



the doj & cd

Department:
Justice and Constitutional Development
REPUBLIC OF SOUTH AFRICA

**IMANUWALI YESIGABA 14:
UMTSETFO WEKUTFUTFUKISA KUFINYELELA
KUMNININGWANE 2 WANGA 2000 (PAIA)**

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ibuyeketwe ngeNyoni 2021

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INCENYE 1 – SINGENISO

Inhloso yeKutfutukisa Kufinyelela Kumningwane Umtsetfo 2 Wanga 2000 (lovamise kubitwa ngekutsi i-“PAIA” kuniketaka umphumela kumalungelo emtsetfosisekalo ekutfo noma ngumuphi umningwane lobanjwe nguhulumene, nalomunye umningwane lobanjwe ngulomunye umntfu lodzingekako ekusebentiseni noma kuvikela kwanomana nguluphi lilungelo.

Umsusa wekwenta lilungelo lekufinyelela emningwaneni liphumelele kugcugcutela lisiko lekungafihli lutfo Kanye nekutiphendvulela etinhakeni tahumulumeni naletitimele, nekukhutsata umphakatsi lapho bantfu baseNingizimu Afrika bakwati kufinyelela emningwaneni ngendlela lephumelelako kute bakwati ngalokugcwele basebentise futsi bavikele onkhe emalungelo abo.

Sigaba 14 se-PAIA 14 sichaza kutsi umtimba wahulumene, njenge Litiko Letemtsetfo Kanye neKutfutukisa kwemtsetfosisekelo, kumele ahlanganise imanuwali. Lemanuwali kumele inikete iminingwane yeSikhulu seMningwane (kanye nebasekeli, lapho kudzingeka khona), luhlaka, imisebenti kanye nemarekhodi alowo mntimba.

Inhloso yalemanuwala ngukuniketa umningwane lotosita umntfu kutsi avisise imisebenti yalomntimba wahulumeni kanye nemarekhodi lagciniwe. Kuhloma ngalowo mningwane umntfu atokhona kukhombisa emarekhodi lawafunako kanye nenchubo lekumele iladzelwe kufinyelele kulawo marekhodi.

INCENYE 2 – UMHLAHLANDLELA WAWO ONKHE EMAMANUWALI KUREPHAMBILIKHI

Umlawuli Wemningwane ushicilele umhlahlandlela njengoba kuncunyiwe esigabeni 10 se-PAIA.

Lomhlahlandlela uyatfolakala emahhovisi Lemlawuli Wemningwane.

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INCENYE 3 – IMININGWANE YEKUCHUMANA YESIKHULU SEMNININGWANE KANYE NEBASEKELI

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Kuchazwa kwemisebenti:

Lisekela Lesikhulu Seminingwane, ngaphansi kweticondziso teSikhulu semningwane, sicinisekisa kucalwa kwe-PAIA Litiko Letemtsetfo Kanye nekutfufukisa kwemtsetfo, kanye nekuniketa lusito kunoma ngumuphi umuntfu, ngekuya kwe-PAIA, lofuna kufinyelela kumningwane logcinwe nguLelitiko.

INCENYE 4 – SAKHIWO SALELITIKO (iyabuyeketwa)

INDVUNA

Mr. R Lamola

LISEKELA LENDVUNA

Mr. J Jeffery

**LIHHOVISIS LEMCONDZISI
JIKELELE**

Adv. D Mashabane

**Lihhovisi Lesikhulu Lesisetulu
Sekusebenta**

Akunamuntfu

LIGATJA

Seluleko Setemtsetfo Sembuso

Ms. S Masapu (Acting)

LIGATJA

Kutfufukiswa Kwetemnotfo

Ms. K Pillay

LIGATJA

Kutfufukiswa kweMtsetfosisekelo

Adv. O Sewpaul (Lobambile)

LIGATJA

Ummeli-Jikelele (ngaphambilini i-CLO)

Mr. F Pandelani (Lobambile)

LIGATJA

Tinsita Tasekantolo

Adv. JB Skosana

LIGATJA

uMgcini mafa weNkhantolo Lephakeme

Adv. MM Mafojane

LIGATJA

Imisebenti Yenkampane

Ms. TC Mametja

INCENYE 5 – IMISEBENTI YEMAGATJA ALELITIKO (ngaphansi kwekubuketa)

LIGATJA	IMISEBENTI
<p><u>Lihhovisi Lemncodzisi-Jikelele</u> UMncodzisi-Jikelele</p>	<p>UMcodzisi Lomkhulu: Kuchumanisa Umhlanganyeli</p> <ul style="list-style-type: none"> – Kuphatfwa nekucondzanisa kwukuphatsa, kuchumana kanye nekwesekwa kwanobhala etinhlakeni/emaklayenti angaphandle njengeTikhungo teSehluko 9, Licoco le-IRPS, Licoco Letebulungiswa, likomidi Lephothifoliyo. – Kuniketa Kanye nekwenta lula tinsita tekweseka tekuphatsa eHhovisi leMcondzisi-Jikelele. <p>UMcondzisi Lomkhulu: Kucwaninga Kwangekhatsi</p> <ul style="list-style-type: none"> – Kwentiwa kwelucwaningo mabhuku lwetetimali nekusebenta. – Kwentiwa kwelucwaningo mabhuku neluphenyo lwe-forensic.. – Kwentiwa kwelucwaningo mabhuku yeMningwane yeTekhnoloji (IT). – Kwentiwa kwelucwaningo mabhuku Lekutfobela Umtsetfo. – Kwentiwa kwekuhlolwa kwekusebenta. – Kubikwa kwemiphumela yelucwaningomabhuku. – Kuniketwa ngalokuphelele kwukuphatfwa kwephrojekthi yelucwaningo mabhuku.
<p><u>Seluleko Setemtsetfo</u> <u>Sahulumende</u> UMekuleki Lomkhulu Wetemtsetfo Wahulumeni</p>	<p>Lihhovisi Lemeluleki Lomkhulu Wetemtsetfo Wehulumeni</p> <ul style="list-style-type: none"> – Kwakhiwa kanye netifiketi temtsetfo. Translation of legislation. – Kubhalwa kwemibono yetemtsetfo. – Kuhlatiya kanye netifiketi tato tankho tivumelwano temave angaphandle lokuhlenganisa netivumelwano tekubuyiselwa kwalamanye emave. – Kuhlatiya kanye negunyatwa kweluhlaka lwemitsetfo lengaphatsi. – Kubuyeketwa Kanye nekugunyatwa kwemitsetfo wamasipala. – Bukisisa tincumo teNkantolo yeMtsetfosisekelo futsi wente tincomo kusiGungu. – Kusita bomasipala ekudvwebeni imitsetso wamasipala. – Kucecehwa kweluhlaka lwetemtsetfo ngekhatsi nakuleminyane iminyango.
<p><u>Kutfufukiswa Kwetemtsetfo</u> Lisekela Lemcondzisi-Jikelele</p>	<p>UMcondzisi Lomkhulu: Kutfufukiswa Kwetemtsetfo</p> <ul style="list-style-type: none"> – Kuphenya nekutfufukisa umtsetfo losisekelo nalongaphansi. – Buyeketa futsi uchibiyele umtsetfo losisekelo lokhona nalongaphansi. – Kweluleka iNdvuna macondzana netiphakamiso temtsetfo letiphatselene nemsebenti weLitiko. – Kubuyeketwa kwetimali letikhokhwako kanye nelizinga ngekuya ngekuphatfwa kwemtsetfo. – Emakomidi ePhalamende lamafishane mayelana neluhlaka nemtsetfo futsi asite likomidi ekulungiseni luhlaka lemtsetfo. <p>UMcondzisi Lomkhulu: Nobhala weKhomishana yekuBuyeketwa kweMtsetfo waseNingizimu Afrika</p> <ul style="list-style-type: none"> – Niketa lihovisi lanobhala kanye nensitakalo tekweseka iKhomishana Yekugucula Umtsetfo WaseNingizimu Afrika. – Yenta lucwaningo lwetemtsetfo, lokuhlenganisa nelucwaningo /lekuchatsanisa lemtsetfo, kute wente tincomo tekuguculwa kwemtsetfo. – Niketa insita kunobhala ebhodini.

