

**DEPARTMENT OF WATER AND SANITATION
NOTICE 1180 OF 2015**

**CALL FOR COMMENTS FOR PROPOSED REVISION OF GENERAL AUTHORISATION IN TERMS OF
SECTION 39 OF THE NATIONAL WATER ACT, 1998 (ACT NO. 36 OF 1998)**

I, Mr Anil Bijman Singh in my capacity as acting Director-General of the Department of Water and Sanitation and duly authorised in terms of section 63 of the Act, intend to amend the general authorisation contained in Government Notice No. 1199 dated 18 December 2009 published in Government Gazette No 32805 in respect of section 21(c) and (i) of the Act as set out in the Schedule hereto.

Members of the public are invited to submit to the Minister, within 60 (sixty) days after the publication of the notice in the Gazette, written comments or inputs to the following addresses:

By post to:
The Director - General
of Water and Sanitation
Building, Room 914, Pretoria, 0001
Pretoria
0001

By hand at:
Department of Water and Sanitation,
185 Francis Baard Street, Sedibeng Private Bag 313

Department

Marked for the attention: Dr Wietsche Roets by [email: roetsw@dws.gov.za](mailto:roetsw@dws.gov.za)

Any enquiries in connection with the draft revised General Authorisation can be directed to Dr Roets at (012) 336 6510.

Comments received after the closing date may not be considered.



DIRECTOR-GENERAL: (ACTING)
DATE: 6/11/15

SCHEDULE**IMPEDING OR DIVERTING THE FLOW OF WATER IN A WATERCOURSE****[Section 21(c)]****and****ALTERING THE BED, BANKS, COURSE OR CHARACTERISTICS OF A WATERCOURSE****[Section 21(i)]****Purpose of Notice**

1. This Notice replaces Government Notice No. 1199 dated 18 December 2009 as published in Government Gazette No 32805 for Sections 21(c) and (i) water uses as set out in this Notice, but does not exempt the water user from compliance with any other provision of the Act or from any other applicable legislation, regulation, ordinance or by-law.

Definitions

2. In this Notice any word or expression to which a meaning has been assigned in the Act shall have the meaning so assigned, and unless the context otherwise indicates—

“activity” means any “activity” as defined in Government Notice No. 704 published in Government Gazette No. 20119 dated 4 June 1999;

“delineation of a wetland and riparian habitat” means delineation of wetlands and riparian habitat according to the methodology as contained in the Department of Water Affairs and Forestry, 2005 publication: A Practical Field Procedure for Delineation of Wetlands and Riparian Areas¹.

“extent of a watercourse” means:

- a) a river, spring or natural channel in which water flows regularly or intermittently “within the outer edge of the 1 in 100 year flood line or riparian habitat measured from the middle of the watercourse from both banks”, and for
- b) wetlands and pans “within a 500 m radius from the boundary (temporary zone) of any wetland or pan” (when the temporary zone is not present then the seasonal zone are delineated as the wetland boundary), and for
- c) lakes and dams “purchase line plus a buffer of 50 m”.

“maintenance” means any activity required to maintain any structure in the same working condition without increasing its size or design in any manner;

“pans” any depression collecting water or that is inward draining or a flow through system with flow contributions from surface water, groundwater or interflow or combinations thereof;

“responsible authority” means the Regional Head (Chief Director) or Chief Executive Officer of the relevant Catchment Management Agency.

“river management plans” any river management plan developed for the purposes of river or storm water management in any municipal/metropolitan area or described river section, river reach, entire river or sub quaternary catchment that considers the river in a catchment context;

“the Act” means the National Water Act, 1998 (Act No. 36 of 1998).

Exclusion to this Notice

3. This Notice **does not apply**—

- 1.(a) to the use of water in terms of section 21(c) and (i) for the rehabilitation of a wetland, unless complied with the conditions stipulated under General Authorisation 1198, dated 18 December 2009 published in Government Gazette No 32805;
- (b) to the use of water in terms of section 21(c) and (i) within the extent of a watercourse **where the Risk Class is Medium or High as determined by the Risk Matrix (Appendix A)**;
- (c) if the water user must make an application for a licence for any other water use in terms of section 21 of the Act;
- (d) where storage of water results due to the impeding or diverting of flow or altering the bed, banks, course or characteristics of a watercourse; and
- (e) to the areas set out in Table 1 of paragraph 6.

