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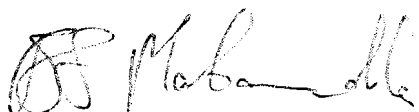
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DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT**NO. R.****.....2007****PROMOTION OF ACCESS TO INFORMATION ACT, 2000****DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Brigitte Sylvia Mabandla, Minister for 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 –

Council for Debt Collectors

As set out in the Schedule

**BRIGITTE SYLVIA MABANDLA, MP****MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT**

FORM D**COUNCIL FOR DEBT COLLECTORS****AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS**

(Section 15 of the Promotion of Access to Information Act,
2000 (Act 2 of 2000))

[Regulation 5A]

FOR INSPECTION IN TERMS OF SECTION 15(1)(i)

DESCRIPTION OF CATEGORY OF RECORDS	MANNER OF ACCESS TO RECORDS
<p>1. Records available to employees:</p> <p>1.1 Records are available to employee whose file it is.</p> <p>1.2 Records of disciplinary hearings and related matters are available to the employee concerned.</p> <p>1.3 The Council's code of conduct applicable to employees.</p> <p>2. Records available to the public.</p> <p>2.1 The register of registered debt collectors</p> <p>2.2 Records of disciplinary hearings which have been transcribed</p> <p>2.3 The Council's Financial statements</p>	<p>At the Council's Offices during normal working hours.</p> <p>Can be perused at the Council's offices during normal office hours and on the Council's website, www.debtcol-council.co.za</p> <p>Can be perused at the Council offices during normal office hours</p> <p>Can be perused at the Council's offices during normal office hours</p>

For purchasing in terms of section 15(1)(a)(ii)

<p>1. Register of registered debt collectors</p> <p>2. Records of disciplinary hearings which have been transcribed.</p> <p>3. The Council's Financial records</p>	<p>At the Council's offices against payment of the prescribed fee of R1.10 per A4 folio or part thereof</p>
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For Copying in terms of section 15(1)(a)(ii)

1. Register of registered debt collectors	Making copies at the Council's office during normal working hours
2. Records of disciplinary hearings which have been transcribed	
3. The Council's Financial Statements	

Available Free of Charge in terms of section 15(1)(a)(iii)

1. Records available to employees in terms of section 15(1)(a)(i)	At the Council's offices during normal working hours.
2. Copying of records in terms of section 15(1)(a)(ii)	

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