



I BHUKWANA LOMTHETHO WOKUTHOLA ULWAZI

**Ihlanganiswe:**

Ngokwesigaba 14 so-

Mthetho Wokuthola Ulwazi, uMthetho No-2 ka-2000

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### *OKUQUKETHWE*

1. Inhloso
2. Isingeniso
3. Ulwazi lokuxhumana
4. Imiqulu yase-Umgeni Water
5. Izigaba zemiqulu etholakala ngaphandle kwemithombo kuMthetho
6. Umthelela ekubunjweni kwenqubomgommo
7. Izixazululo ezingasiza emphakathini

Isithasiselo 1: Inqubo Yokuthola ulwazi

Isithasiselo 2: Uhlu Iwemigomo

Isithasiselo 3: Ifomu Lesicelo

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### 1. INHLISO

Inhloso yalencwadi ukusebenza njengebhukwana lo-Umgeni-uThukela Water njengoba kudingekile ngokwemigomo yoMthetho, inika inkomba mayelana nemiqulu egciniwe nenqubo okumele ilandelwe ukufaka isicelo sokuthola ulwazi lwemiqulu.

### 2. ISINGENISO

#### UMLANDO ngo MNGENI-UTHUKELA WATER

Umgeni Water yiyyona nsiza yamanzi esungulwe ngeSimemezelo No. 114 ka 1974 (IGazethi kaHulumeni No. 4300, 14 kuNhlangulana 1974). Inikeza amanzi emadolobheni, ezimbonini nakwezokulimo, kanye nasezindaweni zemikhandlu engaphansi kwawo. Isebenza amadamu amakhulu okugcina amanzi ayishumi nanye, amathange amanzi edolobha ayishumi amakhulu kanye namahlanu amancane kanye namathangi amabili amakhulu amanzi angcolile. Iphinde isebezise izinhlelo zokugcina izindawo zasemaphandleni. Inhlokohhovisi iseMgungundlovu, namahhovisi ezifunda eMkondeni, eNew Germany, eMhlali nasePark Rynie, zonke lezifunda ziKwaZulu Natali.

Imisebenzi yoMngeni-uThukela Water ile elandelayo :

- Ukunikezwa kwamanzi emvelo futhi ahlanzekile ngobuningi nangentengiso
- Ukunikezwa kwezinsiza zokuhlanza amanzi angcolile.
- Ukuphathwa kwemithombo yamanzi.
- Ukubhekwa kwezilinganiso ezingenisa ukungcola.
- Izinsiza zokuvikela ukungcoliswa komoya.
- Izinsiza zoqequesho mayelana nokunakekela amanzi.
- Izinsiza zocwaningo.
- Ukulawulwa kwemisebenzi yobunjiniyela nokuphothulwa kwayo ngesikhathi esifanele.

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### A) IZINGA LOKUTHINTEKA KUMTHETHO WOKUTHOLA ULWAZI

Umngeni-uThukela Water uyathinteka kuMthetho wokuthola ulwazi, uMthetho Nombolo 2 ka 2000, ikakhulukazi ngokuqondene nemiqulu yangaphakathi noma egcinwe ezinqolobaneni kodwa engaphansi kweminyaka engamashumi amabili. Ukutholakala kwemiqulu egcinwe ezinqolobaneni eneminyaka engaphezu kwamashumi amabili kulawulwa umthetho wezwe laseNingizimu Afrika omayelana neZinqolobane zezwe nemiqulu, unombolo 43 ka 1996, njengokuchitshiyelwa kwazo.

### B) INHLOSO YALELIBHUKWANA NGOKOMTHETHO WOKUTHOLA ULWAZI

Inhoso yalelibhukwana ukuhlonza izinhlaka nemisebenzi yo-Umngeni-uThukela Water nokuchaza ngemiqulu equkethwe yiwo ukuze kufezwe injongo yomthetho (PAIA)

### C) UMHLAHANDLELA WOMTHETHO (PAIA)

Umhlahandlela wokusebenzisa uMthetho ngokwesigaba 51 (1) (b), sifundwa ngokuhlanganyela nesigaba 10. IKhomishini Yamalungelo Abantu ihlanganise umhlahandlela, ngokwesigaba 10 soMthetho, oqukethe ulwazi oludingakala kumuntu ofisa ukusebenzisa leli lungelo njengoba kunikeziwe kuMthetho. LoMthetho waqoshwa ngo-2005 kanti ukufinyelela kuwo noma isichibiyelo sawo kuyatholakala ekhansi likaKhomishana wamalungelo abantu baseNingizimu Afrika, noma ungathola ikhophi yawo ngqo kuKhomishana wamalungelo abantu baseNingizimu Afrika.

