
GOVERNMENT NOTICES

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

No. R. 501

11 June 2010

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 COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

As set out in the Schedule



JEFFREY THAMSANQA RADEBE, MP

MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT



REPUBLIC OF SOUTH AFRICA

FORM D

AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS:

(Section 15 of the Promotion of Access to Information Act, 2000 (Act No. 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 (e.g. website) (SECTION 15(1)(b))	CONTACT PERSON
FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):		
FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):		
Integrated Development Planning Newsletter: 2005	Available from Directorate Intergovernmental Planning: dplg	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
<ul style="list-style-type: none"> LED Guidelines, March 2005 available on the website LED Framework discussion document, November 2005 (embargoed, NOT for public consumption) LED Toolkit August 2006 – yet to be printed LED Stimulating & Developing Sustainable Local Economic (National Framework for Local Economic Development) 	Available from Directorate; Intergovernmental Planning: dplg (Local Economic Development)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii):		
Training Board for Local Government Bodies Annual Reports Note: Training Board was disestablished in 2000 and no longer has Annual Reports	The respective reports are available for copying. (Local Government Leadership Academy)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Discussion document: The Nature, Role and Composition of the Senate of the Republic of South Africa compared with second chambers of other states	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Discussion document: The South African Second Tier of Government. Comparisons with international examples of regionalized systems of government	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Province of Mpumalanga, House of Traditional Leaders	Available for copying (Directorate: Traditional Leaders & Institutes)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Discussion document: An overview of the fundamental principles of selected proportional electoral systems	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
A discussion document towards a white paper on local government	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810

Green paper on local government	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
White paper on local government	Hardcopies are available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
A short guide to the white paper on local government	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Intergovernmental relations	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Local Government series (1): <ul style="list-style-type: none"> Local Economic Development Integrated Development Planning for Local Authorities: A User-Friendly Guide Tool Kit for Municipal Planning Municipal Infrastructure Programme Progress Report The Consolidate Municipal Infrastructure Programme hand-book Municipal Infrastructure Investment Framework Municipal Service Options: A Guideline for Local Authorities Guidelines for Private Sector Participation in Municipal Service Delivery Disaster Management Guidelines for Municipalities Financial Management for Local Government: A User-friendly Guide 	Available for copying (Directorate: Local Economic Development) (Directorate: Development Planning) (Directorate: Municipal Infrastructure Policy) (Directorate: Municipal Infrastructure Policy) Directorate: Disaster Management Directorate: Municipal Finance Policy	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810 Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Local Government Information Series Part two / (2) <ul style="list-style-type: none"> Building Capacity Local government for the 21st Century Demarcation Establishing New Municipalities Elections District Government Metropolitan Government Types of Municipalities Participation and Accountability Performance Management 	Hard copies are available for copying (Directorate: Local Government Institution and Administrative Systems)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
<ul style="list-style-type: none"> Questions and Answers about Municipal Service Partnerships Question and answer booklet – Implications of the National Government division of power & functions for water & sanitation 	Hard copies are available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Further Research into Metropolitan Government Systems	Available for copying (Directorate: Local Government Institution and Administrative Systems)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
Masakhane (1)	Hard copies are available for copying (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680

Masakhane (2)	Hard copies are available for copying (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Citizen's guide on Municipal Service Partnerships	Hard copies are available for copying (Directorate: Municipal Service Partnerships)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
White Paper on Disaster Management	Hard copies are available for copying (Directorate: Disaster Management)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Annual Report on the Equitable Share for Local Government for the 1999/2000 financial year	Hard copies are available for copying (Directorate: Equitable Share & Fiscal Transfers)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
Internal Newsletter – Departmental Activities	Available for copying (Directorate: Marketing & Corporate Communication)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Annual Reports for the T.C.W. Title: Progress with the Implementation of the Constitution	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Commission for the Promotion and Protection of the Rights of Cultural, Religious and Linguistic Minorities – an integrated discussion document	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Final Report: Second National Consultative Conference: The Commission for the Promotion and Protection of the Rights of Cultural and Linguistic Communities	Available for copying (Directorate: Research and Library)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Review of the SA Government's Grant-funded Municipal Infrastructure Programs	Available for copying (Directorate: Municipal Infrastructure)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
Intergovernmental Relations	Hard copies are available for copying (Directorate: Research & IGR stakeholder Relations)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Municipal International Relations	Available for copying (Directorate: Municipal Infrastructure)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Report on the Southern African Development Community (SADC) Local Government Conference: Towards co-operation on Local Government matters in the Southern African Development Community Region 28-30 July 1999	Available for copying (Directorate: International & Donor Relations)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Local Economic Development Manual Series (1st edition): <ul style="list-style-type: none"> Guideline to Institutional Arrangements (1) Strategies and Instruments Transforming Localities (2) Case-study Experience in Declining & Thriving Municipalities (3) Performance Management & Measurement Techniques (4) 	Available for copying (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
DP-DDP brochure	Available for copying (Directorate: Research) (Directorate: Anthropological & Geneological)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680

