

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

No. 321

17 April 2015

**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 –

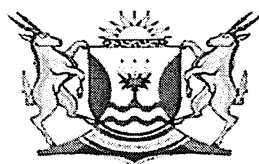
**EASTERN CAPE PROVINCIAL GOVERNMENT: OFFICE OF THE  
PREMIER**

As set out in the Schedule



**TSHILILO MICHAEL MASUTHA, MP (ADV)**

**MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES**



Province of the  
**EASTERN CAPE**  
OFFICE OF THE PREMIER

**OFFICE OF THE PREMIER**

**FORM "D"**

**AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS:**

(Section 15 of the Promotion of Access to Information Act, 2000 (Act 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 (SECTION 15(1)(b))
<b>FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):</b>	
Departmental Strategic Plans Departmental Annual Performance Plan Employment Equity Reports Approved Organizational Structures Departmental file plans Audited financial statements Departmental policies and procedure manuals Promotion of Access to Information Manual Service Standards Service Delivery Charter Departmental Events Calendar Premiers State of the Province Speech Departmental Circulars Public Service Forms Staff Contact details Directory Journals and magazines Tender Documents News letters Promotional materials	The records may be inspected at the Department on request in writing addressed to the Information Officer, Eastern Cape Office of the Premier Private Bag X0047, BHISHO, 5605 Tel No: 040 – 609 6382 Fax No: 040 – 639 1419

<b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>	
Tender documents	Tender Documents are purchased at Supply Chain Management
<b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii):</b>	
Departmental Strategic Plans Departmental Annual Performance Plan Employment Equity Reports Approved Organizational Structures Departmental file plans Audited financial statements Departmental policies and procedure manuals Promotion of Access to Information Manual Service Standards Service Delivery Charter Departmental Events Calendar Premiers State of the Province Speech Departmental Circulars Public Service Forms Staff Contact details Directory Journals and magazines Tender Documents News letters Promotional materials	The records may be inspected at the Department on request in writing addressed to the Information Officer, Eastern Cape Office of the Premier Private Bag X0047, BHISHO, 5605 Tel No: 040 – 609 6382 Fax No: 040 – 639 1419