Imininingwane yokuxhumana ne- Khomishana Yamalungelo Abantu imi kanje:

Ikheli: Ikhomishane Yamalungelo Abantu YaseNingizimu Afrika.

Unit EAIA

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## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### 3. IMINININGWANE YOMUNTU ONGAXHUMANA NAYE NEMINININGWANE YEKHELI

Njengoba kudingwa yiSigaba 51 (1) (a) soMthetho, ngokomthetho, isikhulu esiphezulu esiphethe sehlangano yomphakathi siphinde sibe isikhulu sezolwazi senhlangano

Igama : Dr Sipho Manana (Isikhulu esiphezulu)

Ikheli : 310 Burger Street, Pietermaritzburg, 3201

Inombolo yocingo : 033-341 1057

Inombolo yesikhahlamezi : 033-342 8895

Isikhulu esiphezulu sigunyaze lomuntu ongaxhumana naye ngezansi ukuqinisekisa ukuthi uMthetho uyalandelwa:

Zonke izicelo zolwazi kufanele ziqondiswe kwisekela lesiPhathimandla Kwezokunikeza Ngolwazi:

#### Isekela lesiPhathimandla soLwazi

Igama: Johan Mncwabe: Ukuqokwa: Isekela lesiPhathimandla soLwazi

Ikheli:

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Pietermaritzburg,

3201

Noma

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Pietermaritzburg, 3200

Ubhalonyazi : johan.mncwabe@umgeni.co.za

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### 4. IMIQULU ESINGATHWE UMNGENI-UTHUKELA WATER

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

Imiqulu yase-Umngeni Water ilawulwa ngohlelo lokunikezwa kwamandla kwisizinda esizimele. Amafayela angasasetshenziswa adluliselwe ezinqolobaneni zenkampani. Imiqulu esiphelelwe isikhathi seminyaka yavo iyashatshalaliswa ngokohlelo lokugcinwa kwavo. Imiqulu enomlando kwezomthetho, ezenhlalakahle nezomlando noma ocwaningo agcinwa unomphela.

Imiqulu yenkampani ihlelwe ngokulandela uhlelo lokubhalisa kwemiqulu noma uhlelo lokugcinwa kwamafayela futhi loluhlu lwemiqulu enhlonzwe njengokulandelayo iyatholakala. Ngalunye uhlelo lokugcina imiqulu lunochungechunge lwamafayela mayelana nezindaba zangaphakathi zokusekela ukuphatha. Lolu chungechunge lubizwa ngokuthi uchungechunge lokusekela ukuphatha, futhi nemvelo ejwayelekile. Uchungechunge lokusekela ukuphatha kanye nokwahlukaniswa kwemiqulu okuqukethwe kulona kumi kanje:

### Umthetho

Ukubhalwa nokuchitshiyelwa komthetho wezifunda nokazwelonke ngokuthintene nenkampani.

### Ukuhlela nokuPhatha

- Inqubomgommo
- Amaminithi emihlangano yesigungu esiphezulu
- Amaminithi emihlangano yokusebenza
- Ukuhlela amasu
- Ukuxhumana nezinhlangano zangaphandle

### Abasebenzi

- Inqubomgommo
- Isakhiwo kanye nokuhlahlwa kwemisebenzi
- Ukuphathwa kwezinzuzo
- Ukuqequesha
- Izikhalazo nokuqondiswa kobugwegwe
- Ezempilo kubasebenzi
- Izinyunyana

## EZEZIMALI

- Inqubomgom
- Isabelomali
- Isabelomali sokusebenza
- Amanani
- Ukuhlolwa kwamabhuku
- Imali encane
- Umshwalense kanye nezimo zobungozi

## UKUPHATHWA KWEZEZIMALI

Lolu hlelo luqukethe imiqulu ephathelene nokuphathwa kwezimali kanye nokuphathwa kwezikhungo zenhlangano:

