

**DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT****NOTICE 467 OF 2018****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 –

**FREE STATE DEPARTMENT OF HEALTH**

As set out in the Schedule

**TSHILOLO 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>	
<ul style="list-style-type: none"> <li>• Departmental policies, legislations and regulations</li> <li>• Annual reports</li> <li>• Strategic Plans (Annual performance Plans)</li> <li>• Employment Equity plans</li> <li>• Employment Equity Reports</li> <li>• Human Resources Management Plan</li> <li>• Court decisions</li> <li>• Arbitration awards</li> <li>• Department's Contact numbers</li> <li>• Departmental or Government Forms</li> <li>• MEC Speeches and Budget vote</li> <li>• Newsletters, posters and Publications</li> <li>• Health Pamphlets</li> <li>• Customer satisfaction statistics and reports</li> <li>• Statistics regarding grievance lodged</li> <li>• Bargaining Chamber Resolutions</li> <li>• Media enquiries and responses</li> <li>• Health Guidelines</li> <li>• Standard operating procedures</li> <li>• List of non-Governmental Organizations working with the Department</li> </ul>	<p>The records may be inspected after an arrangement has been made with the Deputy Information Officer and / or were available by visiting <a href="http://www.fshealth.gov.za">www.fshealth.gov.za</a>.</p>
<b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>	
<ul style="list-style-type: none"> <li>• Duplicate qualification certificates</li> <li>• Free State College of emergency Care standard operating procedures</li> </ul>	<p>By requesting those through the Principals of Schools of Nursing and College of Emergency Care and on payment of fees prescribed by the colleges</p>
<b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii)</b>	
<ul style="list-style-type: none"> <li>• Student own academic records or results</li> <li>• Departmental policies and regulations</li> </ul>	<ul style="list-style-type: none"> <li>• For academic records the relevant school or college principal must be contacted</li> </ul>

<b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii) - continued</b>	
<ul style="list-style-type: none"> <li>• Annual reports</li> <li>• Strategic Plans (Annual performance Plan)</li> <li>• Employment Equity plans</li> <li>• Department's Contact numbers</li> <li>• Departmental Forms</li> <li>• MEC Speeches</li> <li>• Newsletters, posters and Publications</li> <li>• Health Pamphlets</li> <li>• Bargaining Chamber Resolutions</li> <li>• Media enquiries and responses</li> <li>• Health Guidelines</li> <li>• Standard operating procedures</li> <li>• Budgets</li> </ul>	<ul style="list-style-type: none"> <li>• The records may be obtained on request in writing to the Deputy Information Officer and on payment of the fees prescribed / alternatively they may be downloaded by visiting <a href="http://www.fshealth.gov.za">www.fshealth.gov.za</a> where applicable.</li> <li>• *Copies available on request from DIO</li> </ul>
<p>*Copies to be provided against payment of R0.60 per page unless exception is granted</p> <p><b>Deputy Information Officer: Mr MJ Finger, Bophelo House, cor. Harvey Road and Charlotte Maxeke Street, BLOEMFONTEIN, 9301, PO Box 227, BLOEMFONTEIN, 9300</b>  <b>Tel: (051) 408 1483, Fax: (051) 408 1761, E-mail: <a href="mailto:FingerMJ1@fshealth.gov.za">FingerMJ1@fshealth.gov.za</a></b></p>	
<b>AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii)</b>	
<ul style="list-style-type: none"> <li>• Colleges brochures</li> <li>• Colleges prospectus</li> <li>• Contact numbers</li> <li>• MEC Speeches</li> <li>• Newsletters, posters and Publications</li> <li>• Health Pamphlets and posters</li>   <li>• Application forms for employment and services</li> </ul>	<ul style="list-style-type: none"> <li>• By visiting the Schools of Nursing and College of Emergency or the Department and requesting them at reception and available on website (<a href="http://www.fshealth.gov.za">www.fshealth.gov.za</a>)</li>   <li>• Office visit: Human Resources, 2<sup>nd</sup> Floor A-West Bophelo House, cor. Harvey Road and Charlotte Maxeke Street, BLOEMFONTEIN</li> </ul>