



planning, monitoring
and evaluation

Department:
Planning, Monitoring and Evaluation
REPUBLIC OF SOUTH AFRICA

LITIKO LETEKUHFLELA, KUCAPHELA NEKULINGANISA

IMANYUWALI YEKWENYUSA KUFINYELELEKA KUMNININGWANE (I-PAIA)

Ilungiselelwe ngekulandzela Sigaba 14 Semtsetfo Wekwenyusa Kufinyeleleka Kumningwane (i-PAIA)
(Umtsetfo nombolo 2 wanga-2000)

Umbhalo Lobuyeketiwe - 2016

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A. SENDVULELA

Litiko Letekuhlela, Kucaphela Nekulinganisa eHhovisi laMengameli (i-DPME), ngekutfobela Umtsetfo Wekwenyusa Kufinyeleleka Kumningwane (i-PAIA) wanga-2000 (Umtsetfo nombolo 2 wanga-2000), lilungiselele imanyuwali yekuhlelebisa kufinyeleleka kwesive kumningwane losetandleni te-DPME. Lemanyuwali icacisa tinchubo letitawulandzelwa ekufinyeleleni kwemningwane losetandleni te-DPME njengobe idzinga kwenyusa kuba selubala, kutiphendvulelela nekusebenta ngemphumelelo kwahulumende.

LoMtsetfo uphumelelisa linye lalamalungelo eluntfu labaluleke kakhulu lelitfolakala kuSigaba 32 seMtsetfosisekelo, lilungelo lekufinyeleleka kwemningwane. Sitsi wonkhe umuntfu unelilungelo lekufinyeleleka kumningwane losetandleni tembuso futsi nanobe nguwuphi umningwane lophetfwe ngulomunye umuntfu lodzingekile \kuvikela nobe nguwaphi emalungelo;



Mnu Tshediso Matona

Libamba Lemcondzisi Jikelele (Siphatsimandla Semningwane we-PAIA)

Litiko Letekuhlela, Kucaphela Nekulinganisa

LUSUKU: 19/05/2016

EMABINTANA

| | | |
|-------------------|---|---|
| I-APP | : | Luhlelo Lwekusebenta Lwemnyaka |
| I-CBM | : | Kucashelwa Lokwentiwa Sive |
| I-CD | : | Umcondzisi Lomkhulu |
| I-CIO | : | Siphatsimandla Semniningwane Lesikhulu |
| I-DDG | : | Lisekela Lemcondzisi Jikelele |
| I-DG | : | Umcondzisi Jikelele |
| I-DIO | : | Lisekela Lesiphatsimandla Semniningwane |
| I-DPME | : | Litiko Letekuhlela, Kucaphela Nekulinganisa |
| I-FOSAD | : | IForamu Yebacondzisi Jikelele baseNingizimu Afrika |
| I-FSD | : | Kuphakelwa Kwetinsita Ngaphambili |
| I-LGMIM | : | Indlela Yekwentancono Kuphatfwa Kwabohulumende Basemakhaya |
| I-MTEF | : | Luhlakamsebenti Lwenchitfomali Yesikhatsi Lesisemkhatsini |
| I-MPAT | : | Kuphatfwa Kwelithuluzi Lwekuhlola Kusebenta |
| Umtsetfo we-NASA: | | Umtsetfo Wemisamo Yavelonkhe Nemarekhodi aseNingizimu Afrika |
| I-NDP | : | Luhlelo Lwentfufuko Yavelonkhe |
| I-NPC | : | Ikhomishini Yekuhlela Yavelonkhe |
| I-OCIO | : | Lihhovisi Lesiphatsimandla Semniningwane Lesikhulu |
| I-OTP | : | Lihhovisi laNdvunankhulu |
| I-PAIA | : | Umtsetfo Wekwenyusa Kufinyeleleka Kumniningwane, 2000 (Umtsetfo nombolo 2 wanga-2000) |
| I-SAHRC | : | Ikhomishini yemaLungelo eLuntfu yaseNingizimu Afrika |
| I-SARS | : | Lihhovisi Lemalingena laseNingizimu Afrika |
| I-SP | : | Luhlelo Lwekusebenta |

TINCHAZELO

| Sibalo | Tinzima Nemikhawulo | Tinchazelo |
|--------|---------------------------------------|--|
| 1 | Siphatsimandla Semningwane | Esimeni se-DPME, nguMcondzisi Jikelele. Siphatsimandla Semningwane se-DPME siniketa emandla nobe imisebenti lendluliselwe kuye nguloMtsetfo kuLisekela Lesiphatsimandla Semningwane salelitiko. Nobe ngukuphi kuniketwa kwemsebenti: <ul style="list-style-type: none"> ▪ kumele kwentiwe ngekubhala; ▪ akuvimbeli lomuntfu lonikete lomsebenti ekutseni asebentise lamandla nobe ekwenteni lomsebenti; futsi ▪ nganobe ngusiphi sikhatsi ungakhishwa nobe untjintjwe ngekubhala ngulowo muntfu. |
| 2 | Lisekela Lesiphatsimandla Semningwane | Siphatsimandla Semningwane sikhetsa Lisekela Lesiphatsimandla Semningwane kwenta kutsi emarekhodi e-DPME atfolakale kulabacelako. |
| 3 | Umceli | Nobe ngumuphi umuntfu locela umningwane nobe kufinyeleleka kulirekhodi le-DPME. |
| 4 | Umuntfu Loticelelako | Umuntfu lodzinga kufinyelelaka kumarekhodi lacuketse umningwane lophatselene naye. |
| 5 | Umniningwane locendzene nemuntfu | Umniningwane ngemuntfu lobonakalako, kufaka ekhatsi kodvwa kungapheleli: <ul style="list-style-type: none"> ▪ Kumningwane lophatselene nemlandvomphilo macondzana nebuve, bulili, kukhulelwa, simo semshado, indzabuko nobe imvelaphi yetenhlalo, umbala, kutikhetsela temacasi, budzala, imphilo yemtimba nobe yengcondvo, imphilo, kukhubateka, inkholo, umcabango, inkholelo, lisiko, lulwimi nekutalwa kwemuntfu. ▪ Umniningwane lomacondzana nemfundvo; tetekwelashwa; umlandvo wekusebenta nobe kutsengiselana ngetetimali lapho khona lomuntfu bekabandzanyeka; ▪ Imininingwane yekutsintsana, tingcivito teminwe nobe luhlobo lwengati lwemuntfu; ▪ Imibono yemuntfu nobe tintfo letidzingwako temuntfu ngaphandle lapho khona timayelana nalomunye umuntfu; ▪ Tincwadzi letitfunyelwe ngumuntfu loyimfihlo, nobe lokunye kubhalelana lokutawukhombisa tincukaca tekubhalelana kwasekucaleni; ▪ Imibono yalomunye umuntfu lephatselene nemuntfu; ▪ Imibono yalomunye umuntfu ngesiphakamiso sesibonelelo nobe semklomelo lekumele sentiwe kulomuntfu, kodvwa kungafaki ligama lalona lomunye umuntfu lapho livela khona nemibono yalomunye umuntfu; ▪ Kubhalelana lokutfunyelwe ngumuntfu lokuyimfihlo; ▪ Libito lemuntfu lapho livela khona nemningwane locondzene nalomunye umuntfu lophatselene nalomuntfu; lapho khona kudzalulwa kweligama ngekwaoko kutawukhombisa ngalomuntfu, kodvwa kungafaki ekhatsi umningwane lophatselene nemuntfu loshone eminyakeni lengetulu kwalengu-20. |
| 6 | Umtimba Wesive | Nobe nguliphi litiko lembuso nobe kuphatsa esigabeni savelonkhe nobe sesifundza sahumende nobe ngumuphi masipalati esigabeni sasemakhaya sahumende. |
| 7 | Licembu Lesitsatfu | umuntfu nobe umtimba losemtsetfweni ngaphandle kwalomuntfu locelako nobe umtimba wesive lophetse lirekhodi. |
| 8 | Lirekhodi | <ul style="list-style-type: none"> ▪ Umniningwane lorekhodiwe kungayi ngekutsi nguyiphi indlela lophetfwe ngayo yi-DPME. ▪ Bufakazi bekutsengiselana, lobugcinelwe bufakazi lobucuketfwe. |
| 9 | Lusuku lwekusebenta | Emalanga ngaphandle kweMigcibelo, Emasontfo nobe emaholide esive njengobe kuchaziwe kusigaba 1 seMtsetfo Wemaholide Esive, 1994 (Umtsetfo nombolo 36 wanga-1994) |

B. INKHOMBANDLELA YEKUSEBENTISA UMTSETFO WEKUFINYELELEKA KUMNININGWANE

1. SINGENISO

Imanyuwali ihlanganiswe ngekulandzela uMtsetfo Wekwenyusa Kufinyeleleka Kumniningwane (i-PAIA) yanga-2000 (Umtsetfo nombolo 2 wanga-2000)

2. INHLOSO YEMTSETFO

- kuphumelelisa lilungelo lemtsetfosisekelo lekufinyeleleka kumniningwane losetandleni tembuso futsi nanobe nguwuphi umniningwane lophetfwe ngulomunye umuntfu lodzingekile kusebentisa nobe kuvikelwa kwanobe nguwaphi emalungelo;
- Kwenyusa kungabi nemfihlo, kutiphendvulela kanye nekusebenta ngemphumelelo kwahulumende;
- Kumisa tinchubo nekulawula kufinyeleleka kumniningwane;

Kungacelwa kuphela emarekhodi lekucondziswe kuwo kuMtsetfo. Sicelo nemphendvulo kumele kuhambisane nemibandzela yeMtsetfo.

3. INHLOSO YEMANYUWALI

Inhloso yalemanyuwali kucacisa tinchubo letimele tilandzelwe ekuhlembiseni ticelo tekufinyeleleka umniningwane losetandleni teLitiko Letekuhlela, Kucaphela Nekulinganisa (i-DPME).