- Inqubomgom
- Izibikezelo zezezimali
- Ukuhlela imali ngokwezindleko
- Ukuhlela imali ngokwezindleko zokusebenza
- Ukuphathwa kwempahla enyakazisekayo (ukulawulwa kwaleyompahla)
- Ukubuyisana
- Imiqulu yencwadi zokufakaza
- Imali engenile
- Izitatimende zezezimali
- Ukuhlelwa kwamanani
- Imibiko yezezimali
- Izinkokhelo zabakweletayo
- Abakweletayo ngokwehlukana kwabo
- Imibuzo yamakhasimende
- Izinkokhelo zabakweletwayo
- Izitatimende zabakweletwayo
- Amaholo nezichibiyelo

Ukuphathwa kokuncozulwa kwamaholo

Ukulawulwa kwempahla

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### UKUPHATHWA KWEZEZIMALI

- Inqubomgom
- Izinsiza zangaphakathi
- Izimpahla nemishini
- Indawo yokuhlala

### IZINDABA ZEZOMTHETHO

- Izivumelwane nezinkontileka
- Izimvume
- Ukuqokwa kosonkontileka nabaxhumanisi
- Eziphathelene namagunya okusebenzisa umhlaba womuntu ngesivumelwano.
- Amacala ezemibango
- Ukulawulwa kwezinkinga zomthetho

### Ababambe iqhaza ebhizinisi abebebizwa ngoNdababantu

- Inqubomgom
- Ukuxhumanisa abezindaba
- Izinkulumo nezethulo
- Ondababantu
- Isaziso kubasebenzi
- Imicimbi yomphakathi
- Ukuxhaswa
- Ukuqoshwa kwezithombe nokubhalwa kwezincwadi
- Amaphephandaba angaphakathi
- Ukuxhumanisa abezindaba
- Ukuhlelwa kwezinkomfa nemcimbi
- Ukkhishwa kwezindaba
- UKusungulwa kwezinsiza kusebenza nemibhalo

Ngaphezulu kwalolu chungechunge lwezokusekela ukuphatha, uhlalo ngalunye lwabantu lunezinto ezibhekwayo njengemisebenzi abajutshelwe kuyo, okubandakanya imisebenzi esemqoka yesikhungo. Incazeloyemikhakha yemiqulu yemisebenzini abajutshelwe kuyo umuntu ngamunye ku-uMgeni Water injengokulandelayo:

## Isikhulu esiphezulu esiphethe

Lolu hlelo lokugcina imiqulu luqukethe imiqulu ephathelene nezinqumo ezibanzi namasu ezingeni eliphezulu.

- Ukuhlela amasu
- Ukuhlela ngokwesifunda
- Ukuhlela ngokwezindawo zasemaphandleni
- Ukuhlanganyela ekuletheni ushintsho
- Ukuxhumana nezinhlaka zangaphandle
- Ukwengamela nokunikezela
- Ibhizinisi langaphandle
- Amafayela ezikhulu eziphezulu
- Imihlangano yabaphathi
- Imihlangano yesigungu esiphezulu
- Izethulo

## Izinsiza zenhlagano

Umsebenzi wezinsiza zenkampani ubandakanya ezabasebenzi, ezempahla, ukulawulwa kwemisebenzi kanye nobuchwepheshe kwezolwazi nokuxhumana.

- Inqubomgommo
- Ukuxhumana nezinhlangano zangaphandle
- Ukuhlela amasu
- Ubuchwepheshe
- Ukuphathwa Kwempahla
- Ukutholakala kwezimpahla nezinsiza
- Amazinga nemigomo ye-GIS
- Ukuphathwa kolwazi lwe-GIS
- Imiklamo yezinhlelo ze-GIS
- Ukulungiswa kwemishini ye-GIS
- Imisebenzi enikezwe umuntu ngamunye ngokwe-GIS

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### Umnyango Wabasebenzi

Izinhlelo zomnyango wabasebenzi ziukethe amafayela abasebenzi kanye namanye amaphepha aphathelene nokuqashwa, imiholo yabasebenzi, kanye nokusebenza kwabo.

- Inqubomgom
- Ukuhlela ukudlulisela ukuphathwa kwezikhundla
- Ukuqasha
- Inhlolokhono yokuyeka umsebenzi
- Uhla ngokwezikhundla
- Ukuhlahlwa kwemisebenzi
- Ukuqequesha
- Ukubheka izinga lomsebenzi
- Uhlelo lokukhuphula labo ababegcindezelekile phambilini
- Imiholo kanye nemihlomulo
- Ezempilo yabasebenzi
- Izaziso zabasebenzi
- Ukwelulekwa kwabasebenzi
- Izikhalazo nokuqondiswa kobugwegwe
- Ukudlulisela kodaba kwa-CCMA
- Izinyunyana

### Ubuchwepeshe bolwazi nokuxhumana

Lemiqulu ephathelene nohlelo lokuphathwa kwezokuxhumana nolwazi olwahlukahlukene lwe-ICT.