Where the water use falls within 3(1)(b)-(e) a water use license will be required.

Duration of Notice

5. This Notice is valid from the **01 September 2015** for a period of 20 (twenty) years unless—

- (a) it is replaced or amended by another general authorisation; or
- (b) the water user is required to apply for a licence in terms of the Act.

Area of applicability of Notice

6. This Notice applies throughout the Republic of South Africa except in areas set out in Table 1 below and in areas as may be adopted by the Minister as “no-go” areas (eg. water and watercourse conservation areas or strategic water resource areas).

TABLE 1. Catchment Areas excluded from this Notice with the exception of activities generally authorized in Appendix A, B and D.

PRIMARY DRAINAGE REGION	AREA
C (for section 21(c) of the Act)	Vaal River downstream of the Kimberley waterworks to the confluence with the Orange River
C (for section 21(i) of the Act)	Riet River downstream of Kalkfontein Dam to Vaal River confluence
D (for section 21(i) of the Act)	The whole of the Kraai River
D (for section 21(c) and (i) of the Act)	Lower Orange River downstream of the Augrabies Falls in respect of mines, mining operations and activities
C (for section 21(i) of the Act)	Harts River upstream of the Taung Dam in the Middle Vaal WMA

NOTE: Information regarding the drainage regions is available on the Department's website <http://www.dws.gov.za>, under section 21 (c) and (i) water use authorization.

To whom Notice is applicable

7. (1) This Notice is applicable-

- (a) to all persons using water or who intend to use water in terms of section 21(c) and (i) water uses of the Act within the extent of a watercourse for each water use; and
- (b) to all persons having lawful access to the land on which the proposed water use is to take place; and
- (c) to all persons using water or who intend to use water in terms of section 21(c) and (i) water uses that have a LOW risk class as determined through the Risk Matrix² (**Appendix A**), provided that proof is submitted to the relevant Catchment Management Agency (CMA) or regional office of supporting technical documents^{1,3&4} used to determine the low risk posed to the resource quality characteristics of the watercourse; and
- (d) to all persons having an Existing Lawful Use (ELU) in terms of section 21(c) and (i) of the Act and needs to do maintenance work that have a LOW risk class as determined through the Risk Matrix² (**Appendix A**), provided that proof is submitted to the relevant Catchment Management Agency (CMA) or regional office of supporting technical documents^{1,3&4} used to determine the low risk posed to the resource quality characteristics of the watercourse; and
- (e) to all municipalities that needs to conduct river and storm water management activities in terms of section 21(c) and (i) water uses of the Act as contained in a river management plan provided that the management plan contains relevant supporting technical information (**Appendix B**) used to ensure a

LOW risk is posed to the resource quality characteristics of the watercourses and that this management plan have been submitted as proof to the relevant Catchment Management Agency (CMA) or regional office; and

- (f) to all government departments, other institutions and individuals that needs to conduct river management activities in terms of section 21(c) and (i) water uses of the Act as contained in a river management plan provided that the management plan contains relevant supporting technical information (**Appendix B**) used to ensure a LOW risk is posed to the resource quality characteristics of the watercourses and that this management plan have been submitted as proof to the relevant Catchment Management Agency (CMA) or regional office; and
- (g) to all persons having an Existing Lawful Use (ELU) or Water Use Authorisation in terms of section 21(c) and (i) water uses of the Act and needs to conduct emergency work, provided that all work is executed and reported according to the Emergency Protocol (**Appendix C**); and
- (h) to all SOC's, other institutions and individuals using water or who intend to use water in terms of section 21(c) and (i) water uses related to the activities specified under each of the relevant SOC's, other institution or individuals in **Appendix D**.

(2) A water user who used water in terms of general authorisation 1 and 2 to the Schedules of Government Notice 398 published in Government Gazette 26187 dated 26 March 2004 and General Authorisation 1199 published in Government Gazette 32805 dated 18 December 2009 may subject to the provisions of this Notice, continue with such water use.

