No. 844 8 November 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 –

WESTERN CAPE GOVERNMENT

As set out in the Schedule

JEFFREY THAMSANQA RADEBE, MP

MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT

WESTERN CAPE PROVINCIAL GOVERNMENT:
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)

Department of Agriculture

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 COPYING OR PURCHASING IN TERMS OF SECTION 15 (1) (a) (ii)

- (a) Annual Reports
- (b) Strategic Plan
- (c) Quarterly Performance Reports
- (d) Service Standards
- (e) Citizen's report
- (f) MEC Speeches
- (g) Financial Statements
- (h) Budget Reports and Speeches
- (i) Manual and Directives
- (j) Management Meetings

Copies of these records may be obtained on payment of the prescribed fee from the Agriculture Branch, Private Bag X1, Muldersvlei Road, Elsenburg.

DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)

(a) Brochures on agriculture-related Copies of these records are available free subjects of charge from the Agriculture Branch,

(b) Publications, Pamphlets, Newsletters,	Private Bag X1, Muldersvlei Road,
posters	Elsenburg
(b) All information on the website	The following information is available on the website (<u>www.elsenburg.com</u>):
	 About the Department
	– Events
	– Media
	 Radio Elsenburg
	 Events Calendar
	- Services
	 Research Development
	Agricultural Development Centres
	 Information Sheets
	- Elsenburg College

Department of Community Safety

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
	ECORDS AUTOMATICALLY AVAILABLE
FOR COPYING OR PURCHASING IN TER	MS OF SECTION 15(1)(a)(iii)
(a) Annual Report	Hard copies of these records are available free of charge from the Department of Community Safety, PO Box 5346, Room M-60, 15 Wale Street, Cape Town. Electronic copies of these records are available on the Department of Community Safety's website: www.westerncape.gov.za

(b) Strategic Plans	Same as above
(c) Annual Performançe Plan	Same as above
(d) Community Safety Barometer: April 2011	Same as above
(e) Policing Needs and Priorities (PNPs)	Same as above

Department of Cultural Affairs and Sport

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
	CRIPTION OF CATEGORIES OF REC PYING OR PURCHASING IN TERMS O	CORDS AUTOMATICALLY AVAILABLE FOR F SECTION 15(1)(a)(ii)
(a)	"Step-by-Step to project execution" document of the Museum Service Two-monthly in-house magazine "the Cape Librarian"	Copies of these records may be obtained on payment of the prescribed fee from the Head of the Department, Protea Assurance Building, Greenmarket Square, Cape Town
(c)	Annual report of the Western Cape Library Service	
(d)	Facilities Plan of the Chief Directorate: Sport	
(f)	"Major Events Strategy" of the Chief Directorate: Sport	
(g)	HIV and AIDS Strategy of the Department	

Department of Social Development

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR COPYING OR PURCHASING IN TERMS OF SECTION 15 (1)(a)(ii)		
DESCRIPTIONS OF CATEGORIES	MANNER OF ACCESS	
Directorate: Business Planning and policy		
Alignment		
Five year strategic plan of the	Copies of these records may be obtained	
Department	on payment of the prescribed fee from the	
Annual Performance Plan	Directorate: Business Planning and policy	
Annual Report	alignment, 14 Queen Victoria Street,	
Approved policy documents	Private Bag X9112, Cape Town, 8000. It is	
, pp. ovad pond, addaon	also available on the Internet at	
	http://www.capegateway.gov.za	
Directorate: Research, Population and		
Knowledge Management		
Social research reports	Copies of these records may be obtained	
Population and demographic reports	on payment of the prescribed fee from the	
	Directorate: Research, Population and	
	Knowledge Management, 14 Queen	
	Victoria Street, Private Bag X9112, Cape	
	Town, 8000	
Directorate: Social Crime Prevention		
Disaster relief statistics	Copies of these records may be obtained	
	on payment of the prescribed fee from the	
	Directorate: Social Crime Prevention, 14	
	Queen Victoria Street, Private Bag X9112,	
	Cape Town, 8000	
Directorate: Finance		
Annual budget: MTEF	Copies of these records may be obtained	
Adjustment estimates	on payment of the prescribed fee from the	
Revenue and expenditure reports	Directorate: Finance, 14 Queen Victoria	
• Financial statements	Street, Private Bag X9112, Cape Town,	
 Financial delegations document 	8000	
Directorate: Supply Chain Management		
Standard Bidding Documents including	Copies of these records may be obtained	
	on payment of the prescribed fee from the	