LIGATJA	IMISEBENTI
<p><u>UMgcina mafa weNkhantolo Lephakeme</u> Umgcini Lomkhulu</p>	<p>Lihhovisi leMgcini Mafa linetigaba letinsihlanu letiyinhloko, letilwela kuvikela tishisekelo tetetimali tebantfu timphahla noma tinshisekelo tabo, ngenca yetizatfu letihlukahlukene, tiphetfwe ngulabanye.</p> <p>Emafa Alabangasekho</p> <ul style="list-style-type: none"> - Incondzisa kuphatfwa emafa labangasekho kute kucinisekiswe kusongwa ngalokuhlekile kwetindzaba tetetimali temufi, nekuvikelwa kwetisishekelo tetimali tetindlalifa. <p>Kutfunjwa (Emafa Alongenamali)</p> <ul style="list-style-type: none"> - Icondzise kuphatfwa kwetindzawo letikweletako kute kucinisekiswe kutsi tiphetfwe ngekweMtsetfo Wekungathskiswa Kwetikweletu 24 wanga-1936, nekuba leto tindzawo tivame kuphatfwa ngebuchwepheshe, labayatiko imisebenti netinchubo. <p>Kwaphatfwa kwengamela LiHhovisi leMgcini, ekhatsi kwakulonye, ligcina kugcinwa kwemadokhumenti langamelwe, likhipha tincwadzi tebangameli kubaphatsi labacokiwe futsi lengamele kuphatfwa. Kwengamela kuphatfwa kulawulwa kuniketa kwengamela Umtsetfo Wekulawulwa Kwetakhiwo, 57 wanga-1988.</p> <p>Bafundzisi kanye Nebaphatsi</p> <ul style="list-style-type: none"> - Ucondzisa kuphatfwa kwetindzaba tebantfu imphahla yabo, ngenca yetitatfu letehlukene, ingaphansi kwekulawulwa lomunye umuntfu lobitwa ngekutsi umcaphi noma umfundzisi. <p>Sikhwama Semondli</p> <ul style="list-style-type: none"> - Kuphatfwa Kwesikhwama Sebondli, lesidalelwe kubamba timali letikhokhwa kuMphatsi egameni labantfu labahlukahlukene labatiwako noma labangatiwa isib. Bantfwana, bantfu labangakwati kuphatsa tindzaba tabo, tindlalifa letingakatalwa, bantfu labalahlekile noma labangekho noma bantfu labanenshisekelo emalini yemvelo, i-fiduciary noma i-fideicommissary.
<p><u>Lihhovisi Lemmeli-Jikelele</u> Ummeli-Jikelele</p>	<p>UMcondzisi Lomkhulu: uMmele-Jikelele (S-G)</p> <ul style="list-style-type: none"> - Kucondzanisa kwawo onkhe emaHhovisi ebaMmeli Bembuso. - Kucondzanisa kanye nekuphatfwa kwawo onkhe emacala lapho uMbuso ubandzakanyeka khona. - Kwakhiwa nekucaliswa kwetinchubomgomo letibhekelela kwatiswa kwebaMmeli; ▪ Kukhishwa kwemsebenti wetemtsetfo, lokuhlanganisa imiyalelo yebammeli lababhalelanako; ▪ Kucala, kuvikela Kanye nekuphikisana netindzaba; futsi ▪ Kufakwa kwalitinye tindlela tekucazulula timphikiswano tekumangalela uMbuso, lokumele ticaphelwe ngibo bonkhe bantfu labacokwe emahhovisi ebammeli Bembuso. <p>UMcondzisi Lomkhulu: tinsita Temtsetfo</p> <ul style="list-style-type: none"> - kwakhiwa kwemitsetfo kwakhiwa kwenchubo yetemtsetfo lesebentako. - Kugcugcutelwa kwekubambisana ekhatsi kwe-RSA nalamanye emave ngenhloso yekutfufukisa imitsetfo levumelanako, kuphotfulwa kwetivumelwano tamave emhlaba ngamave letitogcugcutela kufana ekuphatfweni kwebulungisa. <p>UMcondzisi Lomkhulu: Imisebenti</p> <ul style="list-style-type: none"> - Kunikatwe kwekuphatfwa kwechwepheshe nekuphatsa. - Kucapha nekuphatsa kusetjentiswa kwemasu kanye naluhlelo lekusebenta.

