

# **ISIKHUNGO SOKUTHUTHUKISWA KWEZIMBONI ENINGIZIMU AFRIKA (IDC)**

## **IBHUKWANA**

### **Elibhalwe NgokweSigaba 14**

**SOMTHETHO WESI-2 WOKUGQUQUZELA UKUTHOLAKALA KOLWAZI  
KA-2000 (PAIA)**

**ochibiyelwe**

**NGOKOMTHETHO WESI-4 WOKUVIKELWA KWEMININIGWANE YOMUNTU  
KA-2013 (POPIA)**

**uMasingana 2024**

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## Uhlu Lokuphakathi

1.	AMAGAMA NEZINCAZELO .....	3
2.	ISINGENISO.....	4
3.	INCAZELO EMFUSHANE YE-IDC .....	5
4.	IMININGWANE YOKUXHUMANA .....	7
4.1	ISIKHULU SEZOLWAZI.....	7
4.2	IPHINI LESIKHULU SEZOLWAZI.....	8
5.	UKUTHOLAKALA KOMHLAHLANDLELA WE-PAIA NOWE-POPIA.....	8
6.	UKUTHOLA AMAREKHODI AGCINWE YI-IDC .....	9
6.1	Inqubo Yokucela Amarekhodi .....	9
6.2	Isinqumo .....	10
6.3	Izigaba Zamarekhodi Agcinwe Yi-IDC .....	10
6.4	Amarekhodi Atholakala Ngaphandle Kwesicelo .....	11
6.5	Izinsizakalo Zamalungu Omphakathi .....	11
6.6	Inhloso Yokucubungula Imininingwane Yomuntu .....	11
6.7	Izigaba Zabaninilwazi.....	12
6.8	Izigaba Zalabo Abanikwa Imininingwane Yomuntu .....	12
6.9	Ukuthunyelwa Kwemininingwane Yomuntu Kwamanye Amazwe .....	13
6.10	Izinyathelo Zokuvikela Imininingwane Yomuntu .....	13
6.11	Ukuphikisa Ukucutshungulwa Kwemininingwane Yomuntu.....	14
6.12	Ukulungiswa/Ukusulwa Kwemininingwane Yomuntu.....	14
6.13	Izixazululo Zalapho I-IDC Ingayilandelanga I-PAIA .....	15
7.	Ukutholakala KweBhukwana Le-IDC PAIA.....	16
8.	Izimali Ezinqunyiwe (IMithethonqubo Ye-PAIA).....	16
9.	Izithasiselo .....	17

## 1. AMAGAMA NEZINCAZELO

“**Umninilwazi**” lisho umuntu ulwazi oluphathelele naye.

“**IPhini LeSikhulu Sezolwazi**” ngumuntu othunywe ukuba asize isikhulu sezolwazi ngokwenza imithwalo yaso nemisebenzi yaso ngokufeza ngendlela efanele umsebenzi waso njengoba kushiwo ku-POPIA [Isigaba 56] esifundwa nezinhlizwe [zeSigaba 17] se-PAIA.

I-“**IDC**” yisikhungo sentuthuko yezezimali esasungulwa ngokoMthetho 22 Wenhlangano Yokuthuthukiswa Kwezimboni Ka-1940 ngenjongo yokuqokomisa ukukhula komnotho nokuthuthukiswa kwezimboni. Ingaphansi kukahulumeni waseNingizimu Afrika ngaphansi kweso loMnyango Wokuthuthukiswa Komnotho.

“**ISikhulu Sezolwazi**” ngumuntu okuthi ngenxa yesikhundla sakhe, aqokwe ngokuzenzakalelayo njengeSikhulu Sezolwazi ngokwe-PAIA ne-POPIA. Ngokuqondene neziNhlango Zomphakathi noma iziNhlango Zombuso (njengoba kuchazwe esigabeni 239 soMthethosisekelo) lesi sikhundla sinikezwa iNhlango yenhlangano (i-CEO).

“**Umlawuli Wezolwazi**” usho umuntu onegunya lokuLawulwa Kwezolwazi elasungulwa ngokwesigaba 39 se-POPIA.

“**Isikhalo Sangaphakathi**” sibhekisela kwisikhalo esiqondiswe kuziphathimandla ezifanele ngokwesigaba 74.

I-“**PAIA**” isho uMthetho 2 Wokugququzela Ukutholakala Kolwazi Ka-2000.

“**Umuntu**” kusho umuntu wemvelo noma umuntu ongumuntu ngokomthetho.

“**Imininingwane Yomuntu**” isho imininingwane yomuntu ongokoqobo, ongamkhomba, umuntu ophilayo, futhi lapho kufaneleka khona, iphinde isho umuntu ongumuntu ngokomthetho, okhona futhi ongakhombeka, kodwa ayihlanganisi eyomuntu oseneminyaka engaphezu kwengu-20 ashona.

I-“**POPIA**” isho uMthetho 4 Wokuvikelwa Kolwazi Lomuntu Siqu Ka-2013.

“**Ukucubungula**” kushiwo imisebenzi eyenziwa ngemininingwane yomuntu okuhlanganisa ukuqoqwa, ukwamukelwa, ukurekhodwa, ukuhlelwa, ukuhlanganiswa, ukugcinwa, ukuvuselelwa, ukubuyiselwa emuva, ukuguqulwa, ukusatshalaliswa kwayo, noma ukwenziwa kwayo itholakale nganoma iyiphi enye indlela; noma ukuyihlanganisa, ukuyixhumanisa, nokuyibekela imibandela, ukuyisusa, ukuyisula noma ukuyilahla.

“**Irekhodi**” lisho noma imiphi imininingwane yomuntu erekhodiwe, kungakhathalekile ukuthi ngayiphi indlela noma uhlelo, ulwazi olugcinwe noma olungaphansi kokulawulwa yilowo othintekayo.

“**Umfakisicelo**” kushiwo umuntu owenza isicelo sokuthola irekhodi e-IDC

**“Inhlangano Ethintekayo”** kusho i-IDC, okuyinhlangano ecubungula imininingwane yomuntu, inqume injongo yokudingeka kwemininingwane yomuntu futhi ingase isebenzise umuntu wesithathu ukuba enze imisebenzi ethile noma yonke imisebenzi yokucubungula imininingwane yomuntu.

**“Inhlangano Ethintekayo”** lisho izinhlangano ezinquma izinhloso nendlela imininingwane yomuntu ezocutshungulwa ngayo. Zinomthwalo wokusungula izinkambiso nezinqubomgomo ezihambisana ne-POPIA. I-IDC iyinhlangano enesibopho salo lonke ulwazi lomuntu siqu elusebenzisayo.

## 2 ISINGENISO

- 21** UMthetho 2 Wokugqugquzela Ukutholakala Kolwazi, Ka-2000 njengoba uchitshiyelwe ngoMthetho 31 Wokuchitshiyelwa Kokugqugquzela Ukutholakala Kolwazi Ka-2019 (“i-PAIA”), wenza kusebenze ilungelo lomthethosisekelo lokutholakala kwanoma yiluphi ulwazi olugcinwe yinhlangano yomphakathi (uhulumeni) noma izinhlangano ezizimele (ezingezona ezikahulumeni) oludingekayo ukuze kusetshenziwe noma kuvikelwe noma yimaphi amalungelo. Lapho isicelo senziwe ngokoMthetho, i-IDC inesibopho sokukhulula imininingwane, ngaphandle kwalapho uMthetho ubeka ngokucacile ukuthi leyo mininingwane ingase ingakhululwa noma akumele ikhishwe.
- 22** Isigaba 9 se-PAIA, siyasho ukuthi amalungelo okuthola ulwazi anemikhawulo ethile. Imikhawulo enjalo iyavunywa ezinhlinzekweni ze-PAIA neze-POPIA.
- 23** I-POPIA iqalisa ukusebenza kwelungelo lomthethosisekelo lemfiho elihlinzekwe eSigabeni 14 soMthethosisekelo;
- 2.3.1 ngokuvikela imininingwane yomuntu lapho icutshungulwa izinhlangano zikahulumeni nezizimele;
  - 2.3.2 ngendlela elinganisa ilungelo lemfiho kanye namanye amalungelo, okuhlanganisa namalungelo aseMqulwini Wamalungelo eSahlukweni 2 soMthethosisekelo, ikakhulukazi ilungelo lokuthola ulwazi; futhi
  - 2.3.3 kuncike emikhawulweni ekahle, okuhlanganisa kodwa kungagcini ngokuphatha ngendlela efanelekile, ephumelelayo nekahle kanye nokuthunyelwa kahle kolwazi lomuntu siqu, ikakhulukazi ukuthunyelwa kwalo kwamanye amazwe.
- 24** ISigaba 14 se-PAIA sifuna ukuba izinhlangano zomphakathi zenze amabhukwana anolwazi lwezinhlobo nezigaba zamarekhodi agcinwe yilezo zinhlangano zomphakathi.
- 25** Leli bhukwana le-IDC PAIA (“iBhukwana Le-PAIA”), lazisa abafakizicelo ngenqubo nangezinye izimfuneko isicelo okufanele sihlangabezane nazo njengoba kushiwo ku-PAIA futhi liqondisa ukutholakala kwamarekhodi angawe-IDC, ewagcinile, noma angaphansi kokulawulwa yiyo, kuhlanganise nokukhishwa kwalawo marekhodi yinoma yimuphi wabaqondisi be-IDC, izikhulu, abasebenzi nanoma ubani oyimelelayo. Leli Bhukwana aliqukethe konke futhi kufanele lifundwe kanye ne-PAIA kanye ne-POPIA