- Ukuhlonzwa kwemisebenzi ye-ICT
- Ukuphathwa komtapo wolwazi
- Ukugcinwa kwemiqulu
- Ezolwazi
- Ezobuchwepeshe
- Ezebhizinisi
- Uhlelo lokuxhumana
- Izimvume

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### IMISEBENZI YOBUNJINIYELA NGAPHAMBILINI IBIZWA NGOKUTHI IMISEBENZI EMISHA

Lolu hlelo Iwenzelwe ukusekela onjiniyela abenza imisebenzi emikhulu nemincane njengokwakhiwa kwemithombo yamanzi, amapayipi, amadamu, njalonjalo.

- Inqubomgomu
- Ukuphathwa kwemisebenzi yezobunjiniyela
- Amaphepha ezinkontileka
- Imihlangano
- Imibiko yokuthuthuka
- Ukuphathwa kwezinkontileka
- Ukuqapha izindleko
- ezokudatshulwa komhlaba
- Ukuqinisekisa izinga lomsebenzi
- Ucwaningo lwezobunjiniyela
- Ukuhlelwa kobunjiniyela
- Ukucwaningwa kwemvelo
- Ukuhlela imithombo yamanzi
- Ukuhlelwa kwezingqalasizinda
- Ukuhlaziya kwezinhlelo zemifula
- Isomiso nokulondolozwa kwamanzi
- Izindleko zamadamu nokusebenza
- Ukuphathwa kwamanzi okuphelele
- Izidingo zamanzi nokunikezelwa kwawo
- Ukwakhiwa kwezinhlelo zokunikezela amanzi
- Ukuhlelwa kwamanzi anele
- Ukuhlelwa kwamanzi aphansi
- Ukuhlelwa kwamanzi angcolile
- Ukuhlelwa kokunikeza amanzi ezindaweni zasemaphandleni

## Ubunjiniyela kanye Nezesayensi

Imiqulu kulolu hlelo imayelana nokuhlolwa kwamanzi nokuqinisekisa izinga nokuthuthukiswa kwezinqubo ezintsha zokubhekana namanzi kanye namanzi angcolile, kanye nokwenza ngcono izinqubo ezikhona.

- Isampula yezinga lamanzi
- Ukuhlolwa kwamanzi
- Ukuhlaziya kwekhasimende langaphandle
- Ukulinganisa nokulawula ukungcola
- Ukubhekwa kwezilinganiso ezingenisa ukungcola
- Ezemvelo
- Ukuphenya izindlela zokuhlanza amanzi
- Ezokufundisa ngamanzi
- Ukuhlela ukutholakala kwamanzi

## Imisebenzi

Umgeni Water unezinhlelo zokugcinwa kwemiqulu ezindaweni osebenzela kuzo, kanye nasemahovisi ezifunda eMhlali, eNew Germany, e-Park Rynie, e-Midmar kanye nase-Mkhondeni. Kodwa izigaba ezifanayo zigcinwa ohlelweni ngalunye, futhi imibhalo efanele kanye nemibiko ithunyelwa enhlokohovisi eMgungundlovu. Kubekwe ngezansi izigaba zemiqulu egcinwe enhlokohovisi.

- Imihlangano yokusebenza
- Ukwengamela nokunikezela
- Izomiso kanye nezikhukhula
- Izivumelwano
- Ezokuphepha
- Ukumiswa kwabathengi nezixwayiso
- Ukuthuthwa nokugcinwa kwamanzi
- Ukuhlanzwa kwamanzi
- Imisebenzi
- Ukuhlanzwa kwamanzi angcolile
- Ukulawulwa kokulahlekelwa nokukalwa kokusetshenziswa kwamanzi
- Izilinganiso zamanzi
- izigamu zamanzi
- Ukufundwa kwamamitha
- Ukuhlolwa kwezindawo zokusebenza
- Amazinga amanzi
- Ezemisebenzi
- Ukuhlanzwa nokulahlwa kodaka
- Ukulawulwa kokulahlekelwa

