



DEPARTMENT OF PLANNING, MONITORING AND EVALUATION

PRESCRIBED FEES IN RESPECT OF PUBLIC BODIES

1. The fee for a copy of the manual as contemplated in regulation 5(c) is R0.60 for every photocopy of an A4 size page or part thereof.
2. The fees for reproduction referred to in regulation 7(1) are as follows:
  - (a) for every photocopy of an A4-size page or part thereof \_\_\_\_\_ R0.60
  - (b) for every printed copy of an A4-size page or part thereof held on computer or in electronic or machine-readable form \_\_\_\_\_ R0.40
  - (c) for a copy in a computer-readable form on:
    - (i) CD/DVD \_\_\_\_\_ R40.00
  - (d) (i) for a transcription of visual images, for an A4-size page or part thereof \_\_\_\_\_ R22.00  
(ii) for a copy of visual images \_\_\_\_\_ R60.00
  - (e) (i) for a transcription of an audio record, for an A4-size page or part thereof \_\_\_\_\_ R12.00  
(ii) for a copy of an audio record \_\_\_\_\_ R17.00
3. The request fee payable by every requester, other than a personal requester, referred to in regulation 7(2) is R50.00
4.
  - 4.1 The access fee payable by a requester referred to in regulation 7(3) is as follows:
    - (a) for every photocopy of an A4-size page or part thereof \_\_\_\_\_ R1- R10
    - (b) for every printed copy of an A4-size page or part thereof held on computer or in electronic or machine-readable form \_\_\_\_\_ R0 - R75
    - (c) for a copy in a computer-readable form on:
      - (i) CD/DVD \_\_\_\_\_ R70
    - (d) (i) for a transcription of visual images, for an A4-size page or part thereof \_\_\_\_\_ R40.00  
(ii) for a copy of visual images \_\_\_\_\_ R60.00
    - (e) for a transcript of an audio record:
      - (i) for an A4-size page or part thereof \_\_\_\_\_ R20.00  
(ii) for a copy of an audio record \_\_\_\_\_ R30.00
    - (f) To search for the record for disclosure for each hour or part of an hour, excluding the first hour, reasonably required for such search and preparation R30.00/h
  - 4.2 For purposes of Section 22(2) of the Act, the following applies:
    - (a) six hours as the hours to be exceeded before a deposit is payable.
    - (b) one third of the access fee is payable as a deposit by the requester.
  - 4.3 The actual postage is payable when a copy of a record must be posted to a requester exemption from paying "access fees"  
Person or persons exempted from paying access fee:
    - (i) A single person whose annual income does not exceed **R14 ,712.00**; or
    - (ii) Married persons or a person and his/her life partner whose annual income does exceed **R27, 192.00**
  - 4.4 The appeal fee payable in respect of the lodging of an internal appeal by a requester against the refusal of his/her request for access as contemplated in section 75(3)(a) of the act \_\_\_\_\_ R50.00