



ICANDELO 15: AMAXWEBHU AKHOYO AZENZEKELAYO

**Isikhokelo Sesiphakamiso Sokufikeleleka Kweenkcukacha (iPAIA),
Esiqulunqwe ngokwemigaqo yecandelo 15 lomthetho iPromotion
of Access to Information Act, ka-2000 (njengoko silungisiwe)
seSebe loPhuhliso loLuntu**

UMHLA WOKUQULUNQWA: 18 kweyeSilimela ka-2024

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1. ULUHLU LWEZISHUNQULELO

- | | | |
|-------|--------------------|--|
| 1.1. | “DIO” | iGosa EliliSekela Leleenkcukacha |
| 1.2. | “DoTP” | iSebe LeNkulumbuso |
| 1.3. | “DSD” | iSebe Lophuhliso Loluntu |
| 1.4. | “HOD” | iNtloko yeSebe |
| 1.5. | “IO” | iGosa Leenkcukacha |
| 1.6. | “MEC” | Ilungu Lesigqeba Esilawulayo Committee |
| 1.7. | “PAIA” | iPromotion of Access to Information Act, ka-2000 |
| 1.8. | “PFMA” | iPublic Finance Management, ka-1999 |
| 1.9. | “POPIA” | iProtection of Personal Information Act, ka-2013 |
| 1.10. | “PSA” | iPublic Service Act, Proclamation 103 ka-1994 |
| 1.11. | “Regulator” | uMqulunqi Weenkcukacha |
| 1.12. | “the Constitution” | uMgaqo-siseko weRiphabliki yoMzantsi Afrika, ka-1996 |
| 1.13. | “WCG” | uRhulumente weNtshona Koloni |

2. INJONGO YECANDELO LE-15 LE-PAIA

Esi Sikhokelo sePAIA silulutho kuluntu ngokubanzi lukwazi ukuqwalasela isimo samarekhodi akhoyo kwiSebe Lopuhliso Loluntu, ngaphandle kwesidingo sokungenisa isicelo sePAIA.

- 2.2 lube nokuyiqondaka indlela yokwenza isicelo sokufikelela kwirekhodsi eliselugcinweni lweSebe Lopuhliso Loluntu, kunye
- 2.3 lufumana iinkcukacha zoqhakamshelwano ezichaphazelekayo zabantu abaza kuncedisa uluntu ngamarekhodi abadinga ukufikelela kuwo.

3. UKUSEKWA KWESEBE LOPHUHLISO LOLUNTU

ISebe Lohuhliso Loluntu sisimo sesebe esikwinqubo karhulumente yona esimiselwe ngokwemigaqo yecandelo 197 soMgaqo-siseko. IPSA yona, enika Amandla icandelo 197 loMgaqo-siseko inika kwicandelo 7 igunya lokumiselwa kwamaasebe ephondo. ICandelo 28 (1) loMgaqo-siseko woMzantsi Afrika (ka-1996) ("uMgaqo-siseko"), udiza amalungelo abantwana kwinkalo yononophelo olufanelekileyo (isondlo esingundoqo, indawo yokuhlala, iinkonzo zononophelo lwempilo) ze ukubanjwa kuvalelwe abantwana ibe yinto yokugqibela. ISebe Lopuhliso Loluntu lizinikele kule misebenzi ingundoqo ilandelayo:

- **Inkonzo Yentlalo-ntle** kubantu abahluphekileyo nabasesichengeni ngentsebenziswano namahlakani kwakunye nemibutho yoluntu ngokubanzi; kwakunye
- **Nenkonzo Yophuhliso Loluntu Lokuhlala** enikezela ngeenkqubo zophuhliso ezizizo nezinikezela isikhokelo sokuxhotyiswa koluntu lokuhlala.