Discussion Document towards White Paper on Traditional Leaders and Institutions	Available for copying (Directorate: Research and Traditional Leadership & Institutes)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
White Paper on Traditional Leadership	Hard copies are available for copying (Directorate: Traditional Leadership & Institutes)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
IGR Provisional Supervision, Manual for the Application of Section 139 of the Constitution	Hard copies are available for copying (Directorate: Research & Intergovernmental Relations Policy)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Local Government 2000 and beyond, vote and be involved	Available for copying (Directorate: Local Government Institutions & Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Integrated Development Planning (IDP). A report on study tour to South America on the Development Planning System in Bolivia and Columbia	Available for copying (Directorate: Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Integrated Development Plans (IDP) and Land-Use Management Linkages	Available for copying (Directorate: Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
The first preliminary Municipal Service Partnerships survey in South Africa (breaking the mould)	Available for copying (Directorate: Municipal Service Partnerships)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
IDP Guide Pack: • Guide 0 (overview) • Guide 1 (guidelines) • Guide 2 (preparation) • Guide 3 (methodology) • Guide 4 (toolbox) • Guide 5 (sectors and implementation)	Hard copies are available for copying (Directorate: Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Regenerating Local Economics, the social plan fund, municipalities leading local economics towards regeneration	Hard copies are available for copying (Directorate: LED)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Capacity Building Programmes on Municipal Service Partnerships (MSPs), towards enhancement of Institutional capacity for sustainable development!	Available for copying (Directorate: Municipal Service Partnerships)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Introduction to Performance Management for Local Government in South Africa	Available for copying (Directorate: Municipal Performance Monitoring & Support)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Performance Management, a guide for Municipalities	Hard copies are available for copying (Directorate: Municipal Performance Monitoring & Support)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Disaster Management <i>In South Africa</i>	Available for copying Available for free www.ndmc.gov.za (Directorate: Disaster Management)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Integrated Sustainable Rural Development Programme (ISRDP)	Available for copying (Directorate: ISRDP Monitoring & Evaluation)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Consolidated Municipal Infrastructure Investment Unit, CMIP update	Available for copying (Directorate: Municipal Infrastructure Policy)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821

Integrated Development Planning (IDP) Pack: <ul style="list-style-type: none"> • IDP summary • IDP-LA21 process • IDP declaration • Disc calendar 2003 • The case of the UGU IDP • Summary document on the IDP-LA21 relationship • Principals of IDP and assessment of the process 2001/2002 • Case studies on sustainability in local governance • IDP Disc (CD) 	Hard copies are available for copying (Directorate: Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Strategic Plan	Hard copies are available for copying. Copies of the 2004-07 plans are available while stocks last, where after hard copies will be available for copying. (Directorate: Corporate Planning & Project Management)	Ms KC Mketi Deputy Information Officer Tel: 012 395 – 4621 Fax: (012) 395 - 4684
Property Rates Bill – Key Information Services	Hard copies are available for copying (Directorate: Intergovernmental Fiscal Relations)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Local Government Review 2003/04	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Local Government Municipal Performance Regulations	Booklet available while stocks last (Directorate: Municipal Performance Monitoring & Support)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Local Government Fact Book	Hard copies are available for copying (Directorate: Research & Library)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Annual Report Principle mechanisms of constitution making in South Africa	Hard copies are available for copying. Copies of the annual Report for 2002/03 are available while stocks last, whereafter hard copies will be available for copying (Directorate: Research has full act) (Directorate: Corporate Planning & Project Management)	Ms KC Mketi Deputy Information Officer Tel: 012 395 – 4621 Fax: (012) 395 - 4684 & Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii):		
Training Board for Local Government Bodies Annual Reports Note: Training Board was disestablished in 2000 and no longer has Annual Reports	The reports are available for free on www.dplg.gov.za (Directorate: Local Government Leadership Academy)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
White paper on local government	Available for free on www.dplg.gov.za (Directorate: Research & IGR)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Case studies on LED and poverty	Available for free on www.dplg.gov.za (Directorate: LED)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Linking local economic development to poverty alleviation	Available for free on www.dplg.gov.za (Directorate: Research & LED)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810