It is required that the following documents and associated spread sheets be used as indicated:

¹ A Practical Field Procedure for Delineation of Wetlands and Riparian Area (2005) which is available on the Department's website <http://www.dws.gov.za>, under section 21 (c) and (i) water use authorization.

² The Risk Matrix (Excel Spreadsheet) and information regarding the method used in the Risk Matrix is contained in the Department of Water and Sanitation 2015 publication: Section 21 c and I water use Risk Assessment Protocol, which is available on the Department's website <http://www.dws.gov.za>, under section 21 (c) and (i) water use authorization.

³ Guideline: Assessment of activities/developments affecting wetlands, which is available on the Department's website <http://www.dws.gov.za>, under section 21 (c) and (i) water use authorization.

⁴ Guideline for the determination of buffer zones for rivers, wetlands and estuaries, which is available on the Department's website <http://www.dws.gov.za>, under section 21 (c) and (i) water use authorization.

Conditions for impeding or diverting the flow or altering the bed, banks, course or characteristics of a watercourse in terms of this Notice

8. (1) The water use must not cause a potential, measurable or cumulative detrimental impact on the base line values (before commencement of water use) in respect of the resource quality characteristics of a watercourse.
- (2) The water user must ensure that the water use —
- (a) does not have a detrimental impact on another person's lawful water use or land; and
 - (b) is not detrimental to the health and safety of the public.

Structures and hardened surfaces

- (3) Structures and hardened surfaces associated with the water use must not—
- (a) be erosive;
 - (b) be structurally unstable;
 - (c) induce any flooding;
 - (d) be a health and safety hazard;
 - (e) All reasonable measures must be put in place to protect the resource quality characteristics of watercourses where section 21 (c) and (i) water uses will be executed.

Instream and riparian habitat

- (4) The water use must not result in a potential, measurable or cumulative detrimental—
- (a) change in the stability of a watercourse;
 - (b) change in the geomorphological structure of a watercourse;
 - (c) scouring, erosion or sedimentation of a watercourse; or
 - (d) decline in the diversity of communities and composition of the natural, endemic vegetation.

Hydraulics and Hydrology

- (5) The water use must not result in a potential, measurable or cumulative detrimental change in the base line values of quantity, velocity, pattern, timing, water level and assurance of flow in a watercourse.

Water quality

- (6) The water use must not result in a potential, measurable or cumulative detrimental change in the base line values for water quality characteristics of the watercourse.

Biota

- (7) The water use must not result in a potential, measurable or cumulative detrimental change on the base line (before commencement of water use) —
- (a) breeding, feeding and movement patterns of aquatic biota, including migratory species;
 - (b) level of composition and diversity of biotopes and communities of animals and microorganisms;
or
 - (c) condition of the aquatic biota.

Rehabilitation

- (8) Upon completion of the water use—
- (a) a systematic rehabilitation programme must be undertaken to restore the watercourse to its condition prior to the commencement of the water use;
 - (b) all disturbed areas must be re-vegetated with indigenous vegetation suitable to the area; and
 - (c) active alien invasive plant control measures must be implemented to prevent invasion by exotic and alien vegetation within the disturbed area.

Monitoring and reporting

9. (1) The water user must ensure the establishment and implementation of monitoring programmes to measure the impacts on the resource quality characteristics to ensure water use remains within the parameters of this GA Section 8(2)-(8) and results must be stored;
- (2) Upon the written request of the responsible authority the water user must—
- (a) ensure the establishment of any additional monitoring programmes; and
 - (b) appoint a competent person to assess the water use measurements made in terms of this Notice and submit the findings to the responsible authority for evaluation.
- (3)(a) Monitor and determine base line values for all water resource quality characteristics before commencement of section 21 (c) and (i) water uses—
- (b) Upon completion of the water use, the water user must undertake an Environmental Audit annually for three years to ensure that the rehabilitation is stable, failing which, remedial action must be taken to rectify any impacts.
 - (c) Rehabilitation structures must be inspected regularly for the accumulation of debris, blockages, instabilities and erosion with concomitant remedial and maintenance actions.
 - (d) Copies of all designs, method statements, risk assessments as done according to the Risk Matrix, rehabilitation plans and any other reports required must be made available to the responsible authority as contemplated in paragraph 7 of this Notice.