General Conditions of Contract	Directorate: Supply Chain Management, 14
Advertised and Awarded Bids/Tender	Queen Victoria Street, Private Bag X9112,
Documents/Files	Cape Town, 8000
Copy of Departmental Contracts	
Copy of Departmental Service Level Agreements	
Supply Chain Management Booklet for	
Suppliers/Vendors	
Supply Chain Management Brochure for	
Suppliers/Vendors	
Chief Directorate: Service Delivery	
Management and Coordination	
Service delivery standards	Copies of these records may be obtained
	on payment of the prescribed fee from the
	Chief Directorate: Service Delivery
	Management and Coordination, 14 Queen
	Victoria Street, Private Bag X9112, Cape
	Town, 8000

Department of Economic Development and Tourism

DESCRIPTION OF CATEGORIES OF	MAI	NNER	OF	ACCESS	то
RECORDS AUTOMATICALLY	REC	CORDS			
AVAILABLE IN TERMS OF SECTION					
15(1) OF THE PROMOTION OF					
ACCESS TO INFORMATION ACT,					
2000					
DESCRIPTION OF CATEGORIES	OF	RECOR	DS	AUTOMATICA	ALLY
AVAILABLE FOR COPYING OR PUR	RCHA	SING IN	I TEI	RMS OF SEC	TION
15(1)(a)(ii)					***************************************
CHIEF DIRECTORATE MANAGEMENT					
SUPPORT	***				
	***************************************				venue venue

- (a) Departmental Integrated Management Plan including the strategic plan, service delivery improvement plan, organisational structure and vision and mission
- (b) Departmental annual report
- (c) Departmental Medium Term
 Expenditure Framework Budget and
 Adjustments Budget
- (d) Departmental website

CHIEF DIRECTORATE

ENVIRONMENTAL AND LAND

MANAGEMENT

- (a) Information referred to in an advertisement of an application in terms of section 3(6) of the Removal of Restrictions Act, 1967 (Act 84 of 1967) and in the possession of the Department
- (b) Regulations for schemes
- (c) Policy documents and circulars

CHIEF DIRECTORATE

ENVIRONMENTAL GOVERNANCE,

POLICY COORDINATION AND

PLANNING

(a) Guidelines, directories, manuals and policy documents

CHIEF DIRECTORATE:

ENVIRONMENTAL SUSTAINABILITY:

(a) Guidelines, directories, manuals and policy documents.

CHIEF DIRECTORATE:

ENVIRONMENTAL QUALITY:

(a) Guidelines, directories, manuals and

Copies of these records may be obtained on payment of the prescribed fee from the Head of the Department, Utilitas Building, 1 Dorp Street, Cape Town

Copies of these records may be obtained on payment of the prescribed fee from the Head of the Department, Utilitas Building, 1 Dorp Street, Cape Town

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Copies of these records may be obtained on payment of the prescribed fee from the Head of the Department, Utilitas Building, 1 Dorp Street, Cape Town

Copies of these records may be

policy documents.	obtained on payment of the prescribed
	fee from the Head of the Department,
	Utilitas Building, 1 Dorp Street, Cape
	Town

