

## DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 460

22 APRIL 2016

**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 –

**SOUTH AFRICAN HUMAN RIGHTS COMMISSION**

As set out in the Schedule



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



## REPUBLIC OF SOUTH AFRICA

## 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))
<b>FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):</b>	
<ol style="list-style-type: none"> <li>1. POLICIES OF THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION</li> <li>2. STRATEGIC AND OPERATIONAL PLANS</li> <li>3. PROCEDURES AND FRAMEWORKS</li> <li>4. REGISTERS, RECORDS CONTROL SCHEDULE, FILE PLAN</li> <li>5. SUPPLY CHAIN AND PROCUREMENT MANAGEMENT:               <ul style="list-style-type: none"> <li>- PROCUREMENT PLANS</li> <li>- REPORTS AND RETURNS</li> <li>- FINANCIAL STATEMENTS</li> <li>- BUDGETS</li> </ul> </li> <li>6. RISK MANAGEMENT POLICY</li> <li>7. HUMAN RESOURCES POLICY</li> <li>8. MARKETING AND BRANDING</li> <li>9. GUIDE IN TERMS OF SECTION 10 OF PAIA</li> </ol> <p><i>(Release subject to compliance with section 15(4) of PAIA)</i></p>	<p>THE RECORDS LISTED ARE AVAILABLE FROM THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION:</p> <p><a href="mailto:ssidu@sahrc.org.za">ssidu@sahrc.org.za</a> &amp; <a href="mailto:rmambani@sahrc.org.za">rmambani@sahrc.org.za</a></p>
<b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>	
ONLY REPRODUCTION FEES ARE APPLICABLE	<a href="mailto:ssidu@sahrc.org.za">ssidu@sahrc.org.za</a> & <a href="mailto:rmambani@sahrc.org.za">rmambani@sahrc.org.za</a>

**FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)**

1. MANUALS OF PUBLIC BODIES SUBMITTED TO THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION IN COMPLIANCE WITH PAIA
2. SOUTH AFRICAN HUMAN RIGHTS COMMISSION COMPLAINTS HANDLING PROCEDURES

COPIES CAN BE OBTAINED FROM THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION:

ssidu@sahrc.org.za & rmambani@sahrc.org.za

**AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)**

1. PUBLICATIONS OF THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION
2. ANNUAL REPORTS
3. EVENT BASED REPORTS
4. MEDIA STATEMENTS AND PRESS RELEASES
5. PRESENTATIONS AND SPEECHES
6. VACANCIES
7. PAIA REQUEST FORMS AND COMPLAINT FORMS
8. SUBMISSIONS ON LEGISLATION MADE BY THE COMMISSION
9. PAMPHLETS AND POSTERS

SAHRC WEBSITE: [www.sahrc.org.za](http://www.sahrc.org.za)