	<ul style="list-style-type: none"> - Kuhlolwa nekucaliswa kweluhlelo lekuphatfwa kwesimo.
LIGATJA	IMISEBENTI
<u>Kutfutukisa Kwemtsetfo</u> Lisekela Lemcondzisi-Jikelele	<p>UMcondzisi Lomkhulu: Tinsita Temmeli Wembuso</p> <ul style="list-style-type: none"> - Kubhala nekuphatfwa kwetinkotileka ngaphatsi kweMbuso. - Kuphatfwa kwemacala ebugebengu kanye nemacala embango lavulelwe tikhulu teMbuso futsi entiwa ngetento noma ngekweciwa ngesikhatsi senta imisebenti yato lesemtsetfweni. - Kuniketelwa kweticelo kwakha basebenti labafanelekela kwamukelwa njengebammeli beNkantolo Lephakeme. - Kuphatfwa kweticelo tekwamukelwa njengommeli losebentako. - Kulawulwa kanye nekwengamela kwekutiphatsa kwebammeli labatimele labasebenta ngaphansi kweMtsetfo Webummeli Bembuso. <p>UMcondzisi Lomkhulu: Kutfutukiswa Kwemtsetfosisekelo</p> <ul style="list-style-type: none"> - Kwenta lucwaningo ngekusetjentiswa kweMtsetfosisekelo waseNingizimu Afrika njengoba uhambisana neligunya leMnyango. - Kucinisa intsandvo yeliningi yemtsetfosisekelo kanye nekuhlonipha emalungelo ebantfu lasisekelo kanye nemagugu. - Kucinisekisa kuvikelwa kwemalungelo ebantfu be-LGBTI, bantfu labakhubatekile, kushushumbiswa kwebantfu kanye nebantfu labaphila ne-HIV/AIDS ehlelweni lwetebulungiswa. - Kucondzanisa, kukhutsata kanye nekusebentisa tihlelo letisekela buve lobusebentako kanye nentsandvo yeliningi yekubamba lichaza. - Kuphatsa nekugcina tibopho temtsetfo temave emhlaba egameni leLitiko. - Kubamba lichaza nekunikela etitsangamini temave emhlaba letihlangene ngekuhambisana neMtsetfosisekelo. - Kucondzanisa kubika ngekuhambisana netihlangano tetivumelwano temave emhlaba, kugcugcutela kanye nekudidiyela kuhambisana nekubuyiselwa kanye netivumelwano tekusitana ngekwemtsetfo. - Kucalisa, kudidiyela, kucapha kanye nekubika ngetincomo te-TRC letigunyatwe iPhalamende kute tifake sandla ekutfutukisweni kwelibumbano lwesive nekubuyisana. <p>UMcondzisi Lomkhulu: Bulungiswa betenhlalakahle kanye nentsandvo yeliningi yekubamba lichaza.</p> <ul style="list-style-type: none"> - Kucinisa intsandvo yeliningi yemtsetfosisekelo kanye nekuhlonipha emalungelo ebantfu lasisekelo kanye nemagugu. - Kucondzisana, kukhutsata kanye nekusebentisa tihlelo letisekela bulungiswa betenhlalakahle ngalokubanti futsi ikakhulukati kubukane nekucwasa, kucwasa ngekwwebuhlanga kanye nekucwasa kwabekufika. - Kucondzisana, kukhutsata nekusebentisa tihlelo leteseka kuba sakhamuti lesisebentako kanye nemtsandvo yeliningi yekubamba lichaza. <p>UMcondzisi Lokhulu: Budlelwano betemtsetfo temave emhlaba</p> <ul style="list-style-type: none"> - Kuchumana njalo nemave e-SADC. - Kuchumanisa tindzaba temcebo lovamile letiphatselene nekuphatfwa kwebulungisa.

	<ul style="list-style-type: none"> - Kusebentisana nelitinye tinhlaka temave emhlaba, njenge-UN, iNgcungcutsela yase-Hague kanye neSikhungo Semave Emhlaba Sekuhlanganiswa Kwemitsetfo Yangasese. - Kusebentisana nemave angaphandle angaphandle kwesifundza se-SADC. - Kucocisana ngekubuyisela kanye netivumelwano tekusitana ngekwemtsetfo nalamanye emave/imitimba yemave angaphandle. - Kulungisa imibhalo yeKhabhinethi kanye nePhalamende kute kugunyatwe tivumelwano temalungelo ebantfu, lokuhlanganisa nekubhalwa kwemibiko. - Kundluliselwa kweticelo tekukhishwa kwalamanye emave, kulekelelana kwetemtsetfo etindzabeni tebugebengu, emakhomishini laPhenyako kanye netinsitakalo yelenchubo. - Kundluliselwa kweticelo tesondlo ngekuya kweMtsetfo Wekuphococelela Kulandzelwa Kwemiyalo Yesondlo 80 wanga-1963. <p>UMcondzisi Lomkhulu: Kucaliswa keMtsetfosisekelo</p> <ul style="list-style-type: none"> - Kucinisa intsandvo yeliningi yeMtsetfosisekelo kane nekuhlonipha emalungelo ebantfu lasisekelo, inkululeko kanye nemagugu. - Kucinisekisa kuvikelwa kwemalungelo ebantfu be-LGBTI, bantfu labakhubatekile, kushushumbiswa kwebantfu kanye nebantfu labaphila ne HIV-AIDS ehlelweni lwetebulungiswa, - Kwenta lucwaningo mayelana nekusetjentiswa kwemtsetfosisekelo we-RSA njengoba kuhambisana neligunya leLitiko. <p>UMcondzisi Lomkhulu: Lucwaningo Nekubuyeketwa kweMtsetfosisekelo</p> <ul style="list-style-type: none"> - Kuphatsa nekwenta lucwaningo ngemtsetfosisekelo waseNingizimu Afrika. <p>UMcondziso Lomkhulu: i- TRC</p> <ul style="list-style-type: none"> - Kucondzanisa kwekusekelwa kwalabahlukunye, kuhlunyelelwa kwetimilo, emaphrojekthi ekubuyisela kanye nekuniketwa kwetinsita temtsetfo. - Uchumana nematiko ahulumeni, imboni letimele kanye neliminye imitimba lehambisana nenchubo ye-TRC. - Kuniketwa kwetinsita letijwayelekile tekuphatsa netekwesekwa kwetetimali etinhlelweni te-TRC.
	<p>UMcondzisi Lomkhulu: Luhlelo lekulawula kanye nekuphatsa nekusekwe</p> <ul style="list-style-type: none"> - Niketa kucala neluhlelo lekuhlola ku-COO. - Kuhlanganisa luhlelo lekuttfukisa kutfula kwetinsita kuleLitiko. - Yakha futsi ucaphela tinhlelo tekusebentisa mayelana nekuncuma kwe-SCOPE kanye nemcwaningi mabhuku-Jikelele. - Yenta leminyane imisebenti yekulawula njengokuthunywa ngakunye. - Hlanganisa futsi uhlanganise imininingwane yemasu yemayunithi elibhizinisi lahlukahlukene we-ITO wetetimali nekutsenga, i-HR, i-ISM. <p>UMcondzisi Lomkhulu: Kucaphela Nekuhlola Kuhlelwa Kwemasu</p> <ul style="list-style-type: none"> - Kulawula kwekucalisa kwemasu kanye nekulawula kwesekwa. - Kulawula kwekusekwa kwetinsita tesencumo. - Kuphatsa kwekusetjentiswa lokutfufukisiwe nekucapha.

