|  |  |
| --- | --- |
| KZN2(MOTTO)change1 | IHhovisi likaNdunankulu  ***Isifundazwe SaKwaZulu-Natali***  **Province of KwaZulu-Natal** |

**IMANUWALI**

**YEHHOVISI LIKANDUNANKULU LAKWAZULU-NATALI NJENGOBA KUNQUNYWE NGOKWESIGABA 14 SOMTHETHO WOKUGQUGQUZELA UKUTHOLAKALA KOLWAZI, 2000 (UMTHETHO NO. 2 KA 2000)**

***Igunyazwe yiHhovisi likaNdunankulu laKwaZulu-Natali***

**(QAPHELA: Le Manuwali izohunyushwa ngesiZulu nangesiBhunu. Kuthathwe isinqumo ngokomthethonqubo 4(2) sokuthi iMaunwali ishicilelwe ngezilimi ezintathu ezisemthethweni kwisisindalwazi salo** [**www.kznonline.gov.za**](http://www.kznonline.gov.za)**)**

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**IBIKA LOMQONDISI-JIKELELE**

Isigaba 32(1) soMthethosisekelo sibeka ukuthi wonke umuntu unelungelo lokuthola “*noma yiluphi ulwazi olugcinwe uhulumeni”* kanye “*nanoma* *yiluphi ulwazi olugcinwe omunye umuntu futhi oludingekayo ukusebenzisa noma ukuvikela noma yimaphi amalungelo”*. UMthetho wokuGqugquzela ukuTholakala koLwazi, 2000 (uMthetho No. 2 ka 2000), ngemva kwalokhu ozobizwa ngoMthetho, ugqugquzela isiko lokwenza izinto ngokusobala kanye lokuba nesibopho sokubika. Kubalulekile ukuthi izakhamizi ziqonde uMthetho nokuthi ilungelo lokuthola ulwazi luIsigaba 14 soMthetho, sidinga ukuthi zonke izinhlaka zikahulumeni kumele zibhale amamanuwali olwazi bese ziwathumela kwiKhomishana yamaLungelo abaNtu yaseNingizimu Afrika. Imanuwali kumele ichaze umumohlaka kanye nokusebenza kohlaka lukahulumeni futhi ihlinzeke ulwazi olulugcine olukumarekhodi. Inhloso ukusiza umphakathi ukuthi uqonde ngokusebenza kohlaka lukahulumeni. Okunye okuwusizo ngale manuwali ukwazi ukuthi ulwazi oludingekayo lutholakala kanjani ukuvikela amalungelo omuntu.

Izakhamizi kumele ziqonde uMthetho nokuthi ilungelo lokuthola ulwazi lingazisiza kanjani. Zonke izinhlaka zikahulumeni zinesibopho sokunika abantu ulwazi uma belucela inqobo nje uma kungenasizathu sokunqaba nalolo lwazi. Uma kugcwaliswa ifomu lesicelo loMthetho wokuGqugquzela ukuTholakala koLwazi, kubalulekile ukukhumbula ukuthi yini ecelwayo. Akulona lonke ulwazi olungadalulwa uma lucelwa. Amarekhodi agcinwe yizinhlaka zikahulumeni angaba nolwazi olunezimfihlo zokusebenza kukahulumeni, nemininingwane yomuntu wesithathu, nolwazi oluthile oluyimfihlo, noma nolwazi olungabeka impilo yomuntu engozini kumele agodlwe.

Le manuwali ilotshelwe ukusiza noma yimuphi umuntu odinga ukuthola amarekhodi agcinwe yiHhovisi likaNdunankulu. Le manuwali ikhombisa ulwazi olugcinwe yiHhovisi likaNdunankulu kanye nezinqubo okumele zilandelwe ukusebenzisa ilungelo lokuthola ulwazi. Iphinde ichaze ngezinhlobo zolwazi olutholakala ngaphandle kokuthi umuntu alucele ngokulandela inqubo ebekwe eMthethweni. Imanuwali ayithathi isikhundla soMthetho kodwa kumele ifundwe kanye noMthetho neMithethonqubo.

IHhovisi likaNdunankulu lizibophezele ukugqugquzela isiko lokuhlonishwa kwamalungelo abantu nokukhuthaza ukwenza izinto ngokusobala. Liyakuthakasela ukuthi uMthetho usungula izindlela noma izinqubo eziphoqayo nezingaphoqi eziqinisekisa ukusebenza kwelungelo lokuthola ulwazi ngendlela esheshayo, engambi eqolo nesebenza ngokugculisayo.

……………………………………….

**DKT. NONHLANHLA O. MKHIZE**

**UMQONDISI-JIKELELE**

**Usuku:**

**IMANUWALI**

**NGOKOMTHETHO**

**WOKUGQUGQUZELA UKUTHOLAKALA KOLWAZI, 2000**

**Le Manuwali ishicilelwa yiHhovisi likaNdunankulu laKwaZulu-Natali, ngokwesigaba 14 soMthetho wokuGqugquzela ukuTholakala koLwazi. UMthetho uqalisa izinhlinzeko zesigaba 32 soMthethosisekelo, esihlinzekela ilungelo lokuthola ulwazi olugcinwe uHulumeni nolugcinwe ngomunye umuntu oludingekayo ukuze kusetshenziswe noma kuvikelwe noma yiliphi ilungelo. Ukuhlinzekwa kwanoma yiluphi ulwazi okushiwo kule Manuwali, ngaphezu kwalolo oludingeka ngokwesigaba 14 soMthetho, akunikezi umuntu ilungelo noma igunya lokuthola lolo lwazi, ngaphandle uma kungokoMthetho.**

**Izincazelo**

**1.**(1) Kule Manuwali noma yiliphi igama noma isisho okunikwe incazelo eMthethweni wokuGqugquzela ukuTholakala koLwazi, 2000 (uMthetho No. 2 ka 2000), ngaphandle uma kucaca ukuthi akuhambisani, kumele kube naleyo ncazelo, nangaphandle uma ingqikithi isho okwehlukile –

“**isikhulu solwazi**” kushiwo uMqondisi-Jikelele ngokwesikhundla sakhe njengeNhloko yeHhovisi likaNdunankulu;

“**iManuwali**” kushiwo le Manuwali ehlanganiswe ngokwesigaba 14 soMthetho;

“**iHhovisi likaNdunankulu**” kushiwo iHhovisi likaNdunankulu esiFundazweni saKwaZulu-Natali;

“**umuntu** **ofaka isicelo esiqondene naye**” kushiwo umfakisicelo sokuthola irekhodi eliqukethe ulwazi oluphathelene naye;

“**umsebenzi**” kushiwo noma yimuphi umuntu osebenzela, noma ohlinzeka izidingo eHhovisi likaNdunankulu futhi othola inkokhelo noma okumele athole inkokhelo, kubandakanya bonke abasebenzi abasebenza ngokugcwele, abayitoho nalabo abangasebenzi ngokugcwele kanjalo nalabo abaqashwe isikhathi esinqunyiwe;