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### 5. IZIGABA ZEMIQULU EZITHOLAKALA NGAPHANDLE KOKUSEBENZISA UMTHETHO

Umgeni Water unekhasi ku- [www.umgeni.co.za](http://www.umgeni.co.za). Kutholakala lezinto ezilandelayo:

- Imibiko yonyaka wesi -1995 / 6-1998 /9
- Imibiko yezemvelo 1996-1999
- Imibiko yobuchwepheshe nesayensi 1995 / 6-1998 /9
- Uhlelo olukhulu lweng
- Qalasizinda
- Isexwayisa ngezikhukhula nemibono (ukuze uphawule ngako umphakathi)

### 6. UMTHELELA UMTHELELA KWENQUBOMGOMO

Isigungu esiphezulu soMgeni Water samukela isibophezelo sokugcina yenhlango siphinde siqinisekisa ukuthi izibophezelo esijutshelwe zona zenziwa ngendlela efanele. Njengoba isigungu sinomthelela ekukhethweni kwabaphathi abaphezulu, amalungu esigungu anezwi kumthetho sisekelo wabaphathi bo- Umgeni Water.

### 7. IZIXAZULULO EMPHAKATHINI

Uma uMgeni Water, noma omunye wabasebenzi bawo ehluleka ukwenza umsebenzi ajutshelwe wona, umphakathi unegunya okokuqala lokubika kumphathi walowomnyango othintekayo. Uma ungagculisekile ungadlulisela udaba kuMphathi Omkhulu. Uma inkinga ingaxazululeki, udaba lungadlulisela kwisigungu so- Umgeni Water. Uma kuwukuthi akukho ukusizakala, isinyathelo sokugcina ukudlulisela udaba ku- Ngqongqoshe wezaManzi namaHlathi.

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### ISITHASISELO 1:

#### IZINQUBO ZOKUTHOLA ULWAZI

- a. Isicelo sokuthola ulwazi kufanele senziwe ngefomu elinikezelwe (ikhophi yakhona echonyelelw) okufanele ithunyelwe ekhelini, inombolo yesikhahlamezi noma ikheli lobhalonyazi.
- b. Isicelo sokuthola ulwazi sizohlolwa futhi umfakisicelo uzokwazisa zingakapheli izinsuku ezingamashumi amathathu (30) ngemuva kokuthola isicelo ngesakhiwo esimisiwe salokhu okulandelayo:
  - a. Isaziso sokwengezwa kwasikhathi (uma kudingekile) Umfakisicelo kumele aqaphele ukuthi ngokwemigomo yoMthetho, isikhathi sezinsuku ezingamashumi amathathu (30) singalulwa ngaphansi kwezimo ezithile (imininingwane izonikezwa kanye nesaziso sokululwa kwasikhathi).
  - b. Isinqumo ngesicelo Umfakisicelo uzokwazisa ukuthi ngabe isicelo samukelwe noma cha. Uma kwenzeka umfakisicelo enqatshelwe ukuthi athole ulwazi uzonikezwa izizathu ezingala zokwenqatshwa kwesicelo futhi uzokwazisa ukuthi lowo ofake isicelo angafaka isicelo eNkantolo ngokunqatshwa kwesicelo, kanye nenqubo (kubandakanya isikhathi) sokufaka isicelo.
  - c. Izizathu zokunqaba Inkampani inganqaba ngokusemthethweni ukunikezela ngolwazi oluceliwe oluvela esigabeni sithile. Izizathu lapho inkampani inqaba khona zihlanganisa:
    - Ukuvikela ulwazi lomuntu siqu inkampani enalo ngomuntu wesithathu (ongumuntu wemvelo), kufaka phakathi umuntu oshonile, kusukela ekudaluleni okungafanelekile.
    - Ukuvikela ulwazi lwezohwebo olwaziwa yinkampani mayelana nomuntu wesithathu noma inkampani (isibonelo, izimfhlo zokuhwebelana, eezimali, ezentengiselwano, ezesayensi noma ezobuchwepheshe ezingalimaza inzuzo yezokuhweba noma yezimali zeNkampani noma umuntu wesithathu).
    - Uma ukudalulwa kungalimaza impilo noma ukuphepha komuntu.
    - Uma ukudalulwa kungaphazamisa ukuvikelwa kokuphepha komphakathi.
    - Umqulu unelungelo lokungakhiqizwa odabeni lezomthetho, ngaphandle uma lelongelo likhishiwe.