Linkonzo zentlalo-ntle yoluntu ziquka:

- Ezabantwana Neentsapho
- linkonzo zoluleko kubant uabadala kunye nolutsha olukungqzulwano nomthetho
- linkonzo Zononophelo Lwasemva Kwesikolo
- Ezingeenkonde
- Ezingeenkonzo Kubantu Abaphila Nokukhubazekas
- Izigulo Ezingumvuka Wokusetyenziswa Kweziyobisi
- Ezingokuthintelwa Kollwaphulo-mthetho Kuluntu kunye Nenxaso
- Ezingokuxhotyiswa Kwamaxhoba
- Ezingobundlobongela Obujoliswe Kwisini (iGBV), kunye
- Neenkonzo zoNonophelo kumaZiko kubantwana nolutsha

Linkonzo Zophuhliso Loluntu Lokuhlala ziquka:

- Ukuziphilisa Ngozinzo okuquka ukupheliswa kwentlupheko nohlangulo ngokokutya
- Ukuxhotyiswa ngezakhono kwecandelo leeNPO
- Uhlangulo Loluntu
- linkonzo zolutsha olusemngciphekweni kunye
- Nophuhliso lwamaTyathanga eNtsebenziswano

Imisebenzi yenkxaso

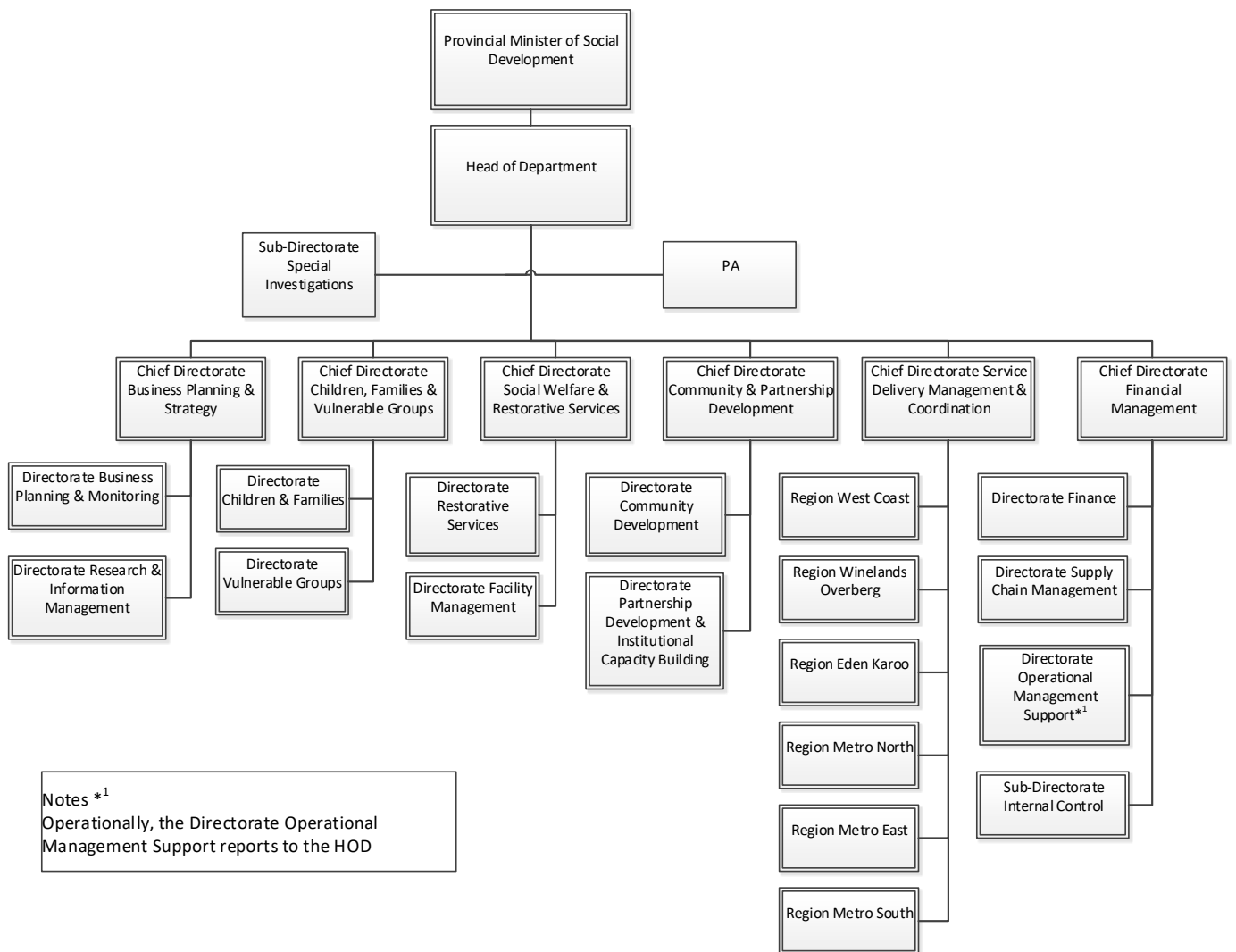
- Ucwangciso Ngokwesicwangciso-qhinga
- Uthungelwaniso Lomgaqo-nkqubo
- Ezonxibelelwano, Ezeentengo, Nezononophelo Lwabaxhamli
- Uphando Olungoluntu
- Uphuhliso Lwamanani Abemi
- Ulawulo Lwamarekhodi Nolwazi
- Ulawulo Lwezonxibelelwano Lwezobuchwepheshe kunye Nolawulo Lweenkqubo
- Ezohlolo Nokunikezelwa Kweengxelo
- Ezemali
- Ezolawulo Lwetyathanga Leentengo