Lemanyuwali iphindze icukatse imininingwane yekutsintsana yeSiphatsimandla seMniningwane kanye neLisikela Lesiphatsimandla Semniningwane lelikhetsiwe labanemsebenti wekuphatsa tonkhe ticelo temarekhodi lasetandleni te-DPME.

4. INCHUBO YEKUFAKA SICELO (SIGABA 14(1) SEMTSETFO)

Umuntfu lochelako kumele aniketwe lirekhodi lemtimba wesive uma ngabe umuntfu lochelako atfobela tonkhe tidzingo tENCHUBOKWENTA kuMtsetfo letihlobene nesicelo sekufinyeleleka kulelirekhodi.

4.1 Luhlobo Lwesicelo

(i) Ticelo Tetincingo

Ticelo telucingo letingakahleleki tiyavunyelwa yi-DPME. Ticelo letentiwe kuSiphatsimandla Semniningwane nobe kuLisekela leSiphatsimandla Semniningwane kulenombolo yelucingo leniketwe kulemanyuwali sitawunakwa ngaphandle uma ngabe Siphatsimandla Semniningwane nobe Lisekela leSiphatsimandla Semniningwane sitsi kumele kulandzelwe imibandzela yaloMtsetfo.

(ii) Emarekhodi latfolakala ngaphandle kwekucela

Umniningwane lotfolakala ngaphandle kwekutsi lofinyeleleka ngaphandle kwekutsi kwekugcwalisa lifomu lelibekiwe (buka sigaba ngaphasi) futsi nekubhadala inhlawulo yemuntfu lochelako utawentiwa kutsi utfolakale emahhovisi e-DPME nobe ngendlela lochelwe ngayo. Indlela yekufinyeleleka itawufaka ekhatsi:

- Kubukwa nekukotjwa kwemphahla uma kudzingeka futsi ngenhlawulo lebekiwe yemakhophi;
- Kufinyeleleka kumningwane lobonakalako, lolalelwako nalobonwako, kukojtwa nobe kokubili.

(iii) Indlela yekucela

Sicelo sekufinyeleleka kumele sentiwe ngelifomu lelibekiwe kuphela kusiphatsimandla semningwane semtimba wesive uma sekubhadalwe tinhlawulo letibekiwe.

Umceli kumele agcwalise lifomu lelifana naleli leliphutintwe kuGazethi yaHulumende, Satiso saHulumende R187 sangamhlaka 15 Febhuwari 2002. Lelifomu lihlanganiswa kulemanyuwali njengeLifomu A (Sengetelo 1).

Umuntfu locelako kumele aphindze akhombise kutsi ufuna ikhophi yelirekhodi nobe ufuna kufika atewubona lirekhodi emahhosisini e-DPME.

I-DPME itawutama kuniketa kufinyeleleka kulirekhodi ngendlela lacele ngayo. Ngaphandle uma ngabe kwenta njalo kutawutsikameta kuphatfwa kwe-DPME nobe kulimate lirekhodi, kumbe kwephule lilungelo lelingekho etandleni tembuso. Sicelo sitawulungiselelwa ngekulandzela imitsetfo letfolakala kuSahluko 4 sePAIA.

Uma umuntfu locelako acelela lomunye umuntfu umningwane, kumele kukhonjiswe sikhundla lekacela ngaso. Kuvimbela kuhlukunyetwa kweMtsetfo, i-DPME igodle lilungelo lekucela bufakazi beligunya lekwenza sicelo egameni lalomunye.

Uma locelako angakhoni kubhala nobe kufundza, nobe adzinga lusito ekugcwaliseni lifomu lesicelo, angacela lirekhodi ngemlomo/ngekukhuluma. Lisekela Lesiphatsimandla Semningwane litawusita ekugcwaliseni lifomu lelibekiwe egameni lakhe. Emvakwaloko bawuniketwa ikhophi yesicelo.

4.2 Kufakwa Kweticelo

Ticelo temarekhodi kumele tifakwe kuSiphatsimandla Semningwane nobe kuLisekela Lesiphatsimandla Semningwane. Iminingwane yekutsintsana Yetiphatsimandla itfolakala kuSigaba D samanyuwali. Ngetizatfu tekuphepha, baceli labafuna kwetfula ticelo tabo emahhosisini e-DPME e-Union Buildings bawudzingakala kwekutsi baphatse bufakazi bekutatisa.

5. TINHLAWULO LETIBEKIWE

Siphatsimandla semningwane kumele ngesatiso sicele umuntfu locelako, ngaphandle kwalona locela lirekhodi lakhe, kutsi abhadale inhlawulo ledzingekile (uma ikhona) ngaphandle kwekusebenta ngesicelo.

Umtsetfo uniketa tinhlobo letimbili tetinhlawulo:

- *Inhlawulo yekucela, lekuyiinhlawulo letayelekile; kanye*
- *Nenhlawulo yekufinyeleleka, lefaka, kusesha nekulungiselela, sikhatsi, tindleko tekukhucita kabusha kanye netindleko tekuposa.*

Loluhlu lwetinhlawulo lungatfolakala kuSengetelo 2

Uma kuseshwa kwelirekhodi lemtimba wesive kwentiwe, futsi kulungiselelwa kwelirekhodi lelidinga kudzalulwa, kufaka ekhatsi emalungiselelo ekulenta kutsi litfolakale ngendlela lekucelwe ngayo,

kutawudzinga ngetulu kwema-awa labekiwe kulemitsetfotimiso, siphatsimandla semningwane sitawatisa umuntu locelako, ngaphandle kwemuntu loticelako, kwekutsi abhadale idiphozi yencenye lebekiwe (ingabi ngetulu kwalokutsatfu) yenhlawulo yekufinyeleleka, letawubhadalwa uma sicelo siniketwa.

Umcelo lofuna kufinyeleleka kulirekhodi lelicuketse umningwane ngaye lowo mceli akudzingakali kutsi abhadale inhlawulo yekucela. Wonkhe lomunye umceli lekungesiye umniyo wemningwane kumele abhadale inhlawulo yekucela ledzingekile ya R35 (inhlawulo jikelele) nobe njengobe kubekiwe.

Ngekhati kwemaviki lamabili ekutfoa sicelo, Siphatsimandla semningwane nobe Lisekela Lesiphatsimandla Semningwane kumele ngesatso sicele umuntu locelako, ngaphandle kwalona locela lirekhodi lakhe, kutsi abhadale inhlawulo ledzingekile (uma ikhona) ngaphandle kwekusebenta ngesicelo.

Ngemuva kwekutsi Siphatsimandla semningwane nobe Lisekela Lesiphatsimandla Semningwane sesente sincumo ngesicelo, umceli kumele atiswe ngaleso sincumo ngendlela umceli layikhetsile. Uma sicelo siniketwa kumele futsi kubhadalwe lenye imali yekuphenya, kulungiselela, kukhucita kabusha futsi nanganobe ngusiphi lesindlule ema-awa labekiwe ekusesha nekulungisa lirekhodi lirekhodi lekumele lidzalulwe, kufaka ekhati emalungiselelo ekulenta kutsi litfolakala ngendlela leceliwe. Umuntu locelako angafaka sikhalo sangekhati, lapho kufanele khona, nobe sicelo enkantolo ngethenda nobe kubhadalwa kwenhlawulo yesicelo.

Letinhlawulo letibekiwe kumele tibhadalwe ngakheshi e-Union Buildings, ngeliposi-oda, ngelisheke nobe ngekudiphoza ngco ngaleminingwane yekubhanga leniketive ngaphasi. Lapho sicelo sentiwa ngeliposi, kute imali lengukheshi lekumele ihambe nesicelo. Lapho kudzingeke, sicelo kumele sihambisane nelisheke nobe ngeliposi-oda. Kumele kuvunyelwe sikhatsi semalanga lasikhombisa kute lisheke lintjintjwe ngaphambi kwekusebenta ngesicelo.

Iminingwane Yekubhanga yesicelo:

LIBITO LE-AKHAWUNTI: Department of Planning, Monitoring and Evaluation (DPME)

LIBHANGI: First National Bank; Corporate Core Banking

IKHODI YELIGATJA: 253-145

LIBITO LELIGATJA: Pretoria

INOMBOLO YE-AKHAWUNTI. 6228 7783 429

IREFURENSI: PAIA nelibito lalocelako.

Uyacelwa kutsi ufekse/utfumele i-imeyili yebufakazi bekubhadala ku-DPME ku: Inombolo Yefeksi:

086 644 0319;

I-imeyili: paia@dpme.gov.za

Kufinyeleleka kulirekhodi kutawugodlwa kuze kukhokhelwe yonkhe tinhlawulo letidzingekile.

6. KUNIKETWA/KWENCATJELWA KWETICELO

Tonkhe ticelo tekufinyeleleka titawubukwa, kantsi kuniketwa nekwencatjelwa kutawuya ngemibandzela lecuketfwe kuSehluke 4 seMtsetfo.

6.1 Kufaka sikhalo

Umuntfu locelako angafaka sikhalo sangekhatsi ngesincumo seSiphatsimandla seMniningwane nesiphatsimandla sekufaka sikhalo lesifanele, sekwencabela sicelo sekufinyeleleka, nobe kukhala ngesicelo nangetinhlawulo tekufinyeleleka, kumbe ngesikhatsi lesengetiwe sekusebenta ngalesicelo.

