

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT
NOTICE 704 OF 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 –

DEPARTMENT OF HUMAN SETTLEMENTS

As set out in the Schedule



TSHILILO MICHAEL MASUTHA, MP
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))
FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):	
N/A	N/A
FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):	
Introduction to Human Settlements Management.	Available at DHS Offices.
FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)	
<ul style="list-style-type: none"> • ALL documents falling within the section 15 category can be copied with the exception of certain documents such as tender documents which must always be original. Should the Department incur costs in reproducing the document and where applicable, the provisions of section 15 (3) shall be applicable (that is, the prescribed fee for the reproduction of the documents shall be payable). 	<ul style="list-style-type: none"> • Photocopy and collect at NDHS offices. (NB: Only records which are photocopyable can be copied).
<ul style="list-style-type: none"> • Training Manuals for counselors (DHS and SALGA). 	<ul style="list-style-type: none"> • Copying.

AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)	
Annual Performance Plans.	Available at DHS Offices.
Annual Reports on lending patterns on home loans.	Available at DHS Offices.
Booklet-Office of Disclosure Complaints Handling procedure manual (8 languages: English; Afrikaans; isiZulu; Sepedi; Setswana; isiXhosa; Xitsonga and Tshivenda).	Available at DHS offices.
Budget (Estimates of National Expenditure for Human Settlements).	Available at DHS offices.
Community Residential Programme (CRU).	Available on DHS Website.
Conditional Grants and Funds Management (allocations, transfers and devolutions, monitoring and analysis, specific losses).	Available at DHS offices and on the website.
Data acquisition and Management (Informal Settlement, Delivery figures, Rectification, Delivery per project and Blocked projects).	Available at DHS Offices.
Department of Human Settlements Corporate Diary.	Available on DHS Website.
Department of Human Settlements Annual Reports.	Available on DHS Website.
Department of Human Settlements Legislation [Bills/ Acts/Regulations & International Commitments].	Available on DHS Website.
Departmental publications; Brochures; Newsletters; Magazines and Posters.	Available on DHS Website and at DHS Offices.
DHS Media Monitoring (News Clippings/copies of media adverts/ Copies of the television series BNG aired on SABC 2).	Available on DHS Website.
Draft white paper on human settlements.	Available on DHS Website.
Economic opportunities created by Department of Human Settlements (in 11 official languages).	Available at DHS offices.
Environmental Implementation Plan: Department of Human Settlements: 2015 - 2020.	Available at DHS Offices.
Equity Matters (Financial Institutions).	Available at DHS Offices.

Establishment matters (Macro Structure).	Available on DHS Website.
Evaluation of the impact of the Rural Housing Programme.	Available at DHS Offices.
Evaluating the performance of Social and Rental Housing Programmes.	Available at DHS Offices.
Events and Publicity Programmes (includes speeches of the Minister and the Deputy Minister and photographs).	Available on DHS Website.
Financial compliance (Treasury, Auditor-General, Disclosures and declarations).	Available on DHS Website and at DHS Offices.
Finance Linked Individual Subsidy Programme (FLISP Policy).	Available at DHS offices and on Website.
Financial Irregularities.	Available at DHS offices and on Website.
Financial Assistance (Donations and Sponsorship).	Available at DHS offices and on Website.
Financial Audits.	Available on DHS Website and at DHS Offices.
Financial Statements.	Available on DHS Website and at DHS Offices.
Framework for Women and Youth (Policy Framework).	Available at DHS offices and on Website.
Govan Mbeki Housing Awards.	Available on DHS Website.
Guide to owning a Government Subsidized House.	Available at DHS offices.
Home Loans and mortgages.	Available at DHS Offices.
Housing Consumer Education Manual.	Available at DHS offices.
Housing Project Process Guide.	Available at DHS offices and on Website.
Human Settlements Medium Term Strategic Framework (MTSF 2014-2019).	Available on DHS Website.
Human Settlements Programmes and Subsidies (11 official languages).	Available at DHS offices.
Human Settlements 20-year book.	Available on DHS Website.

Measuring success in Human Settlements development: an impact evaluation study of the upgrading of informal settlements programme in selected projects in South Africa.	Available at DHS offices.
Monitoring Evaluation and Impact Assessment 2013/14 to 2018/19: Policy & Implementation Framework for the Human Settlements Sector.	Available at DHS offices and on the Website.
Monitoring, Evaluation and Impact Assessment (MEIA) Policy and Implementation Framework for the Human Settlement Sector.	Available on DHS Website.
National Housing Code 2009.	Available on DHS Website.
PAIA Manual.	Available at DHS offices and on Website.
Parliament Approved Replies.	Available on DHS Website.
People's Housing Process Policy.	Available on DHS Website.
Promotion of Access to Information Act: (Section 32 Reports and Section 15 list).	Available at DHS offices and on Website.
Press Releases.	Available on DHS Website.
Profiles of Executive Authority.	Available on DHS Website.
Reports on Human Settlements Environmental Scanning & Analysis (Economic trends analysis and Markets).	Available on DHS Website.
Seminars, conferences, symposia and summits (includes campaigns & workshops).	Available at DHS offices and on Website.
Social Housing: Social Housing Act No.16 of 2008; Social Housing Policy Guidelines and Social Housing Regulations.	Available on DHS Website.
Social Contract for development of Human Settlements.	Available on DHS Website.
Strategic Plans.	Available at DHS offices and on website.
The Comprehensive Plan for the creation of Sustainable Human Settlements of 2004.	Available at DHS offices and on Website.
Upgrading of Informal Settlements.	Available at DHS offices.