	<ul style="list-style-type: none"> - Kucapha nekuhlolwa kwekusenta kwetinkantolo Kanye naletinye tinsita tetebulungiswa. <p>UMcondzisi Lomkhulu: Kulawulwa kwebungoti nekuphepha</p> <ul style="list-style-type: none"> - Kuphatfwa kwekuphepha Kanye nesimo selitiko. Kunikwa kwetinsitakalo tekulawulwa kwebungoti. - Kucashwa kwayo yonkhe iphrofuyili yebungoti yelitiko. Kuniketwa kwekulawulwa kwebungoti lokusebentako nangempumelelo Kanye netinsitakalo tekuphepha. - Kwentiwa kwelucwaningo mabhuku neluphenyo lwe-forensic.
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LIGATJA	IMISEBENTI
<p><u>Tinsita Tenkantolo</u> Lisekela Lemcondzisi-Jikelele</p>	<p>UMcondzisi Lomkhulu: kuhlelwa kweluhlelo Kanye netinsita tekwesekela</p> <ul style="list-style-type: none"> - Kutfutukiswa kwemasu ekusebenta netinchubomgomo letitsintsa kusebenta kwetinkantolo. - Kuphatfwa kwemningwane yasekantolo. - Kuhlelwa kwesabelomali nekulawulwa kwebungoti. - Kuphatfwa nekusungulwa kanye nekucokwa lokusemtsetfweni. <p>UMcondzisi Lomkhulu: Kukhutsatwa kwemalungelo emacembu lasengotini</p> <ul style="list-style-type: none"> - Kutfutukiswa kwetinhlelo tekukhuphula emalungelo emacembu lasengotini kanye nekucinisekisa tinchubo tekuphatsa emakhasimende. - Kucaliswa kwekusebenta kweluhlelo lwetebulungiswa lwabantwana ngekuhambisana nemtsetfo wetebulungiswa webantwana. . <p>UMcondzisi Lomkhulu: Kusebenta Kwenkantolo</p> <ul style="list-style-type: none"> - Kuphatsa ngempumelelo kanye nekuchumanisa tinsita letisezingeni letisetulu, tesifundza kanye netesifundza netinkantolo tesifundza. - Kucapha kanye nekuhlola kusebenta kwetinkantolo kanye netinsitakalo tetelubulungiswa. <p>UMcondzisi Lomkhulu: Kutfutukiswa Kwenchubomgomo Yetebulungiswa</p> <ul style="list-style-type: none"> - Kucaliswa, kucondzanisa kanye nekutfutukiswa kwenchubomgomo lehlobene neluhlelo lwetebulungiswa. - Kucapha kanye nekuhlola kusebenta kahle nempumelelo kwetinchubomgomo letikhona. . - Kunikwa kwekusekwa kwekuphatfwa kwetebulungiswa. <p>UMcondzisi Lomkhulu: Ummeli Wemndeni</p> <ul style="list-style-type: none"> - Kunikekwa kwetinsitakalo tekwelulekwa kwetemtsetfo macodzana naleti tindzaba (sib. Sehlukano, kuginwa Kanye nesondlo njll.) - Kuchutjwa kwelucwaningo ngetinchubo letincono kakhulu tekwatiswa kutfutukiswa nekubeyekwa kwetinchubomgomo nemtsetfo etindzabeni temndeni. . <p>UMcondzisi Lomkhulu: Emahhovisi Esifundza</p>

	<ul style="list-style-type: none"> - Kutfutukiswa kanye nekucaliswa kwetinchubomgomo tekusebenta nemasu macondzana netinkantolo kanye nekucondzanisa kwekuchumana kwalabamba lichaza. - Kutfutukiswa kwemazinga ekusebenta etinkantolo kanye nekucapha kusebenta kwetinkantolo. - Kukhutsatwa kwemtsetfosisekelo, kutfutukiswa kwemtsetfosisekelo kanye nemtsetfo kanye nekucalisa intsandvo yeliningi yekubamba lichaza. - Kuniketwa kwetinhlelo nekuphatfwa kwemasu etinkantolo. - Kutfutukiswa kanye nekucapha tinhlelo letikhetsekile kukhutsata emalungelo emacembu lasengotini. - Kuniketwa kwetinsitakalo temmeli wemndeni. - Kunikekwa nekuphatfwa kwetindzawo tekulefwa kwetebulungiswa letanele, letivikelekile naletisebentiseka kalula.
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LIGATJA	IMISEBENTI
<p><u>Tinsita tenkampani</u> Lisekela leMcondzisi-Jikelele</p>	<p><u>Kuphatfwa kwetinhlelo telwati (i-ISM)</u></p> <p>uMcondzisi Lomkhulu: Kuphatfwa kweluhlelo nekwenta kahle</p> <ul style="list-style-type: none"> - Tinhlelo tetimali leticondzile kulitiko. - Tinhlelo tebhizinisi leticondzile kulitiko. - Tinhlelo leticondzile tekuchumana tedijithali kulitiko. <p>uMcondzisi Lomkhulu: Kuphatfwa kwemasu</p> <ul style="list-style-type: none"> - Kuphatsa idizayini nekutfutukiswa kwetinhlelo letitentakalelako emnyangweni kanye nesicuku. - Phatsa tinsita tekuphatsa tinhlelo kulitiko kanye nesicuku. <p><u>Litiko Letabasebenti (HR)</u></p> <p>UMcondzisi Lomkhulu: Lisu Lwenchubomgomo yakwa-HR (Tinsitakalo Letingetiwe Telinani)</p> <ul style="list-style-type: none"> - Niketa indzima yelusu lakwa-HR kanye netindlela letihamba phambili. - Kuphatsa nekucondzisa kutfutukiswa kwato tonkhe tinchubomgomo tekusebenta takwa-HR, emasu, tinchubo kanye netinchubo. - Kuphatsa, kucapha kanye nekuhlola kutfontjelwa lokuphelele kwemasu, tinchubomgomo kanye neluhlaka lokulawula lakwa-HR. - Phatsa futsi wente lula budlelwano bangaphandle bakwa-HR <p>UMcondzisi Lomkhulu: Sikhungo Sekuphatsa Emakhasimende i-HR</p> <ul style="list-style-type: none"> - Kuphatsa kanye nekwenta lula kuniketelwa kwetinsita tekweseka tebasebenti kanye netekuphatsa ekusebenteni kwemagatja/emahhovisi. - Kucondzisana kanye nekucapha kusetjentiswa kwemasu, etinchubomgomo kanye nemitsetfonchubo yakwa-HR ekusebenteni kwemagatja/emahhovisi. - Kusungula nekucina kwetsembeka kwe-HR emagatjeni/emahhovisi <p><u>Imfundvo Yemphakatsi Nekuchumana (PEC)</u></p>

	<p>UMcondzisi Lomkhulu: Tinsitakalo Tekuchumana Tebhizinisi</p> <ul style="list-style-type: none"> - Kuphatfwa kwekuchumana kwengekhatsi netinsita telilwimi. - Kunikwa kwekuchumana kwengekhatsi kanye netinsita telilwimi. - Kunikwa kwemfundvo yemphakatsi kanye netinsita tekuchumanisa. - Kuniketwa kwelucwaningo lwabetindzaba kanye netinsitakalo tekuchumanisa. - Kuchumana kwetinhlelo telitiko kubetindzaba. <p>UMcondzisi Lomkhulu: Likolishi Letebulungiswa</p> <ul style="list-style-type: none"> - Icinisekisa kufinyelela emafubeni ekuFundza NekuTfutukiswa (L&D) besimo lesisetulu, lekuholela ekuTfutukisweni kwekufundza nekuTfolwa kwemakhono ngebafundzi. - Nika emandla ebafundzi. - Ibukene nekufundza netinhlelo tekutfutukisa ngenhloso yekutfutukisa basebenti bemkhakha wahulumeni labacecehiwe, labasabelako nalabakwatiko ngekwemtsetfo. - Iniketa ngetinhlelo letisemtsetfweni te-L&D njengencye yelusu lefu lekufundza nelokutfutukisa. - Kucinisekisa kutsi emandla ekusebenta eLitiko nalamanye ematiko emakhasimende ayatfutukiswa kute kusekelwe indlela yahulumeni yekusebenta legcile emiphumeleni.
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LIGATJA	IMISEBENTI
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Lihhovisi Lemphatsi Lomkhulu Wetetimali

LiHhovisi leMcondzisi Lomkhulu: Kudluliselwa Kwemisebenti Yetetimali Netinsitakalo Tekubika.