- Indlela yekufaka sikhalo kanye netinhlawulo tesikhalo
Sikhalo kumele sifakwe ngelifomu lelibekiwe - Lifomu B lelikhishwa ngekulandzela iPAIA. Ikhophi yalelifomu ihlanganiswe kulomculu njengeSengetelo 3. Emakhophi alelifomu aphindze atfolakale emahhovisi eDPME nobe kuwebhusayithi ye-DPME: www.thepresidency-dpme.gov.za.
- Emafomu Ekufaka Sikhalo
Lifomu kumele ligcwaliswe futsi litfunyelwe ku-DPME ngekhatsi kwesikhatsi lesibekiwe lesichazwe ngaphasi:
 - Sikhalo kumele sifakwe ngekhatsi kwemalanga langu-60;
 - Uma satiso kulicembu lesitsatfu sidzingwa sigaba 49(1)(b) sikhalo kumele sifakwe ngekhatsi kwemalanga langu-30 ngemuva kwekutsi satiso sesiniketiwe kumuntfu lophikisako, sesitsetfwe.

Sikhalo sangekhatsi kumele sifakwe nobe sitfunyelwe kuSiphatsimandla Semniningwane kulelikheli leliniketwe kulikhasi 12 laleManyuwali.

Umuntfu londlulise licala kumele anikete imininingwane leyanele efomini lekufaka sikhalo ngekulandzela tizatfu tekufaka sikhalo sangekhatsi. Kumele akhombise kutsi ufisa kwatiswa njani ngetincumo tesikhalo, futsi abhadale inhlawulo yesikhalo lebekiwe (uma ikhona). Kusetjentwa kwelifomu kutsatsa emalanga langu-30 [ngekulandzela iPAIA].

6.2 Inhlawulo yesikhalo

Umuntfu lokhalako kumele abhadale inhlawulo yesikhalo (uma ngabe). Sincumo sesikhalo sangekhatsi singabekelwa eceleni kute kubhadalwe inhlawulo yesikhalo.

Ngemuva kwekutfola sikhalo, Lisekela Lesiphatsimandla Semniningwane kumele ngekhatsi kwemalanga lalishumi letfule lesikhalo sangekhatsi kuSiphatsimandla seMniningwane, tizatfu takhe tesincumo sakhe, kanye nemininingwane yelicembu lesitsatfu lelibakanywako, uma tikhona.

6.3 Licembu lesitsatfu

Uma i-DPME ibukisisa sikhalo sangekhatsi ngekuncabela sicelo sekutfola lirekhodi lelicembu lesitsatfu leliphatselene nemfihlo yaso; timfuno tekuhweba kanye nalomunye umniningwane loyimfihlo; kanye nemarekhodi eSARS, siphatsimandla lesifanele kumele satise licembu lesitsatfu ngesikhalo ngekhatsi kwemalanga langu-30 ngemuva kwekutfola sikhalo. I-DPME itawuniketa licembu lesitsatfu inchazelo yalokucuketfwe ngulesikhalo, imininingwane yemuntfu lophikisako, futsi ichaze kutsi ngabe nobe cha i-DPME icabanga kutsi lomniningwane kumele udzalulelwe kusita umphakatsi. Licembu lesitsatfu lona liba nemalanga langu-21 ekwenta setfulo lesibhaliwe kutsi kungani sicelo sekufinyeleleka singeke sivunyelwe, nobe anikete imvumo lebhaliwe yekudzalulwa kwelirekhodi kumuntfu locelakok.

I-DPME kumele iphindze icabange kufake sikhalo sangekhatsi ngekuvumela kufinyeleleka kumningwane. Litiko litawudzingeka kwekutsi latise umuntfu locelako ngalesicelo ngekhati kwemalanga langu-30 ngemuva kwekutfola sikhalo sangekhatsi. Licembu lesitsatfu linemalanga langu-21 ekwenta setfulo lesibhaliwe sekutsi kungani kufinyeleleka kulirekhodi kumele kuvunyelwe.

6.4 Satiso sesincumo

I-DPME ingacinisekisa sincumo sasekucaleni lesiphikisiwe, nobe ivale lesincumo ngalesisha. Loku kumele kwentiwe ngekhati kwemalanga langu-30 ngemuva kwekutfola sikhalo sangekhatsi, nobe ngekhati kwemalanga ekusebenta langu-5 ngemuva kwekutfola setfulo lesibhaliwe macondzana nesikhalo.

6.5 Sicelo Sasekantolo

Umuntfu locelako nobe licembu lesitsatfu lelifaka sikhalo ngesincumo sesiphatsimandla semningwane sekwencabela kufinyeleleka, bangafaka kuphela sicelo enkantolo sekuhlangukwa lokufanele ngekulandzela sigaba 82 (kuniketwa kwanobe ngu-wuphi umyalelo lonebulungiswa futsi lolinganako) ngemuva kwekutsi lesicelo leso sesisebentise yonkhe inchubo yekukhala yangekhatsi. Umuntfu lo-phikisako, licembu lesitsatfu nobe umuntfu locelako batawuphindze batiswe kwekutsi bangafaka sikhalo enkantolo ngesincumo sangekhatsi ngekhati kwemalanga langu-30 (uma satiso kumele siniketwe licembu lesitsatfu).

7. KUVUSELELWA KWEMANYUWALI

Lemanyuwali itawuvuselelwa ngekhati kwemnyaka wekushicelelwa kwekucala nobe uma ngabe kunetingucuko letinkhulu kusimondzawo senchubomgomo lesiphocelala kutsi imanyuwali ivuselelwe.

I-DPME ihlela kushicelela lemanyuwali ngalokhe Tilwimi Letisemtsetfweni letingu-11.

8. KUTFOLAKALA KWEMANYUWALI

Lemanyuwali itawutfolakala etindzaweni letibekwe ngu-Mtsetfo Wekugcina Temtsetfo, futsi nasemahhovisini eKhomishini Yemalungelo Eluntfu yaseNingizimu Afrika, futsi etakhiweni te-DPME. Lemanyuwali itawuphindze itfolakale kuwebhusayithi yelitiko: www.thepresidency-dpme.gov.za

C. SIBONELO SELUHLELOKUSEBENTA LWE-DPME

1. UMBONO

Umbono we-DPME kwetama imiphumela nemitselela yahulumende lencono.

2. UMGOMO

Umgomo wetfu kuhlelembisa, kufaka lugcozi nekwesekela kuhlela lokuyimphumelelo, kucaphela nekulinganisa tihlelo tahulumende letihlosiswe ekwentenincono kuphakelwa kwetinsita, imiphumela nemtselela emphakatsini. Sitawenta loku ngekuhlela tintfo letidzingeka kucala; kucaphela ngemandla nekulinganisa lokuhlobene nekuphonyelelwa kwemiphula ledzingeka kucala, kucaphela lizinga lemikhuba yekuphatsa, nekucaphela kuphakelwa kwetinsita ngembali emahhovisi.

3. EMAGUGU

3.1 Inhlango yekufundza

Emagugu atfu aholwa ngumoya welutsandvo lwekuba yinhlango lefundzako. Sihlonipha likhono lekucamba, budlelwano nembiko. Asiphindzi intfo yinye kanyenti uma ngabe nje kusobala kwekutsi ayisebenti.

3.2 Sitafu setfu

Siyabangalangelela basebenti betfu futsi ngenca yaloko silwela kwakha simondzawo lesibavumela kutsi bakhule futsi babe nemakhono ekwakha. Sitawakha simondzawo lesitawusita sitafu setfu kutsi: Sisebente ngekutitfoba; sisebentise Buntfu; futsi batihloniphe baphindze bahloniphe nalabanye.

3.3 Emakhasimende etfu

Ngato tonkhe tikhatsi sitawuba sibonelo nganobe ngayiphi indlela. Loku kufaka ekhatsi kugcila kumakhasimende (uMengameli, Lisekela Mengameli, Hulumente kanye nesive) futsi silalele emakhasimende etfu futsi siwaphatse ngesineke, ngenhlonipho, siphendvule, nangenhlonipho.

3.4 Lisiko Letfu Lekusebenta

Lisiko letfu lekusebenta lisukela ekutibopheleleni kwetfu kutsi sibuke kumphumela; silandzelele enchubekelephambili nemikhuba yelizinga lelihle kute siphumelele ekusebentiseni kahle timali, sisebente kahle nangempumelelo; sikhicito imisebenti lesezingeni lelihle; sitfobele imitsetfo; sibehele lihlo etintfweni letisisekelo, njengekufika ngesikhatsi emihlanganweni, kubamba imihlangano ngendlela leyimpumelelo nekuphendvula ema-imeyili, imilayeto yetincingo nakuto tonkhe ticelo ngesikhatsi. Sitawutiphendvulela futsi sibe selubala.

4. EMAGUNYA EMTSETFO NALAMANYE

Ligunya leLitiko Letekuhlela, Kucaphela Nekulinganisa lisuselwa kuSigaba 85(2)(c) seMtsetfosisekelo weRiphabhuliki yeNingizimu Afrika. Ibhizinisi leyinhlithiyo seyiyonkhe ye-DPME kuhlelembisa imisebenti Yematiko Ahulumende Nemahhovi Ekuphatsa. Leligunya liphindze lacaciswa nguMengameli kuNkhulumo Yesive yakhe yanga 2010, 2011, 2012 nanga-2013 kanye nakutincumo teKhabhinethi letahlukahlukende; futsi nayiNdvuna Yekucaphela Kusebenta Nekulinganisa ngemculu “weLuhlakamsebenti Lwenchubomgomo Yekucaphela Kusebenta Nekulinganisa - Indlela Yetfu”.