“**uNdunankulu**” kushiwo uNdunankulu wesiFundazwe saKwaZulu-Natali;

“**irekhodi**” kushiwo noma yiluphi ulwazi oluqoshiwe, kungakhathaleki indlela oluqoshwe ngayo, olugcinwe noma olulawulwa yiHhovisi likaNdunankulu, kungakhathaleki ukuthi luqoshwe yiHhovisi likaNdunankulu noma cha;

“**umsebenzi kahulumeni ofanele**” kushiwo umuntu oqokwe ngokubhalwe phansi uNdunankulu;

“**isicelo**” kushiwo isicelo sokuthola irekhodi leHhovisi likaNdunankulu;

“**umfakisicelo**” kushiwo noma yimuphi umuntu (ngaphandle kwezinhlaka ezithile zikahulumeni noma umsebenzi wazo) ofaka isicelo sokuthola irekhodi leHhovisi likaNdunankulu futhi kubandakanya umfakisicelo egameni lalowo muntu noma lalowo mfakisicelo; futhi

“**i-SAHRC**” kushiwo iKhomishana yamaLungelo aBantu yaseNingizimu Afrika;

“**uMthetho**” kushiwo uMthetho wokuGqugquzela ukuTholakala koLwazi, 2000 (uMthetho No. 2 ka 2000).

(2) Ngaphandle uma kuba nokushayisana, amagama asho –

1. ubunye abandakanya nobuningi nasho ubuningi abandakanya

nobunye;

1. ubulili obuthile abandakanya nobunye ubulili; futhi
2. umuntu qobo abandakanya nomuntu ngokomthetho.

**Umlando weHhovisi likaNdunankulu**

**2.**(1) IHhovisi likaNdunankulu “liwuhlaka lukahulumeni” njengoba kuchaziwe eMthethweni.

(2) IHhovisi likaNdunankulu leseka ilungelo elingokomthethosisekelo lokuthola ulwazi futhi liyazibophezela ukunikeza noma yimuphi umfakisicelo ukuthi athole irekhodi alidingayo ngokuhambisana nezinhlinzeko zoMthetho.

**Imininingwane ngokwesigaba 14 soMthetho**

**3. Imisebenzi nomumohlaka weHhovisi likaNdunankulu ngokwesigaba 14(1)(a):**

**3.1 Imisebenzi**

Imisebenzi yeHhovisi likaNdunankulu –

1. ukudidiyela, ukuhlela nokuqinisekisa ukuqaliswa kwezinqubomgomo zikahulumeni, kwezinhlelo kanye namasu;
2. ukuqapha nokuhlola izinhlelo zikahulumeni ezahlukahlukene;
3. ukuhlela amasu asezingeni eliphezulu nokusungula inqubomgomo;
4. ukuhlinzeka ngobuholi nangomkhombandlela kuHulumeni wesiFundazwe;
5. ukuqapha ukusungulwa nokuqaliswa kwemithetho; kanye
6. nokugqugquzela ubudlelwane nabanye oHulumeni nokubusa okuhle.

NgokoMbiko woNyaka woMnyango izinhloso ngqangi zomnyango –

1. ukubusa okuhle nangokubambisana;
2. ukuthi nababambiqhaza okuxoxisenwe nabo futhi abanolwazi olunzulu

ngoMbono ka-2035 waKwaZulu-Natali;

1. ukuqinisekisa indlela yokuhlinzekwa ngezidingo ehlelekile, elinganayo

nedidiyele; kanye

1. nokuqinisekisa ukwenziwa kangcono kwemisebenzi kanye nokuba nesibopho

sokubika.

**3.2 Umdwebo womumohlaka weHhovisi likaNdunankulu**

Bheka ekhasini elilandelayo. Umumohlaka ophelele ungatholakala oPhikweni

olubhekele ukuHlaziywa nokuSungulwa koHlaka lokuSebenza lwesiFundazwe.

**UMUMOHLAKA WEHHOVISI LIKANDUNANKULU**

**IHHOVISI LIKA-NDUNANKULU**

**UMQONDISI-JIKELELE**

Office of the Chief of Staff

UPhiko loMqondisi oMkhulu: LwezokuPhepha

UPhiko: LwezokuXhumana lukaNdunankulu

**IGATSHA:**

Lezokwesekwa kweziKhulu nokuLawulwa kwabaBambiqhaza

**IGATSHA:**

LezokuHlela okuNqala, uCwaningo, ukuDidiyelwa kweNqubomgomo, ukuQapha nokuHlola

**IGATSHA:**

LezokuThuthukiswa kwesiKhungo nokuPhathwa kwezobuQotho

**IGATSHA:**

LokuPhathwa **kweziNhlelo** zemiSebenzi

Abaluleki bemiKhakha eKhethekilee

3x Abaluleki bemiKhakha eKhethekilee

1x Isekela loMqondisi (izinga 11)

1 x Umsebenzi wezokuphatha (izinga 7)

**UPHIKO LOMQONDISI OMKHULU:**

LezokweSekwa koMkhandlu oPhethe (iHhovisi elibhekele iKhabhinethi)

UPhiko loMqondisi oMkhulu:

LwezokuXhumana lukauHulumeni wesiFundazwe

**UPHIKO LOMQONDISI OMKHULU:**

LezobuDlelwane nabanye oHulumeni

UNobhala weMikhandlu

**3.3 Umumohlaka weHhovisi likaNdunankulu**

Inhloko yeHhovisi likaNdunankulu ngokwezepolitiki uNdunankulu (waKwaZulu-Natali), kanti inhloko yezokuphatha (isiKhulu esinesibopho sokubika) uMqondisi-Jikelele.

1. **Imininingwane yokuxhumana yesiKhulu soLwazi namaSekela esiKhulu soLwazi ngokwesigaba 14(1)(b)**

|  |  |
| --- | --- |
| **4. ISIKHULU SOLWAZI** | **IKHELI** |
| **Dkt. Nonhlanhla O. Mkhize**  UMqondisi-Jikelele | Private Bag X9037  **PIETERMARITZBURG**  3200  Ucingo: +27 33 341 3383 noma  (033) 341 3383  Ifeksi: +27 394 9505 noma  (033) 394 9505  I-imeyli: [DG@kznpremier.gov.za](mailto:DG@kznpremier.gov.za) |
| **ISEKELA LESIKHULU SOLWAZI** | **IKHELI** |
| **Nksz. T Naidoo**  UMeluleki oMkhulu kaHulumeni kwezoMthetho: woPhiko lweziNdaba eziphathelene noMthethosisekelo kanye neziLimi | Private Bag X9037  **PIETERMARITZBURG**  3200  Ucingo: +27 33 341 3382 noma  (033) 341 3382  Ifeksi: +27 394 4153 noma  (033) 394 4153  I-imeyli: [tashini.naidoo@kznpremier.gov.za](mailto:naidoota@premier.kzntl.gov.za) |
| **Mnu. M Serfontein**  UMeluleki kaHulumeni kwezoMthetho:  woPhiko lokuSungulwa kweMithetho | Private Bag X9037  **PIETERMARITZBURG**  3200  Ucingo: +27 33 341 3388 noma  (033) 341 3388  Ifeksi: +27 394 4153 noma  (033) 394 4153  I-imeyli: [mark.serfontein@kznpremier.gov.za](mailto:serfonmv@premier.kzntl.gov.za) |
| **Ulwazi lwawonkewonke:** | Ikheli lomgwaqo:  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ikheli leposi:  Private Bag X9037  **PIETERMARITZBURG**  3200  Ucingo: +27 33 341 3300 noma  (033) 341 3300  Iwebhusayithi: [www.kwazulunatal.gov.za](http://www.kwazulunatal.gov.za) |