- 2.6** iBhukwana Le-PAIA lizosiza amalungu omphakathi :
- 2.6.1 ukuhlola uhlobo lwamarekhodi okungenzeka asevele ekhona kwa-IDC, ngaphandle kwesidingo sokuhambisa isicelo esisemthethweni se-PAIA;
  - 2.6.2 ukuba nokuqonda ukuthi usenza kanjani isicelo sokuthola irekhodi le-IDC;
  - 2.6.3 ukuthola yonke imininingwane yokuxhumana efanele yabantu abazosiza umphakathi ngamarekhodi abahlose ukuwathola ku-IDC;
  - 2.6.4 ukwazi wonke amakhambi atholakala ku-IDC mayelana nesicelo sokufinyelela kumarekhodi, ngaphambi kokuya kuMlawuli noma ezinkantolo;
  - 2.6.5 incazelo yezinsizakalo ezitholakala kumalungu omphakathi ezivela ku-IDC kanye nendlela yokuthola lezo zinsizakalo;
  - 2.6.6 incazelo yomhlahlandlela wokuthi isetshenziswa kanjani i-PAIA, njengoba ibuyekezwa nguMlawuli kanye nendlela yokuthola ukufinyelela kuyo;;
  - 2.6.7 uma i-IDC izocubungula ulwazi lomuntu siqu, inhloso yokucubungula ulwazi lomuntu siqu kanye nencazelo yezigaba zezihloko zedatha kanye nolwazi noma izigaba zolwazi oluhlobene nalokho.;
  - 2.6.8 bazi uma i-IDC ihlele ukudlulisa noma ukucubungula ulwazi lomuntu siqu ngaphandle kweRiphabhulikhi yaseNingizimu Afrika kanye nabamukeli noma izigaba zabamukeli ulwazi lomuntu siqu olunganikezwa kubo; futhi
  - 2.6.9 bazi ukuthi i-IDC inazo yini izinyathelo zokuphepha ezifanele zokuqinisekisa ubumfihlo, ubuqotho kanye nokutholakala kolwazi lomuntu siqu okufanele lucutshungulwe.
- 2.7** Amakhophi aleli Bhukwana Le-PAIA angatholwa ePhinini LeSikhulu Sezolwazi e-IDC noma kuwebusayithi ye-IDC futhi litholakala ngesiNgesi, isiBhunu, isiZulu nangesiSisuthu saseNingizimu.

### **3. INCAZELO EMFUSHANE YE-IDC**

- 3.1** I-IDC iyisikhungo sezezimali sentuthuko esasungulwa ngokoMthetho Wenhlangano Yokuthuthukiswa Kwezimboni uNombolo 22 we-1940 ukuze kuthuthukiswe ukukhula komnotho nokuthuthukiswa kwezimboni. Iphethwe nguhulumeni waseNingizimu Afrika ngaphansi kweso loMnyango Wezokuthuthukiswa Komnotho
- 3.2** Okubekwe eqhulwini kwe-IDC kuhambisana nesiqondiso senqubomgomo kazwelonke esibekwe oHlelweni Lokuthuthukiswa Kwezwe (i-NDP), izinhlelo ezinkulu zezimboni kanye nezinye izinqubomgomo
- 3.3** Ukuze igcwalise igunya layo, i-IDC idinga ukuqinisekisa ukusimama kwayo kwesikhathi eside ngokuphatha ngobuhlakani izimali kanye nokuphathwa kwabantu, kuyilapho ivikela imvelo futhi izibeke njengesandulela kwezezimali zentuthuko eNingizimu Afrika nasezwenikazi lonke

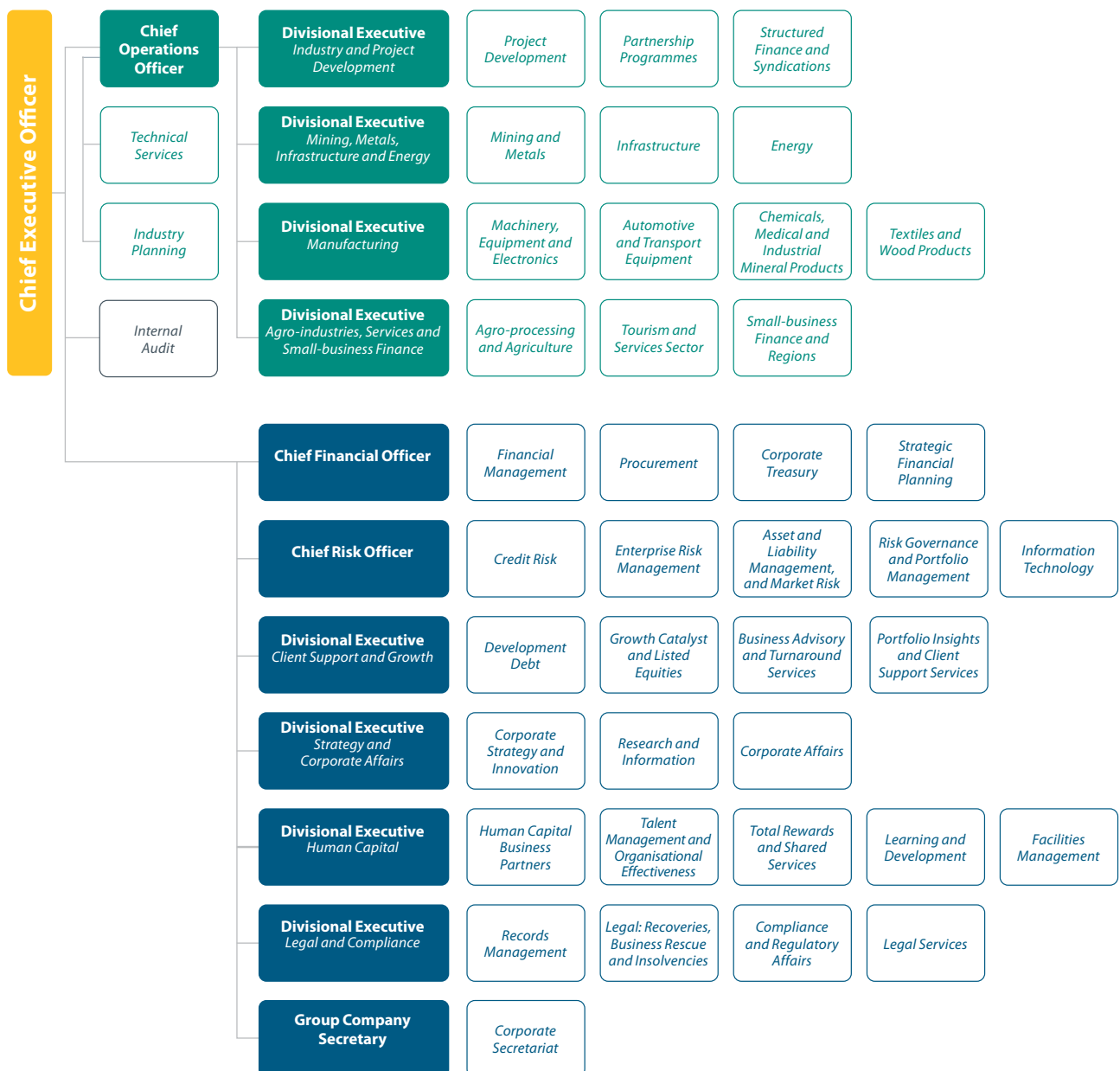
3.4 INjongo Ye-IDC iwukuba ibe umgqugquzeli oyinhloko wokuthuthukiswa kwezimboni ngendlela ezinzile kanye nokusungulwa kwezinto ezintsha ukuze kuzuze iNingizimu Afrika nalo lonke iZwekazi Lase-Afrika.

