelwe kwelinye, eliyikhasi elingu-A4 noma ingxenye yalo (ii) Ikhophi yerekhodi elizwakalayo	R12.00 R17.00

2.11.2 IMALI YOKUTHOLA IREKHODI [Umthethonqubo wesi-7(3)]

INCAZELO	IMALI
(a) Ikhophi ngayinye yomfanekisokhophi wekhasi elingu-A4 noma ingxenye yawo	R0,60
(b) Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo engcinwe kuyikhompyutha noma efundwa ngomshini	R0,40
(c) Ikhophi yohlobo lerekhodi elifundwa kuyikhompyutha (i) Icwecwe	R40.00
(d) Izithombe ezibonakalayo (i) Ubhalwa kwezithombe ezibonakalayo zithathelwa kwezinye, eziyikhasi elingu-A4 noma ingxenye yazo (j) Ikhophi yezithombe ezibonakalayo	R12.00 R17.00
(e) Ukufuna nokulungiswa kwerekhodi ukuze likhishwe, ihora ngalinye noma ingxenye yehora edingekayo ukuze kufunwe kuphindwe kulungiswe irekhodi	R15.00

2.12 ISINGEZO A: AMAFOMU ABEKIWE

IFOMU A

ISICELO SOKUTHOLA IREKHODI LOMGWAMANGA KAHULUMENI

(Isigaba se-18 (1) soMthetho Wokuthuthukisa Ukutholakala Kolwazi, wangonyaka wezi-2000

(uMthetho wesi-2 wangonyaka wezi-2000)

[Umthethonqubo wesi-6]

KUSETSHENZISWA UMNYANGO

Inamba yerefarensi:

Isicelo sitholwe ngu-

(Bhala isikhundla, igama nesibongo Somsebenzi Wezokwazisa/Sesekelamsebenzi Wezokwazisa)) mhla- (usuku) e-
.....(indawo)

Imali yesicelo (uma ikhona): R.....

Idiphozithi (uma ikhona):R.....

Imali yokuthola irekhodi:R.....

**KUSAYINA UMSEBENZI
WEZOKWAZISA/ISEKELAMSEBENZI WEZOKWAZISA**

A. Imininingwane yomgwamanda kahulumeni

Umsebenzi Wezokwazisa/Isekela Msebenzi Wezokwazisa:

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

B. Imininingwane yomuntu ofake isicelo sokuthola irekhodi

- (a) *Imininingwane yomuntu ofake isicelo sokuthola irekhodi kufanele ibhalwe ngenzansi.*
- (b) *Ikheli kanye/noma inamba yefeksi yaseRiphabhulikhi lapho kufanele kuthunyelwe khona ulwazi kufane ihlinzekwe.*
- (c) *Ubufakazi bamandla okufaka isicelo, uma bukhona kufanele bufakwe.*

Amagama aphelele nezibongo:

.....

Inamba kamazisi:

Ikheli leposi:

.....

.....

..... Inamba yefeksi.....

Inamba yocingo:..... Ikheli le-imeyli:

Ubufakazi bamandla okufaka isicelo, uma sifakwe ngenxa yomunye umuntu:

.....

C. Imininingwane yomuntu okufakwe isicelo ngengxa yakhe

Lesi sigaba kufanele sigcwaliswe KUPHELA uma ulwazi oluceliwe licelwe ngenxa yomunye umuntu.

Amagama aphelele nesibongo:.. ..

Inamba kamazisi:

D. Imininingwane yerekhodi

- (a) *Hlinzeka ngemininingwane ephelele yerekhodi elidingekayo, kanye nenamba yerefarensi uma unalo lolo lwazi, ukuze kutholakale irekhodi.*
- (b) *Uma isikhala esihlinzekiwe singanele, sicela uqhubeke kwelinye iphepha bese ulihlanganisa naleli fomu. **Umfakisicelo kufanele asayine onke amaphepha angeziwe.***

1. Incazelo yerekhodi noma ingxenye efanele yerekhodi:

.....

.....

