

# IMANUWALI YOMTHETHO WOKUGQUGQUZELA UKUTHOLAKALA KWEMININGWANE (“PAIA”)

Le Manuwali ihlanganisa neminingwane emayelana nokuthunyelwa kwezikhhalazo zokucutshungulwa kweminingwane yomuntu kanye nezicelo zokusula noma ukushabalalisa iminingwane yomuntu noma amarekhodi akhe ngokuvumelana noMthetho Wokuvikelwa Kweminingwane Yomuntu ka-2013 (“POPIA”)

Iminingwane Yedokhumenti	
Isihloko Sedokhumenti	Imanuwali Ye-PAIA
Umnikazi Wenqubomgomo	Inqubomgomo Yenkampani
Yokuhlukanisa Izingozi	Ngaphandle
Isigaba Senqubomgomo	Izinga 3
Inombolo Yohlobo	V0.01
Usuku Egcine Ukubuyezwa Ngalo	01 Julayi 2023
Usuku Lokukhishwa	25 Julayi 2023
Usuku Lokuqalisa	13 Septhemba 2016
Usuku Olulandelayo Lokubuyezwa	01 Agasti 2024

Ukuhlolwa Kwezichibiyelo Ezisemqoka
<b>IZICHIBIYELO EZIYINHLOKO (UMA INQUBOMGOMO IHLOLIWE)</b>
<ul style="list-style-type: none"> <li>Iminingwane emisha ye-IO ibuyezwe</li> <li>Amalinki aya kumafomu aku-inthanethi kuwebhusayithi yoMlawuli Weminingwane afakwe engxenyeni yamaFomu eManuwalini</li> </ul>

Irekhodi Lesignesha Yokugunyaza
Le Manuwali <b>IKHISHWE uBOITUMELO MOSAKO (i-CEO ye-DBSA)</b> ngomhla ka- <b>25 Julayi 2023</b>

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## 1. ISETHULO

I-PAIA (njengoba ichtshiyelwe yi-POPIA) ifuna, phakathi kokunye, ukusebenzisa ilungelo loMthethosisekelo lokufinyelela noma yimiphi imininingwane egcinwe uMbuso kanye nanoma yimuphi umuntu lapho khona imininingwane enjalo idingeka ukuze kuvikelwe noma yiliphi ilungelo. I-POPIA, ngakolunye uhlangothi, yenza ilungelo lobumfihlo lawo wonke umuntu elichazwa uMthethosisekelo lisebenze.

Izingxenye 14 no-52 ze-PAIA ziphinde zidinge ukuba izinhlangano zomphakathi nezizimele zenze amamanuwali ahlinzeka ngemininingwane emayelana nazo zombili izinhlobo zezigaba namarekhodi agcinwe yilezo zinhlangano zomphakathi nezizimele. I-DBSA iyinhlangano yomphakathi engaphansi kwesigaba (b)(ii) sencazelo “yenhlangano yomphakathi” engxenyeni 1 ye-PAIA. Ngokwengxenye 8 yalo Mthetho, inhlangano yomphakathi okukhulunywe ngayo esigabeni (b)(ii) ingaba inhlangano yomphakathi noma inhlangano ezimele ngokuphathelene nerekhodi laleyo nhlangano.