Authority to enter onto land

10. Prior to the commencement of the water use, the water user must obtain lawful—
- (a) authority to enter upon land owned or controlled by the State; and
 - (b) access to enter upon private owned or controlled land, on which the proposed water use is to be undertaken.

Budgetary provisions

11. (1) The water user must ensure that there is a budget sufficient to complete, rehabilitate and maintain the water use as set out in this Notice.
- (2) The Department may at any stage of the process request proof of budgetary provisions.

Registration

12. (1) Subject to subparagraph 7(1) a person who uses water as contemplated in this Notice must submit a registration form and relevant information per paragraph 7 and 12 for such water use to the responsible authority.
- (2) Upon completion of registration, the responsible authority will provide a certificate of registration to the water user within 40 working days of the submission.
- (3) On written receipt of a registration certificate by the Department, the person will be regarded as a registered water user and can only then commence with the water use as contemplated in this Notice.

NOTE: Forms can be obtained from Regional Offices or Catchment Management Agency office of the Department or from the Departmental website: [http\\www.dws.gov.za](http://www.dws.gov.za)

Record-keeping and disclosure of information

13. (1) Subject to paragraph 9 (1) above, the water user must, for at least five years, keep a written record of monitoring results. This information must be made available upon written request to the responsible authority.

Inspection

14. Any property in respect of which a water use has been registered in terms of this Notice is subject to inspection as contemplated in sections 124 and 125 of the Act.

Offences

15. A person who contravenes any provision of this authorisation is guilty of an offence and is subject to the penalty set out in section 151(2) of the National Water Act.

APPENDIX A: Risk Matrix (Excel spreadsheet and Risk Assessment Protocol, both available on DWS Website, under section 21 (c) and (i) water use)

Risk is determined after considering all listed control measures. Borderline LOW/MODERATE risk scores can be manually adapted downwards up to a maximum of 25 points (from a score of 80) with list of additional mitigation measures considered and listed in RED font:

Nr.	Phases	Activity	Aspect	Impact	Severity					
					Flow Regime	Physico & Chemical (Water Quality)	Habitat (Geomorph+Vegetation)	Biota	Severity	
1		Example: Clearing of vegetation in close proximity to or in a watercourse	Creating Access roads for infrastructure	Impact posed by damage to bank. Loss of biodiversity & habitat; impeding the flow of the watercourse						

Risk being posed to four "resource quality characteristics of a watercourse" must be scored according to the Risk Rating Table for Severity. Severity is automatically calculated.

Severity	Spatial scale	Duration	Consequence	Frequency of activity	Frequency of impact	Legal Issues	Detection	Likelihood	Significance	Risk Rating
										L

Consequence, Likelihood and finally Significance scores are automatically calculated with rest of parameters according to respective Risk Rating Tables

Risk Rating	Control Measures	Borderline LOW MODERATE Rating Classes	Type Watercourse
L			

RISK = CONSEQUENCE x LIKELIHOOD

CONSEQUENCE = SEVERITY + SPATIAL SCALE + DURATION **LIKELIHOOD = FREQUENCY OF THE ACTIVITY + FREQUENCY OF THE IMPACT + LEGAL ISSUES + DETECTION**

RISK RATINGS CLASS

RATING	CLASS	MANAGEMENT DESCRIPTION	AUTHORISATION
1 – 55	(L) Low Risk	Acceptable as is or consider requirement for mitigation. Impact to watercourses and resource quality small and easily mitigated. Wetlands are excluded.	GA
56 – 169	(M) Moderate Risk	Risk and impact on watercourses are notably and require mitigation measures on a higher level, which costs more and require specialist input. Wetlands are excluded.	WUL
170 – 300	(H) High Risk	Always involves wetlands. Watercourse(s) impacts by the activity are such that they impose a long-term threat on a large scale and lowering of the Reserve.	WUL

Only low risk rating class of all activities planned on the proposed project in the extent of the water course will constitute for a GA in this Notice. Medium and High risk rating class will require a Section 21 c and I water use licence.