**Umkhombandlela wesigaba 10 wokusebenzisa uMthetho (isigaba 14(1)(c))**

**5.** UMkhombandlela wesigaba 10 wokuthi uMthetho usebenza kanjani ngokwesigaba 14(1)(c) soMthetho siyatholakala kwa-SAHRC. Ungabhekisa imibuzo yakho kwiKhomishana:

**The South African Human Rights Commission**: **PAIA Unit**

The Research and Documentation Department

Private Bag 2700

**HOUGHTON**

2041

Ucingo: (011) 484 8300

Ifeksi: (011) 484 0582

Iwebhusayithi: www.sahrc.org.za

I-imeyli: [paia@sahrc.org.za](mailto:paia@sahrc.org.za)

**Imininingwane yezindlela zokuthola irekhodi eligcinwe yiHhovisi likaNdunankulu [isigaba 14(1)(d)]**

**6. Amarekhodi angacelwa (Isigaba14(1)(d))**

Incazelo yezihloko iHhovisi likaNdunankulu elizigcinile kanye nezinhlobo zamarekhodi agcinwe ngaphansi kwalezo zihloko njengoba kukhonjiswe lapha ngezansi -

|  |  |
| --- | --- |
| **ISIHLOKO** | **IMIKHAKHA YAMAREKHODI** |
| IHhovisi leKhabhinethi | * Imanuwali yeKhabhinethi * Imibhalo yeKhabhinethi |
| IKhomishana yokuHlela neNtuthuko yesiFundazwe | * ISu lokuKhula neNtuthuko lesiFundazwe |
| I-Operation Sukuma Sakhe | * Izivumelwano zabahlinzeka ngezidingo * Iziphakamiso zabahlinzeka ngezidingo * Imibiko ebhalwe abahlinzeka ngezidingo * Amaminithi emihlangano ephathelene nakho |
| UkuSungulwa nokuHlelwa kweNqubomgomo | * ISu lamaZinga okuSebenza loNyaka |
| UPhiko olubhekele ukuSebenza ngobuQotho | * ISu lokuLawula ukuKhwabanisa nobuNgozi * UMbiko wokuHlolwa kobuNgozi * ISu lokuLwa nokuKhwabanisa kanye neNkohlakalo * Ulwazi mayelana ne-*Premier’s Hotline* * Amarekhodi ngezikhalo ngokuhlinzekwa kwezidingo * Imibiko yongoti ngezinsolo zokukhwabanisa |
| IHhovisi lesiKhulu esiPhezulu esibhekele ezeziMali | * ISu lokuSebenza loNyaka * UHlaka lokuSebenza kweziMali lwesiKhashana * UMbiko wonyaka * Inkulumo yeSabelomali * Irejista lempahla * Ukwabiwa kwezimali ngokohlelo ngalunye * Izitatimende zezezimali * Imibiko yoMcwaningimabhuku |
| UPhiko olubhekele ukuKhishwa kwemiSebenzi | * Isizindalwazi seMisebenzi eKhishwayo |
| UPhiko lwezokuPhatha nokweSeka | * Inqubomgomo yezokuthutha |
| UPhiko lwezokuPhathwa kweziNdaba zabaSebenzi | * Izinqubomgomo zokuPhathwa kweziNdaba zabaSebenzi * IziNqubomgomo zokuThuthukiswa kwabaSebenzi * AmaRekhodi abaSebenzi * AmaRekhodi amaZinga okuSebenza |
| UPhiko lwezobuDlelwane nabaSebenzi | * AmaRekhodi okuQondiswa kweziGwegwe * IziVumelwano ezithinta abaSebenzi * Amaminithi emihlangano nezinyunyana zabaSebenzi |
| UPhiko olubhekele ukuSungulwa koHlaka lokuSebenza lwesiFundazwe | * Ulwazi mayelana nokuhlaziywa kwemisebenzi yesiFundazwe |
| IsiKhungo sokuQeqesha abaSebenzi bakaHulumeni sesiFundazwe | * Ulwazi ngemiKlamo eNqala * Ulwazi ngezifundo * Ulwazi nge-Khaedu * Ulwazi ngeziFundo nokuQeqeshwa kwabaDala * IMithetho ehlongozwayo emayelana nezeMfundo nokuQeqeshwa * Amasu amayelana nokuthuthukiswa kwamakhono nabasebenzi * Izivumelwano * Amaminithi emihlangano * Amarekhodi ezitifiketi nawabafundi |
| UPhiko lwePhezali | * Ulwazi ngePhezali |
| UPhiko lwezoLwazi, ezeSayensi nezobuChwepheshe | * Inqubomgomo namaSu oLwazi lwezokuXhumana nezobuChwepheshe (ICT) * IziVumelwano zoMsebenzi wezobuChwepheshe kaHulumeni |
| UPhiko olweLuleka uHulumeni kwezoMthetho | * IMithetho ephathelene neHhovisi likaNdunankulu * IMithethosivivinyo egxiviziwe * Izeluleko zomthetho * IMithethonqubo egxiviziwe * Izivumelwano * Izindaba eziphathelene namacala * Amaminithi kaNdunankulu * Izimemezelo kaNdunankulu * IManuwali esungulwe ngokoMthetho wokuGqugquzela ukuThokalakala koLwazi |
| UPhiko lwezokuXhumana kuHulumeni wesiFundazwe | * Izishicilelo * Izithombe * Imibhalo yokukhangisa * Izincwajana eziqukethe ulwazi * Ibhukwana elimayelana nokuSebenza kukaHulumeni |
| UPhiko lwamaLungelo aBantu | * Izindaba eziphathelene nabantu abasizwayo * AmaSu emiKhakha ehlukahlukene esiFundazweni emayelana nokulingana ngokobulili, abantu abaphila nokukhubazeka, abantu besifazane, izingane kanye nabantu abadala * Ulwazi ngemicimbi yezamaLungelo aBantu |
| UPhiko lwezeSandulelangculazi neNgculazi | * Isu lesiFundazwe leSandulelangculazi neNgculazi, izifo ezithathelana ngokocansi nesiFo soFuba (2012 - 2016) * Ukubunjwa koMkhandlu weNgculazi wesiFundazwe saKwaZulu-Natali * Amapheshana omkhankaso omusha wokulwa neSandulelangculazi neNgculazi kanye neSifo soFuba * Imibiko yangekota ye-PCA (uMkhandlu weNgculazi wasesiFundazweni) * Amaminithi emihlangano ye-PCA * Amalungu e-PCA |
| UPhiko lwemiDlalo yeMali nokuBheja | * Ulwazi mayelana neBhodi yezemiDlalo yeMali nokuBheja * Izicelo zamalayisensi * Ulwazi ngabanikazi bamalayisensi |
| UPhiko lwezokuXhumana noHulumeni bamaZwe angaPhandle | * AmaRekhodi obuDlelwane * IziVumelwano zokuSebenzisana |
| UPhiko lwezamaGugu | * Ulwazi olumayelana noMkhandlu wezamaGugu * Imibiko evela kubacwaningi ngezinto ezingamagugu nezindawo ezingamamishini * Ulwazi ngemicimbi yezamaGugu |
| UPhiko lwezokuQapha nokuHlola | * Imibiko ngoMlando woMasipala * Ulwazi ngeziFunda * Ukuhlola izinga lobubha esiFundeni ngasinye * Imininingwane yakwa-*Stats SA* * Ulwazi ngokuSebenza koMnyango * Ulwazi lokuHlinzeka ngezidingo ezikhungweni eziqokiwe * Ulwazi ngoHlelo lwemiPhumela eyi-12 elindelekile * Ukuhlaziya imibiko yomsebenzi owenziwe ngekota * Imibiko ngeSimo sesiFundazwe |

