



# UKUKHUTHAZWA KOKUFINYELELA ULWAZI IMANUWALI

Ilungiselelwe ngokweSigaba 14 soMthetho Wokukhuthazwa Kokutholakala Kolwazi, No. 2  
ka-2000 (“uMthetho”)

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## 1. Isingeniso

1.1 Isenzo sokugqugquzela ukufinyelela olwazini isenzo, No. 2 ka 2000, (“PAIA Act”) omiswe uNhlolanja 2000, iphana ngomuphumela woMthethosisekelo, ukufinyelela amarekhodi ngokwesigaba 32 womthethesivivinywa wamalungelo, njengokuqukethwe kumthethosisekelo waseningizimu Afrika (“Umthethosisekelo”)

1.2 Inhloso yomthetho ukuphana ngamalungelo womthethosisekelo noma oluphi ulwazi noma amarekhodi aphethwe nguhulumeni, izinhlangano zomphakathi kanye nezangasese noma ulwazi uluphathelene nomuntu odinga ukusebenzisa noma ukuvikela amalungelo.

1.3 Ngokwesigaba 14 somthetho, zonke izinhlaka zikahulumeni kumele zishicilele imanuwali yolwazi ("imanuwali ye-PAIA "). Leli bhukwana lizoshicilelwa ukuya ngokwesigaba 14 somthetho sinikeza futhi lihlinzeka ngokuphathelene nohlobo lamarekhodi kanye nolwazi lomuntu siqu, futhi ichaza ukuthi ungafaka kanjani iscelo sokufinyelela kwamarekhodi.

1.4 Ukuvikelwa Kolwazi Lomuntu Siqu Isenzo,4 ka 2012 ("POPIA") owaqala kakhulu ngomhlaka 1 uNtulikazi 2000, inikeza umuntu ilungelo langasese, kubandakanya namalungelo eniningo,nokuthi yimuphi umthetho, ngokuhambisana nale nhloso, ichaza futhi ichaze uchungechunge lwemibandela ekumele ihlanganiswe uma ulwazi lomuntu siqu lisetshenziswa noma lisetshenziswe ngomunye umuntu, okuyizimo ezisungula izidingo ezincane uma kusetshenziswa ulwazi lomuntu siqu.

1.5 Ukuchibiyela i-POPIA kanjanlo nokuhlinzeka okuthile komthetho PAIA, ukulinganisa isidingo ukufinyelela kanye nolwazi ngokumelene nesidingo sokuqinisekisa ukuvikela kolwazi lomuntu siqu.

1.6 i-POPIA imise ihovisi lomlawuli wolwazi lo oyobheka aphinde iqinisekise ukuthi i-POPIA kanye ne PAIA kuhambisana nawonkewonke, kuhlanganiswe nomuntu ngamunye, kanye nezinhlangano zomphakathi kanye nezangasese eningizimu Afrika.

## 2. Inhloso

2.1 Inhloso yaleli bhukwana, kokunye, ukuchaza uhlobo lwamarekhodi kanye no lwazi siqu esiphathwa i-C-BRTA, kuchaza ukuthi umuntu okholwa ukuthi unamalungelo wa lama rekhodi noma ulwazi kumele ahambise isicelo ukufinyelela nokuthi i-C-BRTA ihambisa nokuphatha kanjani izicelo zokuthola amarekhodi kanye / noma ulwazi.

2.2 Leli bukwana lihlose ukugqugquzela isiko lokubeka ebala no kuziphendulela ngaphakathi kwe-C-BRTA kulabo abanamandla woku finyelela ulwazi nokuba vumela ukusebenzisa nokuvikela amalungelo ngokucwele njengoba kudingakala.

2.3 Leli bhukwana libeka inqubo kanye nemibandela okufanele ihlangabezwe noma ubani ("umceli") ukucela ukufinyelela kumarekhodi aphansi kwesandla noma alawulwa yi-C-BRTA

2.4 Leli bhukwana aliphelelisi, futhi ayikwenzi ngokuphelele ukubhekana, nayo yonke inqubo ehlinzekelwe izicelo ze-C-BRTA ngokwe migomo ye PAIA noma i-POPIA (izenzo)

2.5 Izenzo ikakhulukazi isigaba 9 se-POPIA ibonelela ukuthi ilungelo lokuthola ulwazi ngeke kungabinomkhawulo futhi kufanele kuncike ekwamkeleni imikhawulo, kuhlanganisa kodwa kungapheleli:

- Ukugcinwa kuyimfihlo kwezohwebo;
- Imikhawulo okuhloswe ngayo ngokuzwakalayo ukuvikela ubumfihlo; futhi
- Ukuphatha okuphumelelayo, nokubusa kahle.

2.6 Izicelo kumele kwenziwe ngokulandela izinqubo ezinqunyiwe, ngamanani emali anikeziwe.

### 3 Ukutholakala kweManual

Leli bhukwana lashicilelwa kwi C-BRTA website ethi [www.cbrta.co.za](http://www.cbrta.co.za) noma kokunye lizothalakala kwisithikithana la kubhalwe iscelo kuSikhulu Solwazi noma iphini le Sikhulu Solwazi.

## 4. Iminingwane yokuxhumana

Imininingwane yokuxhumana ye-C-BRTA imi kanje:

Ikheli lendawo	Ikheli leposi
350 Witch-Hazel Avenue	PO Box 560
Eco Point Office Park	Menlyn
Block A, Eco Park	0063
Centurion	Pretoria, eNingizimu Africa
Pretoria	

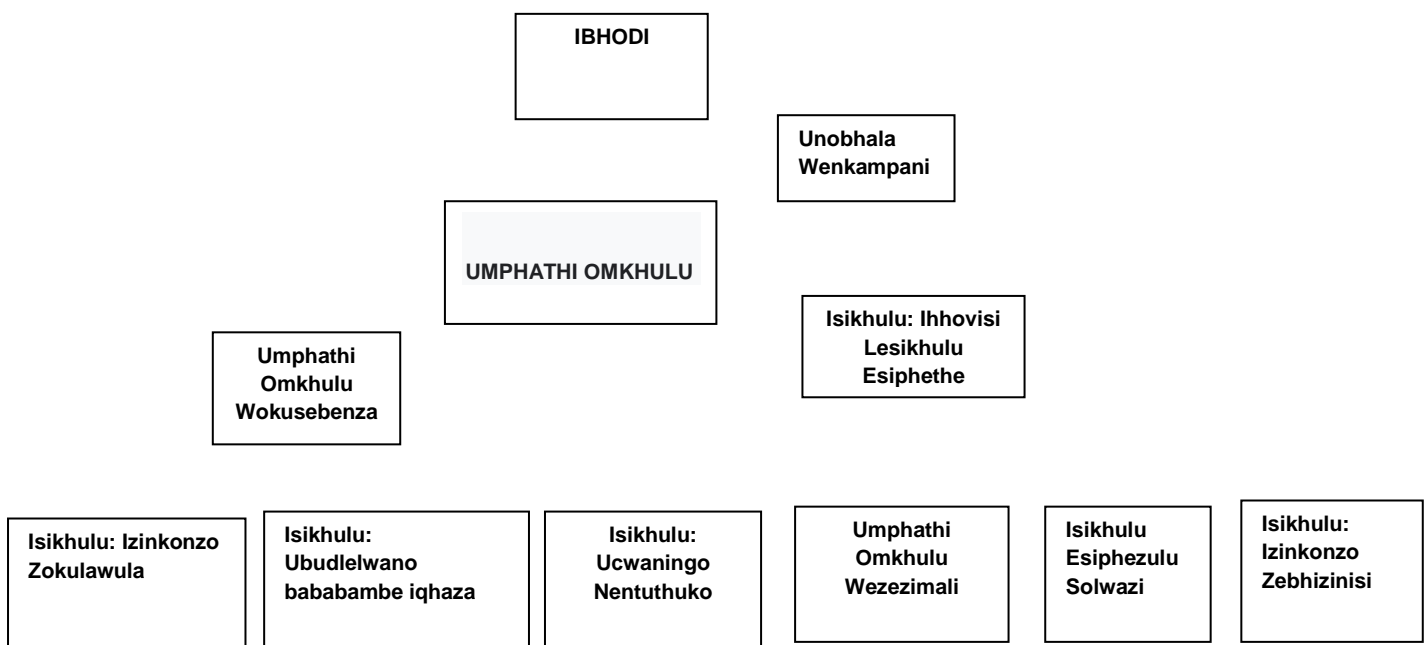
Inombolo yocingo: 012 471 2000 (Ibhodi lokushintsha)

iWebusiyithi: [www.cbrta.co.za](http://www.cbrta.co.za)

## 5. Ukwakheka Kwenhlangano ye-C-BRTA kanye Nezikhulu Zolwazi

5.1 i-C-BRTA ingumuntu osemthethweni osunguliwe ngokwesigaba 4 wezokuThutha eCross-Border Road isenzo,4 ye 1998, njengoba uchitshiyelwe, ("CBRT isenzo")

5.2 Isakhiwo se-C-BRTA simi kanje:



**5.3 Isikhulu Solwazi se-C-BRTA kanye namaPhini Ezikhulu Zolwazi ami kanje:**

**Isikhulu Solwazi se-C-BRTA**

**Mnumzane L. Mboyi**

**Ukuqokwa: Ibamba lesiKhulu esiPhezulu**

**Ikheli leposi:**

**PO Box 560**

**Menlyn**

**0063**

**Pretoria, Ningizimu Africa**

Ikheli lendawo:

350 Witch-Hazel Avenue

Eco Point Office Park

Block A, Eco Park

Centurion

ePitoli

Inombolo yocingo: (012) 471 2000.

i-imeyili: [CBRTAInformationOfficer@cbrta.co.za](mailto:CBRTAInformationOfficer@cbrta.co.za)

### I-C-BRTA Isekela Lezikhulu Zolwazi

i-C-BRTA ngokwesigaba 17 se-PAIA kuqokwe amaphini we-zikhulu zolwazi ukuzinikezela kwi C-BRTA nje kalula ngendlela efanelekile kubaceli bama rekhodi.