Ubume bombutho weSebe buboniswa **kuMfanekiso 1**. Imisebenzi yecandelo ngalinye ichazwe ngokubanzi apha ngezantsi:

3.1 ICANDELO LOLAWULO: LEZOCWANGCISO LOSHISHINO NESICWANGCISOQHINGA

- Kukunikezela ngeenkono zohlolo lwentsebenzo neenkono zonxibelelwano kwezicwangciso-qhinga nomgaqo-nkqubo kwiSebe
- Kukunikezela neenkono zolawulo lwezophando neenkukacha kwiSebe

Umzobo 1: Ubume beSebe



3.1.1 ICANDELO LOLAWULO: LEZOCWANGCISO LOSHISHINO NOHLOLO

- Kukuhlanyela iinkqubo zokuqulunqwa kwesicwangciso-qhinga kunye nocwangciso lwentsebenzo kwiSebe
- Kukuqinisekisa uthungelwano lwemigaqo-nkqubo yeSebe kwakunye nokuxhasa ukuqulunqwa kwemigaqo-nkqubo kwiSebe
- Kukuhlanyela kwanokwenza luqilima uhlobo, uhlalutyo kunye noqulunqo lweengxelo kwiSebe
- Kukunikezela ngeenkonzo zonxibelelwano loshishino kunye neenkonzo zononophelo lwabaxhamli

3.1.2 ICANDELO LOLAWULO: EZINGOLAWULO LWEZOPHANDO NEENKCUKACHA

- Kukunikezela iinkonzo ezingophuhliso lwamanani abemi ukuze oko kusetyenziswe kucwangciso lwePhondo ngokubanzi kwanolweSebe
- Kukucwangcisa, ukulawula kwanokuhlanganyela uphando olusemgaqweni nolwezovavanyo
- Kukulawula nokuhlanganyela amarekhodi kunye nabanye oovimba bolwazi lwesicwangciso-qhinga
- Kukulawula nokuhlanganyela iinkqubo zeenkukacha kwaneenkqubo zolawulo lwezoxibeelwano ngezobuchwepheshe.

3.2 ICANDELO LEZOLAWULO: KWIINKONZO ZENTLALONTLE NEZOLULEKO

- Kukuqulunqa nokulawula iinkonzo zoluleko ezizezi: ukuxhotyiswa kwamaxhoba, ukuthintelwa kolwaphulomthetho kunye nenkxaso ndawonye neenkqubo zezigulo ezingumvuka wokusetyenziswa kweziyobisi
- Kukuqulunqa nokulawula umsebenzi wolawulo lwamaziko.

