

ACCESS TO RECORDS HELD BY OFFICE OF THE PREMIER SECTION 15 (1) (a)

Automatic Disclosures SCHEDULE

DESCRIPTION OF CATEGORIES OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1) (a) OF THE PROMOTION OF ACCESS TO INFORMATION ACT 2 2000 MANNER OF ACCESS TO RECORDS

1. FOR INSPECTION IN TERMS OF SECTION 15(1)(a) (i)

- 1.1. Departmental Strategic, Annual Performance & Operational Plans
- Departmental HRM, ICT, Financial, Records, Telecommunication, Risk Management Policies
- 1.3. Service Delivery Improvement Plans
- 1.4. Quarterly reports
- 1.5. Annual Reports
- 1.6. HR & Employment Equity Plans
- 1.7. Departmental File Plans
- 1.8. Citizens' Reports
- 1.9. Promotion of Access to Information Pamphlets & Brochures
- 1.10.Premier's Budget Speeches
- 1.11.Service Delivery Standards
- 1.12. Circulars of advertised posts
- 1.13. Public Service Application Forms (Z83
- 1.14.Library material (Legal & Communication Services)
- 1.15.State of the Province Address
- 1.16.Labour Relations Agreements
- 1.17. Supplier Registration Form
- 1.18. Limpopo Development Plans

The records may be inspected at the Office of the Deputy Information Officer as follows:

Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. 22

POLOKWANE, 0699 Tel. No. 015 287 6312 Fax. No. 015 291 4046

Email address: paia@premier.

limpopo.gov.za

2. FOR PURCHASING IN TERMS OF SECTION 15(a)(ii)

2.1. Bid Documents

The Bid Documents can be purchased at Office of the Premier: 40 Hans van Rensburg Street) Revenue & Budget Sub-Division, Office No. 10 - Ground

Floor (Bodenstein Building)

3. FOR COPYING IN TERMS OF SECTION 15(a) (ii)

- 3.1. Departmental Strategic, Annual Performance & Operational Plans
- 3.2. Departmental HRM, ICT, Financial, Records, Telecommunication, Risk Management Policies
- 3.3. Service Delivery Improvement Plans
- 3.4. Quarterly reports
- 3.5. Annual Reports
- 3.6. HR & Employment Equity Plans
- 3.7. Departmental File Plans
- 3.8. Citizens' Reports
- 3.9. Promotion of Access to Information Pamphlets
- 3.10. Premier's Budget Speeches
- 3.11. Service Delivery Standards
- 3.12. Circulars of advertised posts
- 3.13. Public Service Application Forms (Z83)
- 3.14. Library material (Legal & Communication Services)
- 3.15. State of the Province Address
- 3.16. Labour Relations Agreements
- 3.17. Supplier Registration Form
- 3.18. Limpopo Development Plans

The records may be accessed for copying at the Office of the Deputy Information Officer as follows:

Office of the Premier 40 Hans Van Rensburg Street (Mowaneng Building) Office No. 22 (Ground Floor) POLOKWANE, 0699

Tel. No. 015 287 6312 Fax. No. 015 291 4046

Email address: <u>paia@premier.</u> <u>limpopo.gov.za</u>

4. FREE OF CHARGE IN TERMS OF SECTION 15(a)(iii)

- 4.1. State of the Province Address
- 4.2. Public Service Application for Employment Forms (Z83)
- 4.3. Promotion of Access to Information Pamphlets & Brochures
- 4.4. Knowledge Management Brochures

The records may be accessed free of charge at the Office of the Deputy Information Officer as follows:

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40 Hans Van Rensburg Street
(Mowaneng Building)
Office No. 22 (Ground Floor)
POLOKWANE, 0699
Tel. No. 015 287 6312
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