3.5 Imisebenzi yethu yansuku zonke nendlela esiqhuba ngayo ibhizinisi kuqondiswa yilezi zimiso zethu:





- Uthando
- Ukubambisana
- Ubungcweti







3.6 Isakhiwo sethu senkampani simi kanje"

# ISAKHIWO SENHLANGANO






### 3.4 Imikhakha i-IDC eyixhasa ngezimali imi kanje:

<p><b>Izinto Zezolimo</b></p>  <p>Imikhakha yezinto zezolimo (eziwukudla nezingezona ukudla), njengalezi:</p> <ul style="list-style-type: none"> <li>• Ukulima izinto ezinjengama-wolintshi, amagilebhisi, amantongomane, amajikijolo, ukwatapheya, nokunye</li> <li>• Izinto zezitshalo zasensimini, ezinjengemifino, ummbila, ukolweni, nokunye</li> <li>• Izinto zemfuyo enjengezinkomo, izinkukhu nezingulube</li> <li>• Izinto zobisi</li> <li>• Izinto zezinhlanzi nezezilwane zasemanzini</li> <li>• Iziphuzo</li> <li>• Ezamahlathi</li> </ul>	<p><b>Imishini Yezimoto Nyezokuthutha</b></p>  <p>Izimboni zezimoto, ezikaloliwe, ezindizayo, nemikhumbi, okuyilezi:</p> <ul style="list-style-type: none"> <li>• Ukwenziwa kwezimoto, izinqola ezinkulu nezincane</li> <li>• Ukwenziwa kwezinto nezinye izinsimbi zezimoto nezinjini zazo</li> <li>• Ukwenziwa kwezitimela zikaloliwe nezinqola zazo</li> <li>• Ukwakhiwa nokulungiswa kwezikebhe nemikhumbi</li> <li>• Ukwenziwa kwezindiza nemikhumbi-mkhathi</li> <li>• Ukwenziwa kwezithuthuthu namabhayisikili</li> </ul>
<p><b>Amakhemikhali Avamile Nakhethekile</b></p>  <ul style="list-style-type: none"> <li>• Uwoyela negesi</li> <li>• Amakhemikhali avamile</li> <li>• Umanyolo</li> <li>• Amapulasitiki asesimweni sawo sokuqala</li> <li>• Irabha yokwenziwa</li> <li>• Amakhemikhali akhethekile avela emithonjeni ehluahlukene</li> </ul>	<p><b>Izinsimbi Ezivamile Nezezimayini</b></p>  <ul style="list-style-type: none"> <li>• Ukuthuthukiswa kwamandla okukhiqiza izinsimbi ezivamile</li> <li>• Ukumbiwa kwamaminali alekelela inani lensimbi</li> <li>• Amaminali abalulekile anjengamandla nawokudla</li> <li>• Imisebenzi esizayo, enezela ukubaluleka kwamaminali ambiwa kuleli ekusizeni ezokukhiqiza. Inhlolo iwukwenyuswa kwezimbiwa nezithunyelwa emazweni</li> <li>• Kubhekwe nokuxhasa ngezimali amabhezini aneqhaza ekuthuthukisweni kwemisebenzi ekhuphula ukukhiqizwa kwezinsimbi ezingeyona <i>i-ferrous</i>, izinsimbi eziyi-<i>ferrous</i>, <i>i-ferro alloys</i>, nezimayini ezinkulu.</li> </ul>

<p><b>Imikhiqizo Yamakhemikhali Nemithi</b></p>  <ul style="list-style-type: none"> <li>• Izibulala-zinambuzane namanye amakhemikhali akwezolimo</li> <li>• Opende, amavanishi, nopende abanjalo</li> <li>• Imithi, amakhemikhali emithi, nemikhiqizo yezitshalo</li> <li>• Izinsipho, okokuhlanza, iziqholo, nezinto zasendlini yangasese</li> <li>• Imicu eyenziwe umuntu</li> <li>• Imikhiqizo engopulasitiki, nokugaywa kabusha kwamapulasitiki.</li> <li>• Imishini yezokwelapha</li> </ul>	<p><b>Izingubo Nezindwangu</b></p>  <ul style="list-style-type: none"> <li>• Ukukhiqiza izingubo</li> <li>• Ukudaywa, ukuphrintwa, nokuhlotshiswa kwezindwangu.</li> <li>• Ukugaya indwangu – engeyemvelo neyokwenziwa</li> <li>• Izindwangu zasendlini</li> <li>• Izindwangu ezingalukiwe</li> <li>• Ukuphotha, ukuthunga, nokwaluka</li> <li>• Izindwangu zezobuchwepheshe</li> <li>• Ukukhiqizwa kwezicathulo</li> <li>• Ukugaywa kwesikhumba</li> <li>• Imikhiqizo yesikhumba</li> </ul>
<p><b>Ukukhiqiza Okukhulu</b></p>  <ul style="list-style-type: none"> <li>• Usimende, umcako, nemikhiqizo yamatshe</li> <li>• Ukukhiqizwa kwengilazi nemikhiqizo yayo</li> <li>• I-<i>pulp</i>, iphepha, nemikhiqizo yephepha</li> <li>• Imikhiqizo yerabha</li> <li>• Ukugaywa kokhuni nemikhiqizo yokhuni</li> <li>• Imikhiqizo yobumba neye-<i>ceramic</i></li> <li>• Izinsalela ezingezona ezensimbi nokugaywa kabusha kwemfucuzo</li> <li>• Izikhungo ezivamile zokutshelekisa ngemali e-Afrika yonkana</li> </ul>	<p><b>Inggalasizinda Yezimboni</b></p>  <ul style="list-style-type: none"> <li>• Ezokuthutha (umgwaqo, ujantshi, namachweba)</li> <li>• Inggalasizinda yamandla (ukusebenza kahle kwamandla neminye imithombo yamandla)</li> <li>• <i>Ama-Biofuels (i-bioethanol)</i></li> <li>• Ezokuxhumana</li> <li>• Inggalasizinda yezempilo neyamanzi</li> </ul>
<p><b>Ukukhiqiza Okuncane Nezokuvakasha</b></p> <p><b>Ukukhiqiza izinto zokukhanyisa:</b></p>  <ul style="list-style-type: none"> <li>• Umsakazo, umabonakude nezinto zokuxhumana</li> <li>• Amavalvu namashubhu kagesi nezinye izinto</li> <li>• Izinto zokusakaza ngomabonakude nangomsakazo, kanye namarisiva.</li> <li>• Imishini yezokwelapha neyokuhlinza, yezinto zamathambo</li> <li>• Imishini yokukala, ukuhlola, ukuthesta neyokucinga</li> <li>• Imishini yokulawula inqubo yezimboni</li> <li>• Izinsimbi zokubona nemishini yezithombe</li> <li>• Amawashi</li> <li>• Okunye ukukhiqiza</li> <li>• Ifenisha</li> <li>• Ubucwebe</li> <li>• Izinsimbi zomculo</li> <li>• Izinto zezemidlalo</li> <li>• Imidlalo namathoyizi</li> </ul> <p><b>Amahhotela nezindawo zokudlela:</b></p> <ul style="list-style-type: none"> <li>• Amahhotela, izindawo zokukhempa nezinye izindawo zokuhlala isikhashana</li> </ul>	<p><b>Imishini Nezinto Zokusebenza</b></p>  <ul style="list-style-type: none"> <li>• Ukwenziwa kwemishini nezinto zokusebenza ekwenzeni lokhu:</li> <li>• Ukuphehla nokusabalalisa ugesi – ama-<i>transformer</i>, amajeneretha, izinto zokuphakela ugesi, amabhathini okucima nemishini noma izinto zokukala</li> <li>• Izimayini, ukumba inkwali nokwakha – imishini eziqhubayo, yangaphandle kwemigwaqo nemishini yezimayini neyokwakha, eyokuhlukanisa, ukuhlunga, eyokuhlola noma yokuwasha, eyokugaya amatshe/insimbi nezinye ezimbiwayo</li> <li>• Ukugcinwa nokusatshalaliswa kukawoyela, igesi kanye namanzi – amadamu namathange, amabhanka/izinhlamvu, izinto zokusabalalisa njengamapayipi, imikhumbi, izinto ezishintsha ukushisa, amaphampu, amavalvu, ama-<i>compressor</i> nezinto zokukala.</li> <li>• Ukwenziwa kwezinto zokuphakamisa nokubamba – ama-<i>crane</i>, amakheshi, izitebhisi ezihambayo, amabhande ahambayo, izinto ezikhethekile zokuphakamisa nokubamba ezinjengamabhakede, amafosholo, iziqukathi zemithwalo/zemikhumbi ezithuthwa ngezitimela, emanzini nasemoyeni.</li> <li>• Sibheka nokukhiqizwa kwezinto zensimbi ezinzima, imishini yezolimo neyemahlathi, eyokugaya ukudla neyendwangu nezingubo.</li> </ul>