Role of cities in Poverty Alleviation – Palmer Development group	Available for copying (Directorate: Research & LED)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Local Government Information Series Part two / (2) <ul style="list-style-type: none"> • Building Capacity • Local government for the 21st Century • Demarcation • Establishing New Municipalities • Elections • District Government • Metropolitan Government • Types of Municipalities • Participation and Accountability • Performance Management 	Available for free on www.dplg.gov.za (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Questions and Answers about Municipal Service Partnerships	Available for free on www.dplg.gov.za (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Masakhane (1)	Available for free on www.dplg.gov.za (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Masakhane (2)	Available for free on www.dplg.gov.za (Directorate: Local Government Institution and Administrative Systems)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Citizen's guide on Municipal Service Partnerships	Available for free on www.dplg.gov.za (Directorate: Municipal Service Partnership)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
White Paper on Disaster Management	Available for free on www.dplg.gov.za and www.ndmc.gov.za (Directorate: Disaster Management)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Annual Report on the Equitable Share for Local Government for the 1999/2000 financial year	Available for free on www.dplg.gov.za (Directorate: Equitable Share & Fiscal Transfers)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
Intergovernmental Relations <ul style="list-style-type: none"> • Practitioner's Guide to IGR System in SA • Intergovernmental Relations Framework Act: Evolution and Practice • Guidelines for Managing Joint Programmes • Implementation Protocols Guidelines • Guidelines for the Application of Section 100 and 139 of the Constitution • Guidelines for the Allocation of Additional Powers and Functions to Municipalities • Guidelines for Intergovernmental Dispute Prevention and Settlement • Intergovernmental Co-operation and Agreements: An Introduction 	Available for free on www.dplg.gov.za (Directorate: Intergovernmental Relations)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
Basic Municipal Services (a guideline for Municipalities): Targeting poor households in the provision of basic municipal services	Available for free on www.dplg.gov.za (Directorate: Municipal Service Partnership)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821
Municipal Community Partnerships (MCPs)	Available for free on www.dplg.gov.za (Directorate: Municipal Service Partnership)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 – 0821

White Paper on Traditional Leadership	Available for free on www.dplg.gov.za (Directorate: Traditional Leaders & Institutions)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
GR Provisional Supervision, Manual for the Application of Section 139 of the Constitution	Available for free on www.dplg.gov.za (Directorate: Research & Intergovernmental Relations)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
IDP-DDP plan press newsletter	Available for free on www.dplg.gov.za (Directorate: Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Local Economic Development Fund Brochure	Available for free on www.dplg.gov.za Directorate LED)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Regenerating Local Economics, the social plan fund, municipalities leading local economics towards regeneration	Available for free on www.dplg.gov.za (Directorate: Municipal Service Partnership)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Performance management, a guide for Municipalities	Available for free on www.dplg.gov.za (Directorate: Municipal Service Partnership)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Integrated Development Planning (IDP) Pack: <ul style="list-style-type: none"> • IDP summary • IDP-LA21 process • IDP declaration • Disc calendar 2003 • The case of the UGU IDP • Summary document on the IDP-LA21 relationship • Principals of IDP and assessment of the process 2001/2002 • Case studies on sustainability in local governance • IDP Disc (CD) 	Available for free on www.dplg.gov.za (Directorate: Integrated Development Planning)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Strategic Plan	Available for free on www.dplg.gov.za (Directorate: Corporate Planning & Project Management)	Ms KC Mketi Deputy Information Officer Tel: (012) 395 – 4621 Fax: (012) 395 - 4684
Property Rates Bill – Key Information Services	Available for free on www.dplg.gov.za (Directorate: Intergovernmental Fiscal Relations)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Local Government Municipal Performance Regulations	Available for free on www.dplg.gov.za (Directorate: Municipal Performance Monitoring & Support)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 - 4680
Manual for the application of section 139 of the Constitution	Available for copying (Directorate: Research)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Dplg Research Bulletin	Available for free on www.dplg.gov.za (Directorate: Research & Library)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Local Government Fact Book	Available for free on www.dplg.gov.za (Directorate: Research & Library)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810