- Kuphatfwa nekulawulwa kwemiholo kanye netindzaba letihlukene tekukhokha emnyangweni.
- Kucinisekisa kudluliswa kwekuhwebelana kwetetimali kanye netinsitakalo tekubika emnyangweni.

UMcondzisi Lomkhulu: Kuphatfwa Kwetimali Letitsenjwako: Tikhwama Tenkampani Yangaphandle (TPF)

- Kuphatfwa kwe-TPF's kusebentisana Kwemphakatsi-Longasese (PPP).
- Kuphatfwa kwekusebenta kwe-TPF (isb. ibheyili, sondlo, tinhlawulo, timali temmeli wembuso kanye netinkokhelo temphakatsi njll.).

UMcondzisi Lomkhulu: Sabelomali, Kutsengwa Kwemphahla kanye Nekwesekwa Kwetincumo (Kuphatfwa Kwesabelomali)

- Kuphatfwa kwesabelomali, kwesekwa kwetincumo.
- Kunikwa kwetinsita letisebentako tekusekela sabelomali.
- Kuniketwa kwelusito ku-CFO ekulawuleni emasu emsebenti wetetimali.
- Kuphatfwa kwesabelomali semnyango, kuniketa ngeteluleko/kwesekwa kanye nekucondzisa nekwegamela umsebenti wetinsitakalo tetindleko.

UMcondzisi Lomkhulu: Tindleko

- Kutimisela kwematfuba etindleko.
- Kuhlatywa kwemtselela lolawulako (ema-RIA).
- Kuncunywa kwemamodeli nemasu eindleko.
- Kucinisekisa kuhlangukiswa kwetindleko tetetimali kanye nekusetjentiswa kwetinhlelo.
- Kunikwa ngeteluleko mayelana nekufolekele kwetindleko.

UMcondzisi Lomkhulu: Kuniketela ngetinsita

- Kuphatsa kanye nekuniketwa kwetinsita tekutfoleka nekufunwa.
- Kuphatfwa nekuniketwa kwemphahla, kunikwa kanye netinsita temphahla.
- Kuphatfwa kwekusebenta kwekuniketela ngetinstita kanye nekuniketela kwekusekelwa kwetemtsetfo.

UMcondzisi Lomkhulu: Kuphatfwa Kwetinsita

- Kuphatfwa kweluhlelo lwemisebenti lemikhulu nesakhiwonchanti.
- Kuphatfwa kwemphahla.

UMcondzisi Lomkhulu: Kufinyelela Elwatini Nekuphatfwa Kwemarekhodi

- Kuphatfwa kwemarekhodi, emarekhodi nemilandvo netinsita temitapo yelwati.
- Kuniketwa kwetinsita tekusekela ehovisi eHhovisi Lavelonkhe.
- Kuphatfwa nekucaliswa kwe-PAIA nguMnyango.
- Kuniketwa kweticondziso etindzabeni letiphatselene nekufinyelela elwatini

INCENYE 6 – TINSITA LETIFOLAKALA EMALUNGENI EMPHAKATSI FUTSI UNGAFINYELELA KANJANI KUTO

<p>UMgcini Wenkantolo Lephakeme</p> <ul style="list-style-type: none"> - Tindlu Tabangasekho - Tincwadzi Telifa nebundlalifa - Sikhwama Sebondli - Kwengamela kwekuphatfwa - Tindzaba Tekungakhokhi - bacaphi kanye nebafundzisi 	<p>Tinsita letitfolakala eHhovisi leMgcini Mafa lelisedvute</p>
<p>Ummeli Wemndeni</p> <ul style="list-style-type: none"> - Sondlo 	<p>Tinsita letitfolakala eNkantolo Yemantji lesedvute</p>
<p>UMcondzisi Lomkhulu: Tinchubo Temtsetfo</p> <ul style="list-style-type: none"> - Kukhipha / Kususwa kwelirekhodi lebugebengu 	

INCENYE 7 – INDLELA YEKUCELA IMININGWANE

1. Cela

- sicelo sekufinyelela kumningwane kufanele sentiwe ngebhala ngekugcwalisa lifomu lekucela (“Lifomu 2”) (lelifomu liyatfolakala kuLisekela Lesikhulu seMningwane noma kuwebhusiyithi lalelitiko (www.justice.gov.za/paia/paia.htm).
- tfumela “Lelifomu 2” kulisekela Lesikhulu semningwane ngekuwufumela ku- paia@justice.gov.za noma kulikheli Lesikhul seMningwane.
- “Imali yesicelo” a “lengu-R100 iyabhadalwa- tindlela tekubhadala, sicela ubuke sigaba 6 (ngaphansi).

Caphela – sicelo angeke sindluliselwe ngaphambi “kwemali lekhokhwakho” ibhadaliwe.

2. Ticelo temlomo

Ticelo letingaketiwa ngekubhala atikavunyelwa, ngako-ke

- Umbel langakhoni kufundza noma kubhala angafaka sicelo ngemlomo futsi sicelo lesinjalo sitocoshwa ngekubhalwa futsi sindluliselwe- Lisekela Lesikhulu Semningwane utoniketa tincondziso ngaloludzaba.
- Sikhulu semningwane/ Lisekela Lesikhulu Semningwane singaphansi kwesibopho kusita umfakisicelo lobukene nebumatima ngekufaka sicelo sekufinyelela kumningwane.

3. Kungena ngekutitsandzela

Kukhona umningwane umuntu langafinyelela kuwo ngaphandle kwekugcwalisa lifomu lekucela (“Lifomu 2”).

- umningwane lotfolakala ngalokutentekelako uyotfolakala, kungaba emahhovisi eMnyango noma ngendlela noma ngendlela ledzingwa ngumfakisicelo isib. nge-imeyili noma ngeliposi njll. (Lapho kunekwenteka).
- indlela yekufinyelela kufaka kufundza, nekukopishwa kwelirekhodi kanye/noma lokulotjiweko (uma kudzingeka).
- kukhokhwa kwemali kungafunake kulamanye emarakhodi laceliwe.

Caphela – kute utfole luhlu lwemarekhodi latfolakala ngelokutentakalelako, sicela ubuke Incenye 9 yale manuwali.

4. Sincumo

Sikhulu semningwane/ Lisekela Lesikhulu Semningwane ala sicelo sekufinyelela kumningwane lapho i-PAIA imvumela kwenta njalo.

