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**GOVERNMENT NOTICES**

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**DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT**

No. R. 1080

20 November 2009

**PROMOTION OF ACCESS TO INFORMATION ACT, 2000****DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Jeffrey Thamsanqa Radebe, Minister of Justice and Constitutional Development, hereby publish under section 15(2) of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000), the descriptions submitted to me in terms of section 15(1) of the said Act by the –

**DEPARTMENT OF AGRICULTURE: LIMPOPO**

As set out in the Schedule

**JEFFREY THAMSANQA RADEBE, MP****MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT**

**"FORM D****AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS:**

(Section 15 of the Promotion of Access to Information Act, 2000

(Act 2 of 2000)

(Regulations 5A)

DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1)(a) OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS (SECTION 15(1)(b))
<b>FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):</b>	
Departmental Strategic Plans Departmental Annual Performance Plan Service Delivery Improvement Plan Employment Equity Reports Approved Organizational structures Departmental file plans Audited financial statements Departmental policies and procedure Manuals Citizens 's report Promotion of Access to Information Manual Service Standards Service Delivery Charter Statement of commitment Departmental Events Calendar MEC Budget Speech Departmental Circulars Public Service Forms Staff Contact details Directory Journals and magazines Tender Documents News letters Promotional materials	The records may be inspected at the Department on request in writing addressed to the Deputy Information Officer, Limpopo Department of Agriculture Private Bag X 9487, POLOKWANE 0700 Tel. No (015) 294 3174 Fax No (015) 294 4547 E – Mail address: <a href="mailto:Netshifhiredn@agric.limpopo.gov.za">Netshifhiredn@agric.limpopo.gov.za</a> or visit our website <a href="http://www.lda.gov.za">www.lda.gov.za</a>
<b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>	

Tender Documents	Records can be purchased at the Supply Chain Unit, Temo Towers Building 5 <sup>th</sup> floor Office no 26 Department of Agriculture <b>POLOKWANE 0700</b>
<b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii):</b>	
<p>Departmental Strategic Plans          Departmental Annual Performance Plan          Service Delivery Improvement Plan          Employment Equity Reports          Approved Organizational structures          Departmental file plans          Audited financial statements          Departmental policies and procedure Manuals          Citizens 's report          Promotion of Access to Information Manual          Service Standards          Service Delivery Charter          Statement of commitment          Departmental Events Calendar          MEC Budget Speech          Departmental Circulars          Public Service Forms          Staff Contact details Directory          Journals and magazines          Tender Documents          News letters          Promotional materials</p>	<p>The records may be accessed on request from the Deputy Information Officer, Limpopo Department of Agriculture          Private Bag X 9487, <b>POLOKWANE 0700</b>          Tel. No (015) 294 3174          Fax No (015) 294 4547          E – Mail address:  <a href="mailto:Netshifhiredn@agric.limpopo.gov.za">Netshifhiredn@agric.limpopo.gov.za</a> or visit our website <a href="http://www.lda.gov.za">www.lda.gov.za</a></p>