3.2.1 ICANDELO: LEENKONZO ZOLULEKO

- Kukuqulunqa nokulawula inkqubo yokuxhotyiswa kwamaxhoba
- Kukuqulunqa nokulawula inkqubo yokuthintelwa kolwaphulo-mthetho nenkxaso
- Kukuqulunqa nokulawula inkqubo yezigulo ezingumvuka wokusetyenziswa gwenxa kweziyobisi
- Lulawulo lwezibhambathiso lwemibutho engajonge ngeniso efumana inkxaso-mali

3.2.2 ICANDELO LOLAWULO LWAMAZIKO

- Kukuqulunqa nokunikezela isikhokelo sokumiselwa kwesicwangciso solawulo lwamaziko kweli sebe kwanokunikezela inkxaso ngokwamakhono kumaziko
- Kukuqinisekisa ulawulo olululo nolusebenzayo lwamaziko alawulwa ngaphakathi nanikezela ngononophelo ngaphakathi
- Kukuqinisekisa umgangatho, ukuhlola kwanokunikezela ingxelo ngamaziko
- Kukunikezela ngenkonzo yezolawulo kweli candela kwanakumaziko
- Lulawulo lwezibhambathiso lwemibutho engajonge ngeniso efumana inkxaso-mali

3.3 ICANDELO LOLAWULO: EZINGABANTWANA, IINTSAPHO KWAKUNYE NAMAQELA ASEMNGCIPHEKWENI

- Kukuqulunqa nokulawula inkqubo yemicimbi yabantwana neentsapho
- Kukuqulunqa nokulawula inkqubo ejongene namaqela asemngciphekweni.

3.3.1 ICANDELO LOLAWULO: EZINGABANTWANA NEENTSAPHO

- Kukuqulunqa nokulawula inkqubo yokhuseleko lwabantwana (kuquka nentsholongwane kaGawulayo/noGawulayo buqu)
- Kukuqulunqa nokulawula iinkonzo ezinikezelwa kwinkqubo yeentsapho
- Lulawulo lwezibhambathiso lwemibutho engajonge ngeniso efumana inkxaso-mali

3.3.2 ICANDELO: LAMAQELA ASEMNGCIPHEKWENI

- Kukuqulunqa nokulawula inkqubo yezokukhubazeka
- Kukuqulunqa nokulawula inkqubo yeenkonde
- Lulawulo lwezibhambathiso lwemibutho engajonge ngeniso efumana inkxaso-mali

3.4 ICANDELO LOLAWULO: EZINGOPHUHLISO LOLUNTU LOKUHLALA NAMATYATHANGA ENTSEBENZISWANO

- Kukuqulunqa nokulawula iinkqubo zophuhliso loluntu lokuhlala ezizezi, ukuziphilisa okuzinozinzo, uphuhliso lolutsha, uhlangulo loluntu kunye nentlupheko.
- Kukudala nokugcina amatyathanga entsebenziswano asekelwe kwisicwangciso-qhinga kwanokulawula ukuxhotyiswa ngezakhono kwesebe
- Kukulawula inkqubo yolawulo ekunikezelweni kwenkxaso kwimibutho engekho phantsi kolawulo lukarhulumente ngokwemigaqo yezikhokelo zemimiselo

3.4.1 ICANDELO: LEZOPHUHLISO LOLUNTU LOKUHLALA

- Kukuqulunqa nokulawula iinkqubo zokuziphilisa ngozinzo (kuquka i-EPWP)
- Kukuqulunqa nokulawula yiinkqubo zophuhliso lolutsha
- Kukuqulunqa nokulawula iinkqubo zohlangulo loluntu
- Kukuqulunqa nokulawula iinkqubo zentlupheko ngenjongo yokunciphisa intlupheko nendlala
- Lulawulo lwezibhambathiso lwemibutho engajonge ngeniso efumana inkxaso-mali

3.4.2 ICANDELO: LEZOPHUHLISO LWAMATYATHANGA ENTSEBENZISWANO & KWANOKUXHOTYISWA NGEZAKHONO KWESEBE

- Kukuphakamisa ubudlelwane ngaphakathi kwisebe, phakathi koorhulumente kwanangaphakathi kwamahlakani
- Kukunikezela izibonelelo kwanokukhupha isakhono sokumiselwa kwamaphulo ePPP kweli sebe
- Kukuqulunqa nokulawula iinkqubo zokuxhobisa ngezakhono

3.5 ICANDELO LOLAWULO: EZINGOLAWULO NOHLANGANYELO LWENKQUBO YOKUHANJISWA KWEENKONZO

- Kukuqulunqa ukumiselwa kwakunye nomgangatho wenkqubo yentlalo-ntle esekelwe kuphuhliso kwanamalinge ophuhliso loluntu lokuhlala kule mimandla

