

No. 743

14 September 2012

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: OFFICE OF THE PREMIER

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 Procedure Manuals 1.10. Citizens Reports 1.11. Promotion of Access to Information Pamphlets 1.12. Budget Speeches 1.13. Service Delivery Standards 1.14. Premier's speeches 1.15. Circulars of advertised posts 1.16. Public Service Application Forms (Z83) 1.17. Journals and magazines 1.18. News Letters 1.19. Departmental Media statements 1.20. Limpopo Employment Growth & Development Plan 1.21. Library material (Legal & Communication Services) 1.22. State of the Province Address 1.23. Labour Relations Agreements 1.24. Service Charter 1.25. Limpopo Provincial Aids Council Framework 1.26. Registry Procedure Manual 1.27. Incidents / Complaints Procedure Manuals 	<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. 22 POLOKWANE, 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: paia@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 HR Procedure Manuals 3.10 Citizens Reports 3.11. Promotion of Access to Information Pamphlets 3.12. Budget Speeches 3.13. Service Delivery Standards 3.14. Premier's speeches 3.15. Circulars of advertised posts 3.16. Public Service Application Forms (Z83) 3.17. Journals and magazines 3.18. News Letters 3.19. Departmental Media statements 3.20. Limpopo Employment Growth & Development Plan 3.21. Library material (Legal & Communication Services) 3.22. State of the Province Address 3.23. Labour Relations Agreements 3.24. Service Charter 3.25. Limpopo Provincial Aids Council Framework 3.26. Registry Procedure Manual 3.27. Incidents / Complaints Procedure Manuals	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. 22 (Ground Floor) POLOKWANE , 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: <u>paia@premier.limpopo.gov.za</u>
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. Public Service Application for Employment Forms (Z83)	The records may be accessed free of charge at the Office of the Deputy Information Officer as follows:

4.5. Departmental Media statements 4.6. Promotion of Access to Information Pamphlets 4.7. Citizens Reports	Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. 22 (Ground Floor) POLOKWANE, 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046 Email address: <u>paia@premier.limpopo.gov.za</u>
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