

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 1116

13 NOVEMBER 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 –

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF
EDUCATION**

As set out in the Schedule

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

FORM D**AUTOMATICALLY AVAILABLE RECORDS INTERMS OF SECTION 15 PROMOTION OF ACCESS TO INFORMATION ACT (PAIA)****(Act 2 OF 2000)****[Regulations 5A]**

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15 (1) OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS
DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR INSPECTION IN TERMS OF SECTION 15 (1) (a) (i)	
Approved organizational structure Departmental file plans Policies and Procedure Manuals Employment Equity Reports Citizen's reports Statement of Public Service Commitment Service Delivery Improvement Plan Service Standards Acts, Regulations and White Papers Budget Speech Audited financial statements Copies of speeches by MEC Public Service Forms (Z83, Bursary forms) Journals and magazines Departmental Strategic Plans Departmental Annual Performance Plan Annual Reports	LOCATION The records may be inspected at the Department on request in writing addressed to Limpopo Department of Education Information Officer: Ms. N.B. Mutheiwana 113 Biccard & 24 Excelsior Street Private Bag x 9489, POLOKWANE 0700 Tel (015) 290 7702 Fax: 086 218 0560
DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR COPYING INTERMS OF SECTION 15 (1) (a) (ii):	
Approved organizational structure	LOCATION The records may be inspected at the Department

The heartland of Southern Africa - development is about people!

Departmental file plans Policies and Procedure Manuals Employment Equity Reports Citizen's reports Statement of Public Service Commitment Service Delivery Improvement Plan Service Standards Acts, Regulations and White Papers Budget Speech Audited financial statements Copies of speeches by MEC Public Service Forms (Z83, Bursary forms) Journals and magazines Departmental Strategic Plans Departmental Annual Performance Plan Annual Reports	on request in writing addressed to Limpopo Department of Education Information Officer: Ms.N.B. Mutheiwana 113 Biccard & 24 Excelsior Street Private Bag x 9489, POLOKWANE 0700 Tel. (015) 290 7702 Fax. 086 218 0560
DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE FOR PURCHASING IN TERMS OF SECTION 15 (1) (a) (ii)	
	LOCATION
ABET level 4 certificate Combined ABET level 4 certificate Grade 12 certificate Combined Grade 12 certificate Diploma certificate Statement of results Old examination papers	Records may be accessed on request in writing addressed to Exam Unit. Help Desk. B-50 Department of Education 113 Biccard & 24 Excelsior Street Private Bag x 9489, POLOKWANE 0700
Tender Documents	Records may be accessed on request in writing addressed to Supply Chain Management: Office No. D14 Department of Education 113 Biccard & 24 Excelsior Street Private Bag x 9489, POLOKWANE 0700

The heartland of Southern Africa - development is about people!

DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15 (1)(a)(iii)	
Approved organizational structure Departmental file plans Policies and Procedure Manuals Employment Equity Reports Citizen's reports Statement of Public Service Commitment Service Delivery Improvement Plan Service Standards Acts, Regulations and White Papers Budget Speech Audited financial statements Copies of speeches by MEC Public Service Forms (Z83, Bursary forms) Journals and magazines Departmental Strategic Plans Departmental Annual Performance Plan Annual Reports	LOCATION The records may be inspected at the Department on request in writing addressed to Limpopo Department of Education Information Officer: Ms. N.B. Muthewana 113 Biccard & 24 Excelsior Street Private Bag x 9489, POLOKWANE 0700 Tel. (015) 290 7702 Fax. 086 218 0560

The heartland of Southern Africa - development is about people!