**Inqubo yokufaka isicelo**

**7.** Umfakisicelo angakwazi ukuthola irekhodi eliseHhovisi likaNdunankulu uma ehlangabezana nalezi zidingo ezilandelayo –

1. uma umfakisicelo elandela zonke izinqubo ezidingekayo eMthethweni ezimayelana nokutholakala kwalelo rekhodi; futhi
2. uma ukutholakala kwalelo rekhodi kuhambisana nezidingo zoMthetho.

**Uhlobo lwesicelo**

**8.**(a) Umfakisicelo kumele asebenzise ifomu elishicilelwe kwiGazethi kaHulumeni [Isaziso sikaHulumeni R 187 – samhla ziyi-15 kuNhlolanja 2002] (**Ifomu A**).

(b) Umfakisicelo kumele asho uma edinga ikhophi yerekhodi noma uma efuna imvume yokuzozibonela irekhodi. Noma, uma irekhodi lingewona umbhalo, lingabonwa ngendlela elicelwe ngayo, uma kungenzeka *[isigaba 29(2)].*

(c) Uma umfakisicelo ecela ukuthola irekhodi ngendlela ethile kumele alithole lingaleyo ndlela ayicelile. Lokhu ngeke kwenzeke kuphela uma kuzophazamisa ngandlela thile ukusebenza koMnyango, noma kulimaze irekhodi, noma kwephule ilungelo lokushicilela okungesilona elikahulumeni. Uma ngasizathu simbe irekhodi lingeke likwazi ukutholakala ngendlela elidingeka ngayo kodwa lingatholakala ngenye indlela, izimali ezikhokhwayo kuyoba yilezo ezikhokhelwa indlela umfakisicelo abelicele ngayo [*isigaba 29(3) no (4)*].

(d) Uma, ngaphezu kokuphendulwa ngencwadi, umfakisicelo efuna ukwaziswa ngenye indlela mayelana nesinqumo ngesicelo sakhe sokuthola irekhodi, isib. ngocingo, lokhu kumele kukhonjiswe [*isigaba* *18(2)(e)*].

(e) Uma umfakisicelo efuna ulwazi egameni lomunye umuntu, kumele akhombise ukuthi isicelo usenza njengobani [*isigaba 18(2)(f)*].

(f) Uma umfakisicelo engakwazi ukufunda nokubhala, noma ekhubazekile, angakwazi ukucela irekhodi ngomlomo. Isikhulu solwazi kumele sigcwalise ifomu egameni lalowo mfakisicelo bese simnika ikhophi [*isigaba 18(3)*].

**Zimbili izinhlobo zezimali okumele zikhokhwe ngokoMthetho, yimali yesicelo nemali yokuthola irekhodi [*isigaba 22]***

**9.**(a) Umfakisicelo, ofuna ukuthola irekhodi eliqukethe ulwazi lwakhe siqu, akudingeki ukuthi akhokhe imali yesicelo. Noma yimuphi omunye umfakisicelo, ongaceli irekhodi eliphathelene naye, kumele akhokhe imali yesicelo.

(b) Isikhulu solwazi kumele sazise umfakisicelo (ngale komfakisicelo ocela irekhodi lakhe) ngesaziso, ukuthi akhokhe imali enqunyiwe (uma ikhona) ngaphambi kokuthi kuqhutshekwe nesicelo sakhe.

(c) Imali yesicelo ngama-R35. Ezinye izimali ezikhokhwayo zikhonjisiwe ngaphansi kwendima 13 ngezansi. Umfakisicelo angafaka isikhalo sangaphakathi, uma kunesidingo, noma isicelo enkantolo mayelana nokukhokhwa kwezimali noma mayelana nezimali ezikhokhwayo zesicelo.

(d) Uma isikhulu solwazi sesithathe isinqumo mayelana nesicelo kumele sazise umfakisicelo ngaleso sinqumo ngendlela umfakisicelo afisa ukwaziswa ngayo.

1. Uma isicelo sivunyiwe kumele kukhokhwe enye imali yokuthola irekhodi ekhokhelwa ukubhekwa, ukulungiswa, ukukopishwa kanye nokuposwa kwerekhodi (uma kufanele), nekhokhelwa isikhathi esengeziwe ngaphezu kwamahora asemthethweni okubheka nokulungisa irekhodi ukuze lidalulwe.

**Ukutholakala kwale Manuwali njengoba kubekwe esigabeni 14(3) soMthetho**

**10.**(1) Ikhophi yale Manuwali iyatholakala –

(a) kwiwebhusayithi yeHhovisi likaNdunankulu ethi: [www.kwazulunatal.gov.za/premier](http://www.kwazulunatal.gov.za/premier);

(b) uma ufaka isicelo sokuhola ikhophi kwisiKhulu soLwazi nge-imeyli, ngeposi noma ngefeksi;

(c) kuzona zonke izindawo ezigcina izishicilelo zomthetho njengoba zichazwe esigabeni 6 soMthetho wokuGcinwa kweziShicilelo zoMthetho, 1997 (uMthetho No. 54 ka 1997);

(d) ukuze ibonwe umphakathi emahhovisi ethu aku –

300 Langalibalele Street

Moses Mabhida Building

**PIETERMARITZBURG**

3201;

(e) kunoma yimaphi amahhovisi e-SAHRC (bheka u:[www.sahrc.org.za](http://www.sahrc.org.za) ukuthola imininingwane yamakheli omgwaqo); kanye

(f) nakwa-Government Printing Works (bheka u:[www.home-affairs.gov.za/gov\_printing\_works.asp](http://www.home-affairs.gov.za/gov_printing_works.asp) ukuthola imininingwane yamakheli omgwaqo).