Imininingwane yabo imi kanje:

Isikhulu esiphezulu Solwazi:	Isikhulu:Izinkonzo zebhizinisi- Isekela Lesikhulu Esibhekele Ulwazi	IPHINI LESIKHULU SOKWAZI
Tintswalo Shilowa  Isikhulu esiphezulu Solwazi Inombolo yocingo: (012) 471 2000 i-imeyili: <a href="mailto:CBRTAInformationOfficer@cbrta.co.za">CBRTAInformationOfficer@cbrta.co.za</a> iFeksi: 012 348 2747	Alfred Nemavihidi Inombolo yocingo: (012) 471 2000 i-imeyili: <a href="mailto:CBRTAInformationOfficer@cbrta.co.za">CBRTAInformationOfficer@cbrta.co.za</a> iFeksi: 012 348 2747	Ms. Maria Siyo Legal Advisor Telephone: (012) 471 2000 Email: <a href="mailto:CBRTAInformationOfficer@cbrta.co.za">CBRTAInformationOfficer@cbrta.co.za</a>

- 5.4 Izicelo zolwazi kumele ziqondiswe kwiSikhulu Solwazi noma amasekela Ezikhulu Zolwazi ezifanele eminingwaneni yokuxhumana ebalwe ngenhla:

- 6.1 Ukuze labo abangajwayelene ne PAIA noma i-POPIA, umhlahlandlela ophethe ulwazi lokukusiza ukuthi uqonde ukusebenzisa amalungelo akho ngaphansi kwe-PAIA ("umhlahlandlela") itholakala ngazo zonke izilimi ezisemthethweni zaseNingizimu Afrika. Umhlahlandlela okwamanje uyatholakala kusayithi elilandelayo: chofoza ukuze udownload-e

## Ukuqonda i-PAIA - Ikhomishana Yamalungelo Abantu YaseNingizimu Afrika

### Umhlahlandlela Wendlela Yokusebenzisa Ukukhuthazwa Kokufinyelela Olwazini ...

- 6.2 Uma unanoma yimiphi imibuzo, noma udinga ikhophi yomhlahlandlela, sicela uxhumane neSilawuli Solwazi ngqo ku:

Isilawuli Solwazi (Ningizimu Africa)

JD House, 27 Stiemens Street, Braamfontein, Johannesburg, 2001

P.O Box 31533, Braamfontein, Johannesburg, 2017

i-Imeyili: yezikhalazo: [complaints.IR@justice.gov.za](mailto:complaints.IR@justice.gov.za)

i-Imeyili: yemibuzo ejwayelekile: [infoereg@justice.gov.za](mailto:infoereg@justice.gov.za)

## **7. Amarekhodi atholakala ngokuzenzakalelayo (ngaphandle kwesicelo sokufinyelela)**

- 7.1 Ulwazi olulandelayo lutholakala ngokukhululeka ukuze luhlolwe, ngaphandle kokuthi ocelayo afake isicelo esisemthethweni ngokomthetho:

### **Jikelele**

- Umbiko Wonyaka we-C-BRTA
- Izincwadi zezindaba zangaphandle;
- Ukukhishwa kwemidiya;
- Izinto zokumaketha;
- Umthetho olawulwa yi-C-BRTA;
- Inqubomgomo yokuthengwa kwempahla ye-C-BRTA; futhi
- Ithenda noma imibhalo yengcaphuno maqondana nesimemo esikhishiwe ngaphandle kokuthi imali edingakalayo yamaphepha ikhokhwe

Wonke amarekhodi angenhla atholakala mahala kuphela lokhu kuncika ngokutholakala kwesitoko esiprintiwe nganoma yisiphi isikhathi

### **Abasebenzi**

Ulwazi olulandelayo luyatholakala ngokuzenzakalela kubasebenzi be-BRTA futhi akudingeki ukuthi icelwe ngokulandela inqubo esemthethweni njengoba kushiwo esigabeni 10.

- Amarekhodi abasebenzi ayatholakala kubasebenzi abathintekayo;
- Izinqubomgomo ze-C-BRTA, amamanuwali, namadokhumenti ahlobene.

## **8. Amarekhodi atholakala kuphela uma ucela ukuba uwafinyelele**

8.1 Amarekhodi alandelayo awatholakali ngokuzenzakalela futhi isenzo esisemthethweni njengalokhu kushiwo esigabeni 10 kumele ilandelwe ukuze ukwazi ukuthola amarekhodi. Kufakelelwe namarekhodi alandelayo:

### **Amarekhodi abasebenzi**

- Ulwazi lwabasebenzi, umlando wokuqashwa kanye namarekhodi ezempilo;
- Amarekhodi omuntu siqu anikezwa i-C-BRTA ngabasebenzi bayo;
- Amarekhodi umuntu wesithathu awanikeze i-C-BRTA mayelana nanoma yimuphi wabasebenzi bayo;
- Amarekhodi okuqeqesha nokuthuthukiswa;
- Izimo zokuqashwa kanye namanye amarekhodi enkontileka nasemthethweni ahlobene nabasebenzi;
- Amarekhodi okuhlola nokusebenza kwangaphakathi;
- Amarekhodi emalimboleko yangaphakathi nosizo lwezezimali; futhi
- Amanye amarekhodi angaphakathi ahlobene nabasebenzi kanye nezincwadi.

### **Ulwazi oluhlobene nekhasimende**

- Amarekhodi amakhasimende anikezwe i-C-BRTA emelela futhi egameni lomuntu siqu esisemthethweni;
- Amarekhodi umuntu wesithathu awanike i-C-BRTA; futhi



- Ulwazi oluphathene nezezimali, insebenzo, umlando wokusebenza wa noma ngubani othumelele ithenda, iquotaion, isiphakamiso, ukwethulwa noma izethulo ku-C-BRTA ukuphana, ukuhlinzekwa noma ukufakwa izimpahla noma amasevisi.

### **Amarekhodi e-C-BRTA**

- Amarekhodi ezezimali;
- Amarekhodi okugeleza kwemali;
- Amarekhodi okusebenza;
- Izinkontileka nezivumelwano;
- Imininingo egciniwe
- Amalungelo obunikazi, imiklamo ebhalisiwe nezimpawu zokuthengisa;
- Ulwazi lwezobuchwepheshe;
- Okwenziwe ngenqondo;
- Amarekhodi okumaketha namasu;
- Ukuxhumana kwangaphakathi;
- Izinqubomgomo nezinqubo zangaphakathi;
- Izibambiso kanye nezabelomali;
- Amarekhodi ahlobene noMgcinimafa; futhi
- Amarekhodi omthetho.

### **Amanye amaqembu**

Amarekhodi asezandleni ze-C-BRTA eziphathelene namanye ama-ejensi, izingxenye zombuso kanye nabangaphandle kubandakanyeka namarekhodi wezimali, izincwadi, amarekhodi enkontileka, amarekhodi okwenziwa ezinye izinhlangano namarekhodi nabangaphandle ngabo sonkontileka nabahlinzeki be-C-BRTA mayelana nosonkontileka, abahlinzeki, inkampani engaphansi noma umngane ongaphansi, amabhizinisi ahlanganyelwe kanye nabahlinzeka ngomsebenzi.

### **Ulwazi lomuntu siqu**

Ngokulandela i-POPIA, i-C-BRTA kwamele iphane ngencazelo ngolwazi lomuntu siqu ekuyinto i-C-BRTA iyenza izinqubo nokuthi kungani bayihlaziya, futhi ngubani okumele i-C-BRTA yabelane nayelolwazi, yimiphi imininingwane echazwe ngezansi:

## Ulwazi Lomuntu Siqu Esilucubungulayo

Uhlobo lolwazi lomuntu siqu oluqubungulwa yi-C-BRTA kuzoncika enhlosweni eqoqwa ngayo. I-C-BRTA izokudalula ukuthi kungani ulwazi lomuntu siqu liqokelelwa futhi izocubungula ulwazi lomuntu siqu ngaleyo njongo kuphela, okwenziwa ngaphansi kwezaziso ze-C-BRTA eziqondile nezinemininingwane yokucubungula ezigcinwe kuisindalwazi se-C-BRTA. Ngezansi uhlu lolwazi lomuntu siqu equbungwe yi-C-BRTA, okuhlanganisa isigaba sesihloko sedatha eyingxenywe yaso. Imininingwane ehlinzekiwe ngaphansi kwalesi sigaba isho kabanzi ngezigaba zolwazi. Lolu hlu aluphelele.

**Abantu bemvelo:** amagama; Imininingwane Yokuxhumana; amakheli okuhlala naweposi; usuku lokuzalwa; inombolo ye-ID; ulwazi oluhlobene nentela; ubuzwe; ubulili; izincwadi eziyimfihlo.

**Abantu abasemthethweni/ izinhlango:** amagama abantu okuxhunyanwa nabo; igama lenhlango elisemthethweni; amakheli okuhlala naweposi neminingwane yokuxhumana; ulwazi lwezezimali; inombolo yokubhalisa; imibhalo yokusungula; ulwazi oluhlobene nentela; abasayinileyo abagunyaziwe; abahlomulayo; abanikazi abazuzisayo ekugcineni.

**Abantu bakwamanye amazwe/ izinhlango:** amagama; Imininingwane Yokuxhumana; awokuhlala naweposi; amakheli olwazi lwezezimali; usuku lokuzalwa; inombolo yepasipoti; ulwazi oluhlobene nentela; ubuzwe; ubulili; izincwadi eziyimfihlo; inombolo yokubhalisa; imibhalo yokusungula; ulwazi oluhlobene nentela; abasayinileyo abagunyaziwe; abahlomulayo; abanikazi abazuzisayo ekugcineni.

**Umlamuli/ Umeluleki:** amagama abantu okuxhunyanwa nabo; igama lenhlango elisemthethweni; amakheli okuhlala naweposi neminingwane yokuxhumana; ulwazi lwezezimali; inombolo yokubhalisa; imibhalo yokusungula; ulwazi oluhlobene nentela; abasayinileyo abagunyaziwe; abahlomulayo; abanikazi abazuzisayo ekugcineni.

**Abafake izicelo zezimvume - Abantu bemvelo:** amagama; Imininingwane Yokuxhumana; amakheli okuhlala naweposi; usuku lokuzalwa; inombolo ye-ID; ulwazi oluhlobene nentela; ubuzwe; ubulili; Imoto kanye neminingwane yokubhalisa; uhlobo lwempahla kanye nenjongo yohambo; nezinye izincwadi

eziyimfihlo.
<b>Abafake izicelo zezimvume</b> - Abantu abasemthethweni/ izinhlango: amagama abantu okuxhunyanwa nabo;igama lenhlango elisemthethweni; amakheli okuhlala naweposi neminingwane yokuxhumana; ulwazi lwezezimali; inombolo yokubhalisa; imibhalo yokusungula; ulwazi oluhlobene nentela;abasayinileyo abagunyaziwe; abahlomulayo; abanikazi abazuzisayo ekugcineni; Imoto kanye neminingwane yokubhalisa; uhlobo lwempahla kanye nenjongo yohambo; nezinye izincwadi eziyimfihlo.
<b>Amafemu</b> - Abantu abasemthethweni/ izinhlango: amagama abantu okuxhunyanwa nabo;igama lenhlango elisemthethweni; amakheli okuhlala naweposi neminingwane yokuxhumana; ulwazi lwezezimali; inombolo yokubhalisa; imibhalo yokusungula; ulwazi oluhlobene nentela;abasayinileyo abagunyaziwe; abahlomulayo; abanikazi abazuzisayo ekugcineni.
<b>Abasebenzi, Abaqondisi, Abaphathi, amalungu eKomidi, Abasebenzi kanye nezinhlangano ezihlobene:</b> ubulili, ukukhulelwa; isimo sakho somshado; uhlanga, iminyaka, ulimi, ulwazi lwezemfundo; ulwazi lwezezimali; umlando wokusebenza; inombolo ye-ID; isihlobo; amagama wabantwana; ubulili; iskole; amabanga; ikheli lokuhlala neleposi; iminingwane yokuxhumana; imibono; ukuziphatha kobugebengu kanye/noma amarekhodi obugebengu; inhlalakahle; ubulungu bezinyunyana; izithakazelo zezohwebo zangaphandle; ulwazi lwezempilo.
<b>Abasebenzisi bokugcina bewebhusayithi/ Abasebenzisi bokugcina bohlelo lokusebenza:</b> amagama, umazisi we eletronic data, ikheli le-IP; idatha yokungena; amakhukhi; idatha yendawo ye-elektronikhi; iminingwane yeselula; idatha ye-GPS.
<b>Ukwabelana ngolwazi lomuntu siqu</b>  i-C-BRTA inganikezela ngolwazi lomuntu siqu kwabalandelayo abangaba abamukeli: Lolu hlu aluphelele.