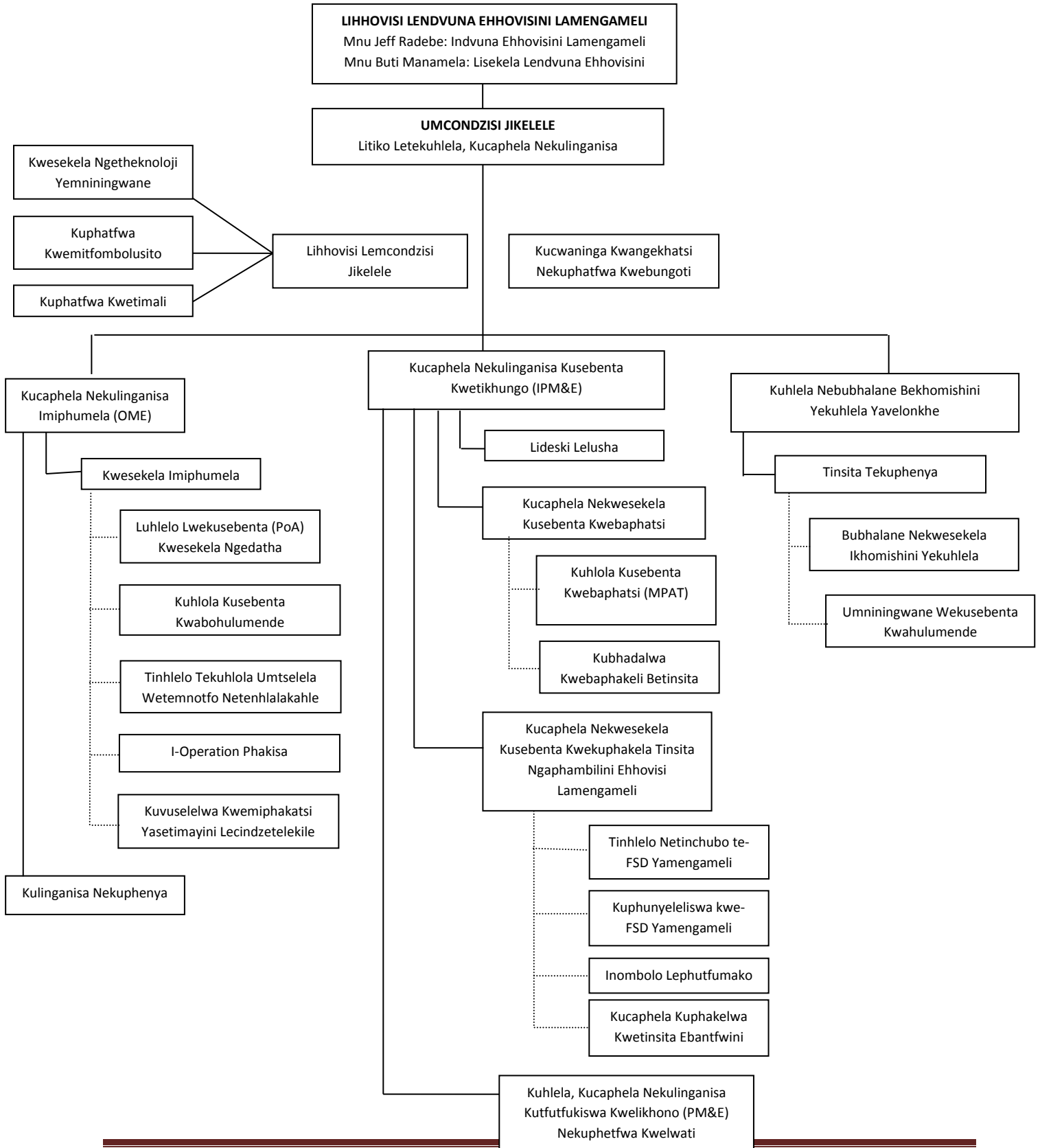
I-DPME yenta loku nge:

- Kuhlelembisa kutfutukiswa kwetinhlelo teLitiko nobe Tivumelwano Tekuphakela Tinsita letidzingeke kucala tekusebenta nobe temiphumela yahulumende nekucaphela nekulinganisa kuphunyeelelisa kwaletinhlelo;
- Kuhlola tinhlelo tekusebenta tematiko neTinhlelo Tekusebenta Temnyaka kucinisekisa kucondzaniswa kwetinhlelo tetikhatsi lesidze netesikhatsi lesifisha;
- Kucaphela kusebenta kwemaTiko aHulumende aVelonkhe newetiFundza naboMasipalati ngekwehlukana;
- Kucaphela kuphakelwa kwetinsita ngaphambili;
- Kulinganisa; kanye
- Nekwenyusa kuhlela lokuhle kanye nemikhuba ye-M&E kuhulumende.

D. IMINININGWANE YEKUTSINTSANA

| TITLE | IMINININGWANE YEKUTSINTSANA | |
|---|---|---|
| SIPHATSIMANDLA SEMNININGWANE | <p>Mnu. Tshediso Matona Libambela Lemcondzisi Jikelele Private Bag X944 Pitoli 0001</p> <p>NOBE</p> <p>Union Buildings Government Avenue Pretoria</p> <p>Lucingo #: +27 12 312 0010</p> | <p>330 Grosvenor Street Hatfield 0028</p> |
| LISEKELA LESIPHATSIMANDLA SEMNININGWANE | <p>Mnu. Stanley Ntakumba UMcondzisi Lomkhulu Inchubomgomo ye-M&E Nekwakhiwa Kwelikhono Private Bag X100 Pitoli 0001</p> <p>Lucingo #: +27 12 312 0202 Ifeksi #: 086 633 5877 i-imeyili: stanley@dpme.gov.za</p> | |
| UMHLELEMBISI WE-PAIA | <p>Futhi Umlaw Lisekela Lemcondzisi: Kuhlelejiswa kweNchubomgomo ye-M&E Private Bag X944 Pitoli 0001</p> <p>Lucingo #: +27 12 312 0207 Ifeksi #: 086 644 0319 i-imeyili: futhi@dpme.gov.za or paia@dpme.gov.za</p> | |
| TIPHATSIMANDLA TE-PAIA ngekhatshi kwemaGatja e-DPME | <p>Ligatja ngalinye litawutfole Siphatsimandla se-PAIA lesitawusebenta njengemuntfu lotsintfwako ngato tonkhe ticelo teligatja letihlobene ne-PAIA kutfole umniningwane.</p> | |

E. I-OGANOGRAMU YE-DPME



Kutfufukiswa
Kwelikhono le-PM&E

Kumelwa kwe-PM&E
Nekuphatfwa Kwelwati

F. IPHROFAYILI YELUHLELO

Kwanyalo Litiko lihlelwe ngemagatja lamatsatfu, lacondzaniswe ngephrofayili yebhajethi yelitiko:

LUIHLELO 1: UMSEBENTI WEKUPHATSA

| | | |
|--------------------------|---|---|
| INHLOSO | Loluhlelo lubuneka nekuniketa buholi bekusebenta nekuphatsa kanye nekwesekela ngemsebenti wekuphatsa, kuphatfwa kwemitfombolusito yelunfu, kuphatfwa kwetetimali kanye netinsita tetheknoloji yemningwane kwesekela tinjongo telitiko neteluhlelokusebenta. | |
| INJONGO YELUHLELO | Kucinisekisa kwekutsi litiko linebuholi lobusebenta ngemphumelelo, kuphatsa umsebenti nebaphatsi futsi kucinsiekisa kwekutsi litfobela yonkhe imitsetfo lekhona. Loluhlelo kwanyalo lwentiwe ngaletinhlelo letincane letilandzelako: <ul style="list-style-type: none"> ▪ Kuphatsa Litiko; ▪ Kucwaninga Kwangekhatsi; ▪ Tinsita Tetetimali Netenhlango; kanye ▪ Nelusito Lwetheknoloji Yemningwane. | |
| | Lihhovisi Lemcondzisi Jikelele | <p><u>Inhloso: Kunikela lusito lwekuphatsa nebuholi beluhlelokusebenta nekuphatfwa kweLitiko</u></p> <ul style="list-style-type: none"> ▪ Kuniketa lusito lwekuphatsa kuNdvuna nakuLisekela Lendvuna ▪ Kuhlembisa kuhlela luhlelo kusebenta nekusebenta nemisebenti yekubika ▪ Kuniketa tinsita tekuchumana nekutsintsana nebambimsuka ▪ Kucaphela kusebenta kwesikhungo ▪ Kuniketa tinsita tekucwaninga tangekhatsi netinsita tekuphatsa bungoti kuLitiko ▪ Kuniketa umsebenti wekucaphela i-PFMA ngetulu kwe-NYDA ▪ Kuniketa umsebenti weLideksi Lelusha Lwavelonkhe |
| | Siphatsimandla Lesikhulu Setetimali | <p><u>Inhloso: Kuniketa tinsita tetetimali, tekutsenga netekwelekelela</u></p> <ul style="list-style-type: none"> ▪ Kuniketa imisebenti yekucondzisa yangekhatsi ▪ Kuniketa tinsita tekuphatsa timali kulitiko ▪ Kuniketa tinsita tekuphatsa kutsenga kuLitiko ▪ Kuniketa tinsita tekukhuseleka kulitiko ▪ Kuniketa tinsita tekukhuseleka kulitiko |
| | Lihhovisi Lemitsombolusito Yelunfu | <p><u>Inhloso: Kuniketa tinsita tekutfwa nekutfufukiswa kwemitfombolusito kuLitiko</u></p> <ul style="list-style-type: none"> ▪ Kucinisekisa kuhleleniswa kwetinhlelo tekusetjentiswa nekutfufukiswa kwe-HR ▪ Kuniketa tinsita tekuhlela inhlango nekucasha futsi nekucinisekisa kuphatfwa kwemitfombolusito yelunfu ngelikhono ▪ Kuphatsa nekuhlembisa kuniketwa kwetinsita tebudlelwano betemisebenti, Imphilo Nekuphila kahle Kwebasebenti kanye netinsita te-HR letikhetsekile |
| | Lihhovisi Lesiphatsimandla Semningwane Lesikhulu | <p><u>Inhloso: kuniketa tinhlelo tebhizinisi, tinsita letihlobene ne-ICT kanye netinsita tekuphatfwa kwemningwane</u></p> |