(2)(a) Akukhokhwa mali uma ufuna ukufunda ikhophi yale Manuwali kwi-webhusayithi yeHhovisi likaNdunankulu noma emahhovisi ethu.

(b) IHhovisi likaNdunankulu linelungelo lokukhokhisa ngamakhophi ale Manuwali ngendlela efanayo njengoba kukhokhelwa izicelo zamarekhodi. Izimali ezikhokhwayo zibekwe endimeni 13 yale Manuwali.

**11. Izinhlobo zamarekhodi eHhovisi likaNdunankulu atholakalayo ngaphandle kokuthi kufakwe isicelo ngokoMthetho [*isigaba 15*]**

|  |  |
| --- | --- |
| **IZINHLOBO** | **INDLELA YOKUTHOLA IREKHODI** |
| **1. UKULIHLOLA NGOKWESIGABA 15(1)(a)(i)** | |
| * 1. Inkulumo yeSimo sesiFundazwe   2. Inkulumo yeSabelomali   3. Isu lokuSebenza loMnyango   1.4 Isu lokuKhula neNtuthuko  lesiFundazwe   * 1. Isu lokuSebenza loNyaka   2. Isu loMnyango loNyaka   3. Isu lokuPhucula ukuHlinzekwa   kweziDingo   * 1. USomqulu weZakhamizi   2. Umbiko wokuQashwa   ngokuLingana kwabaSebenzi  1.10 UHlaka loMnyango  oluGunyaziwe  1.11 Isu lokuLwa neNkohlakalo  1.12 Izifundo ezihlinzekwa yisiKhungo  sokuQeqesha sesiFundazwe  1.13 Izinkulumo zikaNdunankulu  1.14 Amasekhula ezikhala  zomsebenzi ezikhangisiwe  1.15 Amaphephabhuku, amaphephandaba kanye namapheshana | Amarekhodi angabonwa eHhovisi leSekela lesiKhulu soLwazi –  eHhovisi likaNdunankulu  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ucingo: +27 33 341 3382 noma  (033) 341 3382  +27 33 341 3388 noma  (033) 341 3382  Ifeksi: +27 33 394 4153  I-imeyli: [tashini.naidoo@kznpremier.gov.za](mailto:naidoota@premier.kzntl.gov.za)  noma  [mark.serfontein@kznpremier.gov.za](mailto:serfonmv@premier.kzntl.gov.za) |
| **2. UKULITHENGA NGOKWESIGABA 15(1)(a)(ii)** | |
| Amafomu amathenda | Amafomu amathenda angathengwa eHhovisi likaNdunankulu: oPhikweni lokuKhishwa kwemiSebenzi ku –  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201 |
| **3. UKULIKOPISHA NGOKWESIGABA 15(1)(a)(ii)** | |
| 3.1 Inkulumo yeSimo sesiFundazwe   * 1. Inkulumo yeSabelomali   2. Isu lokuSebenza loMnyango   3.4 Isu lokuKhula neNtuthuko lesiFundazwe   * 1. Isu lokuSebenza loNyaka   2. Isu lokuPhucula ukuHlinzekwa   kweziDingo   * 1. USomqulu weZakhamizi   2. Umbiko wokuQashwa   ngokuLingana kwabaSebenzi  3.9 UHlaka loMnyango oluGunyaziwe  3.10 Isu lokuLwa neNkohlakalo  3.11 Izifundo esiKhungweni sokuQeqesha sesiFundazwe  3.12 Izinkulumo zikaNdunankulu  3.13 Amasekhula ezikhala zomsebenzi ezikhangisiwe  3.14 Amaphephabhuku, amaphephandaba kanye namapheshana | Amarekhodi angatholakala ukuze akopishwe eHhovisi leSekela lesiKhulu soLwazi –  eHhovisi likaNdunankulu  300 Langalibalele Street  (Moses Mabhida Building)  **PIETERMARITZBURG**  3201  Ucingo: +27 33 341 3382 noma  (033) 341 3382  +27 33 341 3388 noma  (033) 341 3382/88  Ifeksi: +27 33 394 4153  I-imeyli: [tashini.naidoo@kznpremier.gov.za](mailto:naidoota@premier.kzntl.gov.za)  noma [mark.serfontein@kznpremier.gov.za](mailto:serfonmv@premier.kzntl.gov.za) |
| **4. UKULIKOPISHA NGOKWESIGABA 15(1)(a)(ii)** | |
| 4.1 INkulumo nyeSimo sesiFundazwe  4.2 USomqulu weZakhamizi  4.3 IziFundo zesiKhungo sokuQeqesha  sesiFundazwe  4.4 Izinkulumo zikaNdunankulu  4.5 Amasekhula ezikhala zomsebenzi  ezikhangisiwe  4.6 Amaphephabhuku,  amaphephandaba kanye  namapheshana | Amarekhodi angatholakala ukuze akopishwe eHhovisi leSekela lesiKhulu soLwazi –  eHhovisi likaNdunankulu  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ucingo: +27 33 341 3382 noma  (033) 341 3382  +27 33 341 3388 noma  (033) 341 3388  Ifeksi: +27 33 394 4153  I-imeyli: [tashini.naidoo@kznpremier.gov.za](mailto:naidoota@premier.kzntl.gov.za)  noma [mark.serfontein@kznpremier.gov.za](mailto:serfonmv@premier.kzntl.gov.za) |

**Uhlelo lokubamba iqhaza komphakathi ekusungulweni kwenqubomgomo njengoba kuhlongozwe eMthethweni [*isigaba 14(1)(g)*]**

**12.**(1) IHhovisi likaNdunankulu liyingxenye yegatsha eliphethe kuHulumeni wesiFundazwe saKwaZulu-Natali. Alinazo izinhlelo eziqondene ngqo nokubamba iqhaza komphakathi ekusungulweni kwenqubomgomo, kodwa-ke, amalungu omphakathi angaba negalelo ekusungulweni kwenqubomgomo ngokuthi –

(a) abambe iqhaza okhethweni lwesifundazwe;

(b) axhumane nalabo abakhethile;

(c) azibandakanye ezinhlelweni zezomthetho nezinye izinhlelo ezivuleleke emphakathini zesiShayamthetho sesiFundazwe saKwaZulu-Natali ([www.kznlegislature.gov.za](http://www.kznlegislature.gov.za)) nezamakomidi aso;

(d) ethamele imihlangano yesiShayamthetho sesiFundazwe saKwaZulu-Natali;

(e) nangokuthi abezindaba bafinyelele kwisiShayamthetho sesiFundazwe nasemakomidini aso.