- Abaphathi;
- Abasebenzi;
- Ama-opharetha;
- Ababambiqhaza;
- Abalawuli nezigungu zikahulumeni; kanye
- Abanye abamukeli bezinkampani zangaphandle

### **Ukuhwebelana kwemingcele**

i-C-BRTA ingadalila ulwazi ngomuntu siqu esiyi cubungulayo ku noma yiziphi izinhlangano zethu zaphesheya kwezilwandle noma abahlinzeki besevisi abavela eceleni, esihlanganyela naye ebhizinisini noma lowo esisebenzisa amasevisi wakhe noma imikhiqizo yakhe esikhethe ukuyisebenzisa. Ulwazi ngomuntu siqu ingadalulwa lapho sin esibopho esingokomthetho noma ilungelo elingokomthetho lokwenza kanjalo. Mayelana nalokhu, sizozama ukungena ezivumelwaneni esibhalwe phansi ukuqinisekisa ukuthi amanye amaqembu athobela i-POPIA kanye nezimfuneko zethu zobumfihlo nemfihlo

### **Incazelo ejwayelekile yezinyathelo zokuphepha kolwazi**

i-C-BRTA IRBA iqhasha ngokufanele, izinyathelo ezifanele zobuchwepheshe kanye nenhlangano ukuvikela ukulahlekelwa noma ukulimala noma ukucekelwa phansi okungagunyaziwe kolwazi lomuntu siqu kanye nokufinyelela okungekho emthethweni noma ukucutshungulwa kolwazi lomuntu siqu. Lezi zinyathelo zihlanganisa:

- Ama-firewall;
- Isofthiwe yokuvikela amagciwane kanye nokubuyekeza amaphrothokholi
- Ukulawula ukufinyelela okunengqondo nokubonakalayo;
- Ukuvikela ukusethwa kwehardware nesoftware eyakha ingqalasisinda yethu yobuchwepheshe bolwazi; futhi
- Abahlinzeki besevisi abaphuma ngaphandle abanenkontileka yokusebenzisa ukulawulwa kwezokuphepha.

## Izicelo

Noma yisiphi isicelo sokufinyelela ulwazi ngomuntu siqu ngokusho komthetho wokuthuthukiswa POPIA kufanele kwenziwe ngokulandela izimiso ezibekwe ngaphansi kwemanuwali ka PAIA.

Unalo ilungelo lokucela ukulungisa, ukususwa noma ukubhujiswa kolwazi lomuntu siqu, ngefomu elinqunyiwe, okuyifomu elitholakala webhusayithi yethu. Siphinde sanamathisela amafomu anqunyiwe kule Manuwali ukuze kube lula kuwe. Buka **Isithasiselo**“

Ungase uphikise ukucutshungulwa kolwazi lomuntu siqu ngefomu elinqunyiwe, yiliphi ifomu elitholakala kuwebhusayithi yethu. Futhi sinamathisele lamafomu esiwachazayo kuwebsayithiyethu ukuze kube lula kuwe. Buka **Isithasiselo**“

## 9. Amarekhodi atholakala ngokwanoma yimuphi omunye umthetho

Amarekhodi ayatholakala ngokwemibandela kodwa engagcini nje ngemithetho eshiwo ngaphansi **kweSithasiselo “Imithetho”** enamathiselwe lapha.

## 10. Inqubo Yesicelo

- 10.1 Umceli kumele ihambisane nazo zonke izidingo zenqubo equkethwe ku-PAIA mayelana nesicelo sokufinyelela irekhodi.
- 10.2 Ocela ukuthola irekhodi kufanele agcwalise ifomu ebekiwe, ezinamathiselwe lapha, (Bheka Isithasiselo " ) futhi ihanjise kusiKhulu soLwazi noma iPhini leSikhulu soLwazi ekhelini lalo, ikheli le-imeyili noma inombolo yefeksi enikeziwe.
- 10.3 Umceli kufanele akhokhe imali yesicelo futhi kufanele akhokhe noma iyiphi enye imali ebekiwe noma idiphozithi, ngaphambi kokuba noma yikuphi ukucubungula okunye kwenzeke, uma kufanele.
- 10.4 Umceli kumele anikeze ulwazi olwenele lokufaka isicelo kwifomu lokucela ukuze isikhulu se-C-BRTA sikwazi ukuhlonza irekhodi eliceliwe kanye Nomfakisicelo.
- 10.5 Umceli kumele achaze ukuthi eliphi irekhodi noma ulwazi nesizathu sokuthi kungani ecela lolulwazi noma irekhodi ukuze kuvikelwe noma ku setshenzise uhlobo lwelungelo olufanele

noma livikelwe ilungelo kanye nesimo esicacile. Ngemva kwalokhu, umfakisicelo kumele anikeze imininingwane eyanele ukuze i-Ejensi ikwazi ukuhlonza:

- (ama)rekhodi aceliwe.
- Ukuthi ngubani ofake isicelo (futhi, uma ku i-ejenti efaka isicelo, kufuneka ubufakazi begunya).
- Ifomu lokufinyelela elidingekayo bese usho ikheli leposi laseNingizimu Afrika, ikheli le-imeyili noma inombolo yefeksi.

10.4 Lapho ugqwalisa isicelo efomini elinqunyiwe, ofake isicelo kufanele oveze:

- Ulimi olukhethwayo uma lukhona.
- Ukuthi umfakisicelo ufisa ukwaziswa ngesinqumo ngenye indlela yini ngaphezu kwempendulo ebhaliwe.

10.6 Uma isicelo senziwa egameni lomunye umuntu, umceli kumele anikeze ubufakazi ngesikhundla umfakisicelo enza ngaso isicelo ngendlela ezokwenelisa isiKhulu soLwazi noma isithunywa. Uma umuntu engakwazi ukugqwalisa ifomu ebekiwe ngenxa ukungakwazi ukufunda nokubhala, noma ukukhubazeka, umuntu angafaka isicelo ngomlomo.

10.7 I-C-BRTA izothi, zingakapheli izinsuku ezingamashumi amathathu (30) kutholwe isicelo, inqume ukuthi iyasivuma noma iyasenqaba isicelo futhi inikeze isaziso esinezizathu zalokho.

10.8 Isikhathi sezinsuku ezingamashumi amathathu (30) lapho i-C-BRTA kufanele inqume ukuthi iyasivuma noma iyasenqaba isicelo, ingase yelulelwe esinye isikhathi esingandluli ezinsuku ezingamashumi amathathu (30) uma isicelo sinemininingwane eminingi, noma isicelo sidinga ulwazi olubekelwe omunye welinye ihovisi le C-BRTA imininingwane futhi ulwazi lungeke lutholakale ngokufanelekile phakathi nesikhathi sezinsuku ezingamashumi amathathu (30).

10.9 i-C-BRTA izokwazisa umceli ngokumbhalela uma kwenzeka isandiso silungiswa.

10.10 Umceli uzokwaziswa, ngokubhalelwa, uma ukufinyelela kuvunyelwe noma kunqatshiwe.

10.11 i-C-BRTA ingase isenqabele isicelo solwazi ngalezi zizathu ezilandelayo:

- Isivikelo esiyisibopho sobumfihlo bomuntu wesithathu ongumuntu wemvelo.
- Ukuvikelwa okuyimpoqo kolwazi lwezohwebo lomuntu wesithathu.

- Ukuvikelwa okuyimpoqo kolwazi oluyimfihlo lwabantu besithathu uma luvikelwe ngokwanoma yisiphi isivumelwano.
- Ukuvikelwa okuyimpoqo kokuphepha kwabantu nokuvikelwa kwempahla.
- Ukuvikelwa okuyimpoqo kwemisebenzi yezohwebo ye-C-BRTA.
- Ulwazi locwaningo lwe-C-BRTA noma umuntu wesithathu, uma ukudalulwa kwayo kuzodalula ubunikazi be-C-BRTA, umcwaningi noma isihloko socwaningo futhi izobeka ucwaningo esimweni esingasihle.
- Izicelo zolwazi ezibonakala ziyubala noma ezicasulayo, noma okubandakanya ukuphambukisa ngendlela engafanele kwezinsiza kuyonqatshwa.

## 11. Izimali Ezinqunyiwe

11.1 Izimali ezikhokhwayo zokukhiqiza kabusha okukhulunywe ngazo eSigabeni 15(3) se-PAIA zimi kanje:

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo legcinwe kukhompuyutha noma ngendlela efundeka ngogesi noma ngomshini.	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekhompuyutha ku-: (i) USB	R40-00
d)	(i) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (ii) Ngekhophi yezithombe ezibukwayo.	R22-00 R60-00
e)	(i) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (ii) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00
Imali yesicelo ekhokhwa yiwo wonke umfakisicelo, ngaphandle kwalowo ozicelela ulwazi oluqondene naye okukhulunywe ngaye eSigabeni sama-22(1) soMthetho.		R35-00





11.2 Izimali zokufinyelela ezikhokhwa ngumfakisicelo okukhulunywe ngazo eSigabeni sama-22(7) se-PAIA, ngaphandle uma zikhishwe ngaphansi kweSigaba 22(8) se-PAIA, zimi kanje:

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo.	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo egcinwe kukhompuyutha noma ngefomethi ye-elektronikhi noma efundekayo ngomshini..	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekompuyutha ku-: (i) USB.	R40-00
d)	(i) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (ii) Ukuze uthole ikhophi yezithombe ezibonakalayo.	R22-00 R60-00
e)	(i) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (ii) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00
f)	Rekhoda imali yokusesha, ihora ngalinye noma ingxenye yehora, ngaphandle kwehora lokuqala, elidingekayo ngokunengqondo ekusesheni okunjalo..	R15-00

**Qaphela:** Imali yangempela yokuposa ikhokhwa uma ikhophi yerekhodi idinga ukuposelwa kumfakisicelo.

11.3 Ngezinhloso zeSigaba 22(2) ze-PAIA, okulandelayo kuyasebenza: Uma Isikhulu Solwazi se-C-BRTA noma iPhini Lesikhulu Solwazi likholelwa ukuthi ukuqoqa nokukhiqizwa kabusha kwamarekhodi aceliwe kuzothatha isikhathi esingaphezu kwamahora ayisithupha, ingxenye yesithathu yemali yokufinyelela ingase ikhokhwe ngaphambili njengediphozithi, kufanele ocelayo aziswe ngendlela efanele. Uma irekhodi linganikezwanga ngendlela ecelwe ngayo ekuqaleni imali yokufinyelela ekhokhiswayo ngeke yeqe imali ebiyokhokhiswa ukube ukufinyelela bekunikelwe ngefomethi ecelwe ekuqaleni.

11.4 Uma ucela ukufinyelela amarekhodi aqukethe ulwazi mayelana nawe ngeke kudingeke ukuba ukhokhe imali yesicelo. Noma yisiphi esinye isicelo kumele sihambisane nemali yesicelo edingekayo okuyi-R35.00 njengamanje.

11.5 Zonke izinkokhelo zizokwenziwa ngohlobo lwemali emaHhovisi e-C-BRTA noma ngediphozithi noma nge-EFT ku-akhawunti yasebhangwe Yesikhungo..