I-PAIA inikete ngetizatfu letitsile (etigabeni 7, 12 kanye neSahluko 4 se-PAIA) lapho sicelo singalelwa futsi leti tizatfu tekwalelwa tihlanganisa loku lokulandzelako:-

- emarekhodi lacelwe kudluliselwa kwemacala ebugebengu noma emva kwecucala kwecukulwa kwemacala;
- kudzalulwa kwelirekhodi kutohlanganisa sento sekwephulwa kwesibopho sekwetsembeka lesikweletwako kumuntfu wesitsatfu ngokwesivumelwano;
- kudzalula kungase kubeke engotini imphilo noma kuphepha ngekwemtimba wemuntfu;
- kudzalulwa kwelirekhodi kungase kubangele kuvikela, kuphepha kanye nebudlelwano bemave emhlaba eelive;
- kudzalulwa kwelirekhodi kungase kubeke engotini tinshisekelo tetemnotfo kanye nenhlalakahle yetetimali telive;
- emarekhodi embono, teluleko, umbiko noma tincomo, kubonisana, ingcoco, kuhlanganisa nemaminithi emhlangano, kwenta inchubomgomo noma kutsatsa sincumo;

Sikhulu Semningwane/ Lisekele Lesikhulu Semningwane kudzingeka kutsi latise umfakisicelo ngesincumo sakhe, kutsi kufinyeleleka kuyavunywa noma cha, kungakapheli tinsuku letingeshumi lamatsatfu (30) tekhaleda futsi, uma sikhatsi seluliwe, umfakisicelo utokwatiswa.

5. Kuniketa kufinyelela

- Lofaka sicelo kumele avete luhlobo noma indlela yekufinyelela layifunako.
- UMnyango utozama kuniketa kufinyelela ngendlela leceliwe, ngaphandle uma loku kutophatamisa kusebenta kahle kwekusebenta kwawo.
- itoniketa nekucabangele ngalokufanele kulondvolotwa kwelirekhodi kanye nekwepulwa kwelilungelo lebunikati.
- "imali yekufinyelela" yekuphenya, kulungiselela kanye nekukhicitwa kabusha kwelirekhodi leluceliwe kuyakhokhwa-buka Incenye 9 yale Manuwali.

Caphela - ngaphandle uma umuntfu afaneleka kukhululwa, lirekhodi ngeke lidluliselwe kumfakisicelo ngaphambi kwekutsi "imali yekufinyelela" ikhokhwe.

6. Tindlela tekukhokha

- Imali (noma Likhadi - uma indzawo ikhona) kunoma nguliphi liHhovisi leMnyango noma Inkantolo Yemantji; noma
- Faka idiphozi ku-akhawunti yasebhange yeMnyango.

Libhange : Standard Bank

Inombolo ye-akhawuthi: 010147136

Ikhodi yeligatja: 010045

Luhlobo lwe-akhawuthi: Idiphozithi Yelivoti Yemnyango Wetebulungiswa Nekuutfukiswa

Kwemtsetfosisekelo

Iriferensi: 7/6/9 Sibongo Nemagama Ekucala Alofake sicelo

INCENYE 8 – EMAKHAMBI LATFOLAKALAKO KUMFAKI SICELO

Uma munye angakaneliseke nganome ngusiphi sincumo seSikhulu Semningwane/ Lisekela Lesikhulu Semningwane, unelilungelo leku; -

- kufaka sikhalo sangekhatsi kuNdvuna; futsi uma anganeleseki ngaleso sincumo seNdvuna; lomunye angakwati
- akhale Kumlawuli weMningwane; noma
- akafake sicelo enkantolo kute kutfole lusito.

1. Sikhalo sangekhatsi

- sikhalo sangakhatsi kufanele sifakwe kutiphatsimandla letifanele, longuNdvuna Wetebulungiswa Netekuhlunyelelisa Kwetimilo;
- kufanele sifakwe kungakapheli tinsuku letingu-60 ngemuva kwesincumo seSikhulu Semningwane/ Lisekela Lesikhulu Semningwane;
- kufanele ugwalise “Lifomu 4” – lelifomu liyatfolakala uma ulicela kulisekela leSikhulu Semningwane noma kuwebhusayithi (www.justice.gov.za/paia/paia.htm);
- hambisa “Lifomu B” kuSikhulu Semningwane ngekulitfumela ku- DocMashabane@justice.gov.za futsi paia@justice.gov.za noma ngeliposi kulikheli leSikhulu semningwane.
- lisekela Lesikhulu Semningwane litokusita futsi likucondzise ehlelweni lekufaka sikhalo.

2. Sikhalo Kumlawula Wemningwane

- Tikhalo kufanele tifakwe ngekugcwalisa “Lifomu 5” futsi litfunyelwe kuSishayamtsetfo Semningwane;
- Loku kufanele kwentiwe tingakapheli tinsuku letingu-180 kukhalela sesincumo seNdvuna; futsi
- Sishayamtsetfo Semningwane sitokusita futsi ikucondzise ehlelweni lekufaka sikhalo.

Ngaleny Indlela

3. Kufaka sicelo Enkantalo.

- Lesicelo kufanele sifakwe kungakapheli tinsuku letingu-180 kukhalela ngesincumo seNdvuna noma Sesishayamtsetfo Semningwane;
- tonkhe Tinkantolo temantji tineligunya lekulale sicelo se-PAIA; futsi
- Mabhalane waNkantalo utokusita futsi akucondzise kunchubo yekufaka sicelo enkantolo.

INCENYE 9 – KUFINYELELA NGEKUTITSANDZELA (EMAREKHODI LATFOKALA NGEKUTENTAKALELA)

INdvuna kumele, ngekwesigaba 15(2), leshicilelwe kuGazethi yaHulumene satiso semarekhodi latfolakala ngekutentakalela.

Njengoba kuvitiwe ngenhla (ngaphansi Kwencenye 6, sigaba 3), lawa amarekhodi acelwa ngaphansi kwale mibandzela lelandzelako:-

- umceli akadzingi kugcwalisa “Lifomu 2” futsi akhokhe imali yekucela lengu- R100.00;
- emarekhoredi angase angatfolakala mahhala, kute ahlolwe, ngemali lencunywe kusengaphambili noma njengemakhophi; futsi
- lapho kwentiwa khona emakhophi (nganoma nguyiphi indlela), imali lebekiwe iyakhokhwa- liSekela Lesikhulu Semningwane liyokwatisa kutsi imali iyakhokhwa nobe cha.