(2) Ngaphezu kwalokho, iHhovisi likaNdunankulu, lingazama ukuthola izimvo zomphakathi uma kubhalwa imithetho (iMithethosivivinyo kanye neMithethonqubo) nezinye izindaba futhi umphakathi uyamenywa ukuthi ulethe izimvo nemibono yawo uma kuvela la mathuba.

**Izixazululo ezikhona uma izinhlinzeko zalo Mthetho zingalandelwanga [*isigaba 14(1)(h)*]**

**13.** Uma umfakisicelo enganelisekile ngesinqumo esithathwe yisiKhulu soLwazi/iSekela lesiKhulu soLwazi eHhovisi likaNdunankulu, umfakisicelo angakhalaza kumuntu (oHlakeni lokuKhalaza) oqokwe uNdunankulu.

**Izimali ezikhokhwayo njengoba zinqunywe ngaphansi kweNgxenye 11 yeSaziso 187 kwiGazethi kaHulumeni yamhla ziyi-15 kuNhlolanja 2002**

14.(1) Imali ekhokhelwa ikhophi yemanuwali njengoba kuhlongozwe kuMthethonqubo 5(c) ngama-R0, 60 ikhasi ngalinye eliyikhophi ewu-A4 noma ingxenye yalo.

(2) Izimali ezikhokhwayo zokugaywa kabusha kwerekhodi okukhulunywe ngazo kuMthethonqubo 7(1) zimi kanje –

|  |  |
| --- | --- |
| **INCAZELO** | **ISAMBA**  **R** |
| Ikhasi eliyikhophi eliwu-A4 noma ingxenye yalo | * 0.60 |
| Ikhophi egayiwe ewu-A4 noma ingxenye yayo egcinwe kwikhompyutha noma efundeka emshinini | * 0.40 |
| Ikhophi efundeka kwikhompyutha –  (i) ekwi-*stiffy disc*  (ii) ekwi-*compact disc* | * 05.00 * 40.00 |
| 1. Ukubhala okuqoshwe ngezithombe, ekhasini   eliwu-A4 noma ingxenye yalo   1. Ikhophi yezithombe ezibukwayo | * 22.00 * 60.00 |
| 1. Ukubhala okuqoshwe kwirekhodi,   ekhasini eliwu-A4 noma ingxenye yalo  (ii) Ikhophi yerekhodi eliqoshiwe | * 12.00 * 17.00 |

(3) Izimali zesicelo ezikhokhwa yinoma yimuphi umfakisicelo, ngale komfakisicelo serekhodi lakhe, okukhulunywe ngazo kuMthethonqubo 7(2) ngama-R35.00.

(4) Izimali zokuthola irekhodi ezikhokhwa umfakisicelo okukhulunywe ngazo kuMthethonqubo 7(3) zimi kanje –

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| **INCAZELO** | **ISAMBA**  **R** |
| Ikhasi eliyikhophi eliwu-A4 noma ingxenye yalo | * 0.60 |
| Ikhophi egayiwe ewu-A4 noma ingxenye yayo egcinwe kwikhompyutha noma efundeka emshinini | * 0.40 |
| Ikhophi efundeka kwikhompyutha –  (i) ekwi-*stiffy disc*  (ii) ekwi-*compact disc* | * 05.00 * 40.00 |
| (i) Ukubhala okuqoshwe ngezithombe, ekhasini eliwu-A4 noma ingxenye yalo  (ii) Ikhophi yezithombe ezibukwayo | * 22.00 * 60.00 |
| (i) Ukubhala okuqoshwe kwirekhodi,  ekhasini eliwu-A4 noma ingxenye yalo  (ii) Ikhophi yerekhodi eliqoshiwe | * 12.00 * 17.00 |
| Ukubheka nokulungisa irekhodi ukuze lidalulwe kubiza ama-R15-00 ihora ngalinye noma ingxenye yalo, ngaphandle kwehora lokuqala, okuyilona elidingekayo ukuze kubhekwe futhi kulungiswe irekhodi. | |

(5) Ngokwezinhloso zesigaba 22(2) soMthetho, –

(a) kumele kudlule amahora ayisithupha kuqala ngaphambi kokuthi kukhokhwe idiphozi; futhi

(b) umfakisicelo kumele akhokhe ingxenye engokukodwa kokuthathu yemali ekhokhwayo njengediphozi.

(6) Kumele kukhokhwe imali yokuposa uma umfakisicelo ezoposelwa irekhodi.

**Amafomu anqunyiwe okuthola amarekhodi**

**15**. La mafomu alandelayo anqunyelwe ukuthola amarekhodi njengoba kubekwe kwisiThasiselo B seSaziso 187 kwiGazethi kaHulumeni yamhla ziyi-15 kuNhlolanja 2002 –

* **iFomu A** – ISICELO SOKUTHOLA IREKHODI (ikhasi 19), uMthethonqubo 2
* **iFomu B** – ISAZISO SESIKHALO SANGAPHAKATHI (ikhasi 25),

uMthethonqubo 8

Uyacelwa ukuthi ubheke **amaFomu** **A** no **B** emakhasini alandelayo.

**IFOMU A**

**ISICELO SOKUTHOLA IREKHODI**

(Isigaba 18(1) soMthetho wokuGqugquzela ukuTholakala koLwazi, 2000

(uMthetho No. 2 ka 2000))

**[UMthethonqubo 2]**

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| **ISICELO SOKUTHOLA IREKHODI**  **OKOKUSETSHENZISWA UMNYANGO**  Inombolo eyinkomba:  ………………………………………………………………………………………………..  Isicelo samukelwe:  Igama:  ………………………………………………………………………………………………..  Isikhundla:  ………………………………………………………………………………………………..  Usuku:  ………………………………………………………………………………………………..  Indawo:  …………………………………………………………………………………………………    Imali yesicelo (uma ikhona): R ……………………………………………  Idiphozi (uma ikhona): R …………………………………………………...  Imali yokuthola irekhodi: R …………………………………………………  **………………………………………………**  **ISIGNESHA: YESIKHULU SOLWAZI/**  **YESEKELA SESIKHULU SOLWAZI** |

**A. IMINININGWANE YOHLAKA LUKAHULUMENI**

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| --- | --- |
| **ISIKHULU SOLWAZI** | **IKHELI** |
| **Dkt. Nonhlanhla O. Mkhize**  UMqondisi-Jikelele | I-imeyli: [DG@kznpremier.gov.za](mailto:DG@kznpremier.gov.za)  Ucingo: (033) 341 3383  Ifeksi: (033) 394 9505  Ikheli lomgwaqo:  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ikheli leposi:  Private Bag X9037  **PIETERMARITZBURG**  3200 |
| **ISEKELA LESIKHULU SOLWAZI** | **IKHELI** |
| **Nksz. Tashini Naidoo**  UMeluleki kaHulumeni kwezoMthetho oPhikweni lweziNdaba eziphathelene noMthethosisekelo kanye neziLimi  NOMA  **Mnu. M Serfontein**  UMeluleki kaHulumeni kwezoMthetho:  woPhiko lokuSungulwa kweMithetho | I-imeyli: [tashini.naidoo@kznpremier.gov.za](mailto:naidoota@premier.kzntl.gov.za)  Ucingo: 073 106 2496  Ifeksi: (033) 394 4153  Ikheli lomgwaqo:  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ikheli leposi:  Private Bag X9037  **PIETERMARITZBURG**  3200  I-imeyli: [mark.serfontein@kznpremier.gov.za](mailto:serfonmv@premier.kzntl.gov.za)  Ucingo: (033) 341 3388  Ifeksi: (033) 394 4153  Ikheli lomgwaqo:  300 Langalibalele Street  Moses Mabhida Building  **PIETERMARITZBURG**  3201  Ikheli leposi:  Private Bag X9037  **PIETERMARITZBURG**  3200 |

