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Government Gazette

REPUBLIC OF SOUTH AFRICA

Vol. 563 Cape Town

3 May 2012

No. 35309

THE PRESIDENCY

No. 346

3 May 2012

It is hereby notified that the President has assented to the following Act, which is hereby published for general information:—

No. 4 of 2012: Military Ombud Act, 2012.



AIDS HELPLINE: 0800-123-22 Prevention is the cure

(English text signed by the President)
(Assented to 25 April 2012)

ACT

To provide for the establishment of an independent Office of the Military Ombud; and to provide for the appointment and functions of the Military Ombud; and to provide for matters connected therewith.

BE IT ENACTED by the Parliament of the Republic of South Africa, as follows:—

Definitions

1. In this Act, unless the context indicates otherwise—
 - “**Constitution**” means the Constitution of the Republic of South Africa, 1996; 5
 - “**Defence Force**” means the South African National Defence Force contemplated in section 11 of the Defence Act, 2002 (Act No. 42 of 2002);
 - “**Department**” means the Department of Defence;
 - “**Deputy Ombud**” means the Deputy Military Ombud appointed in terms of section 5; 10
 - “**member**” bears the same meaning ascribed to it in section 1 of the Defence Act;
 - “**Minister**” means the Minister responsible for defence;
 - “**Office**” means the Office of the Military Ombud established in terms of section 2;
 - “**Ombud**” means the Military Ombud appointed in terms of section 5;
 - “**prescribed**” means prescribed by regulation under section 15. 15

Office of Military Ombud

2. (1) The Office of the Military Ombud is hereby established.
(2) The seat of the Office must be determined by the Ombud in consultation with the Minister.

Object of Office 20

3. The objective of the Office is to investigate and ensure that complaints are resolved in a fair, economical and expeditious manner.

Mandate of Office

4. (1) The mandate of Office is to investigate complaints lodged in writing by—
 - (a) a member regarding his or her conditions of service; 25

- (b) a former member regarding his or her conditions of service;
- (c) a member of the public regarding the official conduct of a member of the Defence Force; or
- (d) a person acting on behalf of a member.

(2) For the purposes of this section, conditions of service bear the same meaning assigned to it under section 1 of the Defence Act, 2002 (Act No. 42 of 2002), as amended. 5

Appointment of Military Ombud and Deputy Military Ombud

5. (1) The President must appoint a Military Ombud.

(2) The Ombud must— 10

- (a) possess adequate knowledge of the Constitution and must have legal knowledge; and
- (b) have knowledge of or experience in military and public administration that was gained over a period of 10 years.

(3) The President must, in consultation with the Ombud, appoint a Deputy Military Ombud who— 15

- (a) possesses adequate knowledge of the Constitution; and
- (b) has knowledge of or experience in military and public administration that was gained over a period of eight years.

(4) The Ombud holds office for a non-renewable period of seven years. 20

(5) The remuneration and other terms and conditions of service of the Ombud and Deputy Ombud must be determined by the President with the concurrence of the Minister of Finance: Provided that—

- (a) the salary of the Ombud must not be less than the salary of a judge of a High Court, as determined by the President under section 2(1) of the Judges' Remuneration and Conditions of Employment Act, 2001 (Act No. 47 of 2001); and 25
- (b) such remuneration may not be reduced and such terms and conditions may not be adversely altered during the term of office of the Ombud and Deputy Ombud. 30

(6) The Ombud and Deputy Ombud may at any time resign by submitting a written notice to the President at least two months prior to the intended date of vacation of office.

(7) The President may remove the Ombud and Deputy Ombud from office on the grounds of misconduct, incapacity or incompetence, after affording the person concerned a reasonable opportunity to be heard, and subject to applicable legislation. 35

Powers and functions of Ombud and Deputy Ombud

6. (1) The Ombud must investigate complaints lodged with the Office in accordance with this section.

(2) A complaint must be lodged in writing with the Office in the prescribed manner.

(3) On receipt of a complaint the Ombud must register the complaint as may be prescribed. 40

(4) The Ombud must investigate a complaint fairly and expeditiously without fear, favour or prejudice.

(5) The Ombud may not investigate a complaint unless the Ombud—

- (a) has in writing informed every other interested party to the complaint of the receipt thereof; 45
- (b) is satisfied that all interested parties have been provided with such particulars that will enable the parties to respond to the complaint; and
- (c) has afforded all interested parties the opportunity to submit a response to the complaint. 50

(6) For the purpose of subsection (1), the Ombud—

- (a) may summon any person to submit an affidavit or affirmed declaration or to appear before him or her to give evidence or produce any document that has a bearing on the matter before him or her;