11.5 Imininingwane yasebhangwe ye-ejensi imi kanje:

**Bank: FNB**

**Account No: 51421186929**

**Branch Code: 252445**

**Type of account: Current Account**

**Reference: Isibongo kanye Neziqalo Zomfakisicelo**

11.6 Amarekhodi angase abanjwe kuze kube yilapho izimali sezikhokhwe ngokuphelele.

11.7 Isakhiwo Semali Eningilizwe siyatholakala njengeSithasiselo "A" esinanyathiselwe lapha nakusizindalwazi sethu: [www.cbrta.co.za](http://www.cbrta.co.za).

11.8 Abantu abalandelayo bakhululiwe ekukhokheni imali yokufinyelela:

- Lapho izindleko zokuqoqa noma iyiphi imali maqondana nokuseshwa nokulungiselela irekhodi ukuze lidalulwe, idlula inani elikhokhisiwe, leyo mali ayisebenzi.
- Imali yokuthola ulwazi mayelana nokuseshwa, ukulungiswa nokudalulwa kwamarekhodi ayisebenzi kumarekhodi omuntu siqu ofake isicelo.
- Isicelo kanye nezimali zokufinyelela azisebenzi kumarekhodi ecelwe ngenjongo yezobulungiswa noma eminye imibuzo enqunywe ngumthetho.

## **12 Ukubamba iqhaza Ekwakhiweni Kwenqubomgomo/Ukusetshenziswa Kwamandla/Ukwenziwa Kwemisebenzi**

12.1 i-C-BRTA, ngokwesekwa amakomiti afanele, iyamukela, iyathuthuka, ikhipha futhi inqume imithetho, inqubomgomo kanye nezinqubo okufanele zilandelwe lapho kufakwa isicelo ukuze uthole izimvume zeCross-Border Road ngokoMthetho Wezokuthutha Ezingamula Emgwaqeni, 4 ka-1998, njengoba uchitshiyelwe, ("uMthetho we-CBRT")

12.2 Ngaphambi kwencwadi yalezi zimemezelo ezingenhla, i-C-BRTA ishicilela imibhalo ehlongozwayo ukuze kuphawulwe ngayo abantu abanentshisekelo kanye/noma

abathintekayo. Kungalolu hlelo lokushicilelwa lapho abantu abanentshisekelo bangenza izethulo noma babambe iqhaza noma babe nomthelela ekwakhiweni kwenqubomgomo, ukusetshenziswa kwamandla e-C-BRTA noma ukusebenza kwe-C-BRTA kwemisebenzi yayo.

### **13. Incazelo Yezixazululo Ezitholakalayo Ngokuphathelene Nomthetho noma Ukwehluleka Ukuthatha Isinyathelo nge-C-BRTA**

13.1 Umfakisiselo angafaka isikhalo sangaphakathi ku-CEO ye-C-BRTA mayelana nalokhu okulandelayo:

- Isinqumo sokwelula isikhathi sokubhekana nesicelo;
- Imali ekhokhiswayo;
- Ukwenqaba ukunikeza umfakisiselo noma iyiphi ingxenye yerekhodi efunwayo; kanye/noma
- Ukwenqaba ukunikeza irekhodi eliceliwe ngendlela eceliwe.

13.2 Izingqubo ezilandelayo zizosebenza ezikhalweni:

- Umfakisiselo kufanele agcwalise iFomu C lesikhalazo elifanelekile zingakapheli izinsuku ezingama-60 ethole isinqumo afuna ukudluliswa ngaso.
- Ngemva kokugcwalisa ifomu, umfakisiselo kufanele alithumele kuSikhulu Esibhekele Ulwazi.
- Umfakisiselo angacela ukwaziswa ngomphumela wesikhalo nganoma iyiphi indlela ngaphandle kwempendulo ebhaliwe, isibonelo, ngocingo.
- Umuntu ofaka isikhalazo kufanele anikezele ngemininingwane yakhe yokuxhumana. Umphathi Omkhulu uzophendula isikhalazo zingakapheli izinsuku eziyi-10 zokusebenza; futhi uma isikhalo sihluleka, izizathu zizonikezwa ngokoMthetho.

13.3 Esimeni lapho isikhalazo sangaphakathi sehluleka, ofake isicelo unelungelo lokuya ku-Information Regulator noma inkantolo yezindawo ezifanele:

- Umyalo obuyekeza futhi ubeke eceleni isinqumo se-C-BRTA; noma
- Esimeni sokungathobeli imithetho kwe-C-BRTA umyalelo ophoqa i-C-BRTA, ukuthi ihambisane nezinhlinzeko ezifanele zeMithetho.

## **14 Ukubuyekezwa kwemanuwali**

I-C-BRTA izobuyekeza futhi ishicilele le Manuwali uma kudingeka, kodwa okungenani kanye ngonyaka.

## **15 Ukutholakala Kwemanuwali**

Lemanuwali itholakala ngezilimi ezintatho ezisemthethweni, okungukuthi, English, Afrikaans nesiZulu.

Imanuwali itholaka kwiwebsiyithi ye-C-BRTA emahhovisi e-C-BRTA.

Le Manuwali igunyaziwe futhi yasayinwa yiBamba lesiKhulu esiPhezulu se-Ejensi yezokuThutha emigwaqweni eCross-Border ngalolu suku zingama-14 uNtulikazi 2021.

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**UMnu. Lwazi Mboyi, iBamba lesiKhulu esiPhezulu**

Inhlangano yezokuthutha Eziwela Umngcele

## Izincazelo

Igama	Incazelo
<b>Senzo</b>	Kusho uMthetho Wokukhuthaza Ukutholakala Kolwazi, wesi-2 we-2000
<b>I-ejensi</b>	Kubhekiselwa ku-Ejensi Yezokuthutha Ezinqamula Umngcele (C-BRTA) eyasungulwa ngokweSigaba 4 soMthetho Wezokuthutha Eziwela Umngcele, we-4 ka-1998, njengoba uchitshiyelwe.
<b>Imali Yokufinyelela</b>	Imali enqunyelwe inhloso yokukhiqiza kabusha kanye nokucinga nokulungiselela; kanye nesikhathi esidingekayo esingaphezu kwamahora anqunyelwe ukucinga ukulungiselela kanye nokulungisa irekhodi ukuze lidalulwe.
<b>Umthetho we-CBRT</b>	Umthetho wezokuThutha emigwaqweni eCross-Border, 4 ka-1998, njengoba uchitshiyelwe.
<b>Inkantolo</b>	<p>iNkantolo yoMthethosisekelo esebenza ngokwesigaba 167 (6)</p> <p>(a) soMthethosisekelo; noma</p> <p>(b) (i) Inkantolo Ephakeme noma enye inkantolo enesimo esifanayo; noma</p> <p>(ii) INkantolo Yemantshi yanoma yisiphi isifunda noma yanoma yisiphi isigaba sesifunda esungulwe nguNgqongqoshe ngenhloso yokwahlulela umphakathi izingxabano ngokwesigaba 2</p> <p>soMthetho Wezinkantolo Zezimantshi, 1944 (uMthetho 32 ka-1944), ngokujwayelekile noma mayelana ne zinqumo ezinqunyiwe ngokwalo Mthetho, eqokwe nguNgqongqoshe ngesaziso kwiGazethi futhi engamele imantshi, imantshi eyengeziwe noma imantshi ye sigaba sesifunda esisungulelwe izinhloso zokwahlulela izingxabano zombango, njengoba kungaba njalo, eqokwe ngokwemibandela yesigaba 91A, endaweni engaphansi kukabani-</p> <p>(aa) isinqumo sesikhulu solwazi noma isiphathimandla esifanele, inhlango yomphakathi noma inhloko yebandla elizimele ithathiwe: (bb) inhlango yomphakathi noma inhlango ezimele ethintekayo inendawo yayo eyinhloko yokuphatha noma yebhizinisi; noma (cc) ofake isicelo noma umuntu wesithathu</p>

	othintekayo uhlala noma ehlala ngokujwayelekile.
<b>i-DoT</b>	UMnyango wezokuThutha
<b>Isikhulu solwazi</b>	Kusho isiKhulu esiPhezulu sesiKhungo noma umuntu owenza kanjalo.
<b>imanuwali</b>	Kusho le Manuwali ye-PAIA.
<b>Ungqongqoshe</b>	Kusho uNgqongqoshe wezokuThutha.
<b>Official</b>	Kusho – (a) isiKhulu esiPhezulu. (b) labo abanye abasebenzi abaqokwe yisiKhungo; futhi (c) bahloli bezokuthutha emgwaqeni
<b>Umuntu</b>	Kusho umuntu wemvelo noma umthetho.
<b>Unceli siqu</b>	Unceli ofuna ukufinyelela kwirekhodi.
<b>Inhlangano yomphakathi</b>	Kusho – (a) noma yimuphi umnyango wombuso noma wokuphatha emkhakheni kahulumeni kazwelonke, wesifundazwe noma umasipala wendawo imikhakha kahulumeni; noma (b) nanoma yisiphi esinye isisebenzi noma isikhungo uma – (i) esebenzisa amandla noma eyenza umsebenzi ngokomThethosisekelo noma umthethosisekelo wesifundazwe; noma (ii) sisebenzisa amandla okusebenza emphakathini noma kwenziwa umsebenzi womphakathi mayelana nanoma yimuphi umthetho.
<b>Irekhodi noma elihlobene nenhlangano yomphakathi noma ezimele</b>	Kusho noma yiluphi ulwazi oluquphiwe – (a) kungakhathalekile ukuthi hlobo luni noma lunjani; (b) ephethwe noma elawulwa yiSikhungo; (c) ukuthi yakhwe yiSikhungo noma cha.
<b>Umlawuli</b>	Umlawuli lwazi
<b>Igunya elifanele</b>	Kusho uNgqongqoshe wezokuThutha
<b>Isicelo sokufinyelela</b>	Kusho isicelo sokuthola irekhodi lesiKhungo ngokweSigaba 11 soMthetho.
<b>uMceli</b>	Kusho – (i) noma yimuphi umuntu (ngaphandle kwenhlangano yomphakathi ehlongozwe endimeni (a) noma (b) (i) yencazelo “yenhlangano yomphakathi”, or

	<p>(ii) isikhulu salokho) senza isicelo sokuthola irekhodi lalelo bandla lomphakathi; noma</p> <p>(ii) umuntu omele umuntu okukhulunywe ngaye endinyaneni (i).</p>
<b>Ilunga langaphandle</b>	<p><i>Maqondana nesicelo sokufinyelela ku –</i></p> <p>(a) amarekhodi kahulumeni, kusho noma yimuphi umuntu (kubandakanya, phakathi kokunye, kahulumeni wangaphandle, noma inhlango yamazwe ngamazwe kahulumeni ukuthi uhulumeni noma inhlango) ngaphandle</p> <p>(i) umfakisisicelo othintekayo; futhi</p> <p>(ii) inhlango yomphakathi</p> <p>(b) irekhodi yenhlango yangasese, kusho noma yimuphi umuntu (kubandakanya, kodwa kungacini nje, kwihlango yomphakathi) ngaphandle kwaloyo ocelayo, ngezinjongo zesigaba 34 kanye 63 of Act, ukubhekisela “kumuntu” ezigabeni (a) kanye no (b) kufanele kuthathwe njengokubhekisela “kumuntu wemvelo”.</p>
<b>Dlulisa</b>	<p>Maqondana nerekhodi, kusho ukuthi ukudluliswa ngokwezigaba 20 (1) noma (2in).</p>
<b>Izinsuku zokusebenza</b>	<p>Kusho ukuthi noma yiziphi izinsuku ngaphandle kwemiGqibelo, naMasonto noma amaholidi, njengoba kuchazwe esigabeni 1 somthetho yamaholide isenzo, 1994 (isenzo. 36 ka 1994).</p>