Department of Education

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION		MANNER OF ACCESS TO RECORDS
1	(a)(i) OF THE PROMOTION OF ESS TO INFORMATION ACT, 2000	
(a)	LOGIS annual statements and	These records are available for inspection
	reports	at the Directorate: Supply Chain
(b)	Tender documents and quotations	Management, Grand Central Towers,
(c)	SourceLlink documents -	Lower Parliament Street, Cape Town
	advertisements	between 08:00 and 15:45
(d)	Remittance register	These records are available for inspection
(e)	Files (excluding confidential and	at the Directorate: Knowledge and
	personal information)	Information Management (General
(f)	WCED circulars and minutes	Registry), Grand Central Towers, Lower
		Parliament Street, Cape Town between
-		08:00 and 15:45
(g)	Employment equity plan	These records are available for inspection
(h)	Training records	at the Directorate: Human Resource
		Management, Grand Central Towers,
		Lower Parliament Street, Cape Town
***************************************		between 08:00 and 15:45
(i)	Financial records of expenditure	These records are available for inspection
		at the Directorate: Management
		Accounting, Grand Central Towers, Lower
		Parliament Street, Cape Town – between
		08:00 and 15:45

No. 36996

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR COPYING OR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii)

MANNER OF ACCESS TO **RECORDS**

- Inspection reports (could be requested by institution that has been inspected)
- (b) Schedules of amounts that have been deducted from individual's salaries and paid over to outside organisations (Only the organisations concerned may request it.)
- (c) Resolutions and collection arrangements
- (d) Arbitration awards
- (e) Old examination papers
- (f) Duplicate certificates
- (g) Symbol statements
- Senior Certificate: Part-time (h) candidates
- (i) Tender documents
- (j) Tender bulletins
- (k) Syllabuses
- (1) Information on boarding and transport bursaries
- Manuals on school matters

Copies of these records may be obtained, on payment of the prescribed fee, from the Directorate: Financial Accounting, Grand Central Towers, Lower Parliament Street, Private Bag X9114, Cape Town

Copies of these records may be obtained, on payment of the prescribed fee, from the Directorate: Labour Relations, Grand Central Towers, Lower Parliament Street, Private Bag X9114, Cape Town

Copies of these records may be obtained, on payment of the prescribed fee, from the Directorate:

Examinations Administration, Grand Central Towers, Lower Parliament Street. Private Bag X9114, Cape Town

Copies of these records may be obtained, on payment of the prescribed fee, from the Directorate: Supply Chain Management, Grand Central Towers, Lower Parliament Street, Private Bag X9114, Cape Town

Copies of these records may be obtained, on payment of the prescribed fee, from the Directorate: Institution Management and Governance, Grand Central Towers,

		Lower Parliament Street, Private Bag
		X9114, Cape Town
(n)	Workplace skills plan	Copies of these records may be obtained,
(0)	Equity plan	on payment of the prescribed fee, from the
(p)	Course material	Directorate: Human Resource
***		Management, Grand Central Towers,
		Lower Parliament Street, Private Bag
		X9114, Cape Town
(g)	Annual reports (WCED)	Copies of these records may be obtained,
(r)	Child abuse policy and protocol	on payment of the prescribed fee, from the
(s)	Summary of child abuse	Directorate: Communication, Grand
		Central Towers, Lower Parliament Street,
		Private Bag X9114, Cape Town
(t)	Policy documents (WCED)	Copies of these records may be obtained,
		on payment of the prescribed fee, from the
		Directorate: Policy Co-ordination, Grand
		Central Towers, Lower Parliament Street,
		Private Bag X9114, Cape Town
(u)	Policy for Early Childhood	Copies of these records may be obtained,
	Development	on payment of the prescribed fee, from the
(v)	Guidelines for Early Childhood	Directorate: Curriculum GET, Grand
	Development	Central Towers, Lower Parliament Street,
		Private Bag X9114, Cape Town
(w)	Vacancy lists	Copies of these records may be obtained,
(x)	Establishments/Organograms of	on payment of the prescribed fee, from the
	WCED educational institutions	Directorate: Human Resource
	and offices	Management, Grand Central Towers,
		Lower Parliament Street, Private Bag
		X9114, Cape Town
(y)	Edumedia catalogues	Copies of these records may be obtained,