3.5.1 ICANDELO: LEEOFISI ZEMIMANDLA (x 6)

- Kukulawula nokuhlola ukumiselwa kweenkqubo ezikumaCandelo Okuhanjiswa Kweenkonzo/kwii-Ofisi Zeengingqi
- Kukuhlanganyela nokuxhasa ukumiselwa kweenkqubo kwimimandla
- Kukulawula iinkonzo zezoshishino kummandla ngamnye

3.6 ICANDELO LOLAWULO: EZINGOLAWULO LWEMALI

- Kukuqinisekisa ukuba ulawulo lwemali neenkonzozee-akhawunti zesebe.
- Kukunikezela nokulawula iinkonzo zetyathanga leentengo
- Kukunikezela ngeenkonzozenkxaso Yezoshishino
- Kukuqinisekisa ngeenkqubo ezizizo zolawulolwezangaphakathi

3.6.1 ICANDELO: LEZEMALI

- Kukuqinisekisa inkonzo yezogcinoncwadi lwezolawulo kwisebeKukuqinisekisa inkonzo yezogcino-ncwadi lwezemali kwisebe
- Kukuqinisekisa inkonzo yozogcino-zincwadi zemali yesebe

3.6.2 ICANDELO: LEZOLAWULO LWETYATHANGA LEENTENGO

- Kukunikezela ngenkonzo inkonzo yezolawulo nolawulo lwesidingo
- Kukunikezela ngenkonzo kwinkalo yeentengo, ulawulo lwezibhambathiso nolothutho
- Kukulawula impahla yesebe

3.6.3 ICANDELO: YEZENKXASO YOLAWULO LWEZOSHISHINO *

- Kukuqinisekisa ukunikezelwa kweenkonzo zonxibelelwano ngokwezobuchwepheshe, ndawonye neenkonzo zenkxaso kwezomtetho nezonxibelelwano kwiSebe liCandelo Leenkonzo Zoshishino ngokwemigaqo yezibonelelo zesivumelwano esichaphazelekayo somgangatho weenkonzo
- Kukulawula uphuhliso lwekhono nesakhono sabasebenzi abakwinqanaba le-OSD.
- Kukunikezela ngenkonzo ekwinqanaba eliphezulu kwiNtloko yeSebe.
- Kukuhlanyela imibsa yolawulo lwezokhuseleko, ezingempilo nokhuseleko emsebenzini kwanaleyo yendawo yokusebenzela

* **Umntu okwesi sikhundla uphantsi kweNtloko yeSebe ngqo**

3.6.4 ICANDELWANA: EZOLAWULO LWANGAPHAKATHI

- Liqinisekisa ulawulo olusemgangathweni
- Linikezele iinkonzo zeengqinisekiso
- Linikezela ngenkonzo esebenzayo nesemgangathweni yolawulo lobuqhophololo neelahleko

4. AMABAKALA AMAREKHODI AFUMANEKA NGAPHANDLE KWESIDINGO SOKUBA UMNTU AFAKE ISICELO SOKUFIKELELA KUWO

La marekhodi alandelayo ayafumaneka ukuze ahlolwe ngokwemigaqo yecandelo 15(1)(a)(i) kwanokuze benze ikopi ngokwemigaqo yecandelo 15(1)(a)(ii). Amaxwebhu aphawulwe ngenkwenkwezi ayafumanela kwiwebhusayithi yesebe.