Mayelana nalenkomba-ndlela, kucatshangelwa noma yibuphi ubulili obubodwa kuzobandakanya nobunye ubulili, futhi ubunye buyobe bubandakanya ubuningi, ngaphandle kwalapho isimo sikhombisa kungenjalo

## ISITHASISELO “A”

### IZIMALI

#### IZINKOKHELO EZIBEKIWE ZAMAREKHODI AGCINWE INHLANGANO YOMPHAKATHI, NJENGOBA KUBIKWE EMITHETHWENI YAMANJE YOMTHETHO

The fees for the reproduction referred to in Section 15(3) of the Act are as follows:

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo egcinwe kukhompuyutha noma ngendlela efundeka ngogesi noma ngomshini.	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekhompuyutha ku-: (i) USB	R40-00
d)	(i) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (ii) Ngekhophi yezithombe ezibonakalayo.	R22-00 R60-00
e)	(iii) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (iv) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00
Imali yesicelo ekhokhwa yiwo wonke umfakisicelo, ngaphandle kwalowo ozicelela ulwazi oluqondene naye okukhulunywe ngaye eSigabeni sama-22(1) soMthetho.		R35-00

**Ukufinyelela izimali ezikhokhwayo uma ocelayo okukhulunywa ngawo esigabeni 22 (7) somthetho, ngaphandle uma kukhululiwe ngaphansi kwesigaba 22 (8) yomthetho, imi kanje:**

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo.	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo egcinwe kukhompuyutha noma ngefomethi ye-elektronikhi noma efundekayo ngomshini.	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekhompuyutha ku-: (i) USB.	R40-00
d)	(iii) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (iv) Ukuze uthole ikhophi yezithombe ezibonakalayo.	R22-00 R60-00
e)	(i) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (ii) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00



f)	Rekhoda imali yokusesha, ihora ngalinye noma ingxenye yehora, ngaphandle kwehora lokuqala, elidingekayo ngokunengqondo ekusesheni okunjalo.	R15-00
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**Qaphela:** Imali yangempela yokuposa ikhokhwa uma ikhophi yerekhodi idinga ukuposelwa kumfakisicelo.

**Ngezinhliso zeSigaba 22(2) soMthetho, okulandelayo kuyasebenza:**

Uma Isikhulu Esibhekele Ulwazi noma Isekela Lesikhulu Esibhekele Ulwazi se-IRBA ikholelwa ukuthi ukuqoqwa nokukhiqizwa kabusha kwamarekhodi aceliwe kuzothatha isikhathi esindlula amahora ayisithupha, ingxenye yesithathu yemali yokufinyelela ingakhokhwa kusenesikhathi njengediphozithi, futhi umfakisicelo uzokwaziswa ngokufanele, kufanele ocelayo aziswe ngendlela efanele.

If the record is not provided in the originally requested format, uma irekhodi linganikezwanga ngendlela ecelwe ngayo ekuqaleni, imali yokufinyelela ekhokhiswayo ngeke yeqe imali ebiyokhokhiswa ukube ukufinyelela bekunikelwe ngefomethi ecelwe ekuqaleni.

**ISITHASISELO “B”**

**ISICELO SEREKHODI NESAZISO NGESIKHALAZO SANGAPHAKATHI**

**IFOMU B: ISAZISO NGESIKHALAZO SANGAPHAKATHI**

**F. Isaziso sesinqumo ngesikhalazo**

Uyokwaziswa isinqumo sakho sesikhalo sangaphakathi ngukubhalelwa. Uma ufisa ukwaziswa ngenye indlela, uyacelwa ukuba usho kanjani futhi uphane ngemininingwane edingekayo ukuze sithobelwe isicelo sakho.

Isho indlela: .....

Imininingwane yendlela: .....

Isayinelwe .....lolusuku.....luka..... unyaka .....

.....  
ISIGINESHA YOMMAGALI

**ISETSHENZISWA NGUMNYANGO:**

**IREKHODI ELISEMTHETHWENI LESIKHALAZO SANGAPHAKATHI:**

Isikhalazo samukelwe ngomhla ka ..... (usuku) .....

..... (yisho isikhundla sombuso, igama nesibongo sesikhulu solwazi/ iphini lesikhulu solwazi).

Isikhalazo esihambisana nezizathu zesinqumo sesikhulu solwazi/iphini lesikhulu solwazi futhi, lapho kufanele khona, imininingwane yanoma yimuphi umuntu wesithathu noma ngubani loyo amarekhodi ahlobene naye, ethunyelwe yisikhulu sezolwazi/iphini lesikhulu solwazi ngo ..... (usuku) kusiphathimandla esifanele.

UMPHUMELA WESIKHALAZO: .....

ISINQUMO SESIKHULU SOLWAZI/IPHINI LESIKHULU SOLWAZI SIQINISEKISIWE/ISINQUMO ESISHINTSHIWE

ISINQUMO ESISHA: .....

USUKU IGUNYA ELIFANELEKILE .....

YAMUKELWE ISIKHULU SOLWAZI/IPHINI LESIKHULU SOLWAZI OLUVELA KUGUNYA ELIFANELE NGOKU (usuku): .....

## ISITHASISELO “C”

### IFOMU 1 - UKUPHIKISANA KOKUSEBENZA KOLWAZI LOBUQU

#### Ngokwesigaba 11 (3) imithetho ephathelene popia ukuvikela ulwazi lomuntu siqu, 2018

[Umthethonqubo 2]

*Qaphela:*

1. *Ama-afidavithi noma obunye ubufakazi bamadokhumenti njengoba bukhona obusekela ukuphikisa bunganamathiselwa.*
2. *Uma isikhala esihlinzekwe kuleli fomu singanele, thumela imininingwane njengeSithasiselo saleli fomu bese usayina ikhasi ngalinye.*
3. Gwalisa njengoba kufanele.

A	IMINININGWANE YESIHLOKO SEDATHA
Amagama nesibongo/igama elibhalisiwe lesihloko sedatha:	
Isihlonzi Esiyingqayizivele/ Inombolo kamazisi	
Ikheli lendawo yokuhlala, leposi noma lebhizinisi:	ikhodi ( )
Imininingwane yokuxhumana):	
Inombhlo yeFeksi/ ikheli	

le-imayili:	
<b>B</b>	<b>IMINININGWANE YEQEMBU ELINESIBOPHO</b>
Amagama kanye nesibongo / Igama elibhalisiwe leqembu elinesibopho:	
Ikheli lendawo yokuhlala, leposi noma lebhizinisi:	
	Ikhodi (      )
Imininingwane yokuxhumana:	
Inombhlo yeFeksi/ ikheli le-imayili:	

<b>C</b>	<b>IZIZATHU ZOKUPHIKA NGOKWESIGABA 11(1)(d) ukuya ku-(f)</b> <i>(Sicela unikeze izizathu ezinemininingwane zokuphikisa)</i>

Kusayinelwe e ..... leli ..... usuku lwe.....20.....

.....

*Isiginesha yesihloko sedatha/umuntu oqokiwe*

ISITHASISELO "D"

IFOMU 2

**ISICELO SOKULUNGISWA NOMA UKUSUSWA KOLWAZI LOMUNTU NOMA UCEKELA PHANSI NOMA UKUBUBISWA KWEREKHODI**

**ISICELO SOKULUNGISWA NOMA UKUSUSWA KOLWAZI LOMUNTU NOMA UCEKELA PHANSI NOMA UKUBUBISWA KWEREKHODI YOLWAZI LOMUNTU NGOKWESIGABA 24(1) SOMTHETHO WOKUVIKELWA KOLWAZI LOBUQU, 2013 (UMTHETHO NO. 4 KA-2013)**

**REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2018**

[Umthethonqubo 3]

*Qaphela:*

1. *Ama-afidavithi noma obunye ubufakazi bamadokhumenti njengoba bukhona obusekela ukuphikisa bunganamathiselwa.*
2. *Uma isikhala esihlinzekwe kuleli fomu singanele, thumela imininingwane njengeSithasiselo saleli fomu bese usayina ikhasi ngalinye.*
3. Gcwalisa njengoba kufanele.

Maka ibhokisi elifanele ngo "x".

**Isicelo sokuthi:**

Ukulungiswa noma ukususwa kolwazi lomuntu siqu mayelana nesihloko sedatha esiphethwe noma ngaphansi kokulawulwa yinhlangano enesibopho.

Ukucekela phansi noma ukususwa kwerekhodi lolwazi lomuntu siqu mayelana nesihloko sedatha esiphethwe noma esingaphansi kohlangothi oluthintekayo futhi ongasagunyaziwe ukugcina irekhodi lolwazi.

<b>A</b>	<b>IMININGWANE YESIHLOKO SEDATHA</b>
Amagama nesibongo/igama elibhalisiwe lesihloko sedatha:	
Isihlonzi Esiyingqayizivele/ Inombolo kamazisi:	
Ikheli lokuhla, leposi noma elebhizinisi	
	Ikhodi (      )
Imininingwane yokuxhumana:	
Inomboloye Feksi noma ikheli le-imeyili	

<b>B</b>	<b>IMININGWANE YEQEMBU ELINESIBOPHO</b>
Amagama kanye nesibongo / Igama elibhalisiwe leqembu elinesibopho:	
Ikheli lokuhlala, leposi noma lebhizinisi:	
	ikhodi (      )
Imininingwane yokuxhumana:	
Inombholo yeFeksi noma ikheli le-imeyili	
<b>C</b>	<b>ULWAZI OLUZOLUNGISWA/ KUSUSWA/KUBHEKWE/KUBHUJISWA</b>

--	--

<b>D</b>	<p><b>IZIZATHU *ZOKULUNGISA NOMA UKUSUSWA KOLWAZI LOMUNTU MAYELANA NESIHLOKO SEDATHA NGEMIBANDELA YESIGABA 24(1)(a) ESINAMANDLA NOMA NGAPHANSI KOLAWULO LWEQEMBU ELIPHEPHILE;</b></p> <p><b>futhi/ noma</b></p> <p><b>IZIZATHU *ZOKUKHISHWA NOMA UKUSUSWA KWEREKHODI LOLWAZI LOMUNTU MAYELANA NESIHLOKO SEDATHA NGEMIGOMO YESIGABA SESI-24(1)(b) OKUTHI IQEMBU ELIBOPHEZELE ALISAGUNYAZIWE UKULIGCINA.</b></p> <p><i>(Sicela unikeze izingizathu ezineminingwane zesicelo)</i></p>

isayinelwe e..... leli ..... usuku lwe.....20.....

.....