| | | |
|--|---|--|
| | | <p><u>wesipashiyali</u></p> <ul style="list-style-type: none"> ▪ Kuphumelelisa kulondvolotwa kwedatha, lwati, emarekhodi kanye netinhlelo tekuphatfwa kwemiculu ▪ Kwakha nekugcina sakhiwocanti se-ICT, Tinhlelo Tebhizinisi kanye netiSetjentiswa ▪ Kuhlembisa tinsita te-ICT nekuphatfwa kwemiklamo ▪ Kutfutukisa nekuphumelelisa tinsita tekuphatfwa kwemningwane wesipashiyali |
| LUHLELO 2: KUCPAHELA NEKULINGANISA IMIPHUMELA (OME) | | |
| INHLOSO | <p>Inhloso yaleligatja kuchubekisa i-ajenda yeluhlelokusebenta lwahulumende ngekutfutukisa nangekuphunyelelisa kwendlela yemiphumela, kucaphela nekubika ngenchubekelembili kanye nemtselela wekulinganisa. Lemisebenti ifaka ekhatsi:</p> <ul style="list-style-type: none"> ➢ Kutfutukiswa kwetivumelwano tekusebenta phakatsi kwaMengameli neTindvuna; ➢ Kuhlembisa kutfutukiswa kwetinhlelo nobe tivumelwano tekuphakela temiphumela ledzingakala kucala; kanye ➢ nekucaphela kuphunyelelisa kwakhona ➢ Kuhlembisa nekuphatsa indlela yemiphumela nekwesekela ematiko, leminyane imikhakha yahulumende, ticuku kanye nemakomiti eKhabhinethi kutfola nekulungisa tivimba ekuphumeleleni kulemiphumela ➢ Kuphatsa nekugcina Luhlelo Lwekusebenta kanye nekukhucita imibiko yekusebenta ngetinhlelo tekuphakela tinsita ➢ Kulinganisa nekuphenya inchubomgomo yeLuhlelo Lwekucaphela Nekulinganisa Kabanti Kuhulumende. | |
| SIBONELO SELUHLELO | Kuphatsa Luhlelo Lwekucaphela Nekulinganisa Imiphumela | Kuniketa kuphatfwa nekwesekelwa kweluhlelo. |
| | Kwesekela Imiphumela | <p>Leligatja lihlembisa kuhlela lokuhlobene nemiphumela lengu-14 lebekwe phambili ngekwesekela lamatiko lehlembisa lemiphumela kute kukhicitwe tinhlelo letigcile kumiphumela nobe tivumelwano tekuphakela kumphumela ngamunye.</p> <ul style="list-style-type: none"> ▪ Kusita Mengameli kucaphela kusebenta kweTindvuna ngayinye ngekubuka tivumelwano tekusebenta kwabo. ▪ Kwesekela Mengameli neLisekela Lamengameli kanye neTindvuna eHhovichini Lamengameli ngeseluleko senchubomgomo kufaka ekhatsi emanotsi ngetetfulo tekhabhinethi; futsi nekubaniketa ngelusito lwebucwepheshe ekucapheleni lokusetulu kwabo nakumiklamo yekulinganisa. ▪ Kuhlembisa kuphunyelelisa kweluhlelo lwemiphumela kuwo wonkhe Hulumenthe futsi nekuniketa tinsita tebhulwane kuKomiti yeTindvuna (IMC) Ekuvuselelweni Kwemiphakatsi Yasetimayini Lecindzetelekile. |
| | Luhlelo Lwekusebenta (PoA) | Kuphatsa nekugcina Luhlelo Lwekusebenta kanye nekukhucita imibiko yekusebenta ngetinhlelo tekuphakela tinsita |
| | Kuhlola Kusebenta Kwabohulumende Basemakhaya | Kuhlembisa kutfutukiswa, kuphunyelelisa, kusetjentiswa nekulungiswa kwelithuluzi Lwekuhlola Kusebenta lwekulinganisa kusebenta esigabeni seluhlelokusebenta nasekusebenteni kuwo wonkhe ematiko amasipalati. |
| | Kulinganisa Nekuphenya | Kulinganisa nekuphenya inchubomgomo yeLuhlelo Lwekucaphela Nekulinganisa Kabanti Kuhulumende |

| | | |
|--|---|---|
| | Tinhlelo Tekuhlola Umtselela Wetemnotfo Netenhlalakahle | Kucinisekisa tivivinyo temtselela wetenhlalakahle netemnotfo wemtsetfo lomusha nalokhona kanye nekulawulwa lokwentiwako kucinisekisa kucondzana ne-NDP kanye nekunciphisa imiphumela lengakalindzeleki. |
| | I-Operation Phakisa | Kuhlelwa kabusha kwetinhlelo tentiwe imiphumela lebonakalako ngekuphakelwa lokuyimphumelelo ngekuhlanganisa ema-labs lahlanganisa babambimsuka ndzawonye kutewuhlela kabanti |
| | Kuvuselelwa Kwemiphakatsi Yasetimayini Lecindzetelekile | Kuniketa bubhalane kuKomiti yeTindvuna nakuLicembu Lemsebenti Webucwepheshe ngekuvuselelwa kwemiphakatsi yasetimayini lecindzetelekile |

LUHLELO 3: KUCAPHELA NEKULINGANISA KUSEBENTA KWETIKHUNGO (IPM&E)

| | |
|---|--|
| INHLOSO | Loluhlelo lutfutukisa imikhuba ye-M&E lemihle kanye netinchubo kuhulumende ngetivivinyo tekusebenta nekwesekela, kucaphela kuphakelwa kwetinsita tangaphambili kanye nekwesekela futsi nekutfutukiswa kwelikhono nekufundza. |
| SIBONELO SELUHLELO | Loluhlelo lufaka kutfutukiswa, kusetjentiswa kanye nekulungiswa kweLithuluzi Lwekuhlola Kusebenta Kwebaphatsi (MPAT); Tinhlelo Tekucaphela Kuphakelwa Kwetinsita Tangaphambili (FSDM); kanye neLuhlelo Lwenchubomgomo ye-M&E neKwaxhiwa Kwelikhono. |
| Kucaphela Nekwesekela Kusebenta Kwebaphatsi | <ul style="list-style-type: none"> ▪ Inhloso kutfutukiswa, kuphonyelelwa, kusetjentiswa nekulungiswa kweLithuluzi Lwekuhlola Kusebenta (MPAT) lwekulinganisa kusebenta etigabeni teluhlelokusebenta kumatiko Avelonkhe Newetifundza. ▪ Kuniketa kuphatsa ngemphumelelo nekuhlelenjiswa kweluhlelo lwekusebenta lwe-FOSAD; ▪ Kubuka tinkinga tekubhadalwa kamuva nekungabhadalwa kwema-invoyisi lakahle, kuniketa iKhabhinethi imibiko yekota kanye nembiko weMkhandlu Wekuhlelembisa Wamengameli ngetikhatsi takhona. |
| Kucaphela Nekwesekela Kusebenta Kwephakela Tinsita Ngaphambilini Ehhovisi Lamengameli | <ul style="list-style-type: none"> ▪ Inhloso kuphatsam kuhlelembisa nekulungisa tinhlelo tekuphela kuphakelwa kwetinsita kwangaphambili lokuhlosiswe ekwesekeleni lizinga lelincono letinsita tangaphambili kulo lonkhe luhlelo lwemkhakha wemphakatsi ▪ Kutfutukisa nekulungisa tinhlelo nemathuluzi ekucaphela nekubika lasebenta ngemphumelelo kanye nekuphatfwa kwetinhlelo tekucaphela kuphakelwa kwetinsita tangaphambili velonkhe ▪ Kwenta nekuhlelembisa kuvakasha kwekucaphela kuphakelwa kwetinsita tangaphambili etifundzeni nekwesekela kwentiwancono ▪ Kuphatsa Inombolo Lephutfumako Yamengameli ▪ Kuphatsa luhlelo lwekucinisa takhamiti - budlelwano bahulumende bekucaphela kuphakelwa kwetinsita. |
| Kuhlela, Kucaphela Nekulinganisa Kutfutukiswa Kwelikhono (PM&E) Nekuphetfwa Kwelwati | <ul style="list-style-type: none"> ▪ Kuhola imiklamo ye-PM&E yekutfutukiswa kwelikhono nekuphatfwa kwelwati, kanye nekuhlelembisa kusetjentiswa kancono kwelwati lwe-PM&E kuwo wonkhe hulumende ▪ Kutfutukisa nekuphumelelisa imiklamo yekutfutukiswa kwelikhono yetikhungo tahlumende nekuhlelembisa budlelwano beluhlelokusebenta ngekhatshi kwemiphakat5si ye-PM&E ▪ Kuhlelembisa inkhulumiswano ngemikhuba ye-PM&E futsi nekuhlelembisa kusetjentiswa kancono kwelwati |

Iwe-PM&E kuhulumende.