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

- d. Imiqulu engatholakali noma engekho  
Uma inkampani ibheka imiqulu ekholelwa ukuthi ayikho noma ayitholakali, ofake isicelo  
uzokwazisa ngendlela yencwadi efungelwe. Lokhu kubandakanya izinyathelo  
ezithathiwe ukuzama ukuthola imiqulu.

### ISINGENISO 2: UHLU LWAMAGAMA

**Okufanele ukugcinwa kwinqolobane:** imiqulu nezokuphatha, ezezimali, ubufakazi bomthetho noma ngabe imiphi eminye imininingwane egunyaziwe ukuthi ingagcinwa unomphelo

**Izinqolobane:** imiqulu enolwazi olubarulekile olugcinwe ezakhiweni zezinqolobane (isakhiwo lapho kugcinwa khona imiqulu)

**Imiqulu yamanje:** ileyomiqulu ehlonzwa njengesangasetshenziswa.

**Ukulahlwa:** isenzo sokushabalalisa noma ukucisha umqulu noma ukuwudlulisela enqolobaneni.

**Igunya lokulahlha:** igunya elibhalwe phansi elikhishwe umphathi-nqolobane wezwe yilo elicacisa ukuthi imiphi leyomiqulu okumele igcinwe enqolobaneni, icacise ngemiqulu okumele ishatshaliswe noma icishwe.

**Uhlelo Iwefayili:** uhlaka olungaquinisekile olwakhelwe ukuhlela imiqulo ngokwamaqoqo ezifundo zawo ukwenza kube lula ukuwuthola noma ukuwushabalalisa. Loluhlelo lwakhelwe kuhlelo lwamaphepha isakhiwo esinqunyiwe nesingakahlelekile lapho imiqulu ihlelwe khona futhi egcinwe ngengqondo ngokulandela amaqembu ahloswe futhi okubhekiswe ekusunguleni ngokuphumelelayo nokulahlwa kwemiqulu. Uhlelo lwefayela lusetshenziselwa ngemishini. Ngokujwayelekile inikezwa inombolo, ukuchazwa ngegunya lokulahlwa kwamafayela agcinwe eoffice.

**Umqulu:** ulwazi oluqoshiwe kungakhathaliseki indlela nobulona, ubufakazi bokuthengiselana olondolozwe ngolwazi lobufakazi oluqukethe.

ISITHOMBE 3:

IFOMU YOKUFUNA ULWAZI

- a. ISICELO SOLUTHOLA ULWAZI ESIKHUGWENI SOMPHAKATHI  
(Isigaba 18 (1) soMthetho WokuThola Ulwazi, 2000  
(Umthetho No. 2 ka 2000)  
[Umthethonqubo 6]

A. Imininingwane yesigungu somphakathi

Iphini leSikhulu soLwazi: Umgeni Water

Imenenja: Ukuphathwa kolwazi

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310 Burger Street

Pietermaritzburg

3201

*Ikhetli leposi:*

PO Box 9

Pietermaritzburg

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*Ucingo:* (033) 3411014

*Isikhahlamezi:* (033) 3411084

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### B. Iminingwane yomfakisicelo

- a. Iminingwane yomuntu ocela ukuthola kumele inikezwe ngezansi
- b. Ikheli Kanye / noma inombolo yesikhahlamezi lapho ulwazi oluzothunyelwa khona, kufanele lunikezwe
- c. Ubufakazi besikhundla lapho kwensiwe khona isicelo, uma kusebenza, kufanele kufakwe

Amagama Aphelele Nesibongo


Inombolo kamazisi

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Ikheli leposi


Inombolo yocingo yokuxhumana: ()	Inombolo yeselula:
Inombolo yocingo: ()	Ikheli lombalonyazi :

Amandla lapho isicelo senziwe khona, uma senziwe egameni lomunye umuntu

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## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### C. Amagama Aphelele Nesibongo

Lesi sigaba kumele sigcwaliswe KUPHELA uma isicelo solwazi senziwa egameni lomunye umuntu.

Amagama Aphelele Nesibongo


Inombolo kamazisi

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### D. Imininingwane yomqulu

- a) Nikeza imininingwane ephelele yerekhodi lapho kudingke khona ukufinyelela, kufaka Phakathi nemobolo yereferensi uma lokho kwaziwa kuwe, ukwenza kubelula ukuba utholakale.
- b) Uma isikhala esinikeziwe singenele,sicela uqhubeke ekhagini elihlukile bese ulinamathisela kuleli fomu.

