

**DEPARTMENT OF ARTS AND CULTURE
NOTICE 969 OF 2015**

7 October 2015

The Council of Iziko Museums of South Africa, a schedule 3A national public entity, has approved the museum's Official Language Policy.

The policy has been drafted in accordance with The Use of the Official Languages Act, 2012 (Act No. 12 of 2012.)

Members of the public are hereby invited to submit comments on the proposed policy on or before 30 October 2015.

The comments can be directed to the following person:

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Ms Rooksana Omar
Chief Executive Officer
Iziko Museums of South Africa

Language Policy

Approved by Council: 25 March 2015



an agency of the
Department of Arts and Culture

Iziko Museums of South Africa

Language Policy, Taalbeleid, Umthetho-sisekelo Wolwimi

Version	1.0
Date of approval by Council	25 March 2015
Availability	Public and all staff
History	Version 1.0 1st draft, 30 September 2014 Version 1.0 2nd draft, 22 October 2014
Responsible Officer	Executive Director Core Functions
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Table of contents

1. Purpose
2. Scope
3. Legal Framework
4. Spirit
5. Guiding Principles
6. Communication
7. Training and Awareness
8. Budget
9. Implementation

1. Purpose

The policy communicates the strategy to promote South Africa's linguistic diversity and encourages respect for language rights. It is also a means to broaden accessibility to Iziko Museums of South Africa's (hereinafter referred to as Iziko) resources which includes the collections, historical buildings, exhibitions, education and public programme services as well as related information.

2. Scope

This policy covers all aspects of the use of language at Iziko as it relates to communication (both internal and external) employment practices, public engagement services, and linguistic access to knowledge and information. While Iziko is a National Entity, cognisant of all official languages and indigenous languages, it will however, through its practice give attention to Afrikaans, isiXhosa and English, because of the museums' geographical location.

3. Legal Framework

The policy gives effect to:

- the Languages Act, 2012 (Act No 12 of 2012).
- section 6 and 9 of the Constitution of the Republic of South Africa, 1996 (Act No.108 of 1996).
- Cultural Institutions Act, 1998 (Act No.119 of 1998).
- National Heritage Resources Act, 1999 (Act No. 1 of 1999).
- Employment Equity Act, 1998 (Act No 55 of 1998).

4. Spirit

The policy is guided by the museums' potential to contribute to social justice, while more specifically promoting respect for cultural diversity and the equitable use of the official languages of South Africa within the range of context specified in the Use of Official Languages Act, 2012.

5. Guiding Principles

- To promote South Africa's linguistic diversity and encourage respect for language rights and social justice.

- To promote the equitable use of official languages of South Africa, with attention to the geographical location of the museums where the languages, Afrikaans, isiXhosa and English are mostly spoken.
- To acknowledge the language of indigenous peoples, such as the Khoi and San.
- To encourage learning of South African languages.
- To promote and ensure respect of other official languages and heritage languages in South Africa.
- To promote a multilingual environment that recognises Iziko's unique African identity and historic circumstances.
- To utilize multi-media devices in exhibitions which allow for multiple use of languages.
- To create awareness about the needs of the hearing and visually impaired.
- To ensure equal access to employment by Iziko, its services, programmes knowledge and information by removing communication and language barriers in terms of the three different languages where possible.
- To affirm staff diversity and be sensitive to language needs at Iziko.
- To promote linguistic diversity in accordance with the provisions of the Constitution and relevant legislation.
- To promote language diversity and thereby contribute to social cohesion and improve relationships.

6. Communication

6.1 External Communication

- Iziko will in its external communication (written, internet, web-site) use English. However, where there is a need, isiXhosa and Afrikaans also be used.
- Signage and directions to identify any of Iziko's sites to be clearly communicated.

6.2 Internal Communication

- Effective communication will take precedence over language preference.
- Iziko will make use of English subject to the proviso that where an employee needs to communicate in her/his own language to better express herself/himself, that a translator/interpreter be used so that all parties can understand what is being communicated.
- All internal documentation will be written in English.

7. Training and Awareness

- Iziko encourages its staff to learn different languages and Sign Language.
- Training programmes for the acquisition of different languages are organised by Iziko's, Human Resources Department.

8. Budget

Funding implications considered for:

- Language policy development and implementation
- Language planning, training and resource development, in order to meet its language obligations.

9. Implementation

In keeping with the Use of Language Act, 2012, an incremental approach will be followed with regard to the implementation of the Language Policy by Iziko:

- Iziko will task a staff member to co-ordinate and manage language matters.
- Iziko will make use of multi-media exhibition devices, allowing for multiple language usage.
- Iziko will apply its language policy to its unique museum circumstances.



25 March 2015

Ambassador Dikgang Moopeloa

Date