APPENDIX B: Aspects that must be addressed in any river management plan as mentioned under sections 7 (e) and (f) of the GA

River Management Plans for storm water and river management activities:

Must contain information on all the river and storm water management activities in terms of section 21(c) and (i) water uses of the Act with a section addressing all relevant supporting technical information used to determine a LOW risk will be posed to the resource quality characteristics of the watercourses and that this management plan have been submitted to the relevant regional operations or Catchment Management Agency (CMA) office as proof. These reports include, but may not be limited to:

- a) Risk assessment as per Risk Matrix (Appendix A) for generic activities;
- b) Impact assessment and mitigation report;
- c) All the relevant specialist reports supporting the proposed mitigation measures;
 - Specialists Reports must address level of modification posed to resource quality characteristics ie: flow regime, water quality, geomorphological processes, habitat and biota and contain Present Ecological state (PES) and Ecological Importance and Sensitivity (EIS) data for relevant watercourses ;
- d) Environmental management plan giving effect to all actions required to mitigate impacts (What, When, Who, Where and How);
- e) Best practices applicable to these activities internalized in municipality;
- f) Generic designs and method statements, where applicable;
- g) Norms and standards for designs;
- h) Base line monitoring programme;
- i) Monitoring and auditing programme and reporting;
- j) Internalized controls and auditing, where applicable (institutional arrangements related to this).
- k) Environmental Control strategy and programme;

APPENDIX C: Emergency Protocol

Purpose of the "Emergency Protocol"

The purpose of this protocol is to set out the process to be followed and actions to be taken by State Owned Companies (SOC's) or other entities to provide assurance to the DWS in ensuring emergency incidents can be responded to, while at the same time ensuring compliance to the requirements of the National Water Act.

The agreement relates to situations where any person or entity is required to immediately respond by taking necessary action to an emergency situation (defined as an emergency). It is noted that this does not include routine or planned maintenance or to deal with poor project planning.

Emergency Protocol

This "Emergency Protocol" spells out what protocol needs to be followed to remedy "emergency situations". In terms of Section 67 of the National Water Act "Dispensing with certain requirements of Act" the NWA states the following:

(1) In an emergency situation, or in cases of extreme urgency involving the safety of humans or property or the protection of a water resource or the environment, the Minister may

(a) dispense with the requirements of this Act relating to prior publication or to obtaining and considering public comment before any instrument contemplated in section 158(1) is made or issued;

(b) dispense with notice periods or time limits required by or under this Act;

(c) authorise a water management institution to dispense with

(i) the requirements of this Act relating to prior publication or to obtaining and considering public comment before any instrument is made or issued; and

(ii) notice periods or time limits required by or under this Act.

(2) Anything done under subsection (1)

(a) must be withdrawn or repealed within a maximum period of two years after the emergency situation or the urgency ceases to exist; and

(b) must be mentioned in the Minister's annual report to Parliament."

(3) An incident is an event that requires immediate attention that might lead to potential disruption of service delivery.

Examples include the following:

Replacement of stolen or vandalised or damaged underground cables or, overhead power lines, burst pipelines, flooded or damaged bridges and /or related infrastructure, the replacement of/ or repairs to damaged infrastructure.

Described below is the proposed process and definitions.

Process to respond to Emergency Incidents that have a water use implication in terms of section 21 water uses of the NWA.

Definitions:

Emergency incident: As defined in the NWA.

Protocol to be followed:

Any person that must attend to an emergency must notify the regional office or CMA about the emergency immediately and provide all required documents to the relevant region(s) within 1 month thereafter according to the specified protocol in this document. Should the incident take place over a weekend or public holiday (outside DWS working hours), the documents can be forwarded to DWS and receipt be followed-up on the day after the weekend or holiday.

1) Relevant DWS regional office to be notified about the emergency incident by means of an email and or 24 hour hotline of DWS.

The document emailed must as a minimum contain the following information:

- a. Date of occurrence of the emergency incident
- b. Date at which any person became aware of the emergency incident
- c. Nature of emergency incident
- d. A motivation and definition of the emergency
- e. Description, location and receiving environmental sensitivity of emergency incident
- f. Description of the actions and environmental management and rehabilitation emergency plan required to be taken to respond to the emergency incident
- g. Date(s) when the actions will be taken (or taken place)
- h. Contact persons details

2) Risk Matrix to be used to determine the level of risk posed to the resource quality characteristics of the watercourse in terms of the action required to be undertaken in response to the emergency incident.