<p><b>Abezindaba, Okubukwayo Nokulalelwayo</b></p>  <ul style="list-style-type: none"> <li>• Ukukhiqiza izinto zokubukwa, kugxilwe kumafilimu, opopayi nemidlalo yochungechunge</li> <li>• Amasinema edijithali emalokishini nasemaphandleni</li> <li>• Inggqalasizinda efana nezitudiyo</li> <li>• Ukwakhiwa nokutholwa kwamapulatifomu ku-TV, umsakazo kanye nakudijithali</li> <li>• Ukuthuthukiswa kwezinhlelo ezintsha noma ezihlukile zokusabalalisa izinto ezibukwayo noma ezilalelwayo</li> <li>• Izinsiza zokukhiqiza izinto ezibukwayo noma ezilalwayo</li> </ul>	<p><b>Izimboni Ezintsha</b></p>  <ul style="list-style-type: none"> <li>• Izici eziseqhulwini nezihloselwe izimboni yilezi ezilandelayo:</li> <li>• Ukuphehlwa kwaMandla Ahlanzekile kuleli, ukusetshenziswa kwawo kuleli nokugcina esethunyelwa emazweni. Lawa mandla ahlanzekile abandakanya ukulondolozwa kwamandla, ama-fuel cell namandla avuselelekayo.</li> <li>• Ukwakhiwa kobuchwepheshe be-4IR nezindlela zokwenza ibhizinisi. Lobu buchwepheshe buhlanganisa ukukhiqiza nge-additive, i-inthanethi yezinto ezingezona ezobuchwepheshe, amarobhothi kanye nobuhlakani bokwenziwa.</li> <li>• Ukusungulwa kokuHlungwa Kwegesi eKlydon Gas ngokuphelele, ubuchwepheshe obuphambili bokuhlungwa kwegesi obenziwe yi-SA ukuze iphakelwe izimakethe zakuleli nezomhlaba.</li> <li>• Abalawuli bezindawo zokulahla udoti</li> <li>• Noma yimuphi umsebenzi wezimboni okhiqiza umusi oyingozi we-CO2 (isb., iSasol)</li> <li>• Izinkampani zamazwe zikawoyela negesi</li> </ul>
<p><b>I-Afrika Yonkana</b></p>  <p>Lolu phiko luhlonza futhi luthuthukise abahlinzeki-mpahla besifunda bezimboni zaseNingizimu Afrika, ngaleyo ndlela bakhe imigudu yesikhathi eside, ezinzile yokuhlinzeka ngempahla kulo lonke izwekazi, okudala amathuba emisebenzi. Nazi izici okugxilwe kuzo ezibalulekile:</p> <ul style="list-style-type: none"> <li>• Ezolimo</li> <li>• Ukukhiqiza</li> <li>• Ezokuvakasha</li> <li>• Amaminerali nezimayini</li> <li>• Uphethiloli namandla</li> <li>• Inggqalasizinda yezokuthutha neyezinto ezihambisa nazo</li> </ul>	

## 4. IMININGWANE YOKUXHUMANA

### 4.1 ISIKHULU SEZOLWAZI

UMqondisi Omkhulu we-IDC uyiSikhulu Sezolwazi. Imininingwane yokuxhumana yesiKhulu Sezolwazi imi kanje:

Igama Eliphelele	<b>David Jarvis (I-CEO Ebambele)</b>
Ikheli Lendawo:	<b>19 Fredman Drive Sandton 2196</b>
Ikheli Leposi	<b>PO Box 784055 Sandton 2146</b>
Inombolo Yocingo	<b>011 269 3000</b>
Inombolo Yefeksi	<b>011 269-3116</b>
Iwebusayithi	<a href="https://www.idc.co.za/">https://www.idc.co.za/</a>

## 4.2 IPHINI LESIKHULU SEZOLWAZI

I-CEO idlulisele yonke imisebenzi yeSikhulu Sezolwazi ngokwe-PAIA kuMeluleki Jikelele (iPhini LeSikhulu Sezolwazi). Zonke izicelo zolwazi kufanele ziqondiswe ePhinini LeSikhulu Sezolwazi. Imininingwane yokuxhumana nePhini LeSikhulu Sezolwazi imi kanje:

Igama Eliphelele	<b>Tshepo Legodi</b>
Ikheli Lendawo:	<b>19 Fredman Drive Sandton 2196</b>
Ikheli Leposi	<b>PO Box 784055 Sandton 2146</b>
Inombolo Yocingo	<b>011 269 3499</b>
Inombolo Yefeksi	<b>011 269 3801</b>
Ikheli le-imey'li	<b>pairequests@idc.co.za</b>
Iwebusayithi	<a href="https://www.idc.co.za/">https://www.idc.co.za/</a>

## 5. UKUTHOLAKALA KOMIHLAHLANDLELA WE-PAIA NOWE-POPIA

- 5.1** Isigaba se-10(1) se-PAIA sidinga ukuthi i-Information Regulator ibuyekeze futhi yenze ukuba kutholakale Umhlahlandlela okhona wokuthi isetshenziswa kanjani i-PAIA, ngendlela eqondakala kalula nangendlela, njengoba kungase kudingwe umuntu ofisa ukusebenzisa noma yiliphi ilungelo elihlongozwe I-PAIA kanye ne-POPIA. UMLawuli Wezolwazi,
- 5.2** ngokwesigaba 10(1) se-PAIA, esichitshiyelwe, uwubuyekezile uMhlahlandlela We-PAIA, njengoba wawuhlanganiswe yi-SAHRS ekuqaleni.
- 5.3** Umhlahlandlela oshiwo ngenhla uqukethe incazelo ye
- izinjongo ze-PAIA kanye ne-POPIA
  - ikheli leposi nelomgwaqo, inombolo yocingo neyefeksi kanye, uma likhona, ikheli le-imeyili le-electronic mail
    - Isikhulu Esihlinzeka Ngolwazi sawo wonke amagatsha kahulumeni kanye
    - iPhini leSikhulu soLwazi lawo wonke amagatsha kahulumeni nezizimele aqokwe ngokwesigaba 17(1) se-PAIA kanye nesigaba 56 se-POPIA
- 5.3** Lo mhlahlandlela uyatholakala ngolimi ngalunye olusemthethweni futhi ungatholakala:
- KuGazethi Kahulumeni
  - Ngokuwucela kuMlawuli
  - Kuwebusayithi yoMlawuli <https://infoeregulator.org.za/> noma
- 5.4** Imibuzo mayelana nomhlahlandlela ingabhekiswa kuMlawuli Wezolwazi lapha:

Igama	<b>UMLawuli Wezolwazi (ENingizimu Afrika)</b>
Ikheli Lendawo	<b>JD House 27 Stiemens Street Braamfontein, Johannesburg 2001</b>
Ikheli Leposi	<b>P.O Box 31533 Braamfontein 2017</b>
Inombolo Yocingo	<b>010 023 5200</b>
Inombolo Yefeksi	<b>086 500 3351</b>
Iwebusayithi	<a href="http://www.justice.gov.za/infoereg">http://www.justice.gov.za/infoereg</a>