IINGCACISO NGAMABAKALA	UHLOBO LOKUFIKELELA kumarekhodi ngokwemigaqo yecandelo 15(1)(b)
<p>iCandelo: Lezentsebenzo Nenkxaso kwezoLawulo</p> <ul style="list-style-type: none"> • Ayikho 	
<p>iCandelo: Ezocwangciso Nohlolo Loshishino</p> <ul style="list-style-type: none"> • Isicwangciso-ahinga seminyaka emihlanu seSebe * • Isicwangciso Sentsebenzo Yonyaka * • Ingxelo Yonyaka* • Amaxwebhu emigaqo-nkqubo aphunyeziweyo • Imigawo nemigangatho efanayo yeenkonzo zentlalo-ntle yoluntu 	<p>likopi zalamarekhodi zingafumaneka ngentlawulo emiselweyo kwiCandelo: Lezocwangciso Loshishino Nohlolo, kwa 14 kwiSitalato iVictoria, Private Bag X9112, eKapa, 8000. Ikwafumaneka kwi-intanethi apha http://www.westerncape.gov.za/dept/social-development/documents</p>
<p>iCandelo: Lezophando Nolawulo Lweenkcukacha</p> <ul style="list-style-type: none"> • Ingxelo zophando ngemicimbi yoluntu * • Ingxelo Ezingabemi Nemimimbi Eyayamene Nabemi 	<p>likopi zalamarekhodi zingafumaneka ngentlawulo emiselweyo kwiCandelo: EzingoPhando Nolwazi, kwa 14 kwiSitalato iVictoria, Private Bag X9112, eKapa, 8000</p>
<p>iCandelo: Lezabantwana & Neentsapho</p> <p>Imigangatho yeenkonzo zemithetho</p>	<p>likopi zalamarekhodi zingafumaneka ngentlawulo emiselweyo kwiCandelo: Lezabantwana & Neentsapho, kwa-14 kwiSitalato iVictoria, Private Bag X9112, eKapa, 8000</p>
<p>iCandelo: Lamaqela Asemngciphekweni</p> <p>Inkonzo ejolise kwezemithetho neenkqubo ezizodwa (ukusetyenziswa gwenxa kwezinyobisi; iinkonzo nabantu abaphila nokukhubazeka)</p>	<p>likopi zalamarekhodi zingafumaneka ngentlawulo emiselweyo kwiCandelo: Lamaqela Asemngciphekweni, kwa 14 kwiSitalato iVictoria, Private Bag X9112, eKapa, 8000</p>
<p>iCandelo: Kwezeenkono Zoluleko</p> <p>Imigangatho yeenkonzo yezomthetho neenkqubo ezizodwa</p>	<p>likopi zalamarekhodi zingafumaneka ngentlawulo emiselweyo kwiCandelo: Lezeenkono Zoluleko, kwa 14 kwiSitalato iVictoria, Private Bag X9112, eKapa, 8000</p>

5. IINKCUKACHA ZOQHAKAMSHELWANO EZIPHAMBILI ZEZICELO ZOKUFIKELELA KWIINKCUKACHA ZESEBE LOPHUHLISO LOLUNTU

5.1 Gosa Leenkukacha

Igama: nguGqirha Robert MacdonaldoyiNtloko yeSebe
Umnxeba: 021 483 3083
I-imeyile: Robert.Macdonald@westerncape.gov.za

5.2 Gosa EliliSekela Leleenkukacha

- 5.2.1 Igama: nguMnu. Gavin Miller
Indawo: liCandelo lezoLawulo loPhando noLwazi
Umnxeba: 021 483 4168
I-imeyile: Gavin.Miller@westerncape.gov.za
- 5.2.2 Igama: nguNkszn. Ramula Patel
Indawo: liCandelo lezoLawulo lweNkxaso yeNtsebenzo
Umnxeba: 021 483 3125
I-imeyile: Ramula.Patel@westerncape.gov.za
- 5.2.3 Igama: nguMnu. Quinton Arendse
Indawo: yiOfisi yoMmandla kwiMetro ekwiMpuma
Umnxeba: 021 812 0921
I-imeyile: Quinton.Arendse@westerncape.gov.za
- 5.2.4 Igama: nguNkszn. Mariette Swarts (ukubambela)
Icandelo: yiOfisi YoMmandla kwiMetro ekuMantla
Umnxeba: 021 483 7673
I-imeyile: Mariette.Swarts@westerncape.gov.za

