

No. R. 932

22 October 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 –

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF PUBLIC
WORKS**

As set out in the Schedule

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



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF PUBLIC WORKS

PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (ACT NO. 2 OF 2000)

"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))
FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):	
<ul style="list-style-type: none"> ▪ Annual Reports ▪ Approved organizational structure ▪ Budgets ▪ Circulars of advertised posts and services ▪ Citizens' reports ▪ Copies of speeches by the MEC ▪ Departmental acts, regulations, policies and procedure manuals ▪ Departmental Annual Performance Plan ▪ Departmental File Plans ▪ Departmental forms ▪ Departmental Strategic Plans ▪ Employment Equity reports ▪ Journals and magazines ▪ News Letters ▪ Promotion of Access to Information Manual 	<p>The records may be inspected at the Department on request, addressed to the Office of the Deputy Information Officer, Department of Public Works Private Bag x9490, Polokwane 0700 Tel. No. 015 284 7000 Fax: No.: 015 284 7030 e-mail address: Makhafolat@dpw.limpopo.gov.za or visit our website www.limpopo.gov.za/publicworks</p>

43 Church Street, POLOKWANE, 0699, Private Bag X9490, POLOKWANE, 0700,
 Tel: (015) 284 7000, Fax: (015) 284 7030, Website: <http://www.Limpopo.gov.za>

- **Promotional material**
- **Service Delivery Charter**
- **Service Delivery Improvement Plan**
- **Service Standards**
- **Staff contact details (directory)**
- **Statement of commitment**

FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):

Tender Documents

Records can be purchased at the Supply Chain Unit, Works Towers Building. First floor Department of Public Works 41 Church Street, Polokwane 0700

FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii):

- **Annual Reports**
- **Approved organizational structures**
- **Budgets**
- **Circulars of advertised posts and services**
- **Citizens' reports**
- **Copies of speeches by the MEC**
- **Departmental acts, regulations, policies and procedure manuals**
- **Departmental Annual Performance Plan**
- **Departmental File Plans**
- **Departmental forms**
- **Departmental Strategic Plans**
- **Employment Equity reports**
- **Journals and magazines**
- **News Letters**
- **Promotion of Access to Information Manual**

The records may be accessed at the Department on request, addressed to the Office of the Deputy Information Officer, Department of Public Works Private Bag x9490, Polokwane 0700
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<ul style="list-style-type: none"> ▪ Promotional material ▪ Service Delivery Charter ▪ Service Delivery Improvement Plan ▪ Service Standards ▪ Staff contact details (directory) ▪ Statement of commitment 	
FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii):	
<ul style="list-style-type: none"> ▪ Circulars for advertised posts ▪ News Letters ▪ PAIA Manuals ▪ Pamphlets ▪ Promotional material 	<p>The records may be accessed on request, addressed to the: Deputy Information Officer Department of Public Works Private Bag x9490 Polokwane 0700 Tel. No. 015 284 7000 Fax: No.: 015 284 7030 e-mail address: Makhafolat@dpw.limpopo.gov.za or visit our website www.limpopo.gov.za/publicworks</p>