

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

No. 694

20 September 2013

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 –

OVERBERG DISTRICT MUNICIPALITY

As set out in the Schedule



JEFFREY THAMSANQA RADEBE, MP

MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT

OVERBERG DISTRICT MUNICIPALITY

**LIST OF RECORDS THAT ARE AUTOMATICALLY AVAILABLE TO THE PUBLIC AND
WHERE TO OBTAIN ACCESS TO SUCH RECORDS**

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

Regulation 5A)

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1) OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS
DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i)	
IDP	These records are available for inspection on the Website: www.odm.org.za and also at the Head Office – Overberg District Municipality, 26 Long Street, Bredasdorp on Mondays to Fridays between 08:00 and 16:00
Annual Report	
Midyear Budget and Performance Report	
Quarterly Financial and Performance Report	
Monthly Financial Reports	
Budget	
Annual Financial Statements	
Service Delivery Budget and Implementation Plan	
Long Term Contracts	
Policies	
Bylaws	
Municipal Managers Performance Contract	
Service Delivery Agreements	
Spatial Development Framework	
Budget & IDP Process Plan	
Supply Chain Management Quarterly Report	These records are available for inspection on the Website: www.odm.org.za and also at the Supply Chain Management Office – Overberg District Municipality, Bredasdorp on Mondays to Fridays between 08:00 and 16:00
Tenders	
Tenders Awards	
Organisational Structure	These records are available for inspection at the Head Office, Overberg District Municipality, 26 Long Street, Bredasdorp on Mondays to Fridays between 08:00 and 16:00
Employment Equity Plan	
Work Place Skills Plan	