## 6. UKUTHOLA AMAREKHODI AGCINWE YI-IDC

### 6.1 Inqubo Yokucela Amarekhodi

- 6.1.1 ISigaba 18 se-PAIA sibeka inqubo okufanele ilandelwe ekwenzeni isicelo sokuthola imininingwane egcinwe yi-IDC. ISigaba 23(1) se-POPIA naso sinenqubo yokuthola imininingwane yomuntu. Indlela yokuthola imininingwane yomuntu ngokwesigaba 23 se-POPIA kufanele ihambisane nesigaba 18 se-PAIA.
- 6.1.2 Isicelo sokuthola irekhodi kufanele senziwe efomini lesicelo elifanele, (iFomu 2) futhi sithunyelwe kwiPhini LeSikhulu Sezolwazi ngemininingwane eshiwo ephuzwini 4.2 ngenhla. Lawa mafomu atholakala:
- a) KuPhini LeSikhulu Sezolwazi noma kuwebhusay'athi ye-IDC; kanye
  - b) Nakuwebusayithi yoMlawuli Wezolwazi.
- 6.1.3 Ifomu lesicelo lingathunyelwa nge-imey'li, ngeposi, ngefeksi noma mathupha emahhovisi e-IDC.
- 6.1.4 Uma isicelo senziwa egameni lomunye umuntu, umfakisisicelo kumele alethe ubufakazi besikhundla enza ngaso lesicelo obuzogculisa iPhini LeSikhulu Sezolwazi.
- 6.1.5 Uma umuntu engakwazi ukugcwalisa ifomu elifanele ngenxa yokungakwazi ukufunda nokubhala noma ekhubazekile, lowo muntu angenza isicelo ngomlomo.
- 6.1.6 Umfakisisicelo kufanele akhokhe imali enqunyiwe ngaphambi kokusingathwa kwesicelo.
- 6.1.7 Umfakisisicelo kumele anikeze ulwazi olwanele lwamarekhodi awacelayo ukuze iPhini LeSikhulu Sezolwazi likwazi ukuwathola amarekhodi aceliwe, ngokwesibonelo:
- a) Ungubani umfakisisicelo;
  - b) yimaphi amarekhodi awacelayo;
  - c) imininingwane yokuxhumana enjengekheli le-imey'li, inombolo yefeksi kanye/noma ikheli leposi;
  - d) indlela umfakisisicelo afisa ukwaziswa ngayo ngesinqumo;
  - e) imali okufanele ikhokhelwe ukuthola lawo marekhodi, uma isicelo sivunyiwe
- 6.1.8 Kubalulekile ukuqaphela ukuthi ukuthola ulwazi akuzenzakaleli. Umfakisisicelo kumele asho ilungelo afuna ukulisebenzisa noma ukulivikela futhi achaze ukuthi kungani lelo rekhodi lidingeka ukuze kusetshenziswe noma kuvikelwe lelo lungelo.
- 6.1.9 Umfakisisicelo uzokwaziswa ngendlela eshiwo yilowo mfakisisicelo efomini lesicelo ukuthi isicelo sivunyiwe yini.
- 6.1.10 Umfakisisicelo uzokwaziswa ukuthi kufanele akhokhe malini, uma ifuneka, indlela yokukhokha kanye nehhovisi angakhokha kulo noma alethe ubufakazi bokukhokha ngaphambi kokuba isicelo solwazi siqhubeke.

## 6.2 Isinqumo

- 6.2.1 Zingakapheli izinsuku ezingu-30 ithole isicelo, i-IDC izonquma ukuthi iyasivuma noma iyasenqaba yini isicelo bese ikhipha isaziso esinezizathu zalokho.
- 6.2.2 Isikhathi sezinsuku ezingu-30 leso i-IDC okufanele inqume ngaso ukuthi iyasivuma noma iyasingqabela yini isicelo singanwetshwa ngezinye izinsuku ezingeqi kwezingu-30 uma:
- isicelo singesolwazi oluningi,
  - ulwazi lungeke lutholakale esikhathini sokuqala sezinsuku ezingu-30. I-IDC izombhalela umfakisisicelo imazise uma kudingeka kunwetshwe isikhathi.
- 6.2.3 I-IDC ezimeni ezithile, ingase isenqabe isicelo sokuthola amarekhodi nganoma yiziphi izizathu ezibekwe eSahlukweni 4 seNgxenye 3 ye-PAIA, ezibandakanya:
- ukuthi ukusivuma isicelo kuzoholela ekudalulweni okungafanelekile kwemininingwane yomuntu ethinta umuntu wesithathu.
  - kunesidingo sokuvikela imininingwane yezebhizinisi lomuntu wesithathu noma ulwazi lwe-IDC ngokwayo.
  - kunesidingo sokuvikela imininingwane eyimfihlo yomuntu wesithathu.
  - kunesidingo sokuvikela ukuphepha kwabantu nokuvikela impahla.
  - ukuthi irekhodi liqukethe imininingwane eyimfihlo ekuqulweni kwecala; futhi
  - kusidingo sokuvikela ulwazi locwaningo lomuntu wesithathu noma lwe-IDC ngokwayo.

## 6.3 Izigaba Zamarekhodi Agcinwe Yi-IDC

- 6.3.1 I-IDC igcine amarekhodi emisebenzi yayo, nangokwemithetho efanele. Amarekhodi alandelayo angatholakala kuphela ngesicelo esisemthethweni, ahlanganisa lawa kodwa akugcini kuwo kuphela:
- Izinqubomgomo nezinkambiso ze-IDC
  - Amarekhodi ekhasimende/omfakisisicelo asetshenzisiwe kanye/noma enziwe Phakathi nenqubo ye-IDC yokuxhasa ngezimali
  - Amarekhodi amaminithi emihlangano nawezinqumo
  - Imibiko yokuqapha kanye nokuhlaziya kwangemva kokutshalwa kwezimali
  - Amafayela abasebenzi (okubandakanya abasebenzi, abaqondisi be-IDC, amalungu esikhashana ekomiti kanye nabaqondisi abaqokiwe)
  - Amarekhodi ezezimali ze-IDC
  - Amarekhodi emisebenzi ye-IDC
  - Izivumelwano, imemorandamu yokuvumelana, imibono yezomthetho, namarekhodi aphaathelene namacala
  - Ucwaningo lwe-IDC nolwazi lwezesayensi noma lwezobuchwepheshe

- j) Amaphepha ezicelo zokubhidela umsebenzi.
- k) Imininingwane yoMhlinzeki Wezinsiza neyomuntu wesithathu; kanye
- l) Namarekhodi agcinwe emtapweni wolwazi we-IDC.

#### **6.4 Amarekhodi Atholakala Ngaphandle Kwesicelo**

Amarekhodi atholakala ngokuzenzakalelayo ahlanganisa lawa kodwa awapheleli kuwo:

- a) Isitatimende Sobumfihlo
- b) Imibiko Edidiyelwe
- c) Amarekhodi omthetho
- d) Imibiko Yezomnotho
- e) Imibiko Yocwaningo Lwemboni
- f) Iziqondiso Zohlelo Lwebhizinisi
- g) Abalingani Bebhizinisi Abaxhaswe yi-IDC
- h) Izinkombandlela Zokusebenza ze-CSI
- i) Izisombululo zoxhaso lwe-IDC
- j) Izincwadi ze-IDC eziphrintiwe kanye nezobuchwepheshe (izincwajana zokumaketha, izincwadi zezindaba, izincwajana); futhi
- k) Ulwazi olushicilelwe kusizindalwazi se-IDC.

#### **6.5 Izinsizakalo Zamalungu Omphakathi**

Izinsizakalo ezihlinzekwa yi-IDC zisekelwe ezinhlosweni nasezinjongweni zayo ezibalulekile ezibekwe eMthethweni We-IDC ezithi:

- a) Ukwenza lula, ukugqugquzela, ukuqondisa kanye nokusiza ekuxhaseni ngezimali izimboni ezintsha, izinhlelo zokwandisa kanye nokuthuthukisa izimboni ezikhona.
- b) Ukugqugquzela ukufukulwa ngokezo nomthetho kwabantu nemiphakathi eyayincishwe amathuba phambilini.
- c) Ukugqugquzela ukuthuthukiswa kwamabhizinisi amancane naphakathi namifelandawonye.
- d) Ukugqugquzela imisebenzi yokwakha amathuba emisebenzi, ikakhulukazi emiphakathini engakathuthuki.
- e) Ukwandisa umthelela wentuthuko ngokuthuthukisa izimboni ngezindlela eziphumelelayo nezisimeme, hhayi eNingizimu Afrika kuphela kodwa kulo lonke izwekazi.
- f) Ukukhuthaza ukwakhiwa kwezimboni ezintsha ezisekelwe olwazini.

