

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 873

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
AGRICULTURE, LAND REFORM & RURAL DEVELOPMENT**

As set out in the Schedule

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



REPUBLIC OF SOUTH AFRICA

**NORTHERN CAPE PROVINCIAL ADMINISTRATION:
DEPARTMENT OF AGRICULTURE, LAND REFORM & RURAL
DEVELOPMENT**

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"> ➤ Strategic plans ➤ Publications ➤ Bulletins ➤ Pamphlets ➤ Journals ➤ Library material ➤ Departmental File Plans ➤ MEC Budget speeches 	<p>These records are available for inspection at the Registry, or the office of the Deputy Information Officer.</p> <p>Department of Agriculture, Land Reform and Development Private Bag X5018 Kimberley 8300</p> <p>162 George Street P/Bag X5018 Kimberley 8300</p>
FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):	
<ul style="list-style-type: none"> ➤ Personnel records of employees ➤ Bursaries files (external clients) ➤ Files of applicants for vacant positions ➤ Records of interviews for vacancies ➤ Internal policies ➤ Planning documents ➤ Plans for specific initiation in any of the functional 	<p>Copies of these records may be obtained on payment of the prescribed fee from the Registry, or the office of the Deputy Information Officer.</p> <p>Department of Agriculture, Land Reform and Development Private Bag X5018 Kimberley 8300</p> <p>162 George Street P/Bag X5018 Kimberley</p>

<p>areas of the Department</p> <ul style="list-style-type: none"> ➤ Some planning documents relating to provinces or individual agricultural institutions ➤ Minutes of meetings ➤ Proceedings of workshops and seminars ➤ Documents relating to norms and standards ➤ Legislation ➤ Financial records ➤ Statements of accounts ➤ Records of income and expenditure ➤ Procurement records ➤ Research reports and records 	8300
FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)	
<ul style="list-style-type: none"> • Strategic Planning Management • Integrating planning and reporting • Departmental Business Plans (EG. Strategic and Operational Plans.) • Compilation, approval and alteration of file plan • MEC'S Budget speech • Publications • Reports and returns • Annual report • Premiers opening speech 	<p>These records are available for inspection at the Registry, or the office of the Deputy Information Officer.</p> <p>Department of Agriculture, Land Reform and Development Private Bag X5018 Kimberley 8300</p> <p>162 George Street P/Bag X5018 Kimberley 8300</p>
AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)	
<ul style="list-style-type: none"> • Strategic Planning Management • Integrating planning and reporting • Departmental Business Plans (EG. Strategic and Operational Plans.) • Compilation, approval and alteration of file plan • MEC'S Budget speech • Publications • Reports and returns • Annual report • Premiers opening speech 	<p>These records are available for inspection at the Registry, or the office of the Deputy Information Officer.</p> <p>Department of Agriculture, Land Reform and Development Private Bag X5018 Kimberley 8300</p> <p>162 George Street P/Bag X5018 Kimberley 8300</p>