**B. IMINININGWANE YOMUNTU OFAKA ISICELO SOKUTHOLA IREKHODI**

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| **IFOMU LESICELO SOKUTHOLA IREKHODI**  **ISIBONGO:**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   **AMAGAMA APHELELE**:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   **INOMBOLO KAMAZISI:**   |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |   **IKHELI LEPOSI**: ………………..………………………………………………………………………………….  …………………………………………………………………………………………………..  …………………………………………………………………………………………………...  …………………………………………………………………………………………………... |

**C. IMINININGWANE YOMUNTU OKUFAKWA ISICELO EGAMENI LAKHE**

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| *Lesi sigaba kumele sigcwaliswe kuphela uma isicelo sokuthola ulwazi sifakwa egameni lomunye umuntu*  **ISIBONGO:**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   **AMAGAMA APHELELE**:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   **INOMBOLO KAMAZISI:**   |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  | |

**D. IMINININGWANE YEREKHODI**

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| *(a) Hlinzeka ngemininingwane ephelele yerekhodi ofuna ukulithola, kubandakanya nenombolo eyinkomba uma uyazi, ukuze irekhodi litholakale.*  *(b) Uma isikhala esihlinzekiwe singenele uyacelwa ukuthi uqhubeke ekhasini eliseceleni bese ulinamathisela kuleli fomu.* ***Umfakisicelo kumele asayine wonke amakhasi engeziwe.***  **INCAZELO YEREKHODI**: ………………………………………………………………  ………………………………………………………………………………………………  ………………………………………………………………………………………………  **INOMBOLO EYINKOMBA (uma ikhona):** ……………………………………………  **NOMA IMIPHI EMINYE IMINININGWANE YEREKHODI:** ………………………….  ……………………………………………………………………………………………….  ………………………………………………………………………………………………. |

**E. IZIMALI EZIKHOKHWAYO**

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| *(a) Isicelo sokuthola irekhodi, ngale kwerekhodi eliqukethe ulwazi mayelana nomuntu olicelayo, siyokwenziwa kuphela uma sekukhokhwe imali yesicelo.*  *(b) Uyokwaziswa ngesamba semali okumele ikhokhwe njengemali yesicelo.*  *(c)* ***Imali ekhokhwayo*** *ukuze kutholakale irekhodi incike kwindlela lelo rekhodi elidingeka ngayo kanye nesikhathi esidingekayo ukuze kucingwe futhi kulungiswe irekhodi.*  *(d) Uma ungomunye walabo okungamele bakhokhe imali ethile, ucelwa ukuthi ubeke isizathu salokho.*  **Izizathu zokuthi ungakukhokhiswa imali:** …………………………………………….  ………………………………………………………………………………………………….  ………………………………………………………………………………………………….  ………………………………………………………………………………………………….  …………………………………………………………………………………………………. |

**F. INDLELA YOKUTHOLA IREKHODI**

*Uma uphila nokukhubazeka okwenza ukuthi ungakwazi ukufunda, ukubona noma ukulalela irekhodi elitholakale ngendlela ehlinzekelwe ku 1 kuya ku 4 ngezansi, chaza ukukhubazeka kwakho bese usho ukuthi irekhodi ulidinga lindlelani.*

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| Ukukhubazeka: ………………………...  …………………………………………… | Indlela irekhodi elidingeka liyiyo: …………….  …………………………………………………… |

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| ***Faka uphawu “*X” *ebhokisini elifanele***  *OKUMELE UKUQAPHELE:*   1. *Ukukhombisa ukuthi irekhodi ulidinga lingayiphi indlela kuncike ekutheni irekhodi*   *litholakala lingayiphi indlela.*   1. *Ukuthola irekhodi ngendlela eceliwe kunganqatshwa ngaphansi kwezimo ezithile.*   *Ezimweni ezinjalo uyokwaziswa uma kunokwenzeka ukuthi uthole irekhodi lingenye indlela.*   1. *Imali ekhokhwayo ukuze uthole irekhodi, uma ikhona, iyonqunywa kwesinye isikhathi*   *yindlela irekhodi elicelwa lingayo.* |

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| **1. Uma irekhodi libhaliwe noma ligaywe ngomshini:** | | | |
|  | ikhophi yerekhodi \* |  | ukuhlolwa kwerekhodi |

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| **2. Uma irekhodi linemiboniso eyizithombe:**  (Lokhu kubandakanya izithombe ezishuthiwe, amaslayidi, izithombe eziqoshwe ngevidiyo, izithombe zekhompyutha, imidwebo, njll) | | | | | |
|  | ukubuka izithombe |  | amakhophi ezithombe \* |  | ukubhala okuqoshwe ngezithombe \* |

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| **3. Uma irekhodi linamagama aqoshiwe noma ulwazi olungavezwa kabusha ngomsindo:** | | | |
|  | ukulalela umsindo oqoshiwe (emshinini wamakhasethi) |  | ukubhala okuqoshiwe\*(okubhaliwe noma okugaywe ngomshini) |

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| **4. Uma irekhodi ligcinwe kwikhompyutha noma ngendlela etholakala ngemishini yokuqopha:** | | | | | |
|  | ikhophi egayiwe yerekhodi\* |  | ikhophi egayiwe yolwazi olucashunwe kwirekhodi\* |  | ikhophi efundeka kwikhompyutha\* (ngamacwecwe okuqopha kwikhompyutha) |

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| \*Uma ucele ikhophi noma ukubhalelwa okuqoshwe kwirekhodi (ngenhla), ngabe ufisa ukuthi ikhophi noma okubhaliwe obekuqoshiwe uposelwe khona?  **Kumele kukhokhwe imali yokuposa.** | YEBO | CHA |

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| *Qaphela ukuthi uma irekhodi lingatholakali ngolimi wena oludingayo, irekhodi lingatholakala ngolimi eligcinwe ngalo.* |
| Ngabe ufisa ukuthi irekhodi libe ngaluphi ulimi? …………………………………………  …………………………………………………………………………………………………. |

**G. Isaziso ngesinqumo mayelana nesicelo sokuthola ulwazi**

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| *Uyokwaziswa ngencwadi ukuthi isicelo sakho sivunyiwe noma sinqatshiwe. Uma ufisa ukwaziswa ngenye indlela, uyacelwa ukuthi ucacise futhi uhlinzeke ngemininingwane edingekayo ukuze isicelo sakho sifezeke.* |

Ufisa ukwaziswa ngandlelani ngesinqumo mayelana nesicelo sakho sokuthola irekhodi

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Lisayinwe e............................. ngalolu suku mhla zi........… ku........................, 20.............

