

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 869

25 SEPTEMBER 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 –

**NORTHERN CAPE PROVINCIAL GOVERNMENT: DEPARTMENT OF
ECONOMIC DEVELOPMENT AND TOURISM**

As set out in the Schedule

**TSHILILO MICHAEL MASUTHA, MP (ADV)****MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES**



REPUBLIC OF SOUTH AFRICA

**NORTHERN CAPE PROVINCIAL ADMINISTRATION:
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM**

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):	
<u>Economic Development, Enterprise Development, Research and Trade & Industry</u> <ul style="list-style-type: none"> • Reports, e.g. economic reports/policies for the Northern Cape 	These records are available for inspection at the Registry, 13 th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30
FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):	
<u>Economic Development, Enterprise Development, Research and Trade & Industry</u> <ul style="list-style-type: none"> • Annual Reports • Financial Statements • Budget Report • Reports, e.g. economic reports/policies for the Northern Cape <u>Corporate Services</u> <ul style="list-style-type: none"> • Annual reports including the report of the Auditor-General, and annual audited financial statements • Budget reports • Collective agreements with respect to the grievance procedure, picketing and the rules of conduct during industrial action, etc. 	Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13 th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30 Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13 th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30

<ul style="list-style-type: none"> • Constitutions of inter alia the Provincial Bargaining Council • Staff-related policies and procedures including employment equity plans, induction programs, HIV and Aids action plan and the Code of Conduct • Monthly reporting on the state of revenue and expenditure: in-year monitoring and reporting system (IMRS) • Medium-term Expenditure Framework Budget (MTEF) • Adjustments Budget and Explanatory Memorandum <p><u>Head of Department</u></p> <ul style="list-style-type: none"> • Annual Business Plan: Overview of the year; Projections for following year 	
FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)	
<p><u>Economic Development, Enterprise Development, Research and Trade & Industry</u></p> <ul style="list-style-type: none"> • Annual Reports • Financial Statements • Budget Report • Reports, e.g. economic reports/policies for the Northern Cape <p><u>Corporate Services</u></p> <ul style="list-style-type: none"> • Annual reports including the report of the Auditor-General, and annual audited financial statements • Budget reports • Collective agreements with respect to the grievance procedure, picketing and the rules of conduct during industrial action, etc. • Constitutions of inter alia the Provincial Bargaining Council • Staff-related policies and procedures including employment equity plans, induction programs, HIV and Aids action plan and the Code of Conduct • Monthly reporting on the state of revenue and expenditure: in-year monitoring and reporting system (IMRS) 	<p>Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30</p> <p>Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30</p>

<ul style="list-style-type: none"> • Medium-term Expenditure Framework Budget (MTEF) • Adjustments Budget and Explanatory Memorandum <p><u>Head of Department</u></p> <p>Annual Business Plan: Overview of the year; Projections for following year</p>	
AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)	
<p><u>Economic Development, Enterprise Development, Research and Trade & Industry</u></p> <ul style="list-style-type: none"> • Brochures: Small Business Development; Trade & Industry Development; Marketing brochures • White Papers • Green Papers <p><u>Corporate Services</u></p> <p>Departmental Strategic Plan</p>	<p>Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30</p> <p>Copies of these records may be obtained on payment of the prescribed fee from the Registry, 13th Floor, Metlife Towers, c/o Knight and Stead Street, Kimberley – between 09H00 and 15H30</p>