

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 872

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
ENVIRONMENT AND NATURE CONSERVATION**

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 ENVIRONMENT AND NATURE CONSERVATION**

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):	
<ul style="list-style-type: none"> • Annual and other progress reports (see records control schedule and register of files opened) • Strategic and operational plans • Budgets and related documentation • Approved Organogram • All policy files created in terms of the Uniform Support Functions Filing System (prefixed by H) and the Uniform Personnel Functions Filing System (prefixed by S); • Annual financial statements of departments • All other previously published records (eg. brochures, newsletters, photographs, calendars etc.) • All records published on the Department of Environment and Nature Conservation web-site • All records of proceedings of public fora 	<p>Information relating to the above services and access can be obtained from the Department. Our contact details are as follows</p> <p>Private Bag X 6102 Kimberley 8300</p> <p>Corner of Market and Steady Streets Kimberley 8300</p> <p>Tel: 053 807 7300</p>
FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):	

FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)	
<ul style="list-style-type: none"> • Annual and other progress reports (see records control schedule and register of files opened) • Strategic and operational plans • Budgets and related documentation • Approved Organogram • All policy files created in terms of the Uniform Support Functions Filing System (prefixed by H) and the Uniform Personnel Functions Filing System (prefixed by S); • Annual financial statements of departments • All other previously published records (eg. brochures, newsletters, photographs, calendars etc.) • All records published on the Department of Environment and Nature Conservation web-site • All records of proceedings of public fora 	<p>Information relating to the above services and access can be obtained from the Department. Our contact details are as follows</p> <p>Private Bag X 6102 Kimberley 8300</p> <p>Corner of Market and Steady Streets Kimberley 8300</p> <p>Tel: 053 807 7300</p>
AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)	
<ul style="list-style-type: none"> • Annual and other progress reports (see records control schedule and register of files opened) • Strategic and operational plans • Budgets and related documentation • Approved Organogram • All policy files created in terms of the Uniform Support Functions Filing System (prefixed by H) and the Uniform Personnel Functions Filing System (prefixed by S); • Annual financial statements of departments • All other previously published records (eg. brochures, newsletters, photographs, calendars etc.) • All records published on the Department of 	<p>Information relating to the above services and access can be obtained from the Department. Our contact details are as follows</p> <p>Private Bag X 6102 Kimberley 8300</p> <p>Corner of Market and Steady Streets Kimberley 8300</p> <p>Tel: 053 807 7300</p>

<p>Environment and Nature Conservation web-site</p> <ul style="list-style-type: none">• All records of proceedings of public fora	
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