#### **6.6 Inhloso Yokucubungula Imininingwane Yomuntu**

- 6.6.1 Ukuvikela ubumfihlo nokuvikelwa kwemininingwane yomuntu, icutshungulwa yi-IDC iphathwa ngokweNqubomgomo Ye-IDC Yokuphathwa Kolwazi Neminingwane nangokwezimiso ze-POPIA.
- 6.6.2 Imininingwane yomuntu izosetshenziselwa kuphela inhloso eqoqelwe yona futhi kwavunyelwana ngayo. Lokhu kungase kuhlenganise lokhu okulandelayo kodwa kungagcini kukho:

- a) ukuhlolwa kwezicelo zoxhaso lwezimali
- b) ukuhlinzekwa kwemikhiqizo nezinsiza ze-IDC ezifanelekile
- c) ukuqinisekiswa, ukuhlolwa nokulungiswa kwemininingwane yamakhasimende/yabafaka izicelo
- d) ukuhlolwa kwamarefurensi ngokuqondene nezikweletu noma ukuqinisekisa
- e) ukugcinwa kwamarekhodi eklayenti
- f) ukulawulwa kobudlelwane nokwesekwa kweklayenti
- g) ukuphatha okuvamile, izinjongo zezimali nezentela
- h) ukuhambisana nezimfuneko zomthetho nezokulawula
- i) ukunqandwa kokukhwabanisa nokutholwa kobugebengu
- j) ukubamba izibambiso nokuziphatha
- k) ukuqasha
- l) ukuphathwa nokwesekwa kwabasebenzi, kanye
- m) nocwaningo lwezimakethe, izinhlolovo zokwaneliseka kwamakhasimende kanye nokuhlaziywa kwezibalo

## 6.7 Izigaba Zabaninilwazi

Izigaba zezihloko zedatha aziphelele kodwa zihloselwe ukunikeza inkomba ebanzi yezihloko zedatha:

- a) Amakhasimende e-IDC (abalingani bebhizinisi), angase babe amakhasimende
- b) Abasebenzi be-IDC bamanje nabangaphambili kanye nemindeni yabo (izingane, abashade nabo, abazali)
- c) Abahlinzeki be-IDC, abahlinzeki bezinsiza, kanye nabasizayo
- d) AmaLungu EBhodi Le-IDC kanye nabaqondisi abaQokiwe
- e) Izinkampani okutshalwe kuzo izimali, kuhlenganise nabanamasheya, abasebenzi, abahlinzeki kanye nabahlinzeki bezinsiza
- f) Izikhungo Zamabhange
- g) Abafakizicelo abangaphumelelanga ababecela uxhaso lwezimali, ukuqashwa, kanye nabafake amathenda, kanye
- h) Nezivakashi ezivakashela ezakhiweni ze-IDC

## 6.8 Izigaba Zalabo Abanikwa Imininingwane Yabantu

I-IDC ngezinye izikhathi yabelana ngemininingwane yabantu kanye nabanye abantu besithathu. Lapho kuphakama isidingo i-IDC ingabelana ngolwazi:

- a) nabahlinzeki bezinsiza zezezimali ababhalisiwe
- b) nezinye izikhungo zesikhwama sentuthuko
- c) izikhungo zokuqinisekiswa imininingwane yomuntu nezikweletu

- d) iziphathimandla ezilawulayo nezibikayo, izikhungo zikahulumeni
- e) abeluleki nabasizayo abangochwepheshe
- f) abahlinzeki bezinto kanye nabahlinzeki bezinsiza
- g) abaqashi bamanje, abadlule, nabangase babe abaqashi
- h) umndeni, abalingani, nabameleli bomuntu esicubungula imininingwane yakhe
- i) izikhungo zezokuthotshelwa komthetho ezinjengamaPhoyisa AseNingizimu Afrika kanye nezinkantolo

## 6.9 Ukuthunyelwa Kwemininingwane Yomuntu Kwamanye Amazwe

Ngezikhathi ezithile, i-IDC lapho yenza umsebenzi wayo, ingase idinge ukuba ithumele imininingwane yomuntu kubantu bakwamanye amazwe. I-IDC izoqinisekisa ukuthi ithobela i-POPIA lapho ithumela leyo mininingwane. Imininingwane ethunyelwa kanjalo kuphela uma kulangatshezwana neyodwa yalezi zimfuneko ezilandelayo:

- a) abathunyelwa leyo mininingwane yomuntu abakwamanye amazwe bengaphansi komthetho, umthetho webhizinisi obophayo, noma isivumelwano esiyisibopho esiqukethe izinhlinzeko ezifana kakhulu ne-POPIA mayelana nokucutshungulwa nokudluliswa kolwazi lomuntu siqu.
- b) umnikazi wemininingwane evuma ukuba ulwazi luthunyelwe, noma;
- c) ukuthunyelwa kwemininingwane kuyadingeka ekufezeni isivumelwano esiphakathi komnikazi wemininingwane nenhlangano ethintekayo, noma;
- d) ukuthunyelwa kwemininingwane kudingeka ekufezeni isivumelwano esenzelwe ukuzuzisa umnikazi esiphakathi kwenhlangano ethintekayo kanye nomuntu wesithathu, noma;
- e) ukuthunyelwa kwemininingwane kuzozuzisa umnikazi, futhi kungenakwenzeka ukuthola imvume yakhe.

## 6.10 Izinyathelo Zokuvikela Imininingwane Yomuntu

- 6.10.1 Kuyimfuneko ye-POPIA ukuvikela ngokwanele imininingwane yomuntu egcinwe inhlangano ethintekayo ukuze kugwenywe ukutholakala nokusetshenziswa kwayo okungagunyaziwe. Yonke imininingwane yomuntu ecutshungulwa yi-IDC ilawulwa ngokweNqubomgomo Ye-IDC POPIA.
- 6.10.2 Izindlela zokulawula nezinqubo zokuvikeleka kwemininingwane yomuntu zizobuyezwa njalo ukuze kuqinisekise ukuthi ihlala ivikelekile.

### 6.10.3 Nazi zinqubo ezisetshenziselwa ukuvikela imininingwane yomuntu:

- a) iSikhulu Sezolwazi Sase-IDC sinesibopho sokuthobela imibandela yokucutshungulwa okusemthethweni kwemininingwane yomuntu kanye nezinye izinhlinzeko ze-POPIA.
- b) izinqubo ze-IDC zizobuyekezwa ukuze kuqinisekise ukuthi umnikazi wemininingwane uyavuma ukuba kuqoqwe, kucutshungulwe, kwabelwane, futhi kugcinwe imininingwane yakhe njengoba kusho i-POPIA.
- c) umnikazi uyozokwaziswa ngamalungelo akhe ngesikhathi sokuqoqwa leyo mininingwane.
- d) ukuthola ulwazi nezinhlelo eziqukethe imininingwane yomuntu kuyongcina kuphela kubantu abagunyaziwe ngenxa yomsebenzi nemithwalo yabo.
- e) izicelo zokuthola imininingwane nezicelo zalo ezitholwe ngaphandle kwe-IDC zizosingathwa ngokuhambisana naleli bhukwana.
- f) lapho kusetshenziswa abantu besithathu ukucubungula imininingwane yomuntu, labo bantu besithathu kuyodingeka ukuba basayine isivumelwano esiqinisekisa ukuzibophezela kwabo ekuVikeleni imininingwane, kanye
- g) nokuqeqeshwa nokuqwashisa kwabantu ngeNqubomgomo Ye-IDC POPIA kanye ne-POPIA ngokwayo ukuze kuqinisekise ukuthotshelwa kwemithetho.

### 6.10.4 Izinyathelo ze-IDC zokuvikela imininingwane zibandakanya, phakathi kokunye, ubuchwepheshe bamuva nobesimanje bokuqinisekisa ubumfihlo nobuqotho, lezi zinyathelo zihlanganisa:

- a) Izindlela zokulawula ukutholakala kwemininingwane
- b) Ukuvalelwa kwemininingwane
- c) Izinhlelo ezivimba izonakalisi zemishini yezobuchwepheshe
- d) Amakhophi emininingwane
- e) Ama-firewall

## 6.11 Ukuphikisa Ukucutshungulwa Kwemininingwane Yomuntu

Umninilwazi ofisa ukuphikisa ukucutshungulwa kwemininingwane yakhe kufanele afake isikhalo ePhinini LesiKhulu Sezolwazi E-IDC.

Umuntu othintekayo, noma umuntu oqokiwe, kufanele anikeze usizo olufanele lapho kudingeka, mahhala, ukuze umninilwazi akwazi ukufaka isikhalo sokuphikisa.

## 6.12 Ukulungiswa/Ukusulwa Kwemininingwane Yomuntu

Umninilwazi ofisa ukucela ukuba kulungiswe noma kusulwe imininingwane yakhe noma kulahlwe noma kususwe irekhodi lemininingwane yomuntu kufanele athumele isicelo ePhinini LeSikhulu Sezolwazi E-IDC.



Umuntu othintekayo, noma umuntu oqokiwe, kufanele anikeze usizo oludingekayo ukuze umnini lwazi akwazi ukufaka isicelo sokungisa kanye/noma ukusula mahhala..

### **6.13 Izixazululo Zalapho I-IDC Ingayilandelanga I-PAIA**

Noma yimuphi umuntu ofake isicelo ongagculisekile nganoma yisiphi isinqumo esithathwe yi-IDC angafaka isikhalo sangaphakathi, isikhalo kuMlawuli Wezolwazi noma enkantolo.