Annual Report	Reports for 1997 to 2003 area available for free on www.dplg.gov.za (Directorate: Corporate Planning & Project Management)	Ms KC Mketi Deputy Information Officer Tel: (012) 395 – 4621 Fax: (012) 395 – 4684
Integrated Sustainable Rural Development Strategy (ISRDS)	Available on the dplg website: www.dplg.gov.za (Directorate: ISRDP Monitoring & Evaluation)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Urban and Rural Development Programmes: Guidelines for participation <ul style="list-style-type: none"> • URP_ Implementation Framework • URP_ Toolkit for Programme Managers • URP_ Lesson Learnt 	Available on the dplg website: www.dplg.gov.za (Branch: Urban and Rural Development)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 – 0810
Corporate Services <ul style="list-style-type: none"> • Recruitment and Selection Policy version 1 • Scarce Skills Recruitment and Retention Policy Version 1 • Overtime Policy Version 1 • Resettlement Policy Version 1 • Special Leave Policy Version 2 • Performance Management and Development System Version 1 • Policy on Working Hours & Working Arrangements Version 1 • Job Evaluation Policy Version 1 • Internal Work Organization Policy Version 1 • Funeral Bereavement Policy 2006 – 2011 Version 1 • Training, Education and Development Policy Version 1 • Employment Equity Plan 1 April 2007 - 31 March 2010 • Employment Equity Policy, Effective date: 1 April 2007 Version 1 • HRD Internship Programme Policy & Procedure Version 1 • Transport Policy 2006/2011 • Travel Policy • Cellular Phone Policy 2006/2011 • Internal Catering & Conferencing Policy 2006/2011 • Record Management Policy 2006/2011 • Registry Procedure Manual April 2005 • Mail Procedure Manual April 2005 • Corporate Identity Manual 2005/06 	Hard copies are available for copying Available for free on www.dplg.gov.za (Branch: Corporate Services)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680
National House of Traditional Leaders (NHTL) <ul style="list-style-type: none"> • National House of Traditional Leaders (NHTL) Annual Report 2006/07 • National House of Traditional Leaders (NHTL) Annual Report 2007/08 	Available for free on www.dplg.gov.za Available for copying Available for free on www.dplg.gov.za Available for copying (Directorate: National House of Traditional Leaders)	Mr J Dube Deputy Information Officer Tel: (012) 395 – 4619 Fax: (012) 395 – 4680

The dplg Annual Report 2006/07	Hard copies are available for copying (Directorate: Corporate Planning & Project Management)	Ms KC Mketi Deputy Information Officer Tel: (012) 395 – 4621 Fax: (012) 395 - 4684
3 rd Issue: Project Consolidate newsletter December/January 2008	Available for copying (Branch: Systems & Capacity Building)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Disaster Management <ul style="list-style-type: none"> Green Paper on Disaster Management 1998 National Disaster Management Framework of 2005 The Inaugural NDMC Annual Report 2006/07 	Available for free on www.ndmc.gov.za Available for free on www.ndmc.gov.za Available for free on www.ndmc.gov.za (Directorate: Disaster Management)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810
Municipal Infrastructure Governance <ul style="list-style-type: none"> Municipal Infrastructure Process and Procedure 2006 Municipal Infrastructure Grant (from programme to projects to sustainable services) 2004 Municipal Infrastructure Policy Framework 2004 Backlog Framework Document 2007 Dplg-Statssa Data Maintenance Protocol For Free Basic Services and Infrastructure 2009 Industry Guidelines : Infrastructure Service delivery Level and the Unit Costs 2007 Municipal Infrastructure Investment Framework 2006 MIG Communication Strategy 2007 Asset Management Guidelines 2005 Division of Revenue 2008 Comprehensive Infrastructure Plans Guidelines 2009 MIG Roles and Responsibilities 2006 Project Management Unit Guidelines 2006 Municipal Infrastructure Investment Framework 2006 Phase II MIG MIS Technical Design Specification 2009 Phase II MIG MIS System Prospectus 2009 Phase II MIG MIS System Delivery Specification 2009 	Available on MIG H-Drive Available on hard copies Available on MIG H-Drive Available on H-Drive Available on H-Drive Available on MIG H-Drive Available on MIG H-Drive Available on H-Drive Available on hard copies & MIG H-Drive Available on www.treasury.gov.za & hard copies Available on MIG H-Drive Available on MIG H-Drive Available on website www.dplg.gov.za Available on H-Drive Available on H-Drive Available on H-Drive Available on H-Drive (Directorate: Municipal Infrastructure Policy)	Mr D Petersen Deputy Information Officer Tel: (012) 334 – 0992 Fax: (012) 334 - 0821
Research <ul style="list-style-type: none"> Gender policy framework for local government National capacity framework for local government Expanding economic opportunity in the Presidential nodes Policy process on the systems of Provincial & Local Government – Background; policy questions, process and participation Best practices on Free Basic Services Intergovernmental Relations Toolkit Practitioners Guide to IGR System in South Africa An Intergovernmental perspective, A series for BIX Case Studies 	Available for free on www.dplg.gov.za Available for copying (Directorate: IGR Stakeholder Relations)	Mr G Kilian Deputy Information Officer Tel: (012) 334 – 0667 Fax: (012) 334 - 0810