- 3) The following is a list of the required information that must be submitted to the relevant regional office of DWS within 1 month following the incident to enable the regional office or CMA to determine whether the activities qualifies for this Notice or whether another entitlement should be applied for (*post facto* licence)
- 4) **Tabulated list of information requirements to be submitted within a maximum of 1 month after the occurrence of the "Emergency":**

Table of Contents
List of Appendices
List of Maps
List of Tables
1 DESCRIPTION OF Emergency situation, location, date, etc.
1.1 Motivation that situation was an emergency
2 PROGRAMME
3 METHODOLOGY
4 ENVIRONMENTAL MANAGEMENT STRATEGY
4.1 Environmental Impact Management + rehabilitation plan (what, where, when, who, how)
4.2 Monitoring and Review Strategy
5 RESPONSIBILITIES AND PRESCRIBED OCCUPATIONS
6 DECLARATIONS
6.1 Design Engineer
6.2 Site Manager
6.3 Environmental Practitioner / Environmental Control Officer (contact person)
List of Appendices
APPENDIX A: Design/CONSTRUCTION DRAWINGS
APPENDIX B: ENVIRONMENTAL MANAGEMENT PLAN
List of Maps
Map 1: Site location
Map 2: Location of watercourses affected
List of Tables
Table 1: Schedule of Crossings
Table 2: Programme (Start and Completion dates)
Table 3: Risk Rating Matrix (Impacts and Significance Ratings)
Table 4: Mitigation Measures
Table 5: Rehabilitation Measures
Table 4: Stormwater Management Plan
Table 6: Monitoring and Review Measures

APPENDIX D: Activities that are generally authorized for SOC's, other institutions and individual subject to compliance to information as set out in this table and conditions specified in this Notice.

SOC's, INSTITUTION or Individual	CATEGORY OF ACTIVITIES QUALIFYING FOR GA	GENERIC ACTIVITIES	MITIGATION MEASURES: supporting technical documents used to determine ALL LOW risks posed to the resource quality characteristics of a water course – COMPULSORY SUBMISSION of proof TO CMA OR PROTO-CMA IS REQUIRED (standardized technical reports for specific activities and methods can be reviewed to fast track this Notice for self regulation).
ESKOM	Transmission and distribution	Towers, pylons, and stringing	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
SANPARKS	Roads, water and sewerage pipe lines below 500mm diameter	All bridges, low water bridge crossings and pipe line crossings	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
SANRAL	Minor maintenance of roads crossings rivers or wetlands	All bridges over rivers, streams and wetlands	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
TRANSNET	Expansion and new pipe lines	All pipe line crossings rivers and wetlands in temporary or seasonal zone	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
TELKOM	Expansion and new cabling	All cables crossings river and wetland wetlands in temporary or seasonal zone	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
RAND WATER	Expansion and new pipe lines smaller and equal to 1.5 m diameter pipes	All 1.5 meter diameter and smaller pipe lines crossings river and wetlands in	EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).

			temporary or seasonal zone	(must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
Municipalities, other institutions or individuals	Mini-scale hydropower developments, including distribution 10kW – 300kW.	Hydropower plant to provide basic, non-grid electricity to rural communities that cannot be grid tied; Hydropower plant to allow persons working agricultural land the opportunity to generate hydropower for own use.		EMP, method statement, engineering designs, best practices, delineation of watercourses, proof of mitigation hierarchy, basic impacts/risks and mitigation measures, (must indicate 1 in 100 year flood line where affected and designs must cater for 1 in 100 year floods).
Other Institutions or individuals	Emergency river crossings for vehicles	To gain access to livestock, crops or residences		EMP, method statement, best practices

IMPORTANT Information from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.



GPW Business Rules

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
2. Notices can only be submitted in Adobe electronic form format to the email submission address submit.egazette@gpw.gov.za. This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines – www.gpwonline.co.za)
7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za)
8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address submit.egazette@gpw.gov.za.



eGazette