LUHLELO 4: KUHLELA NEBUBHALANE BEKHOMISHINI YEKUHLELA YAVELONKHE

| | |
|---|--|
| INHLOSO | Inhloso yaleligatja kutfutukisa umbono wesikhatsi lesidze welive kanye neluhlelo lweluhlelokusebenta lwavelonkhe kanye nekufaka ligalelo ngasekweneni imiphumela kuhulumende ngekuhlela lokuncono, ngetinhlelo tesikhatsi lesidze letincono, kuhlangua kwenchubomgomo lokuncono kanye nekuphimisela lokuselubala kwetinjongo netifiso tesikhatsi lesidze. |
| SIBONELO SELUHLELO | Tibopho letikhulu teligatja kukhuselisa nekucinisa kuhlela kuhulumende ngekuhlelebisa kutfutukiswa kwemapulani emkhakha; kucinisekisa kuhambisana phakatsi kwemapulani, tinchubo nekuphakelwa kwetinsita kuhulumende wonkhana; kucinisekisa tintfo letidzingwa kucala letisezingeni lelisetulu tifakwa kumapulani kuto tonkhe tigaba tahulumende; futsi nekufaka babambimsuka kuligalelo lenchubo yekuhlela kucinisekisa kutsengwa kanye nekwesekelwa kwemsebenti weKhomishini Yekuhlela Yavelonkhe. Leligatja ligcwalisa tibopho telitiko njengemniyo wemsebenti wekuhlela kuhulumende. |
| Tinsita Tekuphenya Netetinchubomgomo | Inhloso yaloluhlelo loluncane kuphatsa nekuhlelebisa tinchubo tekuphenya netenchubomgomo tekhomishini ngetindzaba tekutfutukisa tesikhatsi lesidze, kanye nekuniketa lusito lwebucwepheshe kuKhomishini Yekuhlela Yavelonkhe. |
| Bubhalane Nekwesekela Ikhomishini Yekuhlela Yavelonkhe | Kuniketa tinsita tekuphatfwa kweluhlelo nekwesekela kuphatsa kuKhomishini Yekuhlela Yavelonkhe nakuBubhalane |
| Umniningwane Wekusebenta Kwahulumende | Kufaka ligalelo ngasekuphumelelweni kwetingucuko neluhlelo lolusimeme lwahulumende ngekusetjentiswa kwetihlakamsebenti tesikhatsi lesisemkhatsini nekuhlela kwemnyaka kanye nekubika. Lemisebenti ifaka ekhatsi: <ul style="list-style-type: none">▪ Kuphatsa nekubuka kuphunyelelwa kweluhlelokusebenta nekuhlela kusebenta kwemnyaka kanye nekubika ngekusebenta lokungafaki timali kanye nekucaphela tinchubo letihlobene esigabeni setifundza nesavelonkhe▪ Kuhlelebisa kubuyeketwa kwetinhlelo teluhlelokusebenta netinhlelo tekusebenta tangemnyaka ngenhloso yekwentancono lizinga letinhlelo kanye nekucondzana kwato ne-NDP, i-MTSF kanye naletinhlelo tinhlelo▪ Kuhlelebisa tinkhulumiswano tekusebenta nematiko avelonkhe lasemcoka lahlobene nalemphumela. |

LUHLELO 5: LUHLELO LWEKUTFUTUKISWA KWELUSHA LWAVELONKHE

| | |
|---------------------------|--|
| INHLOSO | Inhloso yeluhlelo kutfutukisa nekuphumelelisa inchubomgomo yelusha futsi nekucaphela timali letifakwe ku-Ejensi Yekutfutukiswa Kwelusha Yavelonkhe |
| SIBONELO SELUHLELO | Umsebenti lomkhulu welusha kuhlelebisa kubuyeketwa kwenchubomgomo yelusha nekuyicondzanisa netinhlelo tahulumende ngenhloso yekucondzisa kabusha kunaka kwayo kanye nelikhono lekufaka emandla ekuhloniyisweni kwelusha etinhlelweni tahulumende |
| Kutfutukiswa Kwelusha | Inhloso kutfutukisa nekucaphela kuphunyelelwa kwenchubomgomo yelusha |

G. EMAREKHODI LASETANDLENI TE-DPME

Lencenye yenchubomgomo isebenta ngemibandzela yesigaba 14(1) (d) seMtsetfo we-PAIA, lotsi i-DPME kumele inikete imidanti yemarekhodi lasetandleni tayo kute iphumelelise ticelo tekufinyeleleka kumniningwane lokhicitwe futsi losetandleni te-DPME. Lamanye alamarekhodi atfolakala ngaphandle kwekucela kantsi lamanye adzinga kutsi kwentiwe ticelo ngaphambi kwekutsi atfolakale.

- (i) Emarekhodi latfolakala ngaphandle kwekucela – sigaba 14(1) (e)
- Luhlelo Lwentfufuko Lwavelonkhe (NDP)
 - Luhlakamsebenti Lwuluhlelokusebenta Lwesikhatsi Lesisemkhatsini (MTSF)
 - Tinhlelo Telisu Lekusebenta
 - Imibiko Yemnyaka
 - Umtsetfo Wetimo Tenchubomgomo
 - Tihlakamsebenti Tenchubomgomo
 - Imibiko
 - Imishicelelo
 - Tifundvosibonelo
 - Emamanuwali
 - Emathempulethi
 - Tinkhombandlela
 - Tivumelwano Tekuphakela
 - Umniningwane Wekusebenta locuketfwe Eluhlelweni Lwendlela Yekusebenta
 - Umniningwane ngetikhala temsebenti letikhangisiwe
 - Nobe ngabe nguyiphi lenye ilitheretja lehlosiswe kubukwa ngumphakatsi.

Indlela Yekufinyeleleka Yemarekhodi Latfolakala Ngaphandle Kwekucela

Sigaba 15 seMtsetfo sityi i-DPME kumele ishicelele kuGasethi Yahulumende luhlu lwemarekhodi latfolakala ngaphandle kwekucela kulitiko. Asikho sidzingo sekugcwalisa LIFOMU A lelibekiwe uma ngabe ufinyeleleka kumarekhodi lanjalo. Umuntu locelako akalindzeleki kwekutsi abhadale tinhlawulo, ngaphandle uma ngabe kukhicitwa linani lelisetulu lemakhophi. Onkhe emahhovisi e-DPME kumele anikete tindlela tekufinyeleleka kumarekhodi latfolakala ngaphandle kwekucela. Emarekhodi labekwe Kumsamo Wavelonkhe waseNingizimu Afrika kutsi agcinwe atawentiwa kutsi atfolakale ngekulandzela imitsetfo lekhona kutsi abukwe:

- Kwenyuswa kweMtsetfo Wekufinyeleleka Kumningwane (Umtsetfo nombolo 2 wanga-2000)
- Umtsetfo Wekuvikelwa Kwemningwane (Umtsetfo nombolo 84 wanga-1982)
- Umtsetfo Wemisamo Yavelonkhe Nemarekhodi aseNingizimu Afrika (Umtsetfo nombolo 42 wanga-1996)

(ii) Emarekhodi Ekuphatsa

| IYUNITHI | TIHLOKO NETIGABA | LATFOLAKALA NGAPHANDLE KWEKUCELA | LATFOLAKALA NGEKUCELA | LAVIKILEKILE |
|---|---|----------------------------------|-----------------------|--------------|
| Lihhovisi Lesiphatsimandla Setetimali Lesikhulu (i-CFO) | kulawulwa kwetimali | | ✓ | |
| | Imitsetfotimiso Yetemafa | ✓ | | |
| | Imanyuwali yenchubo yetetimali | ✓ | | |
| | Tinkhombandlela te-MTEF | ✓ | | |
| | Imiculu yemathenda | | ✓ | |
| Kuphatfwa Kwemitfombolusito Yeluntfu | Tinchubomgomo letahlukahlukene | ✓ | | |
| | Lisu | ✓ | | |
| | Tinkhombandlela ngenchubo yekucasha ku-DPME | ✓ | | |
| | Inkhombandlela yekulinganisa umsebenti | ✓ | | |
| | Takhiwo tenhlangano | | ✓ | |
| | Kwakheka kwesitafu | | ✓ | |
| | Emafayela emfundzate | | ✓ | |
| | Kukhetsa | | | ✓ |
| | Iphesali | | | ✓ |
| | Emafayela lacondzene nebasebenti | | | ✓ |
| | Tinkontileka tekusebenta | | | ✓ |
| | Imibito yekulinganisa kusebenta | | | ✓ |
| | Emafayela elivi | | | ✓ |
| | Emafayela emholo | | | ✓ |
| Emafayela emacala: Kulalelwa kwekucondziswa kwetigwegwe | | | ✓ | |
| Kucashwa | | | ✓ | |
| IMemoranda | | | ✓ | |

| IYUNITHI | TIHLOKO NETIGABA | LATFOLAKALA NGAPHANDLE KWEKUCELA | LATFOLAKALA NGEKUCELA | LAVIKILEKILE |
|-------------------------|---|----------------------------------|-----------------------|--------------|
| | Tincwadzi | | | |
| Kucwaninga kwangekhatsi | Imanyuwali yenchubo netinchubomgomo | ✓ | | |
| | Imiculu yetakhiwo nekuhlela | ✓ | | |
| | Imibiko Yemnyaka | ✓ | | |
| | Kubhalelana nemaklayenti angekhatsi newangaphandle | | ✓ | |
| | Imibiko yekucwaninga yemnyaka | | ✓ | |
| Tekuchumana | Umbiko Wemnyaka we-DPME | ✓ | | |
| | Tindzaba letikhishelwe bemisakato | ✓ | | |
| Kuphatfwa Kwebungoti | Luhlakamsebenti lwekuphatfwa kwebungoti | ✓ | | |
| | Lisu lwekuphatfwa kwebungoti | ✓ | | |
| | Inchubomgomo yekuphatfwa kwebungoti | ✓ | | |
| | Lisu lekuvimbela inkhohlakalo | ✓ | | |
| | Umbiko wekulwa nekufumbatsisa nekuphenya ngenkhohlakalo | | ✓ | |