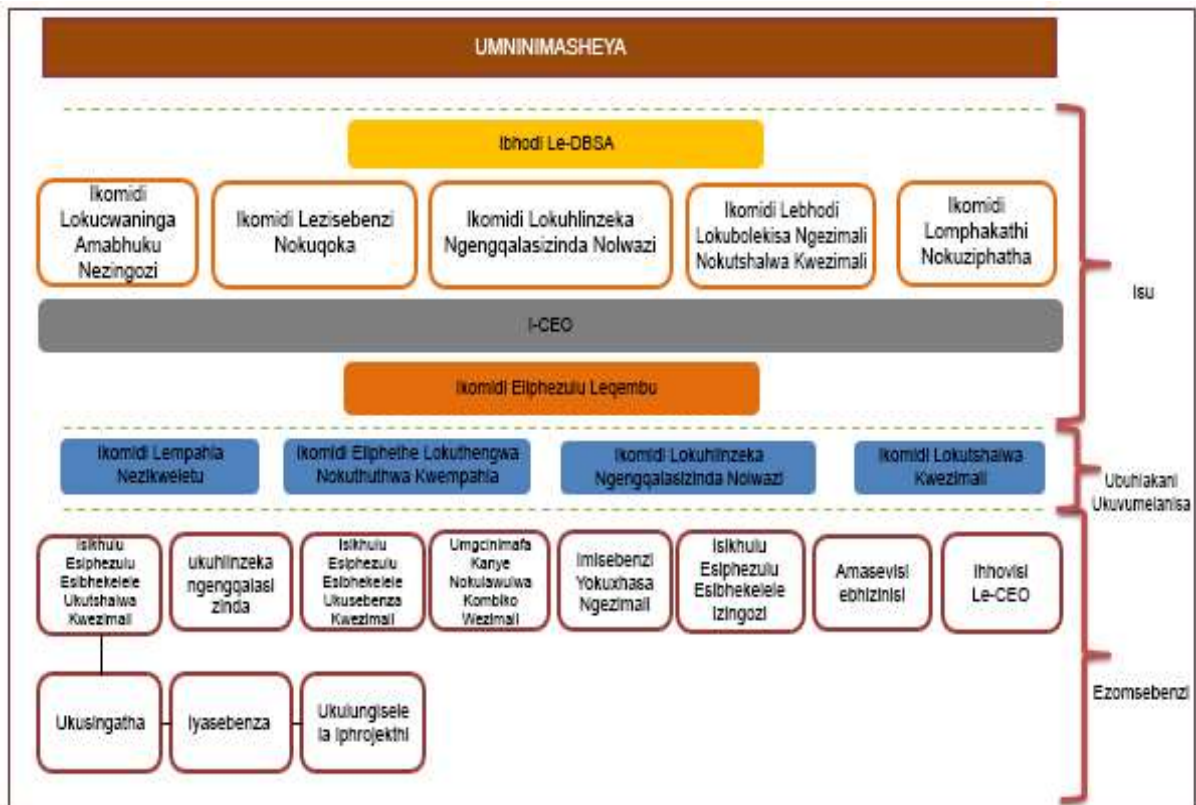
Le Manuwali ye-PAIA iphathelene nolwazi noma amarekhodi ahlobene ne-DBSA eyinhlangano yomphakathi futhi atholakala ngesiNgisi. Izinguqulo ezihunyushwe ngezinye izilimi ezimbili ezisemthethweni okungukuthi, isiZulu kanye neSipedi (esibuye saziwe ngokuthi iSesotho sa Leboa), nazo zizotholakala.

## 2. IMISEBENZI YE-DBSA

Umsebenzi oyinhloko we-DBSA ukunikeza usizo lwezezimali, lobuchwepheshe nolunye ukuze kufezwe izinjongo ze-DBSA njengoba kuchazwe engxenyeni 3 ye-Development Bank of Southern Africa Act, No. 13 ka-1997 (“uMthetho we-DBSA”). Ingxenye 3(1) yoMthetho we-DBSA ichaza ukuthi “izinhloso eziyinhloko zeBhange kuzoba ukugququzela ukuthuthukiswa nokukhula komnotho, ukuthuthukiswa kwezisebenzi, ukwakhiwa kwamakhono esikhungo kanye nokwesekwa kwamaphrojekthi okuthuthukisa kanye nezinhlelo esifundeni.” Imisebenzini yayo yokutshala izimali igxile ekuxhaseni ngezimali ingqalasizinda. Lapho ichazwa kabanzi, ihlose ukusebenza njengethuluzi lokusebenzisa ngokugcwele ukufinyelela kwezinkampani ezizimele amathuba ukuze kuxhaswe ngezimali umphakathi.

### 3. UKWAKHEKA KWE-DBSA

I-DBSA iyinhlangano yomphakathi esungulwe ngokuvumelana noMthetho we-DBSA. Umthethosisekelo kanye nokuziphatha kweBhodi Labaqondisi be-DBSA kulawulwa ngokuyinhloko uMthetho we-DBSA futhi uphinde ulawulwe uMthetho Wokuphathwa Kwezimali Zikahulumeni, No. 1 ka-1999. Ukwakheka kwe-DBSA kuhlangukisa iBhodi Labaqondisi, iMinyango eyi-10 kanye neHhovisi Lomphathi Omkhulu. Umdwebho ongezansi ubonisa ukwakheka kwamanje kwe-DBSA.



### 4. IMININGWANE YOKUXHUMANA

Ngokwe-PAIA, iSikhulu Esiphezulu se-DBSA yiSikhulu Semininingwane, futhi iSikhulu Semininingwane siqoke saphinde saphathisa amaSekela amabili eSikhulu Semininingwane.