#### **6.13.1 Isikhalazo Sangaphakathi**

Umfakisisicelo angafaka isikhalo sangaphakathi ephikisa isinqumo seSikhulu Sezolwazi noma iPhini LeSikhulu Sezolwazi ngalezi zizathu ezilandelayo:

- a) Ukwenqaba ukuthola irekhodi
- b) Ukudingeka kwemali yokuthola irekhodi noma imali yesicelo
- c) Ukwelulwa kwesikhathi sokusingatha isicelo kudlula isikhathi esinqunyiwe
- d) Ukwenqaba ukuthola irekhodi ngendlela ethile
- e) Isikhalo kufanele sifakwe ngefomu elifanele (iSithasiselo 2, IFomu 4) eSikhulwini Sezolwazi noma ePhinini LeSikhulu Sezolwazi
- f) Isikhalo sangaphakathi kufanele sifakwe zingakapheli izinsuku ezingu-60 ngemva kokuthathwa kwesinqumo
- g) Uma kudingeka isaziso kumuntu wesithathu, kumele sifakwe phakathi nezinsuku ezingu-30 ngemva kokuba umkhalazi enikwe isaziso sesinqumo asiphikisayo
- h) Isikhalo kufanele sithunyelwe ekhelini, ngefeksi noma ekhelini le-imey'li leSikhulu Sezolwazi noma ePhinini LeSikhulu Sezolwazi
- i) Isikhalo kufanele simveze umkhalazi futhi sisho nezizathu zesikhalazo sangaphakathi.

#### **6.13.2 Isikhalazo KuMlawuli Wezolwazi / Isicelo Sasekantolo**

Umfakisisicelo noma umuntu wesithathu angafaka isikhalazo kuMlawuli Wezolwazi kuphela ngemva kokuba umfakisisicelo eseyenze yonke inqubo yesikhalo sangaphakathi.

## 7. Ukutholakala KweBhukwana Le-IDC PAIA

IBhukwana lishicilelwe kuwebusayithi ye-IDC futhi iizotholakala:

- a) enhlokozhovisi ye-IDC lapho lingahlolwa khona ngumphakathi ngamahora okusebenza ajwayelekile
- b) ngesicelo nangemva kokukhokhwa kwemali efanele, kanye
- c) nakuMlawuli Wezolazi lapho licelwa.

## 8. Izimali Ezinqunyiwe (Imithethonqubo Ye-PAIA)

Imali enqunyiwe yokucela neyokuthola ulwazi kufanele ikhokhwe ngumfakisicelo ngaphambi kokuba abantu base-IDC bamnike amarekhodi awacelile.

Nayi ngezansi imali yesicelo okufanele ikhokhwe yibo bonke abafaka isicelo:

### IZIMALI ZOKWENZA KABUSHA [ngokoMhlahlandlela WoMlawuli Wezolwazi]

Incazelo	Imali
a) Ifothokhophi ngayinye yekhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala	R0.60
b) Ikhophi ngayinye ephrintiwe yekhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala eligcinwe kukhompuyutha noma ngendlela efundeka emshinini wezobuchwepheshe	R0.40
c) Eyekhophi elifundeka ngekhompuyutha (i) <i>Ku-compact disc</i>	R40.00
d) Izithombe (i) <i>I-compact disc</i> echaza izithombe, ikhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala (ii) Ikhophi ngayinye yezithombe	R22.00 R60.00
e) Okulalelwayo (i) Ukubhalwa kwamagama erekhodi elilalelwayo, ikhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala (ii) Ikhophi ngayinye yokulalelwayo	R12.00 R17.00

## IZIMALI ZOKUTHOLA IREKHODI [ngokoMhlahlandlela WoMlawuli Wezolwazi]

Incazelo	Imali
a) Ifothokhophi ngayinye yekhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala	R0.60
b) Ikhophi ngayinye ephrintiwe yekhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala eligcinwe kukhompuyutha noma ngendlela efundeka emshinini wezobuchwepheshe	R0.40
c) Eyekhophi elifundeka ngekhompuyutha (i) Ku-compact disc	R40.00
d) Izithombe (i) I-compact disc echaza izithombe, ikhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala (i) Ikhophi ngayinye yezithombe	R22.00 R60.00
e) Okulalelwayo (i) Ukubhalwa kwamagama erekhodi elilalelwayo, ikhasi eliyi-A4 noma ingxenye yalo ngemva kwelokuqala (i) Ikhophi ngayinye yokulalelwayo	R12.00 R17.00

## 9. Izithasiselo

### IFOMU 2

## ISICELO SOKUTHOLA IREKHODI

[UMthethonqubo 7]

### PHAWULA:

1. Ubufakazi bokuthi ungubani kumele bufakwe ngumfakisicelo.
2. Uma izicelo zenzelwe egameni lomunye umuntu, ubufakazi balokho kugunyazwa, kufanele bufakwe kuleli fomu.

**KU:** ISikhulu Sezolwazi


(Ikheli)

Ikheli le-imey'li:

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Inombolo yefeksi:

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Khetha ngophawu u-"X"

Isicelo senziwa egameni lami

Isicelo senziwa egamini lomunye umuntu.

IMININGWANE YOMUNTU			
Amagama Aphelele			
Inombolo kamazisi			
Isikhundla isicelo esenziwa ngawo (uma senziwa egameni lomunye umuntu)			
Ikheli Leposi			
Ikheli Lomgwaqo			
Ikheli Le-imey'li			
Izinombolo Zokuxhumana	Ucingo (B):		Ifeksi:
	Iselula:		
Amagama aphelele omuntu owenzelwa isicelo (uma kunjalo):			
Inombolo Kamazisi			
Ikheli Leposi			

Ikheli Lomgwaqo			
Ikheli Le-imey'li			
Izinombolo Zokuxhumana	Ucingo (B)		Ifeksi
	Iselula		
<b>IMINININGWANE YEREKHODI ELICELIWE</b>			
<i>Hlinzeka ngemininingwane egcwele yerekhodi olicelayo, okubandakanya nenombolo yereferensi uma uyazi, ukuze irekhodi litholakale. (Uma isikhala singanele, sicela uqhubekele ekhasini eliseceleni bese ulihlanganisa naleli fomu. Wonke amakhasi owanezelayo kufanele asayinwe.)</i>			
Incazelo yerekhodi noma ingxenye oyifunayo yerekhodi:			
Inombolo yereferensi, uma unayo			
Eminye imininingwane yerekhodi			
<b>UHLOBO LWEREKHODI</b> (Okukhethayo kuphawule ngo-"X")			
Irekhodi libhaliwe noma liphrintiwe			
Irekhodi linezithombe (lokhu kuhlanguanisa izithombe, amaslay'di, amavidiyo aqoshiwe, izithombe ezenziwe ngekhomp'yutha, imidwebo, njll)			
Irekhodi liqukethe amazwi aqoshiwe noma ulwazi olungaphinde lwenziwe ngamazwi/ngomsindo			
Irekhodi ligcinwe kukhomp'yutha noma nge-elektronikhi, noma lingelifundeka ngomshini			

**UHLOBO OFUNA UKULUTHOLA NGALO IREKHODI***(Okukhethayo kuphawule ebhokisini ngo-"X")*

Ikhophi ephrintiwe yerekhodi ( <i>okuhlanganisa namakhophi ezithombe, amazwi alotshiweyo okulalelwayo nolwazi olugcinwe kukhomp'yutha noma nge-elektronikhi, noma elifundeka ngomshini</i> )	
Incazelo yezithombe ebhaliwe noma ephrintiwe ( <i>lokhu kuhlanganisa izithombe, amaslay'di, amavidiyo arekhodiwe, izithombe ezenziwe ngekhomp'yutha, imidwebo, njll</i> )	
Umbhalo wamazwi/umsindo oqoshiwe ( <i>amaphepha abhaliwe noma aphrintiwe</i> )	
Ikhophi yerekhodi eliku- <i>flash drive</i> ( <i>kuhlanganise nezithombe namazwi/umsindo</i> )	
Ikhophi yerekhodi eliku- <i>compact disc drive</i> ( <i>kuhlanganise nezithombe namazwi/umsindo</i> )	
Ikhophi yerekhodi eligcinwe ku- <i>cloud storage server</i>	