- 5.2.5 Igama: nguNkszn. Pumeza Magadla (ukubambela)
Indawo: yi-Ofisi YoMmandla kwiMetro ekuMazantsi
Umnxeba: 021 763 6206
I-imeyile: Pumeza.Magadla @westerncape.gov.za
- 5.2.6 Igama: nguGqirha Willem Du Toit (ukubambela)
Indawo: yi-Ofisi YoMmandla weWinelands-Overberg
Umnxeba: 023 348 5300
I-imeyile: Willem.duToit@westerncape.gov.za
- 5.2.7 Igama: nguGqirha. Willem Du Toit
Indawo: yi-Ofisi Yommandla kuNxweme olukwiNtshona
Umnxeba: 022 713 2272
I-imeyile: Willem.dutoit@westerncape.gov.za
- 5.2.8 Igama: nguMnu Dennis Ngonyama (ukubambela)
Indawo: yi-Ofisi yoMmandla we-Eden Karoo
Umnxeba: 044 6141687
I-imeyile: Dennis.Ngonyama@westerncape.gov.za
- 5.2.9 Igama: nguNkszn. Marshionette Jonkerman
Indawo: liCandelo loLawulo lwaMaziko
Umnxeba: 021 202 9251
I-imeyile: [Marshionette Jonkerman@westerncape.gov.za](mailto:Marshionette.Jonkerman@westerncape.gov.za)

5.3 I-Ofisi kaNdlunkulu: Idilesi yendawo

Idilesi Yeposi: Private Bag X9112, eKapa, 8000
Idilesi Yeposi: kwa-14 kwiSitalato iQueen Victoria, Kumzi Womdibaniso, eKapa, 8001
Umnxeba: 021 483 5045
I-imeyile: hod.dsd@westerncape.gov.za
Iwebhusayith: <https://www.westerncape.gov.za/dept/social-development>

Imibuzo, izikhalazo okanye izimvo ngokuphathelele nayiphi na inkalo yenkqubo yokuhanjiswa kweenkonzo liSebe Lophuhliso Loluntu ingenziwa ngokolu hlobo lulandelayo:

- Umnxeba: 021483 5045 phakathi kwe-7h30 ne-16h00 phakathi evekini
- I-imeyile: SD.CustomerCare@westerncape.gov.za
- Tyelela iSebe Kumzi Womdibaniso, kwa-14 kwiSitalato iQueen Victoria, eKapa, phakathi evekini phakathi kwe-7h30 ne-16h00

6. INKCUKACHA ZOQHAGAMSHELWANO EZINGUNDOQO ZOMLAWULI WENGCACISO

Ukuba zonke izisombululo ziphelile kwiSebe, isicelo sinokuthunyelwa kuMlawuli weNgcaciso ukuze sihlaziywe.

I-Ofisi yoMqulunqi Weenkukacha	
Umnxeba	010 023 5200
Ifeksi	Ayikho
Imibuzo ephangaleleyo:	enquiries@inforegulator.org.za
Izikhhalazo	PAIAComplaints@inforegulator.org.za POPIAComplaints@inforegulator.org.za
Ukubhaliswa Kweenkukacha kunye namGosa Angamasekela elo Leenkukacha	Registration.IO@inforegulator.org.za
Imiba Yokuthobela Imimiselo	POPIACompliance@inforegulator.org.za PAIACompliance@inforegulator.org.za
Idilesi Yeposi	P O Box 31533 eBraamfontein, eRhawutini, 2017

Idilesi Yesitalato	eJ.D. House kwa-27 kwiSitalato iStiemens eBraamfontein, eRhawutini, 2001
Iwebhusayithi	https://info regulator.org.za

7. UKUFIKELELEKA KWANOKUFUMANEKA KWESI SIKHOKELO

Esi sikhokelo siyafumaneka ngesiNgesi, isiBhulu nesiXhosa ukuze sifundwe phakathi kwe- 7.30 ne- 16.00 ngeMivulo ukuya ngooLwezihlanu (ngaphandle kweeholide zikawonkewonke)

- kuNdlunkulu weSebe okuMzi Womdibaniso, kwa-14 kwiSitalato iQueen Victoria, eKapa.
- I-ofisi yeGosa Eliliseleke Leleenkcukacha nguMnu. Gavin Miller: kwiSakhiwo Esisikhumbuzo samaHuguenot, kwa-48 kwiSitalato Queen Victoria, eKapa.

Esi sikhokelo kunye neengqulelo zesiBhulu neyesiXhosa zaso, zingafikeleleka kwiqonga lobuchwepheshe le-intanethi ngokuthi utyelele le dilesi ilandelayo:

<https://www.westerncape.gov.za/dept/social-development/documents>