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**ISIGNESHA YOMFAKISICELO/**

**YOMUNTU OKUFAKWA ISICELO EGAMENI LAKHE**

**IFOMU B**

**ISAZISO SESIKHALO SANGAPHAKATHI**

(Isigaba 75 soMthetho wokuGqugquzela ukuTholakala koLwazi, 2000

(uMthetho No. 2 ka 2000))

**[UMthethonqubo 8]**

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|  | **FAKA INOMBOLO YAKHO EYINKOMBA:**  **……………………………** | |
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| **A. IMINININGWANE YOHLAKA LUKAHULUMENI** | | |
| IsiKhulu soLwazi noma iSekela lesiKhulu soLwazi: | | |
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| **B. IMINININGWANE YOMFAKISICELO NOMA YOMUNTU OKUFAKWA ISICELO EGAMENI LAKHE OKUNGUYE OFAKA ISIKHALO** | | |
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| (a) Imininingwane yomuntu ofaka isikhalo sangaphakathi kumele ihlinzekwe ngezansi. | | | | |
| (b) Ubufakazi bokuthi isikhalo sifakwa ubani, uma sikhona kumele sinamathiselwe. | | | | |
| (c) Uma ofaka isikhalo kungumuntu wesithathu kungesiye obecele ukuthola ulwazi,  imininingwane yomfakisicelo kumele ihlinzekwe ku C ngezansi. | | | | |

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| Amagama aphelele nesibongo: ……………………………………………………………………. | |
| Inombolo kamazisi: ………………………………………………………………………………….. | |
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| Ikheli leposi: …………………………………………………………………………………………..  ………………………………………………………………………………………………………….  …………………………………………………………………………………………………………. | |
| Inombolo yefeksi: ……………………………………………………………………………………… | |
| Inombolo yocingo: …………………………………………………………………………………….. | |
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| Ikheli le-imeyli: ……………………………………………………………………………………………. | |
| Isikhundla salowo ofaka isikhalo sangaphakathi egameni lomunye: ……………………………….. | |
| ………………………………………………………………………………………………………………. | |
| ……………………………………………………………………………………………………………….  **C. IMINININGWANE YOMFAKISICELO** | |
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| *Lesi sigaba kumele sigcwaliswe KUPHELA uma kungumuntu wesithathu (ngale komfakisicelo) ofaka isikhalo sangaphakathi.* |

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| Amagama aphelele nesibongo: ……………………………………………………………………….. | |
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| Inombolo kamazisi: ……………………………………………………………………………………. | |
| **D. ISINQUMO ISIKHALO SANGAPHAKATHI ESIFAKWE MAYELANA NASO** | |
|  |  |
| ***Faka uphawu X ebhokisini elimaqondana nesikhalo sangaphakathi osifakayo:*** | |
|  | Ukuchithwa kwesicelo sokuthola ulwazi |
|  | Isinqumo mayelana nemali ekhokhwayo enqunywe ngokwesigaba 22 soMthetho |
|  | Isinqumo mayelana nokwelulwa kwesikhathi okumele kubhekwane ngaso nesicelo ngokwesigaba 26(1) soMthetho |
|  | Isinqumo ngokwesigaba 29(3) soMthetho sokwenqaba nefomu elicelwe umfakisicelo |
|  | Isinqumo sokugunyazwa kwesicelo sokuthola ulwazi |

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| **E. IZIZATHU ZOKUKHALAZA** | |
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| *Uma isikhala esihlinzekiwe singenele, uyacelwa ukuthi uqhubeke ekhasini eliseceleni bese ulinamathisela kuleli fomu.* ***Kumele usayine wonke amakhasi engeziwe.*** | | |
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| Beka izizathu isikhalo esifakwe ngazo:  …………………………………………………………………………………………………..  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………. | | | |
| **F. ISAZISO NGESINQUMO SESIKHALO** | | | | | |
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| *Uyokwaziswa ngencwadi ngesinqumo mayelana nesikhalo sakho. Uma ufisa ukwaziswa ngenye indlela, uyacelwa ukuthi ucacise indlela futhi uhlinzeke ngemininingwane edingekayo ukuze kuphendulwe isicelo sakho.* | | |

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| Yisho indlela ozokwaziswa ngayo: ……………………………………………………………………...  ……………………………………………………………………………………………………………….  ………………………………………………………………………………………………………………. |
| Imininingwane yendlela ozokwaziswa ngayo: ………………………………………………………….  ……………………………………………………………………………………………………………….  ………………………………………………………………………………………………………………. |
| Sisayinwe e............................ ngalolu suku mhla zi ....... ku ..............................., 20.................. |
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| ..……………………………………………….    **ISIGNESHA YOMUNTU OFAKE ISIKHALO** |

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| **OKUSETSHENZISWA UMNYANGO KUPHELA:** |
|  |
| **IREKHODI ELISEMTHETHWENI LESIKHALO SANGAPHAKATHI:** |
|  |
| Isikhalo samukelwe mhla zi………………………………………… (usuku), u……………………………….. |
| ………………………………………………………………………………………………………………………… (yisho isikhundla, igama nesibongo kwesiKhulu soLwazi noma kweSekela lesiKhulu soLwazi). |
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| Isikhalo esihambisana nezizathu zesinqumo sesiKhulu soLwazi/seSekela lesikhulu soLwazi kanye, uma kudingeka, nemininingwane yanoma yimuphi umuntu wesithathu irekhodi eliphathelene naye, kuthunyelwe yisikhulu solwazi noma isekela lesikhulu solwazi –  mhla zi…………………………………… (usuku), liqondiswe kumsebenzi kahulumeni ofanele. |
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| **UMPHUMELA WESIKHALO:** |
| ISINQUMO SESIKHULU SOLWAZI NOMA SESEKELA LESIKHULU SOLWAZI SIQINISEKISIWE/ ISINQUMO ESISHA ESITHATHIWE |
| ISINQUMO ESISHA: ……..………………………………………..…………………………………………… |
| ……………………………………………………………………………………………………………………..  ……………………………………………………………………………………………………………………..  ……………………………………………………………………………………………………………………..    USUKU: ………………………………………………………………………………………………………….. |
| UMSEBENZI KAHULUMENI OFANELE: …………………………………………………………………….. |
| SAMUKELWE YISIKHULU SOLWAZI NOMA YISEKELA LESIKHULU SOLWAZI KUMSEBENZI KAHULUMENI OFANELE (mhla): ……………………………………………………………………………… |