- (b) may resolve any dispute by means of mediation, conciliation or negotiations or in any other expedient manner; and
- (c) must promote the observance of the fundamental rights of the members of the Defence Force.
- (7) After investigating a complaint, the Ombud must— 5
 - (a) uphold or dismiss the complaint, or issue an alternative resolution;
 - (b) recommend an alternative resolution to the Minister; or
 - (c) refer the complainant to the appropriate public institution for finalisation, if the matter falls outside his or her jurisdiction.
- (8) If the Ombud upholds the complaint, the Ombud must recommend the appropriate relief for implementation to the Minister. 10
- (9) The Ombud must immediately after finalisation of the investigation, and in writing, advise the complainant and any other affected person of the outcome of the investigation.
- (10) The Ombud must perform any other function allocated to him or her under this Act. 15
- (11) The Minister may assign to the Ombud any other additional functions which are not inconsistent with this Act.
- (12) The Deputy Ombud must perform any functions assigned to him or her by the Ombud. 20
- (13) The Deputy Ombud must perform the functions of the Ombud if the Ombud is for any reason unable to perform his or her functions.

Limitation on jurisdiction

- 7. (1) The Ombud may not investigate a complaint relating to—
 - (a) the manner in which a military judge performs his or her functions in his or her capacity as a judge; 25
 - (b) a matter that is pending before a military or civilian court; or
 - (c) a matter on which a decision has been taken by a military or civilian court.
- (2) The Ombud may refuse to investigate a complaint if—
 - (a) the investigation may undermine channels of command, or constitute insubordination in the Defence Force; 30
 - (b) the complaint is frivolous or vexatious;
 - (c) the complainant has failed to lodge a complaint within a reasonable time as prescribed;
 - (d) a member has not first used the mechanisms available under the Individual Grievance Regulations, 2010, unless the complaint relates to problems inherent in the system which bring about an adverse result to the complainant; or 35
 - (e) a matter has been referred for resolution through any other dispute resolution mechanism available. 40

Independence and impartiality

- 8. (1) The Ombud and staff members must serve independently and impartially and must perform their functions in good faith and without fear, favour, bias or prejudice, subject to the Constitution and the law.
- (2) The Minister, must afford the Ombud such assistance as may be reasonably required for the protection of the independence, impartiality and dignity of the Ombud. 45
- (3) No person may hinder or obstruct the Ombud or members of his or her staff in the performance of his or her or their functions.
- (4) Members and employees of the Department must cooperate with the Ombud and Deputy Ombud in the performance of their functions, which includes providing them reasonable access to facilities, information or documents. 50
- (5) The Office must preserve confidentiality in respect of any information acquired in terms of subsection (4).

Staff

9. (1) The Ombud must appoint staff to assist him or her in the performance of his or her functions in terms of this Act.

(2) The remuneration and other terms and conditions of service of the staff must be determined by the Ombud, with the concurrence of the Minister and the Minister of Finance. 5

(3) The appointment of the Ombud, Deputy Ombud or the staff contemplated in subsection (1) may not be confirmed unless they have been issued with the appropriate or provisional grade of security clearance by the Intelligence Division of the Defence Force contemplated in section 33 of the Defence Act. 10

Finances

10. (1) Expenditure in connection with the administration of the Office must be funded from monies appropriated by Parliament for that purpose, as part of the budget vote of the Department.

(2) The Ombud must, subject to the Public Finance Management Act, 1999 (Act No. 1 of 1999)— 15

- (a) account for all monies received or paid by the Office; and
- (b) cause the required accounting and other records to be kept.

Reporting

11. (1) The Ombud must, within 30 days after the end of each financial year, submit 20 to the Minister an annual report on the activities of the Office during the previous financial year.

(2) The Ombud must report to the Minister on the activities of the Office as and when requested to do so by the Minister.

(3) The Minister must table the report contemplated in subsection (1), in Parliament 25 within one month of receiving such report from the Ombud.

Disestablishment, judicial management and liquidation

12. The Office may not be disestablished or placed under judicial management or liquidation except by an Act of Parliament.

Review 30

13. Any person aggrieved by a decision of the Ombud may apply to the High Court for review against that decision within 180 days of the decision of the Ombudsman.

Offences and penalties

14. (1) Any person who hinders or obstructs the Ombud or a member of his or her staff in the performance of his or her or their functions, commits an offence and is liable on conviction to a fine or imprisonment for a period not exceeding 12 months, or to both a fine and such imprisonment. 35

(2) Any person who contravenes section 8(5) is guilty of an offence and liable on conviction to a fine or imprisonment to a period not exceeding 24 months or to both a fine and such imprisonment. 40

Regulations

15. The Minister must, after consultation with the Ombud, make regulations regarding—

- (a) the procedure for lodging a complaint;
- (b) the method and conduct of investigation; 45
- (c) the format of a written complaint;

- (d) the registration of a complaint; and
- (e) generally, any matter that may or must be prescribed in terms of this Act.

Short title

16. This Act is called the Military Ombud Act, 2012, and comes into operation on a date fixed by the President by proclamation in the *Gazette*.