

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT  
NOTICE 597 OF 2020

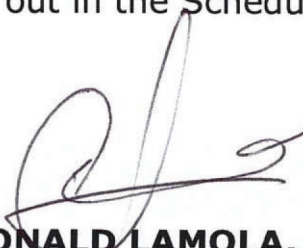
**PROMOTION OF ACCESS TO INFORMATION ACT, 2000**

**DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Ronald Lamola, 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 SMALL BUSINESS DEVELOPMENT**

As set out in the Schedule



**MR RONALD LAMOLA, MP**

**MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES**



small business  
development

Department:  
Small Business Development  
REPUBLIC OF SOUTH AFRICA

**SECTION 15 REPORT: VOLUNTARY DISCLOSURE AND  
AUTOMATIC AVAILABILITY OF RECORDS**

**PROMOTION OF ACCESS TO INFORMATION ACT (NO 2 OF 2000)**

**June 2020**

| DESCRIPTION OF CATEGORY OF RECORDS<br>AUTOMATICALLY AVAILABLE IN TERMS OF<br>SECTION 15(1)(a) OF THE PROMOTION OF<br>ACCESS TO INFORMATION ACT, 2000 | MANNER OF ACCESS TO<br>RECORDS (e.g. website)<br>(SECTION 15(1)(b))                    |
|--|--|
| <b>FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):</b>   |  |
| Cooperatives Act (No. 14 of 2005)<br>Cooperatives Amendment Act (No. 06 of 2013)   | Obtained from the Department of<br>Small Business Development<br><br>Tel: 0861 843 384 |

|   |  |
|---|--|
| <b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>   |  |
| Publications and Information is available on the DSBD website or by request free of charge.<br><br>Records available for inspection in terms of Section 15(1)(a)(i), as specified above, is available according to the fees specified on DSBD PAIA manual that is found |  |

|  |  |
|--|--|
| <b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(ii):</b>   |  |
| Records available for inspection in terms of Section 15(1)(a)(i), as specified above, is available according to the criteria specified |  |

|   |   |
|---|---|
| <b>AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii):</b>  |   |
| <b><u>The information available on the DSBD website</u></b> <ul style="list-style-type: none"> <li>• COVID-19 Relief Benefits</li> <li>• Informal Traders Support</li> <li>• SMME Development</li> <li>• Cooperatives Development</li> <li>• Financial Assistance (Incentives)</li> <li>• Legislation and Business regulation</li> <li>• DSBD Agencies</li> <li>• Overview of DSBD (Leadership, Organogram)</li> <li>• Speeches and Media Statements</li> <li>• Research and Trade Statistics</li> <li>• Electronic copies of Publications</li> </ul> | <p>The Information specified is available on the DSBD website: <a href="http://www.dsbd.gov.za">www.dsbd.gov.za</a> or by request.</p> <p>The Information specified is available on the DSBD website: <a href="http://www.dsbd.gov.za">www.dsbd.gov.za</a> or by request.</p> |

| 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)(b))  |
|---|--|
| <ul style="list-style-type: none"> <li>• SMME development</li> <li>• Contact Details</li> <li>• DSBD Values</li> <li>• About DSBD</li> <li>• Service Offered by DSBD</li> <li>• Media Releases</li> <li>• Speeches</li> <li>• Operating Hours</li> <li>• Co-operatives</li> <li>• Administration</li> <li>• Acts and Regulations</li> <li>• Mandate, Vision and Mission</li> <li>• DSBD Programmes</li> <li>• Leadership</li> <li>• Downloads</li> <li>• Publications</li> <li>• Careers</li> <li>• Strategic Objectives</li> </ul> <p><b>List of publication available:</b></p> <ul style="list-style-type: none"> <li>• Strategic Plan 2015 to 2019</li> <li>• Strategic Plan 2015 – 2019 – Part 1</li> <li>• Strategic Plan 2015 – 2019 – Part 2</li> <li>• Strategic Plan 2020 - 2025</li> <li>• Service delivery improvement plan 2015 to 2018</li> <li>• Annual Performance Plan 2017/2018</li> <li>• Annual Performance Plan 2018/2019</li> <li>• Annual Performance Plan 2019/2020</li> <li>• Annual Performance Plan 2020/21</li> <li>• DSBD 2018/2019 Revised Procurement Plan</li> <li>• Annual report 2015/16 vote 31</li> <li>• DSBD 2016/17 Annual Report No. 31</li> </ul> | <p><b>Publications can be obtained from the DSBD website or by sending a request to:</b></p> <p>Email: <a href="mailto:info@dsbd.gov.za">info@dsbd.gov.za</a></p> <p>Postal Address</p> <p>Private Bag X84</p> <p>Pretoria</p> <p>0001</p> <p>Street Address</p> |



| 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)(b))   |
|--|---|
| <ul style="list-style-type: none"> <li>• DSBD 2016/17 Annual Report No. 31 Part 2</li> <li>• DSBD 2017/18 Annual Report – final</li> <li>• 2017/18 Quarterly Performance Reports</li> <li>• DSBD Quarter 1 2018/19 Performance Report</li> <li>• Annual Review of Small Business and Cooperatives South Africa 2016</li> <li>• 2017/18 Monthly Financial Report</li> <li>• PAIA 2 of 2000 Section 14 Manual (isiZulu, English, Venda, Xitsonga, Setswana)</li> <li>• DSBD Whistle Blowing Policy</li> <li>• National Small Business Act No. 102 of 1996 as Amended in 2003 and 2004</li> <li>• 2018/19 Technical Indicator Description.</li> <li>• Local Economic Development Forums</li> <li>• Draft Regulations Cooperatives 2015</li> <li>• Integrated strategy on the development and promotion of cooperatives</li> <li>• Co-operatives catalogue</li> <li>• Red tape reduction booklet</li> <li>• Youth enterprise development strategy</li> <li>• Youth support programme</li> <li>• Co-operatives Act 2006</li> <li>• Co-operatives Amendment Act, 2013 (Act No. 06 of 2013)</li> <li>• Co-operatives handbook</li> <li>• Guidelines to Co-Ops Act</li> <li>• Co-operatives information leaflet</li> <li>• Launch of SEDA-FRENCH Technology Lab</li> <li>• Guide to the Co-Operatives Act 2005</li> <li>• Local Economic Development Forums</li> </ul> | <p>77 Meintjies Street<br/>Sunnyside<br/>Pretoria<br/>0002</p> <p>Soft copy versions of publications are also available on the DSBD website (<a href="http://www.dsbd.gov.za">http://www.dsbd.gov.za</a>)</p> |

| DESCRIPTION OF CATEGORY OF RECORDS<br>AUTOMATICALLY AVAILABLE IN TERMS OF<br>SECTION 15(1)(a) OF THE PROMOTION OF<br>ACCESS TO INFORMATION ACT, 2000                               | MANNER OF ACCESS TO<br>RECORDS (e.g. website)<br>(SECTION 15(1)(b)) |
|--|---|
| <ul style="list-style-type: none"><li>• Request for Expressions of Interest for Consulting Services</li><li>• The National Informal Business Upliftment Strategy (NIBUS)</li></ul> |   |