(iii) Tinsita Tekucasha Tesive

| TIHLOKO NETIGABA | LATFOLAKALA NGAPHANDLE KWEKUCELA | LATFOLAKALA NGEKUCELA | LAVIKILEKILE |
|--|----------------------------------|-----------------------|--------------|
| Kubhalelana angaphandle | | ✓ | |
| Tivumelwano Tesigaba Temsebenti | | ✓ | |
| Umniningwane wetisebenti netindzaba letiphatselene netisebenti | | ✓ | |
| Emarekhodi netitatimende tetimali | | ✓ | |
| Irejista yekuphatfwa kwetimpahla | | ✓ | |
| Imiculu yetakhiwo nekuhlela | | ✓ | |
| Imiculu yekutsenga | | ✓ | |
| Imibiko yekutfufukiswa kwesitafu | | ✓ | |
| Ticelo temfundzate nemibiko yasetikolweni | | ✓ | |
| Emarekhodi ekuphatsa kuba khona emsebentini | | ✓ | |
| Imibuto yekucwaninga netimphendvulo | | ✓ | |
| Imibuto netimphendvulo tasephalamende | | ✓ | |
| Kwelulelwa ngekwemsebenti nekuphendvula | | ✓ | |

(iii) Kushicelelwa kwemiculu ye-DPME

| TIHLOKO NETIGABA | LATFOLAKALA NGAPHANDLE KWEKUCELA | LATFOLAKALA NGEKUCELA | LAVIKILEKILE |
|---|----------------------------------|-----------------------|--------------|
| Luhlaka Lwemtsetfo | ✓ | | |
| Tihlakamsebenti Tenchubomgomo | ✓ | | |
| Luhlelo Lwentfufuko Yavelonkhe 2030 | ✓ | | |
| Luhlakamsebenti Lwuluhlelokusebenta Lwesikhatsi Lesisemkhatsini (2014-2019) | ✓ | | |
| Tinkhomba Netinkhombandlela | ✓ | | |
| Emathuluzi Nemamanyuwali | ✓ | | |
| Imibiko | ✓ | | |
| Tetfulo Letetayekekile | ✓ | | |
| Tinkhomba Tentfufuko 2007; 2009; 2010; 2011; na-2012 | | ✓ | |
| Luhlelo Lwekusebenta 2010/11 – 2014/15 | | ✓ | |
| Kuphatsa Nekulinganisa Kusebenta | | ✓ | |
| Imemoranda Yekhabhinethi | | | ✓ |
| Tivumelwano Tekuphakela | | | ✓ |
| Tivumelwano Tekusebenta Tetindvuna | | | ✓ |
| Umbiko Wekubuyeketa Wesikhatsi Lesifisha | | | ✓ |

H. INSITABHUKU YEKHOMISHINI YEMALUNGELO ELUNTFU

Sigaba 10 seMtsetfo Wekwenyusa Kufinyeleleka Kumningwane (i-PAIA), 2000 (Umtsetfo 2 wanga-2000) utsi iKhomishini Yemalungelo Eluntfu yaseNingizimu Afrika (i-SAHRC) kumele ihlanganise tinkhombandlela letimalula futsi letivisiseka malula ngekutsi i-PAIA isetjentiswa njani. Insitabhuku icuketse umningwane lonjalo longadzingwa ngumuntfu lofisa kusebentisa nanobe nguliphi lilungelo leliphawulwe kuMtsetfo.

Imibuto macondzana nalensitabhuku kumele itfunyelwe ku:

IKhomishini yemaLungelo eLuntfu yaseNingizimu Afrika

Ligumbi le-PAIA (Litiko Letekuphenya Nemiculu)

Sakaposi X2700

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LITIKO LETEKUHLELA, KUCAPHELA NEKULINGANISA

LIFOMU A

SICELO SEKUFINYELEKA KULIREKHODI LEMTIMBA WESIVE

(Sigaba 18(1) seMtsetfo Wekwenyusa Kufinyeleleka Kumningwane, 2000 (Umtsetfo 2 wanga-2000))

[Umtsetfotimiso 6]

KWEKUSETJENTISWA LITIKO

Inombolo yereferensi: _____

Sicelo sitfolwe ngu: _____

Shano ligama nesibongo Sesiphatsimandla Semningwane/Lisekela Lesiphatsimandla Semningwane

ngamhlaka (lusuku) _____ e (indzawo) _____

Inhlawulo yesicelo (uma ikhona): R _____

Idiphozi (uma ikhona): R _____

Inhlawulo yekufileleka: R _____

Isayini yeSiphatsimandla Semningwane/Lisekela Lesiphatsimandla Semningwane _____

Imidanti yemtimba wahulumende

Siphatsimandla Semningwane: Mnu. Tshediso Matona (Libambela Lemcondzisi Jikelele)

nobe

Lisekela Lesiphatsimandla Semningwane: Mnu. Stanley Ntakumba (UMcondzisi Lomkhulu)

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SENGETELO 1

B. IMINININGWANE YEMUNTFU LOCELA KUFINYELELEKA KULIREKHODI

- a) *Imininingwane yemuntfu locela kufinyeleleka kulirekhodi kumele iniketwe ngaphasi.*
- b) *Kumele kuniketwe likheli kanye/nobe inombolo yefeksi eNingizimu Afrika lekumele kutfunyelwe kuyo umniningwane.*
- c) *Kumele kufakwe bufakazi besikhundla lokwentiwa ngaso sicelo, uma bukhona.*

Emagama laphellele nesibongo: _____

Inombolo yamatisi: _____

Likheli leliposi: _____

Inombolo yefeksi: _____

Inombolo yelucingo: _____

likheli le-imeyili: _____

Sikhundla lekucelwa ngaso, uma kucelelwa lomunye umuntfu _____

C. IMIDANTI YEMUNTFU LEKUCELELWA YENA

Lesigaba kumele sigcwaliswe KUMELE uma kucelelwa lomunye umuntfu umniningwane

Emagama laphellele nesibongo: _____

Inombolo yamatisi: _____

D. IMIDANTI YELIREKHODI

- a) *Niketa umniningwane lophelele welirekhodi lelcelwako, kufaka ekhatsi inombolo yerefurensi uma uyati, kute lirekhodi litfolakale malula.*
- b) *Uma sikhala lesiniketiwe, chubeka kulelinye likhasi bese ulihlanganisa lapha kulelifomu.*
- c) *Umuntfu locelako kumele asayinde onkhe lawa lamanye emakhasi.*

1. Inchazelo yelirekhodi nobe incenye yalo lesemcoka: _____

2. Inombolo yereferensi, uma ikhona: _____

3. Leminye iminingwane yelirekhodi: _____

E. TINHLAWULO

- a) *Sicelo sekufinyeleleka kulirekhodi, ngaphandle kwelirekhodi lelicuketse umningwane wakho, litawulungiselelwa kuphela uma sekubhadalwe inhlawulo yesicelo.*
- b) *Utawatiswa ngelinani lelidzinga kubhadalwa njengenhlawulo yekucela.*
- c) *Inhlawulo yekufinyeleleka kulirekhodi lebhadalwako ingeluhlobo lwendlela lekucelwa ngayo kanye nesikhatsi lesidzingele kusesha kanye nekulungiselela lirekhodi.*
- d) *Uma ufaneleka kutsi ungabhadaliswa nobe nguyiphi inhlawulo, shano sizatfu sekufaneleka.*

Sizatfu sekungabhadaliswa tinhlawulo: _____

F. INDLELA YEKUFINYELEKA KULIREKHODI

Uma uvimbeleka ngenca yekwehluleka kufundza, kubuka nobe kulalela lirekhoda ngendlela yekufinyeleleka leniketiwe kusuka ku-1 uya ku-4 lapha ngaphasi, shano kukhubateka kwakho futsi ukhombise indlela lekudzingakala ngayo lirekhodi.

Maka libhokisi lelifanele nga-X.

| | | | |
|-------------|--|---------------------------------------|--|
| Kukhubateka | | Indlela lekutfolakala ngayo lirekhodi | |
|-------------|--|---------------------------------------|--|

EMANOTSI:

- a) *Kutfotjelwa kwesicelo ngendlela locele ngayo kutawuya ngendlela lekutfolakala ngayo lelirekhodi.*
- b) *Kufinyeleleka ngendlela lekucelwe ngayo kungancatjelwa kuletinye tehlakalalo. Kulesehlakalo utawatiswa uma kufinyeleleka kuniketiwa ngaleny indlela.*
- c) *Inhlawulo lebhadalwako yekufinyeleleka kulirekhodi, uma ikhona, itawuncunywa ngulendlela lekucelwa ngayo lokufinyeleleka.*

1. Uma lirekhodi lingendlela lebhaliwe nobe lephurintiwe:

| | | | |
|---------------------|--|-----------------------|--|
| ikhophi yelirekhodi | | kuhlolwa kwelirekhodi | |
|---------------------|--|-----------------------|--|

2. Uma lirekhodi licuketse titfombe letibonwako (kufaka ekhatsi emafothografu, emasilayidi, emavidiyo, imifanekiso leyentiwe ngangcondvomshini, tikeshi, njll.)

| | | | | | |
|------------------|--|----------------------|--|-----------------------|--|
| Buka imifanekiso | | Ikhophi yemifanekiso | | Imibhalo yemifanekiso | |
|------------------|--|----------------------|--|-----------------------|--|

3. Uma lirekhodi licuketse emagama larekhodiwe nobe umningwane longakhicitwa kabusha ngemsindvo

| | | |
|--|--|--|
| Lalela i-soundtrack/ nobe likhasethe lelilalelwako | | Kutsatsiselwa kwe-soundtrack* (umculu lobhaliwe nobe lophurintiwe) |
|--|--|--|

4. Uma lirekhodi likungcondvomshini nobe linge-elektroniki nobe ngendlela lefundvwa ngumshini:

| | | | | | |
|----------------------|--|----------------------|--|--------------------|--|
| Ikhophi lephurintiwe | | Ikhophi lephurintiwe | | Ikhophi lefundzeka | |
|----------------------|--|----------------------|--|--------------------|--|

| | | |
|---|-------------------------------------|-------------------|
| yelirekhodi | yemningwane lokhishwe erekhodini | ngangcondvomshini |
| <i>Khumbula kwekutsi uma lirekhodi lingekho ngelulwimi lolufunako, kufinyeleleka kunganiketwa ngelulwimi lekutfolakala ngalo lirekhodi.</i> | | |
| Uma ucele ikhophi nobe satsaselo selirekhodo (ngetulu), ngabe ufuna kwekutsi ikhophi nobe satsaselo (transcription) sitfunyelwe kuwe? | YEBO | CHA |
| 5. Nguluphi lulwimi longatsandza kutfolakala ngalo lirekhodi? | | |

G. SATISO SESINCUMO MACONDZANA NEKUCELA KUFINYELELEKA

Utawatiswa kutsi ngabe sicelo sakho sivunyiwe/sincatjiwe. Uma ufuna kwatiswa ngalenywe indlela, uyacelwa kwekutsi usho lendlela futsi unikete neminingwane ledzingekile kusita kulandzela sicelo sakho.