**INDLELA OFUNA UKULITHOLA NGAYO IREKHODI***(Okukhethayo kuphawule ebhokisini ngo-"X")*

Ukuzihlolela wena siqu irekhodi ekhelini elibhalisiwe lenhlangano yomphakathi/ezimele ( <i>okuhlanganisa nokulalela amagama aqoshiwe, ulwazi oluwumsindo ongenziwa kabusha, noma ulwazi olugcinwe kukhomp'yutha nom emshinini wezobuchwepheshe noma efundeka ngomshini</i> )	
Ukulithumela ngeposi ekhelini leposi	
Ukulithumela ngeposi ekhelini lomgwaqo	
Ukulithumela ngezinkampani ezihambisa iposi ekhelini lomgwaqo	
Ukulithumela ngefeksi ngendlela ebhaliwe noma ephrintiwe ( <i>kuhlanganise nezincazelo zezithombe noma imibhalo yamazwi aqoshiwe</i> )	
Ukulithumela nge-imey'li ( <i>okuhlanganisa namazwi/umsindo uma kungenzeka</i> )	
Ukusebenzisa i- <i>cloud share</i> / ukudluliswa kwefayela	
Ulimi olukhethayo ( <i>Qaphela ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, ungase ulithole ngolunye ulimi lelo rekhodi elitholakala ngalo</i> )	

**IMININGWANE YELUNGELO OFUNA UKULISEBENZISA NOMA UKULIVIKELA**

*Uma isikhala esinikeziwe singenele, sicela uqhubekele ekhasini elihlukile bese ulihlanganisa naleli fomu. Umfakisicelo kumele asayine wonke amakhasi awanezelayo.*

Bonisa ukuthi yiliphi ilungelo ofuna ukulisebenzisa noma ukulivikela:	
Chaza ukuthi kungani irekhodi eliceliwe lidingeka ukuze kusetshenziswe noma	

ilungelo elishiwo ngenhla:	

IZIMALI EZIKHOKHWAYO	
a)	<i>Imali yokukhokhela isicelo kumele ikhokhwe ngaphambi kokuba isicelo sicutshungulwe.</i>
b)	<i>Uzokwaziswa ukuthi imalini okufanele uyikhokhele ukuthola ulwazi olufunayo.</i>
c)	<i>Imali ekhokhelwa ukuthola irekhodi incike ohlotsheni ofuna ukuluthola ngalo irekhodi nasesikhathini esidingekayo sokucinga nokuhlela irekhodi.</i>
d)	<i>Uma ufanelekela ukungakhokhiswa, sicela usho isizathu sokungakhokhiswa kwakho.</i>
Isizathu:	

Uzokwaziswa ngesaziso esibhaliwe ukuthi isicelo sakho sivunyiwe noma siinqatshiwe yini, nezindleko zaso uma sivunyiwe, uma zikhona. Sicela ubonise indlela ofuna ukwaziswa ngayo:

Ikheli Leposi	Ifeksi	Ukuxhumana Ngezobuchwepheshe (Sicela uyisho)

Kusayinelwe \_\_\_\_\_ mhla ka \_\_\_\_\_ ngenyanga ka \_\_\_\_\_ 20 \_\_\_\_\_

Isiginisha Yomfakisicelo / yomuntu owenzelwa isicelo

**LE NGXENYE IYOGCWALISWA NGABASEHHOVISI**

<i>Inombolo yereferensi:</i>	
<i>Isicelo samukelwe ngu-: (Yisho Isikhundla, Igama Nesibongo SeSikhulu Sezolwazi)</i>	
<i>Usuku esamukelwe ngalo:</i>	
<i>Imali yokuthola irekhodi:</i>	
<i>Idiphozithi (uma ikhona):</i>	

**Isiginisha YeSikhulu Sezolwazi**

IFOMU 4

**IFOMU LESIKHALO SANGAPHAKATHI**

[UMthethonqubo 9]

Inombolo Yerefurensi: .....

IMININGWANE YENHLANGANO YOMPHAKATHI				
Igama Lenhlangano Yomphakathi				
Igama Nesibongo SeSikhulu Sezolwazi:				
IMININGWANE YOKHALAZAYO OFAKA ISIKHALO SANGAPHAKATHI				
Amagama Aphelele				
Inombolo Kamazisi				
Ikheli Leposi				
Izinombolo Zokuxhumana	Ucingo (B)		Ifeksi	
	Iselula			
Ingabe isikhalazo sangaphakathi sifakelwa omunye umuntu?	Yebo	<input type="checkbox"/>	Cha	<input type="checkbox"/>
Uma impendulo ithi "yebo", isikhundla esifakwe ngaso isikhalo sangaphakathi egameni lomunye umuntu: <i>(Ubufakazi besikhundla, uma bukhona, kufanele bufakwe.)</i>				
IMININGWANE YOMUNTU OFAKELWA ISIKHALO SANGAPHAKATHI <i>(Uma sifakwe ngumuntu wesithathu)</i>				
Amagama Aphelele				
Inombolo Kamazisi				
Ikheli Leposi				
Izinombolo Zokuxhumana	Ucingo (B)		Ifeksi	
	Iselula			
Ikheli Le-imey'li				



**ISINQUMO ESIFAKELWE ISIKHALO SANGAPHAKATHI**  
(Okukhethayo kuphawule ebhokisini ngo-"X")

Ukwenqatshwa kwesicelo sokuthola ulwazi	
Isinqumo mayelana nezimali ezikhokhwayo ezibekwe ngokwesigaba 22 soMthetho	
Isinqumo mayelana nokwelulwa kwesikhathi okumele isicelo sisingathwe ngaso ngokwesigaba 26(1) soMthetho	
Isinqumo ngokwesigaba 29(3) soMthetho sokwenqaba ukukhipha ulwazi ngendlela ecelwe ngumfakisicelo	
Isinqumo sokuvumu isicelo sokuthola ulwazi	

**IZIZATHU ZOKUFAKA ISIKHALO**

*(Uma isikhala esinikeziwe singenele, sicela uqhubekele ekhasini elihlukile bese ulihlanganisa naleli fomu. Wonke amakhasi owanezelayo kumele asayinwe)*

Yisho izizathu isikhazo sangaphakathi esisekelwe kuzo:	
Yisho noma yiluphi olunye ulwazi olungase lube wusizo ekucubunguleni isikhalo:	

Uzokwaziswa ngesaziso esibhaliwe mayelana nesikhalo sakho sangaphakathi. Sicela ubonise indlela ofuna ukwaziswa ngayo:

Ikheli Leposi	Ifeksi	Ukuxhumana Ngezobuchwepheshe (Sicela uyisho)

Kusayinelwe \_\_\_\_\_ mhla ka \_\_\_\_\_ ngenyaka ka \_\_\_\_\_ 20 \_\_\_\_\_

***Isiginisha Yomkhalazi/Yomuntu Wesithathu***

**LE NGXENYE IZOGCWALISA NGABASEHHOVISI**  
**IREKHODI ELISEMTHETHWENI**  
**LESIKHALO SANGAPHAKATHI**

Isikhalo sitholwe ngu: <i>(isikhundla, igama nesibongo seSikhulu Sezolwazi)</i>				
Usuku esitholwe ngalo:				
Isikhalo sihamba nezizathu zesinqumo sesikhulu sezolwazi kanye, lapho kufanele, neminingwane yanoma yimuphi umuntu wesithathu irekhodi elimthintayo, ezithunyelwe yisikhulu sezolwazi:				Yeo <input type="checkbox"/>
				Cha <input type="checkbox"/>
<b>UMPHUMELA WESIKHALO</b>				
Ukwenqatshwa kwesicelo sokuthola ulwazi. Kuqinisekisiwe?	Yebo	<input type="checkbox"/>	Isinqumo esisha <i>(uma kungaqiniseki-swanga)</i>	
	Cha	<input type="checkbox"/>		
Izimali (Isigaba 22). Kuqinisekisiwe?	Yebo	<input type="checkbox"/>	Isinqumo esisha <i>(uma kungaqiniseki-swanga)</i>	
	Cha	<input type="checkbox"/>		
Ukunwetshwa (Isigaba 26(1)). Kuqinisekisiwe?	Yebo	<input type="checkbox"/>	Isinqumo esisha <i>(uma kungaqiniseki-swanga)</i>	
	Cha	<input type="checkbox"/>		
Ukuthola Ulwazi (Isigaba 29(3)). Kuqinisekisiwe?	Yebo	<input type="checkbox"/>	Isinqumo esisha <i>(uma kungaqiniseki-swanga)</i>	
	Cha	<input type="checkbox"/>		
Isicelo sokuthola ulwazi sivunyiwe. Kuqinisekisiwe?	Yebo	<input type="checkbox"/>	Isinqumo esisha <i>(uma kungaqiniseki-swanga)</i>	
	Cha	<input type="checkbox"/>		

Kusayinelwe \_\_\_\_\_ mhla ka \_\_\_\_\_ ngenyaka ka \_\_\_\_\_ 20 \_\_\_\_\_