(z)	Edulis catalogues	on payment of the prescribed fee, from the	
(aa)	Educational video material	Directorate Institutional Resources	
		Support (including Library Service), Grand	
		Central Towers, Lower Parliament Street,	
		Private Bag X9114, Cape Town	
(bb)	Home schooling information	Copies of these records may be obtained,	
(cc)	Assessment policy	on payment of the prescribed fee, from the	
(dd)	Curriculum: Policy	Directorate: Curriculum GET, Grand	
(ee)	List of prescribed books	Central Towers, Lower Parliament Street,	
- Control of the Cont		Private Bag X9114, Cape Town	
(ff)	Strategic plan	Copies of these records may be obtained,	
(gg)	Annual Performance Plan	on payment of the prescribed fee, from the	
(hh)	Departmental forms	Directorate: Communication, Grand	
	•	Central Towers, Lower Parliament Street,	
		Private Bag X9114, Cape Town	
DESC	RIPTION OF CATEGORY OF	MANNER OF ACCESS TO RECORDS	
RECORDS AUTOMATICALLY			
AVAILABLE FREE OF CHARGE IN			
TERN	IS OF SECTION 15(1)(a)(iii)		
(a)	Particulars of auditors of schools	Copies of these records are available free	
(b)	Statistics with regard to the number	of charge from the Directorate: IMGP,	
	of schools established in terms of	Grand Central Towers, Lower Parliament	
-	section 21of the South African	Street, Private Bag X9114, Cape Town	
	Schools Act, 1996 (Act 84 of		
***************************************	1996)		
(c)	Examination results (first publication	Copies of these records are available free	
	only)	of charge from the Directorate:	
(d)	Senior Certificate: Full-time	Examinations Administration, Grand	
-	candidates (original copy only)	Central Towers, Lower Parliament Street,	
(e)	Examination directives	Private Bag X9114, Cape Town	
(f)	Disposal certificate (VA 27 and 28)	Copies of these records are available free	

a, and a management of	of used, obsolete, redundant and	of charge from the Directorate: Supply
	unserviceable items	Chain Management, Grand Central
(g)	Comparative schedule of tenders	Towers, Lower Parliament Street, Private
	received.	Bag X9114, Cape Town
(h)	Tenders: Learner Transport	
	Schemes	
(i)	Approved suppliers' list of learner	Copies of these records are
	support material (institutional	available free of charge from the
	resource support)	Directorate: Institutional Resource
(j)	Provisioning recording certificates	Support, Grand Central Towers, Lower
	(VA 12) of offices, schools,	Parliament Street, Private Bag X9114,
	clinics, centres and Head Office	Cape Town
(k)	Proof of payment to suppliers	
(1)	Registration documents as supplier	
	of learner support material	
(m)	List of WCED telephone numbers	
(n)	Expenses of learner support material	
(0)	Reports of losses with regard to	
	burglaries, fires and vandalism at	
	institutions	
(p)	Payment data on municipal services	Copies of these records are available free
	provided to schools established in	of charge from the Directorate:
	terms of section 21 of the South	Management Accounting, Grand Central
	African Schools Act, 1996 (Act 84	Towers, Lower Parliament Street, Private
	of 1996)	Bag X9114, Cape Town
	•	
(q)	Information on schools for learners	Coning of these papers
	with special educational	Copies of these records are
	needs	available free of charge from the
***************************************		Directorate: Specialised Education, Grand
-		Central Towers, Lower Parliament Street,
		Private Bag X9114, Cape Town
(r)	Specialised learner and educator	
	,	Copies of these records are available free