Ngabe ufuna kwatiswa njani ngesincumo macondzana ngesicelo sakho sekufinyeleleka kulirekhodi?

Sisayindwe e _____ ngamhlaka _____ enyangeni ya _____ 20 _____

Isayini yemuntfu locelako/ nobe yemuntfu lekucelwa egameni lakhe.



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SENGETELO 2

LITIKO LETEKUHLELA, KUCAPHELA NEKULINGANISA

TIMALI LETIMISIWE MACONDZANA NEMITIMBA YESIVE

1. Imali yekhophi yencwajana njengoba kuvetwe emtsetfweni 5(c) ngu- R0.60 ikhophi ngayinye yelikhasi le-A4 nobe incenye yaloko.
2. Timali tekukhipha kabusha letishiwo emtsetfweni 7(1) ngalokulandzelako: **R**
 - (a) kuwo wonkhe emafothokhophi ebukhulu belikhasi le- A4- nobe incenye yaloko 0.60
 - (b) kuwo wonkhe emakhophi ebukhulu belikhasi be- A4- nobe incenye yaloko lebanjwe ku ngcondvomshini nobe ku-elekhronikhi nobe lifomu lelingafundvwa ngumshini 0.40
 - (c) yekhophi efomini lelifundvwa ngungcondvomshini
 - (i) -CD/ i-DVD 40.00
 - (d) (i)ngekubhala ngekutsatsela kulokunye kwetitfombe letibonwako, teliphepha lebukhulu be-A4 nobe incenye yaloko 22.00
 - (ii) kwekhophi yetitfombe letibonwako 60.00
 - (e) (i) yekubhala ngekutsatsela kulelinye lirekhodi lelivakalako, lelikhasi le-A4 nobe incenye yaloko 12.00
 - (ii) yekhophi yelirekhodi lelilalelwako 17.00
3. Imali yekucela lekhokhwa nguwo wonkhe locelako, longuloticelela yena, lekukhulunywe ngako em tsetfweni 7(2) ingu: 35.00
- 4.1 Imali yekutfola lekhokhwa ngulocelako lekukhulunywe ngayekumtsetfo 7(3) ingalendlela lelandzelako: **R**
 - (a) kuwo wonkhe emafothokhophi ebukhulu belikhasi le- A4- nobe incenye yaloko 0.60
 - (b) kuwo wonkhe emakhophi ebukhulu belikhasi be- A4- nobe incenye yaloko legcinwe kungcondvomshini nobe efomini le-elekhthroniki nobe lelingafundvwa ngumshini 0.40
 - (c) yekhophi efomini lelifundvwa ngungcondvomshini
 - (i) CD/DVD 40.00
 - (d) (i)ngekubhala ngekutsatsela kulokunye kwetitfombe letibonwako, teliphepha lebukhulu be-A4 nobe incenye yaloko 22.00
 - (ii) kwekhophi yetitfombe letibonwako 60.00
 - (e) ngalokubhaliwe loktsatfwa kulokunye kwelirekhodi lelilalelwako
 - (i) kwelikhasi le-A4 nobe incenye yaloko 12.00
 - (ii) yekhophi yelirekhodi lelilalelwako 17.00
 - (f) kufuna nekulungisa lirekhodi lekudzalula 15.00
kwelihora ngalinye nobe incenye yelihora, kungafaki lihora lekucala ngalokuvakalako lokudzingekwa ngekufuna lokunjalo nekulungiselela
- 4.2 Ngetizatfu teSigaba 22(2) Semtsetfo, kusebenta lokulandzelako:
 - (a) emahora lasitfupha lekufanele engciwe ngemi kwekukhokhwa kwesibambiso.
 - (b) incenye yesitsatfu yalemali yekutfola ikhokhwa njengesibambiso ngulocelako.
- 4.3 Tindleko tekuposa tangempela tikhokhwa uma ikhophi yelirekhodi kufanele iposelwe locelwako
- 4.4 Imali yesicelo sekuphikisa sincumo lekhokhwako macondzana nekufaka sicelo sekuphikisa sincumo sangekhatsi ngulocelako ngekwenatjelwa kwesicelo sakhe sekutfola njengoba sibhalwe



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LITIKO LETEKUHLELA, KUCAPHELA NEKULINGANISA

LIFOMU B

SATISO SESIKHALO SANGEKHATSI

Sigaba 75 seMtsetfo Wekwenyusa Kufinyeleleka Kumniningwane, 2000 (Umtsetfo 2 wanga-2000)
[Umtsetfosimiso 8]

A. Imidanti yemtimba wahulumende:

Siphatsimandla Semningwane: Mnu. Tshediso Matona (Libambela Lemcondzisi Jikelele)

nobe

Lisekela Lesiphatsimandla Semningwane: Mnu. Stanley Ntakumba (UMcondzisi Lomkhulu)

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B. Imininingwa yalocelako/yelicembu lesitsatfu lelifaka sikhalo sangekhatsi

- a) *Imininingwane yemuntfu lofaka sikhalo sangekhatsi kumele iniketwe ngaphasi.*
b) *Kumele kufakwe bufakazi besikhundla lokufakwa. Uma bukhona, kumele bufakwe.*
c) *Uma umuntfu londlulisa licala kungumuntfu wesitsatfu futsi hhayi lomuntfu locele kucala umniningwane, imininingwane yemuntfu locelako kumele iniketwe ku C ngaphasi*

Emagama laphellele nesibongo: _____

Inombolo yamatisi: _____

Likheli leliposi: _____

Inombolo yefeksi: _____

Inombolo yelucingo: _____

likheli le-imeyili: _____

Sikhundla lekucelwa ngaso uma kucelelwa lomunye umuntfu: _____

C. Imininingwane yalofaka sicelo:

Lesigaba kumele sigcwaliswe KUMELE uma licembu lesitsatfu (uma kungesuye umceli) lifaka sikhalo sangekhatsi.

Emagama laphela nesibongo: _____

Inombolo yamatisi: _____

D. Sincumo lekufakelwa sona sikhalo sangekhatsi:

| Maka sincumo lekufakelwa sona sikhalo nga X ebhokisini lelifanele | |
|--|--|
| | Kungavunyelwa kwesicelo sekufinyeleleka. |
| | Sincumo macondzana netinhlawulo letibekwe ngekulanzela sigaba 22 seMtsetfo. |
| | Sincumo macondzana nekuchujekiswa kwesikhatsi lekumele kusetjentwe ngaso sicelo ngekulanzela sigaba 26(1) seMtsetfo. |
| | Sincumo macondzana nesigaba 29(3) seMtsetfo kuncabela kufinyeleleka ngendlela lecelwe ngumuntu locelako. |
| | Sincumo sekuniketa umceli kufinyeleleka. |

E. Tizatfu tekufaka sikhalo:

Uma sikhala lesiniketiwe, chubeka kulelinye likhasi bese ulihlanganisa lapha kulelifomu. Kumele usayinde onkhe lawa lamanye emakhasi.

Shano tizatfu lekususelwa kuto sikhalo sangekhatsi _____

Shano nobe nguwuphi umniningwane lotawudzingeka ekubukeni sikhalo _____

F. Satiso sesincumo ngesikhalo:

Utawatiswa ngekubhala ngesincumo sesikhalo sangekhatsi sakho. Uma ufuna kwatiswa ngaleny indlela, uyacelwa kwekutsi usho lendlela futsi unikete neminingwane ledzingekile kusita kulanzela sicelo sakho.

Shano indlela: _____

Imininingwane yendlela: _____

Sisayindwe e _____ ngamhlaka _____ enyangeni ya _____ 20 _____

Isayini Yemuntu Lofaka Sikhalo

KWEKUSETJENTISWA LITIKO:

LIREKHODI LEISEMTSETFWENI LESIKHALO SANGEKHATSI

Sikhalo sitfolwe ngamhlaka _____ (lusuku)
ngu (shano irenki, ligama nesibongo Sesiphatsimandla Semningwane/Lisekela Lesiphatsimandla Semningwane)
Sikhalo sipheleketelwa tizatfu tesincumo Sesiphatsimandla Semningwane/Lisekela Lesiphatsimandla Semningwane kanye, lapho kufanele khona, iminingwane yelicembu lesitsatfu lelihlobene nemarekhodi, letitifakwe siphatsimandla semningwane/lisekela lesiphatsimandla semningwane ngamhlaka _____ (lusuku) kumtimba lofanele.

UMPHUMELA WESIKHALO: _____

SINCUMO SESIPHATSIMANDLA SEMNINGWANE/SELISEKELA LESIPHATSIMANDLA SEMNINGWANE:

Sicinisekisiwe: _____

Sincumo lesisha sikhishiwe: _____

Sincumo lesisha: _____

UMTIMBA LOFANELE

LUSUKU _____

**SITFOLWE SIPHATSIMANDLA SEMNINGWANE/LISEKELA LESIPHATSIMANDLA SEMNINGWANE
SIPHUMA KUMTIMBA LOFANELE NGAMHLAKA (LUSUKU):** _____