INCHAZELO YESIGABA SEMAREKHODI LATFOKALA NGEKUTENTAKALE NGEKUYA NGESIGABA 15(1)(a) SEMTSETFO WEKUKHUTSATWA KWEKUFINYELELA EMNINGWANENI, 2000	INDELA YEKUFINYELELA KUMAREKHODI (isb. iwebhusayithi)(SIGABA 15(1)(a))
KUTE KUHLOLWA NGEKUYA NGESIGABA 15(a)(i) <u>KUTE</u>	
KUTE KUTSENGWA NGEKUYA NGESIGABA 15(1)(a)(ii) <u>KUTE</u>	
AYATFOLAKALA MAHHALA NGEKUYA NGESIGABA 15(1)(a)(iii)	
Mayelana natsi <ul style="list-style-type: none"> – emaphrofeyili etiNdvuna – Kuphatfwa kweteBulungiswa – Magatja & nema Unithi – Imanuwali ye-PAIA Tinsita <ul style="list-style-type: none"> – Umbono& neMsebenti 	

- Lisu Lelitiko
 - Luhlelo lwemasu
 - Luhlelo Lekusebenta Lemnyaka
- Umculu wetinsita
- Tatiso tekusebenta
- Emafomu
- Emadokhumethi
- Tincwadzi tetindzaba
- Tinchubomgomo
- Imibhalo & nemaphepha etindzaba
- Tinsita
- Emaphrojethi

Emalungelo Eluntfu

- Umtsetfosisekelo
- Umculu wemalungelo
- Bugebengu lobunenzondvo nekunkulumo lenenzondvo
- Tibopho temave emhlaba angaphandle
- Tinkinga te-LGBTI
 - Imibuto levamiswe kubutwa
- Luhlelo Lekusebenta lwavelonkhe
- I-TRC
- Simemetelo Semhlaba Wonkhe Semalungelo Ebantfu
- Ludlame lolususelwa kubulili nekubulawa kwabesifazane kanye nesimemetelo
 - Ludlame lolususelwe kubulili kanye neluhlelo lwelusu lekubulalana kwalabasikati
 - Umbiko wegugcugcutsela yaMongamela alwisana neludlame lolusekelwe ngekwebulili nekubulawa kwebantfu labasikati
 - Ludlame lolusekelwe ebulilini netinkulumo letihlobene nekubulawa kwalabasikati

umtimba wemtsetfo losebenta ngemtsetfo

- Bulungiswa bemntfwana
- Ludlame lwasekhaya
- Kukhishwa (Sula lirekhodi lakho lebugebengu)
 - Emacala etemancansi/kubulawa kwalabasikati Imibhalo & nemadokhumethi
 - Luhlu lwetinkantalo
 - Luhlelo lekuphepha
 - Imitsetfo & netinchubomgomo
- I-NRSO
 - Imibuta levimiswe kubutwa
 - Emafomu e-NRSO
- Kuvikelwa ekuhleketekeni
- Bulungiswa bekubuyisela
- Umculu walabahlukubetekila waseNingizimu Afrika
- Kushushumbisa kwebantfu
- Bofakazi

Umtsetfo Wenhlalakahle

- UMgcini mafa weNkhantolo Lephakeme
 - Timphanhla telabangesekho
 - Tincwadzi Telifa nebundlalifa
 - Sikhwama semondli
 - Kuphatfwa kwengamela
 - Tinsita
 - Tindzaba Tekungakhokhi
 - Bacaphi kanye nebafundzisi
 - Emafomu

- Imibuto levamiswe kubutwa
- • Iphothali Yewebhu Leyinhloko ye-ICMSICMS
- UMgcini:Lochumana
- UMgcini: Emafa
- UMgcini: Iphothali Yewebhu ye-ICMS ICMS
- UMgcini: Kungabi netimali (Kucendvwa)
- UMgcini kwengamela & neTincwadzi tekwabiwa lwelifa
- Kulamula
 - Tichumanisi letisheshako
- Inkantalo yemacala lamancane
 - Tichumanisi letisheshako
- Inkantolo Lelinganako
 - Tichumanisi Letisheshako
- Tibalo ekutfuleni kweMmeli weMbuso

Umtsetfo Wemndeni

- Umtsetfo Webantwana
- Umshado Wesintfu
- Sehlukano
- Ummeli Wemndeni
- Sikhwama Semondli
- Sondlo
- Bantfu labadzala
- Ingcungcutsela yase-Hague
- Emacembu Lasengcupheni

Umtsetfo

- Umtsetfosisekelo & Umculu wemalungelo
- Imitsetfo & Umtsetfosivivinywa & Emashithi Emaciniso
- Tatiso te-GG
- Kumenywa kutsi uphawule
- Emacala enzondvo kanye nemtsetfosivivinya wenkhulumo lenenzodvo
- Tibopho temtsetfo temave emhlaba
- I-PAIA & i-PAJA
 - Emanuwala ye-PAIA
 - Tichumanisi letisheshako
- Libhodi lemtsetfo
 - Tichumanisi letisheshako
- Imitsetfo Netikhombisi-ndlela Tekutilolonga
- I-SALRC
- Babonisi Betemtsetfo Wahulumeni
 - Tichumanisi letisheshako
 - Tibalo ekutfuleni kwemmeli
- Emakhomishana neNkantolo Lesipesheli

Tinkantalo

- Tinkantolo eNingizimu Afrika & Iijaji
- Tinkantalo temtsetfo
- Inkantola lephakeme yekufaka tikhalo
- Tinkantola tebasebenti & Inkantolo Yetimangalo Etemhlaba
- Tigwebo Tenkantolo Lephakeme
- Tinkantolo tekulingana
- Inkantolo yemacala lamancane
- Lochumana nabo
- Luhlu Lwebammenli
- Lwati Lwenkantolo Yemantji
- Tifundza tetiNdvuna

Emafomu

- Bantwana

<ul style="list-style-type: none"> - Emafomu ebantfwana emtsetfo - Khomishana Wetifungo - Ludlame lwasekhaya - Kuchitfwa - Kuhlukubetwa - Nkondla - UMgcini - Kulamula - I-NRSO - I-PAIA - Bahlukunyetwa be-TRC - Inkantolo yemacala lamancane - Kubhaliswa kwemphakeli - Kushushumbusa kwebantfu - Tinkantolo tekulingana <p>Emabhidi nemathenda</p> <ul style="list-style-type: none"> - Iklonyelisiwe / Yamukelwe / Yashicilelwa - Kuphatfwa Kwekutsengwa Kwemphahla - Kubhaliswa kwebaphakeli <p>Ligumbi letetindzaba</p> <ul style="list-style-type: none"> - Titatimende tabetindzaba - Tinkhulumo - Imicimbi - Emavidiyo neticeshana temsindvo - Siteshi se-YouTube seMnyango - Tinhlelo tenkhulumo yemsakato - Imibuto netimpendvulo tasePhalamende - Tingcungcutsela netinkundla tekucobelelana ngelwati <p>Imisebneti/ Tikhala</p> <ul style="list-style-type: none"> - I-Z83 (Lifomu Lekufaka Sicelo) - Imisebenti Yetebulungiswa - Tikhala Letisha / Lokutfunyelwe <p>Umhlandlela yekutfolela tinsita / Ngentenjani?</p>	
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KUTE UKOPI SHE NGEKWESIGABA 15(1)(a)(ii)

<p>Emarekhodi labhalwe ngenhla angatfolakala ngekudlulisela sicelo lesibhaliwe ngeliposi noma nge-imeyili ku:-</p> <p>Likheli : Lisekela lesiKhulu Semningwane Litiko Letebulungiswa kanye nekutfufukiswa kweMtsetfosisekelo Private Bag x81 Pretoria 0001</p> <p>I-imeyili: paia@justice.gov.za</p>	<p>Timali letiseluhlwini ngaphansi kweNcenge 10 yale Manuwali titokhokhwa</p>
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INCENYE 10 – KUKHOKHWA KWETIMALI