-
-
2. Ireferensi namba, uma ikhona:
3. Eminye imininingwane yerekhodi:
-

E. Inkokhelo/Imali

- | | |
|----|---|
| a) | <i>Isicelo sokuthola irekhodi, ngale kwerekhodi eliqukethe ulwazi lwakho uqobo, sizosetshenzwa kuphela ngemuva kokukhokha inkokhelo yesicelo.</i> |
| b) | <i>Uzokwaziswa ngenani lemali okufanele uyikhokhe njengenkokhelo yesicelo.</i> |
| c) | <i>Imali ekhokhwayo ukuze uthole irekhodi incika kuhlobo okudingeka ngalo irekhodi kanye nesikhathi esidingekayo ukuze kufunwe kuphinde kulungiswe irekhodi.</i> |
| d) | <i>Uma ufanele ukuthi ungakhokhiswa imali yenkokhelo, sicela ubeke izizathu zokuthi uxolelwe.</i> |

Izizathu zokuthi ungakhokhiswa imali:.....

.....

F. Uhlobo lokuthola irekhodi

<i>Uma uvinjwa ukukhubazeka ukuthi ufunde, ubuke noma ulalele irekhodi ngendlela elihlinzekwe ngayo kulezi ezibhalwe ngenzansi ukusuka kweyoku—1 ukuya kweye-4, beka ukukhubazeka kwakho bese usho ukuthi ulidinga ngaluphi uhlobo irekhodi.</i>
--

Ukukhubazeka:	Uhlobo okudingeka ngalo irekhodi:
.....
.....

Faka u-X ebhokisini elifanele

AMANOTHI:

- (a) *Ukuhambisana nesicelo sakho sokuthola irekhodi ngendlela ethile kungancika ngendlela irekhodi elitholakala ngayo.*
- (b) *Ukuthola irekhodi ngohlobo elicelwe ngalo kunganqatshelwa ngezinye izizathu. Uma kunjalo uzokwaziswa uma uzolithola ngolunye uhlobo irekhodi.*
- (c) *Imali ekhokhwayo ukuze uthole irekhodi, uma ikhona izonqunywa ngohlobo okulindeleke ukuthi irekhodi libe yilo.*

1. Uma irekhodi libhaliwe noma liprintiwe:

	Ikhophi yerekhodi *		Ukuhlolwa kwerekhodi
--	---------------------	--	----------------------

2. Uma irekhodi linezithombe ezibonakalayo – (lokhu kufaka phakathi izithombe, amaslaydi, amavidiyo aqoshiwe, izithombe ezenziwe ngekhompyutha, imidwebo,njll):					
Buka izithombe		Ikhophi yezithombe *		Ukubhalwa kwezithombe zithathelwa kwezinye*	
3. Uma irekhodi linamazwi aqoshiwe noma ulwazi okufanele liphinde likhiqizwe ngokomsindo:					
Ukulalela imisindo (ikhasethi)			Ukubhalwa kwemisindo ithathelwa kweminye* (umbhalo obhaliwe noma ophrintiwe)		
4. Uma irekhodi lisekhompyutheni noma ngombikombani noma lifundeka ngomshini:					
Ikhophi yerekhodi ephrintiwe		Ikhophi yolwazi ephrintiwe esuselwe erekhodini		Ikhophi efundeka ngekhompyutha (icwecwe)	
*Uma ucele ikhophi yerekhodi noma irekhodi elibhalwe lithathelwe kwelinye (elingenhla), ufisa ukuposelwa ikhophi noma irekhodi elithethelwe kwelinye?				YEB O	CH AB O
Imali yokuposa ekhokhwayo					
<i>Qaphela ukuthi uma irekhodi lingatholakali ngolimi oyidinga ngalo, uzolithola ngolimi etholakala ngalo.</i>					
<i>Ulidinga libhalwe ngaliphi ulimi irekhodi?</i>					
<i>Udinga ubhalwe ngaliphi ulimi umbhalo?</i>					

G. Isaziso ngesinqumo maqondana nesicelo sokuthola irekhodi

Uzokwaziswa ngokubhalwe phansi ukuthi isicelo siphasisiwe /sinqatshiwe. Uma ufisa ukwaziswa ngenye indlela sicela uyisho bese usinika imininingwane edingekayo ukuze sikwazi ukuhambisana nesicelo sakho.

Kungabe ufisa ukwaziswa kanjani ngesinqumo maqondana nesicelo sakho sokuthola irekhodi?

Isayinwe e-..... mhlakaenyangeni20

KUSAYINA UMFAKISICELO/ UMUNTU OFAKELWE ISICELO