*Isignesha yesihloko sedatha/umuntu oqokiwe*

## **ISITHASISELO “ IMITHETHO ”**

### **AMAREKHODI AGCINWE NGEMIBANDELA YOMUNYE UMTHETHO**

- Ukugunyazwa Kokuhlolwa Kokuvumelana, Ukulinganisa kanye Nokwenza Okuhle Kwelabhorethri Yomthetho 19 ka-2006 (Isayensi)
- Umthetho Wokulawulwa Kokulawulwa Kwamacala Emigwaqo Emigwaqweni 46 ka-1998 (Ezokuthutha)
- Ukukhangisa Emgwaqeni Nokuthuthukiswa KweRibhoni Umthetho wesi-2 ka-1940 (Imvelo Nokulondolozwa Kwemvelo)
- Umthetho Wokwabiwa Komonakalo ongunombolo 34 ka-1956 (Inkontileka Nokususwa)
- Ukulamula umbango 42 ka-1965 (Umthetho Wenqubo)
- Umthetho Womsebenzi Wokucwaningwa Kwamabhuku 26 ka-2005 (Ubungcweti)
- Izimo Eziyisisekelo Wokuqashwa koMthetho 75 ka-1997 (Abasebenzi)
- UMthetho Wokuhlonyiswa Kwabamnyama Kwezomnotho Okunabile 53 ka-2003 (Umthetho Womthethosisekelo)
- Umthetho Wokusakaza 4 ka-1999 (Ukuxhumana)
- I-Act yezinkampani 71 of 2008 (Umthetho Webhizinisi)
- Isinxephezelo Sokulimala Nezifo Emsebenzini 130 ka-1993 (Abasebenzi)
- Umthetho Wokuncintisana 89 of 1998 (Umthetho Wezohwebo)
- Umthethosisekelo weRiphabhulikhi yaseNingizimu Afrika 108 ka-1996 (uMthethosisekelo)
- Umthetho Wokuvikelwa Kwabathengi 68 ka-2008 (Umthetho Wezohwebo)
- Izinhlawulo Ezijwayelekile 15 ka-1962 (Inkontileka kanye Nokwehliswa)
- Ilungelo lobunikazi 98 ka 1978 (Umthetho Wezohwebo)
- Izintela zoMkhandlu Wezinhlelo Zokwelapha 58 ka 2000 (Impilo)
- Izimpahla Zomgunyathi 37 ka 1997 (Umthetho Wezohwebo)
- UMthetho Wenqubo Yobugebengu 51 ka-1977 (Umthetho Wenqubo)
- Ezokuthutha Ezingamula Umngcele 4 ka 1998 (imigwaqo)
- Amasiko Nempahla Ethengwayo 91 ka 1964 (imali engenayo)
- Abaqoqi Zikweletu 114 ka 1998 (Ukuphathwa Kwezomthetho)



- Imiklamo 195 oka1993 (Umthetho Wezohwebo)
- Ezokuxhumana ngogesi 36 ka 2005 (Ezokuxhumana)
- Ezokuxhumana ngogesi kanye Nezentengiselwano 25 ka 2002 (Ezokuxhumana)
- Ukulingana Kokuqashwa 55 ka 1998 (Abasebenzi)
- Isikhungo sobuhlakani seZezimali 38 ka 2001 (Umthetho Wobugebengu)
- Izinto Eziyingozi 15 ka 1973 (Impilo)
- Ukuhlonza Act 68 ka 1997 (Ubuzwe)
- Ukuthuthela kwelinye izwe 13 ka 2002 (ubuzwe)
- Ukulawula Ukungenisa Nokuthumela ngaphandle 45 ka 1963 (Umthetho Wezohwebo)
- Intela Yemali Engenayo 58 ka 1962 (Inteleka yemali engenayo)
- Ukungabi nazimali 24 ka 1936 (Ifa)
- Ukusungulwa Kwezinqubo Zomthetho ezimelene neziNhlaka ezithile zoMbuso 40 of 2002(Umthetho Wenqubo)
- AmaJaji Okuthula kanye Nokhomishana Bezifungo 16 ka 1963 (Ukuphathwa Kwezomthetho)
- Umthetho Wezobudlelwano Kwabasebenzi 66 ka-1995 (AbaSebenzi)
- Umthetho we-Metrology 9 ka 2014 (ukulinganisa)
- Umshwalense Wesikhathi Eside 52 ka 1998 (Izikhungo Zezezimali kanye Nomshwalense)
- Izilinganiso Zokulinganisa kanye Namazinga Okulinganisa 18 ka 2006 (Isayensi)
- Izikimu Zezokwelapha 131 ka 1998 (Impilo)
- Ukulawulwa Kwemithi Nezidakamizwa Ezihlobene 101 ka 1965 (Impilo)
- Izimpawu zokuthengisa 17 ka 1941 (Umthetho Wezohwebo)
- Isikweletu Sikazwelonke 34 ka 2005 (Inkontileka nobugebengu)
- Ukuphathwa Kwemvelo Kazwelonke 107 ka 1998 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ukuphathwa Kwemvelo Kazwelonke: Izinga lomoya 39 ka 2004 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ukuphathwa Kwemvelo Kazwelonke: Imfucuzo 59 ka 2008 (Imvelo kanye Nokugcinwa Kwemvelo)

- Impilo Kazwelonke 61 ka 2003 (Impilo)
- Imigwaqo Kazwelonke 54 ka 1971 (Ezokuthutha)
- Ukuphepha Emgwaqeni Kuzwelonke 9 ka 1972 (Ezokuthutha)
- Ukuhamba komgwaqo kazwelonke 93 ka 1996 (Ezokuthutha)
- Amanzi Kazwelonke 36 ka 1998 (Izinsiza)
- Impilo Nokuphepha Emsebenzini 85 ka 1993 (Abasebenzi)
- Izikhwama Zempesheni 24 ka 1956 (Izenhlalakahle kanye Nezimpesheni)
- Incwadi kadokotela 68 ka 1969 (Umthetho Wenqubo)
- Izinga Lenzalo Elimisiwe 55 ka 1975 (Inkontileka nobugebengu)
- Ukulawulwa Kwemboni Yezokuphepha Ezizimele 56 ka 2001 (Imisebenzi)
- Ukukhuthaza Ukutholakala Kolwazi 2 ka 2000 (Umthetho Womthethosisekelo)
- Ukulawulwa Kokungenelela Kokuxhumana kanye Nokuhlinzekwa Kolwazi Oluhlobene Nezokuxhumana 70 ka 2002 (Ukuxhumana)
- Ukuhamba komgwaqo 29 ka 1989 (Ezokuthutha)
- Ukuthuthukiswa Kwamakhono 97 ka 1998 (Abasebenzi)
- Izintela Zokuthuthukiswa Kwamakhono 9 ka 1999 (Abasebenzi)
- Amaphasipoti kanye Nezincwadi Zokuvakasha zaseNingizimu Afrika (Ubuzwe)
- Amazinga 8 ka 2008 (Isayence)
- Ukulawulwa Kwemikhiqizo kagwayi 83 ka 1993 (Impilo)
- Izimpawu Zokuhweba 94 ka 1993 (Umthetho Wezowhebo)
- Izindlela Zokuhweba 76 ka 1976 (Umthetho)
- Umsebenzi Wokudlulisa 40 of 1949 (Umsebenzi Wokudlulisa)
- Umshwalense Wokungasebenzi 63 ka 2001 (Abasebenzi)
- Iminikelo Yomshwalense Wokungasebenzi 4 ka 2002 (Abasebenzi)
- Inani Elengeziwe lentela 89 ka 1991 (Imali engenayo)
- Izinkonzo Zamanzi 108 ka 1997 (Izinsiza)

**IZINKOKHELO EZIBEKIWE ZAMAREKHODI AGCINWE INHLANGANO YOMPHAKATHI,  
NJENGOBA KUBIKWE EMITHETHWENI YAMANJE YOMTHETHO**

**The fees for the reproduction referred to in Section 15(3) of the Act are as follows:**

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo egcinwe kukhompuyutha noma ngendlela efundeka ngogesi noma ngomshini.	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekhompuyutha ku-: (i) USB	R40-00
d)	(iii) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (iv) Ngekhophi yezithombe ezibonakalayo.	R22-00 R60-00
e)	(v) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (vi) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00
mali yesicelo ekhokhwa yiwo wonke umfakisicelo, ngaphandle kwalowo ozicelela ulwazi oluqondene naye okukhulunywe ngaye eSigabeni sama-22(1) soMthetho.		R35-00

**Ukufinyelela izimali ezikhokhwayo uma ocelayo okukhulunywa ngawo esigabeni 22 (7) somthetho, ngaphandle uma kukhululiwe ngaphansi kwesigaba 22 (8) yomthetho, zimi kanje:**

a)	Ngayo yonke ikhophi yekhasi elingusayizi we-A4 noma ingxenye yalo.	R0-60
b)	Ikhophi ngayinye ephrintiwe yekhasi elingu-A4 noma ingxenye yalo egcinwe kukhompuyutha noma ngendlela efundeka ngogesi noma ngomshini.	R0-40
c)	Ukuze uthole ikhophi ngefomethi efundeka ngekhompuyutha ku-: (i) USB	R40-00
d)	(v) Okokulotshwa kwezithombe ezibukwayo, zekhasi elingusayizi A4 noma ingxenye yalo. (vi) Ngekhophi yezithombe ezibonakalayo.	R22-00 R60-00
e)	(iii) Ukubhalwa kwerekhodi elilalelwayo, lekhasi elingu-A4 noma ingxenye yalo. (iv) Ngekhophi yerekhodi elilalelwayo.	R12-00 R17-00
f)	Imali yokusesha Irekhodi, ihora ngalinye noma ingxenye yehora, ngaphandle kwehora lokuqala, elidingekayo ngokunengqondo ekusesheni okunjalo.	R15-00

**Qaphela:** *Imali yangempela yokuposa ikhokhwa uma ikhophi yerekhodi idinga ukuposelwa kumfakisiselo.*

**Ngezinhloso zeSigaba 22(2) soMthetho, okulandelayo kuyasebenza:**

Uma Isikhulu Solwazi se-CBRTA noma iPhini Lesikhulu Solwazi likholelwa ukuthi ukuqoqwa nokukhiqizwa kabusha kwamarekhodi aceliwe kuzothatha isikhathi esingaphezu kwamahora ayisithupha, ingxenye yesithathu yemali yokufinyelela ingakhokhwa kusenesikhathi njengediphozithi, futhi umfakisiselo uzokwaziswa ngokufanele.

Uma irekhodi linganikezwanga ngendlela ecelwe ngayo ekuqaleni, imali yokufinyelela ekhokhiswayo ngeke yeqe imali ebiyobizwa ukube ukufinyeleleka bekuvunyelwe ngendlela ebicelwe ngayo



J750

**IRIPHABHULIKHI YASENINGIZIMU AFRIKA**  
**IFOMU A**  
**ISICELO SOKUFINYELELA IREKHODI LEZINKONDLO ZOMPHAKATHI**  
**(Isigaba 18(1) soMthetho Wokukhuthaza Ukutholakala Kolwazi, 2000 (uMthetho No.2 wezi-2000))**  
**[Umthethonqubo 6]**

**ISETSHENZISWA NGUMNYANGO**

Inombolo ye-reference:.....

Isicelo sitholwe ngu .....(t<sup>h</sup>alosa  
(Isikhundla **sombuso**: Igama nesibongo sesikhulu solwazi/isekela lesiphathimandla solwazi) ngo

..... (usuku)

**e**.....(indawo).

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

Idipozithi (uma ikhona): R .....

Imali yokufinyelela: R.....