	support (including school clinics):	of charge from the Directorate: Human
The second secon	contact numbers	Resource Management, Grand Central
(s)	Gender equity pamphlets	Towers, Lower Parliament Street, Private
(t)	Gender equity posters	Bag X9114, Cape Town
(u)	Diversity posters	
(v)	Anti-violence posters	
(w)	Human resource development newsletter	
(x)	Employment equity advocacy material	
(y)	Manual: Maintenance of buildings and sites	Copies of these records are available free of charge from the Directorate:
(z)	Scheduled maintenance	Infrastructure Planning and Development,
(aa)	Capital works	Grand Central Towers, Lower Parliament Street, Private Bag X9114, Cape Town
(bb)	Appointment of employees (educators and public servants)	Copies of these records are available free of charge from the Directorate: Human
(cc)	Retirement of employees	Resource Management, Grand Central
(dd)	Conditions of service and benefits of employees	Towers, Lower Parliament Street, Private Bag X9114, Cape Town
(ee)	Resolutions of bargaining councils	
(ff)	Promotion requirements	
(gg)	Senior Certificate requirements	Copies of these records are available free
(hh)	General Education and Training	of charge from the Directorate:
	certificate information	Examinations Administration, Grand
(ii)	Adult Education and Training policy	Central Towers, Lower Parliament Street,
	and procedures	Private Bag X9114, Cape Town
(jj)	Further Education and Training Certificate	
	information	
(kk)	Full-time equivalent Further	Copies of these records are available free
(11)	Education and Training figures	of charge from the Chief Directorate:
(II)	List of Further Education and	Further Education and Training Colleges,

Training colleges and contact details	Grand Central Towers, Lower Parliament
	Street, Private Bag X9114, Cape Town

DESCRIPTION OF CATEGORIES OF	MANNER OF ACCESS TO RECORDS
RECORDS AUTOMATICALLY	
AVAILABLE IN TERMS OF SECTION	
15(1) OF THE PROMOTION OF ACCESS	
TO INFORMATION ACT, 2000	
DESCRIPTION OF CATEGORIES OF RECO	DRDS AUTOMATICALLY AVAILABLE
FOR INSPECTION IN TERMS OF SECTION	l 15(1)(a)(i)
Integrated Economic Development	
Services, Trade and Sector Development,	
Business Regulation and Governance,	
Economic Planning, Tourism, Commercial	
Arts and Entertainment	
(a) Reports, e.g. economic reports for the	These records are available for
Western Cape	inspection at the Sub-Directorate:
	Strategic Co-ordination, 11 th Floor,
	Waldorf Building, St George's Mall,
	Cape Town – between 08:00 and 15:48
DESCRIPTION OF CATEGORIES OF RECO	DRDS AUTOMATICALLY AVAILABLE
FOR COPYING OR PURCHASING IN TERM	IS OF SECTION 15(1)(a)(ii)
Integrated Economic Development	
Services, Trade and Sector Development,	
Business Regulation and Governance.	
Economic Planning, Tourism, Commercial	
Arts and Entertainment	
-	Copies of these records may be
Arts and Entertainment (a) Annual Reports (b) Financial Statements	Copies of these records may be obtained on payment of the prescribed

(d) Reports, e.g. economic reports for the Western Cape

Corporate Affairs

- (a) Annual reports including the report of the Auditor-General, and annual audited financial statements
- (b) Budget reports
- (c) Collective agreements with respect to the grievance procedure, picketing and the rules of conduct during industrial action, etc.
- (d) Constitutions of inter alia the Provincial Bargaining Council
- (e) Staff-related policies and procedures including employment equity plans, induction programs, HIV and Aids action plan and the code of conduct
- (f) Monthly reporting on the state of revenue and expenditure: in-year monitoring and reporting system (IMRS)
- (g) Medium-term Expenditure Framework Budget (MTEF)
- (h) Adjustments Budget and Explanatory Memorandum

Head of Department

(a) Annual Performance Plan: Overview of year(Projections for following year) Co-ordination, 11th Floor, Waldorf Building, St George's Mall, Cape Town – between 08:00 and 15:45

Copies of these records may be obtained on payment of the prescribed fee from the Directorate: Finance, 9th Floor, Waldorf Building, St George's Mall, Cape Town – between 08:00 and 15:45

Copies of these records may be obtained on payment of the prescribed fee from the Sub-Directorate: Strategic Co-ordination, 11th Floor, Waldorf Building, St George's Mall, Cape Town – between 08:00 and 15:45

DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)

Integrated Economic Development

Services, Trade and Sector Development,

Business Regulation and Governance,

Economic Planning, Tourism, Commercial

Arts and Entertainment

(a) Brochures:

Small Business Development

Tourism

(b) White Papers

(c) Green Papers

Copies of these records are available free of charge from the Sub-Directorate: Strategic Co-ordination, 11th Floor, Waldorf Building, St George's Mall, Cape Town - between 08:00 and 15:45

Economic Planning

(a) Departmental Strategic Plan

(b) Annual Performance Plan:

Overview of year

Projections for following year

Copies of these records are available free of charge from the Sub-Directorate: Strategic Co-ordination, 11th Floor, Waldorf Building, St George's Mall, Cape Town – between 08:00 and 15:45

Department of Health

DESCRIPTION OF CATE-GORIES OF MANNER OF ACCESS TO RECORDS RECORDS **AUTO-MATICALLY** AVAILABLE IN TERMS OF SECTION 15(1) OF THE PROMOTION OF ACCESS TO INFORMATION ACT (ACT 2 OF 2000)

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i)

- (a) Medical records, including any document or record in any form whatsoever, which accumulates in the course of patient care is freely available for the purpose of inspection only, to the patient, a legal guardian or duly appointed legal representative except for:
- i. documents compiled in response to litigation or pending litigation
- ii. medical records of psychiatric patients
 Legal representatives are required to produce written proof, signed by the patient, that they are permitted access to the patient's medical record.
- (b) All health-related publications including booklets, pamphlets and brochures published by Western Cape Health Department expressly for free public distribution

Medical records may be inspected at the health facility concerned via the office of the head of the facility.

These publications may be obtained from the nearest appropriate health facility or institution via request from the Office of the Head of Department at 4 Dorp Street, Cape Town

Website:

http://intrawp.pgwc.gov.za/health/

Department of Human Settlements

(n) Debtor accounts (only to the

Annual reports of the Department

parties involved)

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DESCRIPTION OF CATE-GORIES OF MANNER OF ACCESS TO RECORDS RECORDS AUTOMATICALLY AVAI-LABLE IN TERMS OF SECTION 15(1) OF THE PROMOTION OF ACCESS TO **INFORMATION ACT, 2000** DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR COPYING OR PURCHASING IN TERMS OF SECTION 15 (1) (a) (ii) (a) Allocation of "Sourcelink" Tenders Copies of these records may be obtained (b) Approved housing policy on payment of the prescribed fee from the documents Record Manager, 27 Wale Street, Private (c) Provincial Housing legislation Bag X9083, Cape Town (d) Circular minutes on housing (e) Subsidy application forms (f) Lists of project applications received Lists of housing projects under (g) construction (h) Western Cape Housing **Development Board resolutions** (only to parties involved) (i) Subsidy beneficiary details (only to parties involved) (j) Budget speech Regulations published in terms of (k) the Rental Housing Act, 1999 (Act 50 of 1999) Case files of the housing tribunal **(l)** (only to parties involved) (m) Findings of Rental Housing Tribunal

	of Human Settlements
(p)	Annual reports of the Western
	Cape Rental Housing Tribunal
(q)	Strategic Plan
(r)	Budget (Gazetted)
(s)	Provincial policy documents
	Western Cape Rental Housing
	Strategy

Department of Local Government

DESC	CRIPTION OF CATEGORIES OF	MANNER OF ACCESS TO RECORDS
RECO	ORDS AUTOMATICALLY	
AVAII	LABLE IN TERMS OF SECTION	
15(1)	OF THE PROMOTION OF ACCESS	
TO IN	FORMATION ACT, 2000	
DESC	RIPTION OF CATEGORIES OF REC	CORDS AUTOMATICALLY AVAILABLE FOR
COPYING OR PURCHASING IN TERMS OF SECT		SECTION 15 (1) (a) (ii)
/) Allocation of "Sourcelink" Tenders	Caving of these grounds way he obtained an
`		Copies of these records may be obtained on
(b)	Provincial policy documents	payment of the prescribed fee from the Record
(c)	Budget (Gazetted)	Manager, 27 Wale Street, Private Bag X9076,
(d)	Strategic Plan	Cape Town
(e)	Annual reports of the Department	
	Local Government	
(f)	Provincial Disaster Management	
	Framework	
(g)	Provincial Disaster Management	
	Strategic Plan	
(h)	Provincial Disaster Risk and	
	Vulnerability Assessment	
(i)	Risk and development annual review	
	(RADAR)	
L		

