

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

No. 865

15 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

**MPUMALANGA PROVINCIAL GOVERNMENT: DEPARTMENT OF
FINANCE**

As set out in the Schedule



JEFFREY THAMSANQA RADEBE, MP

MINISTER FOR JUSTICE AND CONSTITUTIONAL DEVELOPMENT



finance
Department
Finance
MPUMALANGA PROVINCIAL GOVERNMENT



DESCRIPTION OF CATEGORIES OF RECORDS OF THE DEPARTMENT AUTOMATICALLY AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS IN TERMS OF PAIA (Section 14(1)(e), Section 15(1)(a) and 15(2))

DESCRIPTION OF RECORD	HOW TO/MANNER OF ACCESS TO SUCH A RECORD (Section 15(1)(b))
1. FOR INSPECTION IN TERMS OF LEGISLATION OTHER THAN PAIA (Section 15(1)(a)(i))	
<ul style="list-style-type: none"> Annual Reports and Audited Financial Statements; 	Documents can be viewed on the Departmental Website: http://finance.mpu.gov.za or by contacting the Deputy Information Officer or the Communications Unit: Mr L Jonas (Head of Communication) Tel : (013) 766 4323 E-mail : lajonas@mpg.gov.za
2. FOR PURCHASE FROM THE DEPARTMENT (Section 15(1)(a)(ii))	
<ul style="list-style-type: none"> Tender Bulletins & Documents for services 	Documents can be accessed by viewing on the Departmental Website: http://finance.mpu.gov.za or by contacting the Provincial Supply Chain Management Unit: Mr R Masambo (Head: Provincial Supply Chain Management) Tel : (013) 766 4230 E-mail : rmasambo@mpg.gov.a
3. FOR COPYING FROM THE DEPARTMENT (Section 15(1)(a)(ii))	
<ul style="list-style-type: none"> ALL documents falling within the section 15 category can be copied with the exception of tender documents which must always be original. Should the Department incur costs in reproducing the document and where applicable the provisions of section 15 (3) shall be applicable (that is, the prescribed fee for the reproduction of the documents shall be payable) 	Documents can be accessed by viewing on the Departmental Website: http://finance.mpu.gov.za or by contacting the Deputy Information Officer or the Communications Unit: Mr L Jonas (Head of Communication) Tel : (013) 766 4323 E-mail : lajonas@mpg.gov.za
4. RECORDS AVAILABLE FREE OF CHARGE Section 15(1)(a)(iii)	
<ul style="list-style-type: none"> General Information about the Department which by nature is generally applicable; Information about the Leadership of the Department; MEC's speeches (including but not limited to budget statements and allocations); 	Documents can be accessed by viewing information on the Departmental Website: http://finance.mpu.gov.za or by contacting the Deputy Information Officer or the Communications Unit: Mr L Jonas (Head of Communication) Tel : (013) 766 4323 E-mail : lajonas@mpg.gov.za



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DESCRIPTION OF RECORD	HOW TO/MANNER OF ACCESS TO SUCH A RECORD (Section 15(1)(b))
<ul style="list-style-type: none"> • Acts • Budget Made Easy; • Expenditure Statements; • Strategic Plans; • Annual Performance Plans • Annual Report • Consolidated Financial Statements • News and Events of the Department; • Media Releases; • Documents relating to Provincial Treasury including Practice Notes and Circulars; • Provincial Supply Chain Management (PSCM) documents including information on and PSCM Circulars; • Provincial Economic Analysis Documents including Provincial Economic Review Outlook (PERO) and Social Economic Review Outlook (SERO); Bulletins (Labour Quarterly and Inflation Monthly), Profiles and Socio Economic Review for Districts • Municipal Finance Documents including Municipal Consolidated Statements; and • Including ALL documents falling within the section 15 category can be copied with the exception of tender documents which must always be original. Should the Department incur costs in reproducing the document and where applicable the provisions of section 15(3) shall be applicable (that is, the prescribed fee for the reproduction of the documents 	