Intfo	Inchazelo	Linani
1.	“Imali yesicelo” lekhokhwa nguwo wonkhe umfakisicelo	R100.00

“Timali tekufinyelela” lekukhulunywe ngato esigabeni 22(6) seMtsetfo (ngaphandle uma umfakisicelo akhululiwe ngaphansi kwesigaba 22(8)) time kanje:-

Intfo	Inchazelo	Linani
2.	Ikhophi yelikhasi lelingusayizi ye-A4	
3.	Ikhophi lephrintiwe yelikhasi lelingusayizi ye-A4	R1.50 likhasi ngalinye noma incenye yalo
4.	Kute utfole ikhophi efomini lelifundzeka ngekhompuyutha ku: (i) I-flash drive (itonikwa ngumceli) (ii) I-Compact disc • Uma iniketwe ngumfakisicelo • Uma inikwe kumfakisicelo	R40.00 R40.00 R60.00
5.	Kubhalwa kwetitfombe letibukwako ekhasini lelingusayizi ye-A4 ngalinye	Insita itoniketwa ngaphandle. Kutoncika kukhotheshini levela kumniketeli wensita.
6.	Ikhophi yetitfombe letibonakalako	
7.	Kubhala kwelirekhodi lemsindvo, ngesayizi ngayinye ye-A4	R24.00
8.	Kute utfole ikhophi yelirekhodi lemsindo ku: (i) I-flash drive (itonikwa ngumceli) (iii) I-Compact disc • Uma iniketwe ngumfakisicelo • Uma inikwe kumfakisicelo	R40.00 R40.00 R60.00
9.	Kusesha nekulungisa lirekhodi kute lidzalulwe lihora ngalinye noma incenye yelihora, ngaphandle kwelihora lekucala, lelidzingeakako ngalokunengcondvo kuloko kusesha nekulungiselela. Kute ungeci tindleko letiphelele tediphozithi: Uma kusesha kudlula emahora langu-6	R100.00 R300.00
10	Uma kusesha kudlula emahora langu-6	Incenye leyodvwa kuletintsafu yelinani lesicelo ngasinye, ibalwe ngekwetintfo 2 kuya ku-8
11.	Liposi, i-imeyili nanoma ngikuphi lokunye kudlulisa ngagesi	Tindleko tangempela, uma tikhona

UMUNTFU NOMA BANTFU LABAKHULULIWE EKUKHOKHENI IMALI YEKUFINYELELA	
Umuntfu loyendvwa umholo wakhe wemnyaka longadluli ku	R14,712.00
Bantfu labashadile noma umuntfu kanye nemlingani wakhe liholo lakhe lemnyaka lengadluli	R27,192.00

INCENYE 11– KUNDLULISELWA KWEMNININGWANE YEMUNTFU

Umtsetfo Wekuvikela Umniningwane weMuntfu 4 wanga 2013 (“POPIA”)

1. Inhloso Yekundlulisela

UMnyango ucoca futsi usebente imininingwane yemuntfu, ekhatsi kwakulonye, leti tinhloso letilandzelako:-

- (a) Kuphatsa umtsetfo;
- (b) Kutfobela imiyalelo yenkantolo;
- (c) Kundlulisela ticelo tekucashwa;
- (d) Kundlulisela ticelo tebaphakeli tinsita temisebenti; futsi
- (e) Kuphatsa tindzaba letiphatselene nebasebenti bayo.

2. Tigaba Tetihloko Tedatha kanye Nekwatiswa Kwato

Tihloko Tedatha	Uminingwane yemuntfu (tibonelo)
Basebenti	<ul style="list-style-type: none"> • Emagama kanye nemininingwane yekuchumana; • Inombola yamatisi • Umlandvo wemsebenti • Iminingwane yasebhange
Basebenti Labalindzelekile	<ul style="list-style-type: none"> • CVs –lokufaka, sibonelo • Emagama kanye nemininingwane yekuchumana • Inombola yamatisi • Umlandvo wemsebenti
Emalunga emphakatsi	<ul style="list-style-type: none"> • Emagama Kanye nemininingwane yekuchumana • Likheli leliposi • Inombolo yamatisi
Bosonkotileka kanye nebatfuli tinsita	<ul style="list-style-type: none"> • Emagama kanye nemininingwane yekuchumana; • Inombolo yamatisi • Imininingwane yenkapani

3. Bamukeli lokungase Kuniketelwe kubo Uminingwane Wemuntfu

UMnyango awudluliseli umniningwane wemuntfu kulomunye umuntfu noma tikhungo, ngaphandle uma sihloko sedatha noma umtsetfo kuvumela loko kudluliselwa.

4. Kuhamba emnceleni Kwemningwane yeMuntfu

UMnyango awudluliseli imininingwane yemuntfu kulelinye live, ngaphandle uma sihloko sedatha noma umtsetfo kuvumela loko kudluliselwa.

5. Tinyatselo Tekuvikela Tekucinisekisa Kugcinwa Imfihlo, Bucotfo kanye Nekutfolakala Kwemningwane

UMnyango unetinyatselo tebuchwepheshe netenhlango tekuvimbela kulahleka, kulimala noma kutfolakala lokungakagonyatwa/kucekelwa phansi kwemningwane yemuntfu.

Leti tinyatselo tihlanganisa lokulandzelako:-

- (a) Emagumbi ekugcina emarekhodi laniketelwe;
- (b) Umphatsi Wetemarekhodi kanye neTikhulu Tekubhalisa;
- (c) Takhiwo te-IT lephetfwe litsimba lobuchwepheshe lelitinikele;
- (d) Luphiko Lwetekuphepha loluhlale luhlola kufaneleka nekuphepha kwetikhungo tekuphatsa emarekhodi;
- (e) Kufundzisa ngalokuchubekako kanye nekucapha tonkhe tikhulu nguMphatsi wemaRekhodi ngekuphatfwa ngendlela kwemarekhodi;;
- (f) Uminingwane lotfoliwe kanye nemaRekhodi ladaliwe futsi laphatfwe ngekuhambisana nemigomo yekuphatsa emarekhodi lebekwe umtsetfo lofanele;
- (g) Inchubomgomo yekuphatfwa kwemarekhodi kanye nemakhodi nemiyalelo lehlobene nayo iyasebenta futsi ihambisana neMtsetfo Wavelonkhe Wetinsita Tekugcinwa Kwemarekhodi 43 wanga-1996; futsi

- (h) Litsimba letikhulu lelitinikele nalelinelwati lokungentiwa kulo ticelo tekutfola umningwane ngekuhambisana ne-PAIA.

INCENYE 12– KUVUSELELA KANYE NEKUTFOLAKALA KWAMANUWALI

- Lemanuwali itovuselelwa ngemnyaka;
- Itoshicilelwa uto tonkhe tilwami letilishumi nekunye; futsi
- Iyatfolakala kuwebhusayiyithi yaleLitiko' (www.justice.gov.za/paia/paia.htm) kanye nangesicelo seLisekela Sesikhulu seMningwane, noma iNhloko yanoma nguliphi Lihhovisi laleLitiko.