.....  
ISIGINISHA YESKHULU SOLWAZI/IPHINI LESIKHULU SOLWAZI

**A. Imininingwane yenhlangano yomphakathi**

Isikhulu Solwazi/ Isekela Lesikhulu Solwazi

## IFOMU A: ISICELO SOKUFINYELELA IREKHODI LEZINKONDLO ZOMPHAKATHI

### B. Imininingwane yomuntu ocela ukufinyelela irekhodi

- (a) Imininingwane yomuntu ocela ukufinyelela kwirekhodi kufanele inikezwe ngezansi.  
(b) Ikheli kanye/noma inombolo yefeksi yase Mzansi lapho ulwazi luyothumelwa khona kufanele inikezwe.  
(c) Ubufakazi besikhundla isicelo esenziwa ngaso, uma bukhona, kumele bunamathiselwe

Amagama aphelele nesibongo: .....

Inombolo yomazisi:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Ikheli leposi: .....

Inombolo yokuxhumana: (.....)..... Inombolo yefeksi: (.....).....

Ikheli le-imeili: .....

Amandla aqukethwe okwenziwa ngawo isicelo, uma senziwa egameni lomunye umuntu:

### C. Imininingwane yomuntu isicelo esenziwa egameni lakhe

Lesi sigaba sicgwaliswa KUPHELA uma isicelo solwazi senzwa egameni lomunye umuntu

Amagama aphelele nesibongo: .....

Inombolo yomazisi:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

### D. Imininingwane yerekhodi

- (a) Phana ngemininingwane ephelele yerekhodi ecelwa ukufinyelelwa, kuhlenganise nenombolo ye-referensi umangabe uyayazi, ukwenzela ukhuthi irekhodi litholakale.  
(b) Uma isikhala esinikeziwe singenele, sicela uqhubeke kwelinye ikhasi bese unamathisela leli fomu. Umceli kumele asayine wonke amanye amakhasi engeziwe.

1. Incazelo yerekhodi noma ingxenye efanele yerekhodi:

.....  
.....

**IFOMU A: ISICELO SOKUFINYELELA IREKHODI LE LEZINKONDLO ZOMPHAKATHI**

2. Inombolo ye-referensi, uma ikhona:

.....

3. Noma yimiphi eminye imininingwane yerekhodi:

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

**E. Izimali**

- |   |
|---|
| (a) Isicelo sokufinyelela irekhodi, ngaphandle kwerekhodi ephethe ulwazi lomuntu siqu eliphathelene naye, lizo kwenziwa kuphela emuva kokuthi imali isikhokhiwe.<br>(b) Uzokwaziswa ngenani elidinga ukukhokhwa.<br>(c) Imali ekhokhwayo yokuthola irekhodi incike ohlotsheni okudingeka ngalo kanye nefomu elifanele elidingekayo nesikhathi esanele ukucinga nokulungisa irekhodi.<br>(d) Uma ufaneleka ukukhululwa ekukhokheni noma iyiphi imali, sicela usho isizathu sokukhululwa. |
|---|

Izizathu zokukhululwa ekukhokhweni kwezimali:

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

**F. Ifomu loku finyelela irekhodi**

Uma ukukhubazeka kukuvimbela ukufunda, ukubuka noma ukulalela irekhodi elikufomu lokufinyelela ilinikezwe ku 1 kuya ku 4 ngenzansi, chaza ukukhubazeka kwakho futhi khombisa ngendlela irekhodi edingakala ngayo.

Ukukhubazeka: <span style="color: red;">Ifomu</span> irekhodi elindengeka ngalo:  Maka ibhokisi elifanele ngo-X.  AMANOTHI: (a)Ukuhambisana nesicelo sakho sokufinyelela ngendlela eshiwo kungancika ngohlobo irekhodi elitholakala ngalo. (b) Ukufinyelela ngendlela eceliwe kungase kwenqatshwe ezimeni ezithile. Esimeni esinjalo uzokwaziswa uma ukufinyeleleka kuzohlungwa ngolunye uhlobo. (c) Imali ekhokhwayo yokuthola irekhodi, uma ikhona, iyonqunywa ngokwengxenywe uhlobo ukufinyelela okucelwe ngalo.
--

1. Uma irekhodi libhaliwe noma liprintiwe:			
	ikhophi		ukuhlolwa kwe rekhodi
2. Uma irekhodi liqukethe izithombe ezibonakalayo – (lokhu kuhlenganisa izithombe, izinhlangothi, amavidiyo aqoshiwe, izithombe ezikhiqizwe ngekompuyutha, imidwebo, njll.):			
	buka izithombe		ikhophi ye zithombe
			ukulotshwa kwezithombe*

**IFOMU A: ISICELO SOKUFINYELELA IREKHODI LE LEZINKONDLO ZOMPHAKATHI**

3. Uma irekhodi liqukethe amagama aqoshiwe noma ulwazi olungaphinda lukhiqizwe ngomsindo:					
	lalela i-trekhi yomsindo* (Ikhasehi elilalelwayo)		ukulotshwa kwe-trekhi yomsindo* (idokhumenti ebhaliwe noma ephrintiwe)*		
4. Uma irekhodi ligcinwe kukhompuyutha noma nge-elektronikhi noma efundeka ngomshini:					
	ikhophi ephrintiwe yerekhodi*		ikhophi ephrintiwe yolwazi ethunyelwe kwirekhodi*		ikhophi ngendlela efundekayo ngekompuyutha (idiski eqinile noma elihlangene)

* Uma ucele ikhophi noma okulotshiweyo kwerekhodi (ngenhla), ufisa ukuthi ikhophi noma okulotshiweyo kuthunyelwe kuwe?	YEBO	CHA
Qaphela ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, ukufinyelela kungenzeka kunikezwe ngolimi irekhodi elitholakala ngalo.		
Ungathanda ukuthi irekhodi libe ngaluphi ulimi?		

**G. Isaziso sesinqumo mayelana nesicelo sokufinyelela**

Uzokwaziswa ngencwadi uma isicelo sakho sivunyiwe/senqatshiwe. Uma ufisa ukwaziswa ngenye indlela, sicela ucacise indlela futhi uphane ngemininingwane edingekayo ukuze isicelo sakho sithobelwe.
---

Ungathanda ukwaziswa kanjani ngesinqumo mayelana nesicelo sakho sokufinyelela irekhodi?

.....

Isayinelwe e ..... lolusuku ..... lo ..... nyaka .....

.....  
ISIGINESHA YOMFAKISICELO/UMUNTU OKWENZA ISICELO EGAMENI LAKHE





**IRIPHABHULIKHI YASENINGIZIMU AFRIKA**

**IFOMU B**

**ISAZISO SESIKHALAZO SANGAPHAKATHI**

**(Isigigaba 75 Somthetho Wokukhuthaza ukufinyelela olwazini, 2000 (umthetho ongunombolo.2 wezi-2000))**

**[Umthethonqubo 8]**

ISHO INOMBOLO YAKHO YEREFENSI: .....

**A. Imininingwane yenhlangotho yomphakathi**

Isikhulu Solwazi/Iphini Lesikhulu Solwazi:

**B. Imininingwane yomceli/ umuntu wesithathu ofaka isikhalo sangaphakathi**

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| (a) Imininingwane yomuntu ofake isikhalo sangaphakathi kufanele inikezwe ngezansi.<br>(b) Ubufakazi besikhundla okufakwa ngaso isikhalo, kumele bunamathiselwe.<br>(c) Uma ummangali engumuntu wesithathu futhu kungeyena owayecele ulwazi ekuqaleni, imininingwane yomfakisiselo kufanele inikezwe ku-C ngezansi. |
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Amagama aphelele nesibongo: .....

Inombolo yomazisi:

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Ikheli leposi: .....

Inombolo yokuxhumana: (.....)..... Nomoro fa fekese: (.....).....

Ikheli le-imeili: .....

Amandla aqukethwe okwenziwa ngawo isicelo, uma senziwa egameni lomunye umuntu:

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**C. Imininingwane yomfakisicelo**

Lesi sigaba kufanele sigcwaliswe KUPHELA uma umuntu wesithathu (ngaphandle komfakisicelo) efaka isikhalazo sangaphakathi.

Amagama aphelele nesibongo: .....

Inombolo yomazisi: 

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**D. Isinqumo okufakwa ngaso isikhalazo sangaphakathi**

Maka ngesinqumo okufakwa kuso isikhalazo sangaphakathi ngophawu X ebhokisini elifanele:

	Ukwenqatshwa kwesicelo sokufinyelela
	Isinqumo mayelana nezimali ezikhokhwayo ezibekwe ngokwesigaba 22 soMthetho
	Isinqumo mayelana nokwelulwa kwesikhathi isicelo okumele kusetshenzwe ngaso ngokwesigaba 26(1) soMthetho
	Isinqumo ngokwesigaba 29(3) soMthetho sokwenqaba ukufinyelela ngendlela ecelwe ngumfakisicelo.
	Isinqumo sokunikeza isicelo sokufinyelela

**E. Izizathu zesikhalazo**

Uma isikhala esinikeziwe singenele, sicela uqhubeke kwelinye ikhasi bese unamathisela leli fomu. Kumele usayine wonke amanye amakhasi engeziwe.

Yisho izizathu okusekelwe kuzo isikhalazo sangaphakathi:  
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.....  
.....  
.....

Yisho noma yiluphi olunye ulwazi olungase lube wusizo ekucubunguleni isikhalazo:  
.....  
.....  
.....  
.....

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**F. Isaziso sesinqumo ngesikhalazo**

Uyokwaziswa isinqumo sakho sesikhalo sangaphakathi ngukubhalelwa. Uma ufisa ukwaziswa ngenye indlela, uyacelwa ukuba usho kanjani futhi uphane ngemininingwane edingekayo ukuze sithobelwe isicelo sakho.

Isho indlela: .....

Imininingwane yendlela: .....

Isayinelwe .....lolusuku.....luka..... unyaka .....

.....  
ISIGINESHA YOMMAGALI

**ISETSHENZISWA NGUMNYANGO:**

**IREKHODI ELISEMTHETHWENI LESIKHALAZO SANGAPHAKATHI:**

Isikhalazo samukelwe ngomhla ka ..... (usuku) .....

..... (yisho isikhundla sombuso, igama nesibongo sesikhulu solwazi/ iphini lesikhulu solwazi).

Isikhalazo esihambisana nezizathu zesinqumo sesikhulu solwazi/iphini lesikhulu solwazi futhi, lapho kufanele khona, imininingwane yanoma yimuphi umuntu wesithathu noma ngubani loyo amarekhodi ahlobene naye, ethunyelwe yisikhulu sezolwazi/iphini lesikhulu solwazi ngo ..... (usuku) kusiphathimandla esifanele.

UMPHUMELA WESIKHALAZO: .....

ISINQUMO SESIKHULU SOLWAZI/IPHINI LESIKHULU SOLWAZI SIQINISEKISIWE/ISINQUMO ESISHINTSHIWE

ISINQUMO ESISHA: .....

USUKU IGUNYA ELIFANELEKILE .....

YAMUKELWE ISIKHULU SOLWAZI/IPHINI LESIKHULU SOLWAZI OLUVELA KUGUNYA ELIFANELE NGOKU (usuku): .....