#### Umceli kumele asayine konke okungeziwe

1. Incazeloyomqulu noma ingxenye efaneleyomqulu


2. Inombolo yereferensi, uma ikhona

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## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

3. Noma yimiphi imininingwane eminye yomqulu


4. Isizathu sokucela


### E. Imali

- (a) Isicelo sokuthola ulwazi, ngaphandle komqulu oqukethe ulwazi lomuntu siqu ngawe, lizocutshungulwa kuphela emva kokukhokwa kwemali yesicelo.
- (b) Uzokwaziswa ngemali edingekayo ukuthi ikhokhwe njengemali yesicelo.
- (c) Imali ekhokhelwa ukuthola ulwazi incike kwindlela ofisa ukuthola ulwazi ngayo kanye nesikhathi esifanelekile esidingekayo sokufuna kanye nokulungisa ulwazi olugciniwe .
- (d) Uma ufanele ukuthola ukungakhola ukungakhokhwa kwemali, sicela usho isizathu sokuthululwa.

Isizathu sokukhuleka ekuthothweni kwemi


UKUSAYINA KOMFAKISICELO

KWALOWO OWENZELWA ISICELO

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

### IZIMALI UMA KUZA EZINHLAKENI ZOMPHAKATHI

1. Imali yekhophi yombhalo njengoba kuhlongozwe kumthethonqubo 5 (c) ngu-R0,60 ikhophi ngayinye yekhasi le-A4 noma ingxenye yalo.
  
2. Imali yokukhiqiza okukhulunywa ngayo kumthethonqubo wesi-7 (1) kanje:
 

(a)	Konke ikhophi yephepha le-A4 noma ingxenye yalo	0,60
(b)	Ikhophi ngayinye ephrintiwe yekhasi le-A4 noma ingxenye yayo ekhompyutheni noma kwifomu lobuchwepheshe noma lomshini	0,40
(c)	Ikhophi ngendlela efundekayo ngekhompyutha ku -	
(i)	I-compact disc	40,00
(d) (i)	Ukubhalwa kwezithombe ezibukwayo, ngekhasi lesayizi le-A4 noma ingxenye yalo	22,00
	(ii) Ikhophi yezithombe ezibukwayo	60,00
(e) (i)	Ukubhalwa kwerekhodi elilalelwayo, ngekhasi lesayizi le-A4 noma ingxenye yalo	12,00
	(ii) Ikhophi yerekhode elilalelwayo	17,00
  
3. Imali yesicelo ekhokhwa yilowo nalowo ofaka isicelo, ngaphandle kokucelayo komuntu siqu, okukhulunywe ngaye kuya kumthethonqubo 7 (2) ngu- R35,00.
  
4. Izimali zokufinyelela ezikhokhwa ngumfakisicelo okukhulunywa ngazo kumthethonqubo 7 (3) zimi kanje:
 

(a)	Ikhophi yephepha le-A4 noma ingxenye yalo	0,60
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# IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

- (b) Ikhophi ngayinye ephrintiwe yekhasi le-A4 noma ingxenye yalo elikwingcithabuchopho noma kwifomu lobuchwepheshe noma lomshini 0,40

(c) Ikhophi ngendlela efundekayo ngekhompyutha ku- -  
(i) I-compact disc 40,00

(d) (i) Ukubhalwa kwezithombe ezibukwayo , ikhasi le -A4 noma ingxenye yalo 22,00  
(ii) Ikhophi yezithombe ezibukwayo 60,00

(e) (i) Ukubhalwa komqulu olalelwayo, ikhasi le-A4 noma ingxenye yalo 12,00  
(ii) Ikhophi yomqulu olalelwayo 17,00

(f) Ukucwaninga nokulungisa umqulu wokudalulwa u-R15,00 ngehora ngalinye noma ingxenye yehora, ngaphandle kwehora lokuqala, elidingekayo ekufuneni nasekulungiseleleni.

(2) Ngokwezinhoso zesigaba 22 (2) soMthetho, okulandelayo kusebenza:  
(a) Amahora ayisithupha njengamahora okumelwe adlulwe ngaphambi kokuba idiphozithi ikhokhwe; futhi  
(b) Ingxenye eyodwa kwezintathu yemali yokufinyelela ikhokhwa njengediphizi ngumceli.

