

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

No. 1002

12 December 2014

PROMOTION OF ACCESS TO INFORMATION ACT, 2000

DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)

I, Tshililo Michael Masutha, Minister of Justice and Correctional Services, 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 –

SOUTH AFRICAN HUMAN RIGHTS COMMISSION

As set out in the Schedule



TSHILILO MICHAEL MASUTHA, MP

MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES



REPUBLIC OF SOUTH AFRICA

FORM D

AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS:
 (Section 15 of the Promotion of Access to Information Act 2000 (Act no. 2 of 2000))
 [Regulation 5A]

DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1)(a) OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS (e.g. website)(SECTION 15(1)(a))
FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):	
<ol style="list-style-type: none"> 1. POLICIES OF THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION 2. STRATEGIC AND OPERATIONAL PLANS 3. PROCEDURES AND FRAMEWORKS 4. REGISTERS, RECORDS CONTROL SCHEULE, FILE PLAN 5. SUPPLY CHAIN AND PROCUREMENT MANAGEMENT: <ul style="list-style-type: none"> - PROCUREMENT PLANS - CONTRACTS - DONATIONS - REVENUE STATEMENTS - REPORTS AND RETURNS - FINANCIAL STATEMENTS - BUDGETS 6. RISK MANAGEMENT POLICY 7. HUMAN RESOURCES POLICY 8. MARKETING AND BRANDING 	<p>THE RECORDS LISTED ARE AVAILABLE FROM THE SAHRC'S INFORMATION REPOSITORY AT THE OFFICES OF THE SAHRC:</p> <p>paia@sahrc.org.za and lidlamini@sahrc.org.za</p>

FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):	
ONLY REPRODUCTION FEES ARE APPLICABLE	paia@sahrc.org.za and lidlamini@sahrc.org.za
FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)	
<ol style="list-style-type: none"> 1. MANUALS OF PUBLIC BODIES SUBMITTED TO THE COMMISSION IN COMPLIANCE WITH PAIA 2. SOUTH AFRICAN HUMAN RIGHTS COMMISSION COMPLAINTS HANDLING PROCEDURE AND MANUAL 	COPIES CAN BE OBTAINED FROM THE COMMISSION'S PAIA UNIT: paia@sahrc.org.za and lidlamini@sahrc.org.za
AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)	
<ol style="list-style-type: none"> 1. PUBLICATIONS OF THE COMMISSION 2. ANNUAL REPORTS 3. EVENT BASED REPORTS 4. MEDIA STATEMENTS AND PRESS RELEASES 5. PRESENTATIONS AND SPEECHES 6. VACANCIES 	SAHRC WEBSITE: www.sahrc.org.za