## FOROMO B: KITSISO YA BOIKUELO BA MO

### AMAREKHODI AGCINWE NGEMIBANDELA YOMUNYE UMTHETHO

- Ukugunyazwa Kokuhlola Ukuvumelana, Ukulinganisa kanye Nomkhuba Omuhle Waselabhorethri 19 ka 2006 (Isayense)
- Ukuphathwa Kwefa 66 ka 1965 (Ifa)
- Ukwahlulela Ngokulawula Kwamacala Omgwaqo 46 ka 1998 (Ezokuthutha)
- Ukwamukelwa Kwabameli 74 ka 1964 (Imisebenzi)
- Ukukhangisa Ngemigwaqo kanye Nokuthuthukiswa KweRibhoni 2 ka 1940 (Imvelo kanye nokongiwa kwemvelo)
- Ukuhlukaniswa Komhlaba 68 ka 1981 (Inkontileka nobungebengu)
- Ukwabiwa Kokulimala 34 ka 1956 (Inkontileka nobungebengu)
- Ukulamula 42 ka 1965 (Umthetho Wenqubo)
- Abameli 53 ka 1979 (Imisebenzi)
- Umsebenzi Wokuhlola Amabhuku 26 ka 2005 (Imisebenzi)
- Izikhungo zamabhange 25 ka 1946 (Izikhungo Zezezimali kanye Nomshwalense)
- Amabhange 94 ka 1990 (Financial Institutions and Insurance)
- Izimo Eziyisisekelo Zokuqashwa 75 ka 1997 (Imisebenzi)
- Izikweletu Zokuhwebelana 34 ka 1964 (Umthetho Wezohwebo)
- Ukuthuthukiswa Okubanzi Kwabamnyama Kwezomnotho 53 ka 2003 (Umthetho Womthethosisekelo)
- Ukusakaza 4 ka 1999 (Ukuxhumana)
- Amagama Ebhizinisi 27 ka 1960 (Umthetho Wezohwebo)
- Ubufakazi bokuqulwa kwecala 25 ka 1965 (Umthetho Wenqubo)
- Izinkampani Ezivaliwe 69 ka 1984 (Umthetho Webhizinisi)

- Ikhomishini Yokulingana Ngobulili 39 ka 1996 (Umthetho Womthethosisekelo)
- Izinkampani 61 ka 1973 (Umthetho Webhizinisi)
- Izinkampani 71 ka 2008 (Umthetho Webhizinisi)
- Isinxephezelo Sokulimala Nezifo Emsebenzini 130 ka 1993 (Abasebenzi)
- Ukuncintisana 89 ka 1998 (Umthetho Wezohwebo)
- Umthethosisekelo weRiphabhulikhi yaseNingizimu Afrika 108 ka 1996 (Umthetho Womthethosisekelo)
- Ukuvikelwa kwabathengi 68 ka 2008 (Umthetho Wezohwebo)
- Imali Yezimo Eziphuthumayo 66 ka 1997 (Ukuphathwa Kwezomthetho)
- Izijeziso Ezijwayelekile 15 ka 1962 (Inkontileka nobugebengu)
- Icopyright 98 ka 1978 (Umthetho Wezohwebo)
- Inkohlakalo 94 ka 1992 (Umthetho Wobugebengu)
- Izimpahla Zomgunyathi 37 ka 1997 (Umthetho Wezohwebo)
- Izivumelwano Zezikweletu 75 ka 1980 (Inkontileka nobugebengu)
- Inqubo Yobugebengu 51 ka 1977 (Umthetho Wenqubo)
- Ukwehlulwa Kwezikweletu Kwamanye Amazwe 42 ka 2000 (Ifa)
- Abaqoqi Zikweletu 114 ka 1998 (Ukuphathwa Kwezomthetho)
- Irejista yamatayitela 47 ka 1937 (Ukuphathwa Kwezomthetho)
- Imiklamo Act 195 of 1993 (Umthetho Wezohwebo)
- Ubufakazi Bedokhumentari obuvela emazweni ase-Afrika 62 ka 1993 (Umthetho Wenqubo)
- Indawo yokuhlala 3 ka 1992 (Ubuzwe)
- Ezokuxhumana ngogesi 36 ka 2005 (Ukuxhumana)
- Ezokuxhumana ngogesi kanye Nezentengiselwano 25 ka 2002 (Ukuxhumana)

- Ukulingana Kokuqashwa 55 ka 1998 (Abasebenzi)
- Ukuphoqelelwa Kwezahlelo Zomphakathi Zangaphandle 32 ka 1988 (Ukuphathwa Kwezomthetho)
- Ukulondolozwa kwemvelo 73 ka 1989 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ezezimali 42 ka 2008 (Ezezimali)
- Izikhungo Zezezimali (Ukuvikelwa Kwezimali) 28 ka 2001 ( Izikhungo Zezezimali kanye Nomshwalense)
- Isikhungo sobuhlakani bezezimali 38 ka 2001 (Umthetho Wobugebengu)
- Ibhodi Lezinsizakalo Zezezimali 97 of 1990 (Financial Institutions and Insurance)
- Financial Services Ombud Schemes Act 37 ka 2004 (Izikhungo Zezezimali kanye Nomshwalense)
- Ukuhlonza 68 ka 1997 (Ubuzwe)
- Ukuthuthela kwelinye izwe 13 ka 2002 (Ubuzwe)
- Intela Yemali Engenayo 58 ka 1962 (Intela Yemali Engenayo)
- Ukungabi nazimali Act 24 of 1936 (Estates)
- Ukusungulwa Kwezinqubo Zomthetho ezimelene neziNhlaka ezithile zoMbuso 40 ka 2002 (Umthetho Wenqubo)
- Ukutolika 33 ka 1957 (Umthetho Wenqubo)
- Ukuphenya Ngokuchitshiyelwa Kwamacala Abucayi Wezomnotho 46 ka 1995 (Umthetho Wobugebengu)
- AmaJaji Okuthula kanye Nokhomishana Bezifungo 16 ka 1963 (Ukuphathwa Kwezomthetho)
- Ubudlelwano Babasebenzi 66 ka 1995 (Abasebenzi)
- Ukuchitshiyelwa koMthetho Wobufakazi 45 ka 1998 (Umthetho Wenqubo)
- Umkhawulo Wezinyathelo Zomthetho (Iziphathimandla zezifundazwe nezendawo) 94 ka 1970 (Inqubo)

- Umshwalense Wesikhathi Eside 52 of 1998 (Izikhungo Zezezimali kanye Nomshwalense)
- Izilinganiso Zokulinganisa kanye Namazinga Okulinganisa 18 ka 2006 (Isayense)
- Izikimu Zezokwelapha 131 ka 1998 (Impilo)
- Isikweletu Sikazwelonke 34 ka 2005 (Inkontileka nobugebengu)
- Ukuphathwa Kwemvelo Kazwelonke 107 ka 1998 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ukuphathwa Kwemvelo Kazwelonke: Izinga lomoya 39 ka 2004 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ukuphatha 24 ka 2008 (Imvelo kanye Nokugcinwa Kwemvelo)
- Ukuphathwa Kwemvelo Kazwelonke: Imfucuza 59 of 2008 (Imvelo kanye Nokugcinwa Kwemvelo)
- Impilo Kazwelonke 61 ka 2003 (Impilo)
- Amaphuzu Abalulekile Esizwe 102 ka 1980 (Ezokuphepha kanye Namajele)
- Ukuphepha Emgwaqeni Kuzwelonke 9 ka 1972 (Ezokuthutha)
- Ukuhamba kwemingwaqo Zwelonke 93 ka 1996 (Ezokuthutha)
- Amanzi zwelonke 36 ka 1998 (Izinsiza)
- Impilo Nokuphepha Emsebenzini 85 ka 1993 (Abasevenzi)
- Abazali senzo 57 ka 1978 (Umthetho Wezohwebo)
- Izikhwama Zempesheni 24 ka 1956 (Ezenhlalakahle kanye Nezimpesheni)
- Incwadi kadokotela 68 ka 1969 (Umthetho Wenqubo)
- Izinga Lenzalo Elimisiwe 55 ka 1975 (Inkotileka nobugebengu)
- Ukulawulwa Kwemboni Yezokuphepha Ezizimele 56 ka 2001 (Imisebenzi)
- Ukukhuthaza Ukutholakala Kolwazi 2 ka 2000 (Umthetho Womthethosisekelo)

- Ukukhuthazwa Kokulingana kanye Nokuvimbela Ubandlululo Olungafanele 4 ka 2000 (Umthetho Womthethosisekelo)
- Ukuvikelwa Kwamabhizinisi 99 ka 1978 (Umthetho Wehwebo)
- Abacwaningi Bamabhuku Kahulumeni kanye Nabacwaningi Bamabhuku 80 ka 1991 (Imisebenzi)
- Ucwangingo Lomphakathi 25 ka 2004 (Izimali)
- Ukuqashelwa Nokuphoqelwa Kwemiklomo Yamazwe Angaphandle 40 ka 1997 (Izinkantolo)
- Ukuqashelwa Kweziqo Nezinqubo Zomthetho Zangaphandle 114 ka 1993 (Imisebenzi)
- Ukulawulwa Kokungenelela Kokuxhumana kanye Nokuhlinzekwa Kolwazi Oluhlobene Nezokuxhumana 70 ka 2002 (Ukuxhumana)
- Isikhwama Sezingozi Zomgwaqo 56 ka 1996 (Izikhungo Zezezimali kanye Nomshwalense)
- **Ukuhamba Kwemigwaqo** 29 ka 1989 (Ezohwebo)
- Umshwalense wesikhashana 53 ka 1998 (Izikhungo zezimali kanye Nomshwalense)
- Ukuthuthukiswa Kwamakhono 97 ka 1998 (Umsebenzi)
- Ukuchitshiyelwa Kokuthuthukiswa Kwamakhono 37 ka 2008 (Umsebenzi)
- Izintela Zokuthuthukiswa Kwamakhono 9 ka 1999 (Umsebenzi)
- Izinkantolo Zamacala Amancane 61 ka 1984 (Izinkantolo)
- Amaphasipoti kanye Nezincwadi Zokuvakasha zaseNingizimu Afrika (Ubuzwe)
- Amazinga 8 ka 2008 (Isayense)
- Inkantolo ephakeme 59 ka 1959 (Izinkantolo)
- Inhlango ye-roads limited yaseNingizimu Afrika 7 ka 1998 (Ezokuthutha)
- Ukulawulwa Kwemikhiqizo kagwayi 83 ka 1993 (Impilo)
- Izimpawo Zokuhweba 94 ka 1993 (Umthetho Wezowhebo)



- Trade Metrology Act 77 ka 1973 (Isayense)
- Izindlela Zokuhweba 76 ka 1976 (Umtheto Wezohwebo)
- Umsebenzi Wokudlulisa 40 ka 1949 (Imali enganayo)
- ukulawulwa kwempahla 7 ka 1988 (Amafa)
- Umshwalense Wokungasebenzi 63 ka 2001 (Umsebenzi)
- Iminikelo Yomshwalense Wokungasebenzi 4 ka 2002 (Umsebenzi)
- Inani elengeziwe lentela 89 ka 1991 (Imali engenayo)
- Izinqubo Ezibuhlungu 3 ka 1956 (Izinkantolo)
- Izinkonzo Zamanzi 108 ka 1997 (Resources)
- Amafa 7 ka 1953 (Amafa)