Department of the Premier

DESCRIPTION OF CATEGORIES OF	MANNER OF ACCESS TO RECORDS
RECORDS AUTOMATICALLY	
AVAILABLE IN TERMS OF SECTION	
15(1) OF THE PROMOTION OF	
ACCESS TO INFORMATION ACT, 2000	
DESCRIPTION OF CATEGORIES OF RE	ECORDS AUTOMATICALLY AVAILABLE
FOR INSPECTION IN TERMS OF SECTION)N 15(1)(a)(i)
(a) Register in terms of section 7(1) of	These records are available for inspection
the Executive Members' of Ethics	·
	at the Office of the Director-General, 15
Act 1998 (see section 7(5))	Wale Street, Cape Town - between 08:00
(b) International agreements	and 15:45
(c) Annual Report	
(d) Annual Performance Plan	
(e) 5 Year Strategic Plan	
(f) The training prospectus	
(g) Organisational Structure	These records are available for
(h) Service delivery implementation	inspection at the Office of the Chief-
plan	Director, Organisational Development, 9 th
(i) Job descriptions	Floor, Golden Acre Building, Cape Town
	- between 08:00 and 15:45

Provincial Treasury

REC AVA 15(1	CCRIPTION OF CATEGORIES OF CORDS AUTOMATICALLY AILABLE IN TERMS OF SECTION I) OF THE PROMOTION OF ACCESS INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS
		CORDS AUTOMATICALLY AVAILABLE
	R PURCHASING IN TERMS OF SECTION	
(a)	Provincial Budget (Main and Adjusted	Copies of these records may be obtained
	Estimates)	on payment of the prescribed fee from the
(b)	Explanatory memorandum to the	
	Provincial Budget (Main and Adjusted	
	Estimates)	
(c)	Western Cape Medium Term Budget	Department, 3 rd Floor, Legislature
	Policy Statement (WC MTBPS)	Building, Cape Town or viewed on the
(d)	Provincial Economic Review and	Department's webpage
	Outlook (PERO)	
(e)	Reports per department resulting from	
	the Public Finance Management Act,	
	1999 (Act 1 of 1999) and the Division	
	of Revenue Act	
(f)	Treasury circulars and other relevant	
	policy documents	
(g)	Supply Chain Management Delegation	
(h)	Financial Delegation	

Department of Transport and Public Works

DESCRIPTION OF CATEGORIES	OF RECORDS AUTOMATICALLY	
AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS IN TERMS		
OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (Act No. 2 of		
2000)		
FOR INSPECTION IN TERMS OF		
LEGISLATION OTHER THAN THIS	MANNER OF ACCESS TO THE	
ACT: CHAPTER 2 SECTION 15(1) (a)	RECORDS	
(i) of Act No. 2 of 2000		
ALL BRANCHES		
Annual Performance Plan		
Departmental Strategic Plan		
Annual Reports		
BRANCH: PROVINCIAL ROADS	AND TRANSPORT MANAGEMENT	
PROVINCIAL ROAD NETWORK MANA	GEMENT	
Road Network Information	RNIS website: rnis.pgwc.gov.za	
System(RNIS)		
Traffic counts and accident reports		
Provincial Road Traffic Year Report	RNIS website: rnis.pgwc.gov.za	
BRANCH PROVINC	IAL PUBLIC WORKS	
PROVINCIAL FACILTIES MANAGEMEN	VT	
Tenders awarded		
Jobs stats		
Scheduled governmental projects		
PROVINCIAL PROPERTY MANAGEME	NT	
Western Cape Land Administration	Hardcopy available at Head office	
Act(Act 6 of 1998)		
	9 Dorp Street,	
	Cape Town, 8001	
	4 th Floor	