

**DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT
DEPARTEMENT VAN JUSTISIE EN STAATKUNDIGE ONTWIKKELING**

No. R. 1231

31 December 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 –

OFFICE OF THE PREMIER: LIMPOPO

As set out in the Schedule



JEFFREY THAMSANQA RADEBE, MP

MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

**ACCESS TO RECORDS HELD BY OFFICE OF THE PREMIER
SECTION 15 (1) (a)**

**Automatic Disclosures
SCHEDULE**

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1) (a) OF THE PROMOTION OF ACCESS TO INFORMATION ACT 2 2000	MANNER OF ACCESS TO RECORDS
1. FOR INSPECTION IN TERMS OF SECTION 15(1)(a) (i)	
<ul style="list-style-type: none"> 1.1. Departmental Strategic Plans 1.2. Annual Performance Plans 1.3. Service Delivery Improvement Plans 1.4. Quarterly reports 1.5. Annual Reports 1.6. Employment Equity Reports 1.7. Approved Organizational structure 1.8. Departmental File Plans 1.9. Departmental Acts, Policies and procedures 1.10. Citizens Reports 1.11. Promotion of Access to Information Manual 1.12. Budget Speeches 1.13. Domain Specific Service Delivery Standards 1.14. Premier's speeches 1.15. Circulars of advertised posts 1.16. Public Service Application Forms (Z83) 1.17. Staff Contact Details Directory 1.18. Journals and magazines 1.19. Bid Documents 1.20. News Letters 1.21. Departmental Media statements 1.22. Provincial Growth & Development Strategy 1.23. Library material (Legal & Communication Services) 1.25 State of the Province Address 1.26. Labour Relations Agreements 	<p>The records may be inspected at the Office of the Deputy Information Officer as follows:</p> <p>Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. A122 First Floor) POLOKWANE, 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: ngobenik@premier.limpopo.gov.za</p>
2. FOR PURCHASING IN TERMS OF SECTION 15(a)(ii)	
2.1. Bid Documents	The Bid Documents can be purchased at Office of the

	Premier: 40 Hans van Rensburg Street) Revenue & Budget Sub-Division, Office No. 10 - Ground Floor (Bodenstein Building)
3. FOR COPYING IN TERMS OF SECTION 15(a) (ii)	
3.1. Departmental Strategic Plans 3.2. Annual Performance Plans 3.3. Service Delivery Improvement Plans 3.4. Quarterly reports 3.5. Annual Reports 3.6. Employment Equity Reports 3.7. Approved Organizational structure 3.8. Departmental File Plans 3.9. Departmental Acts, Policies and procedures 3.10 Citizens Reports 3.11. Promotion of Access to Information Manual 3.12. Budget Speeches 3.13. Domain Specific Service Delivery Standards 3.14. Premier's speeches 3.15. Circulars of advertised posts 3.16. Public Service Application Forms (Z83) 3.17. Staff Contact Details Directory 3.18. Journals and magazines 3.19. Bid Documents 3.20. News Letters 3.21. Departmental Media statements 3.22. Provincial Growth & Development Strategy 3.23. Library material (Legal & Communication Services) 2.24. State of the Province Address 2.25. Labour Relations Agreements	The records may be accessed for copying at the Office of the Deputy Information Officer as follows: Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. A122 First Floor) POLOKWANE , 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: ngobenik@premier.limpopo.gov.za
4. FREE OF CHARGE IN TERMS OF SECTION 15(a)(iii)	
4.1. Journals and magazines 4.2. News Letters 4.3. State of the Province Address 4.4. Departmental Events Calendar 4.5. Public Service Application for Employment Forms (Z83) 4.6. Departmental Media statements	The records may be accessed free of charge at the Office of the Deputy Information Officer as follows: Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. A122 First Floor) POLOKWANE , 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: ngobenik@premier.limpopo.gov.za