(3) Imali yokuposa ikhokhwa uma ikhophi yomqulu kumele ithunyelwe kumceli ngeposi.

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

**ISAZISO SOMBUSO**

### **UMNYANGO WOZOBULUNGISWA NOKUTHUTHUKISWA KWEMTHETHOSISEKELO PROMOTION OF ACESSTO INFORMATION ACT, 2000 UKUKHULULWA NEZINQUMO ZOKUPHATHWA KWESIGABA 22 (8)**

Mina, Ronald Lamola, uNgqongqoshe Wezobulungiswa Nokuthuthukiswa Komthethosisekelo, ngisebenza ngaphansi kwasigaba 22 (8) soMthetho Wokukhuthaza Ukufinyelela Olwazini, 2000 (uMthetho No. 2 ka 2000) ngalokhu

(a) Ngikhulula abantu abalandelayo ekukhokheni imali yokufinyelela ehlongozwe esigabeni 22

(6) soMthetho:

(i) Umuntu ongashadile ohala imali yonyaka, emva kokuncishiswa okuvumelekile okukhulunywe ngayo kuSheduli yalesi saziso, engadluli ku-R 14 712, 00 ngonyaka;kuphinde kube

(ii) Abantu abashadile noma umuntu nomlingani wakhe wokuphila owenza unyaka ngamunye imali engenayo, emva kokuncishiswa okuvunyelwe okukhulunywe ngaye kuSheduli yalesi saziso, engadluli ku-R27 192,00 ngonyaka; futhi

(b) Ngijaqinisekisa ukuthi -

(i) Iapho izindleko zokuqoqa noma yiphi imali ehlongozwe esigabeni 22 soMthetho, idlula inani elikhokhisiwe, leyo mali ayisebenzi;

(ii) imali yokufaka isicelo ehlongozwe esigabeni 22 (8) soMthetho ayisebenzi kwimiqulu yomuntu ofaka isicelo; futhi  
(iii) imali yokucela ehlongozwe esigabeni 22 (I) soMthetho kanye nemali yokufinyelela ehlongozwe esigabeni 22 (6) soMthetho ayisebenzisi irekhodi eliceliwe ngumphathi wesondlo noma umphenyi wesondlo ngenhoso yokuphenywa kwasondlo

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

noma uphenyo ngokwemigomo nemibandela ye- Maintenance Act, 1998 (uMthetho No. 99 ka 1998) noma imithethonqubo eyenziwe ngaphansi kwesigaba 44 soMthetho.

### UHLAKA

1. Ngenhloso yesigatshana (a) ( i ) no (ii) sesaziso uku okulandelayo kuvunyelwe:
  - (a) Intel aya basebenzi ngokwemigomo yesigaba 2 seNgxenye II yesheduli yesine ye Income Tax Act ka-1962 (uMthetho No. 58 ka 1962);
  - (b) Iminikelo ngokwesigaba 5 se- Unemployment Insurance Contribution Act, 2002 (uMthetho No. 4 ka 2002);
  - (c) Iminikelo eyimpoqo ye Group Insurance Fund ngokwemigomo yenkantolo noma ngokwemvumelwano phakathi komqashi nomsebenzi wakhe;
  - (d) Iminikelo kunoma yiluphi uhlelo lwezokwelapha olubhaliswe ngaphansi kwezinhlinzeko ze-Medical Scheme Act, 1998 (uMthetho No. 131 ka 1998), futhi wavunyelwa ukuba unciphiswe ngokwesigaba 18 (1) (a) se- Income Tax Act, ka-1962 (uMthetho No. 58 ka-1962);
  - (e) Iminikelo eya esikhwameni sezimali zempesheni ngokwesigaba 13A se Pension Fund Act, 1956 (uMthetho No. 24 ka 1956);
  - (f) Imali yokuqasha noma izitolimende zokubolekwa kwempahla ezikhokhelwa imali kuzekufinyelele emalini engu-R12 000,00 ngonyaka;
  - (g) Ukugcinwa kwezimali okukhokhwa ngokwemigomo yenkantolo; Kanye

## IBHUKWANA MAYELANA NOMTHETHO WOKUTHOLA ULWAZI

(h) Imali yesikole, ngaphandle kwemali yesikole ekhokhwa isikoleni esizimele.

U-Adv. Mnu Masutha: UNgqongqoshe Wezobulungiswa Nokuthuthukiswa  
Komthethosisekelo