Igama	Ukuqokwa	Ucingo	I-imeyili	Ikheli
Boitumelo Mosako	ISikhulu Semininingwane	0113133075		<i>Ikheli Leposi</i> PO Box 1234 Halfway House

Amanda Chetty	ISekela LeSikhulu Semininingwane	0113133937	PAIA@dbsa.org	Midrand 1685 <i>Ikheli Lesakhiwo</i>
Carina Oosthuizen	ISekela LeSikhulu Semininingwane	0113133417		1258 Lever Road Headway Hill Midrand

*Lapho wenza isicelo, sicela usiqondise kumaSekela eSikhulu Semininingwane achazwe ngenhla.*

## 5. UMHLAHLANDLELA WENGXENYE 10

Ngokwengxenywe 10 ye-PAIA, uMhlahlandlela Wemininingwane uhlanganiswe uMlawuli. Amakhophi omhlahlandlela ungawathola kuMlawuli ngendlela echaziwe. Imininingwane yokuxhumana noMlawuli ibhalwe ngezansi:

*Ucingo:* 012 406 4818

*Ifeksi:* 086 500 3351

*I-imeyili:* [infoereg@justice.gov.za](mailto:infoereg@justice.gov.za)

*Iwebhusayithi:* <http://www.justice.gov.za/infoereg/>

## 6. IZIBOPHO ZESIKHULU SEMININGWANE – Umthethonqubo 3

(1) Isikhulu semininingwane kufanele sibe nekhophi yomhlahlandlela, okungenani ngezilimi ezimbili ezisemthethweni, ehhovisi laso elikhulu elibhalisiwe, ukuze umphakathi ukwazi ukuwuhlola phakathi namahora okusebenza ajwayelekie.

(2) Lapho kuba khona othumela isicelo esibhaliwe, esebenzisa ifomu elihambisana neFomu 1 leSithasiselo A seMithethonqubo, isikhulu semininingwane kufanele senze kutholakale inani eliceliwe lamakhophi omhlahlandlela ngezilimi ezisemthethweni.

(3) Isikhulu semininingwane ngeke sifune imali yezindleko zalokhu –

(a) ikhophi yomhlahlandlela ehlinzekiwe ngokuvumelana nomthethonqubo ongaphansi (2);

(b) ukuhlolwa kwekhophi yomhlahlandlela ehhovisi lesikhulu semininingwane.

## 7. UKUFINYELELA AMAREKHODI EZINHLANGANO ZANGAPHANDLE AGCINWE YI-DBSA

### (a) Inqubo yokucela elandelwa ofaka isicelo

- Ofaka isicelo kufanele asebenzise ifomu elichaziwe, iFomu 2, ukuze afake isicelo sokuthola irekhodi. Isicelo kufanele sithunyelwe kwelinye lamaSekela eSikhulu Semininingwane, imininingwane yokuxhumana nawo itholakala ku-4 ngenhla.
- Ofaka isicelo kufanele anikeze imininingwane eyanele efomini lesicelo ukuze iSekela leSikhulu Semininingwane likwazi ukuhlonza amarekhodi aceliwe.
- Ofaka isicelo kufanele abonise nokuthi yiluphi uhlobo lokufinyelela oludingekayo.
- Ofaka isicelo kumelwe asho ukuthi irekhodi elithintekayo lifuneka ngaluphi ulimi.
- Ofaka isicelo kufanele abonise nokuthi uyafisa yini ukutshelwa ngesinqumo esimayelana nesicelo asifakile nganoma iyiphi enye indlela futhi asho leyo ndlela kanye nemininingwane edingekayo ukuze atshelwe.
- Uma isicelo senziwa egameni lomunye umuntu, ofaka isicelo kufanele athumele ubufakazi bokumelela lowo muntu, ngendlela egculisa iSekela leSikhulu Semininingwane.
- ISekela leSikhulu Semininingwane lizotshela ofake isicelo (ngaphandle komuntu ofaka isicelo sakhe) ngesaziso, ukuthi kudingeka akhokhe izindleko ezichaziwe (uma zikhona) ngaphambi kokuqhubeka nokucubungula isicelo.
- Ofaka isicelo onikwe imvume esicelweni sakhe sokufinyelela irekhodi kumelwe akhokhele izindleko zokufinyelela ukuze kukhiqizwe kabusha, kuseshwe futhi kulungiswe amakhophi noma ukuthunyelwa kokuqokethwe yirekhodi eceliwe, kanye nesikhathi esidingekayo esingaphezu kwamahora achaziwe okusesha nokulungisa irekhodi elizodalulwa.
- ISekela leSikhulu Semininingwane lizotshela ofake isicelo ngesinqumo salo zingakapheli izinsuku ezingama-30 ngemva kokuthola isicelo noma lingasinweba leso sikhathi ngesinye isikhathi esingadluli ezinsukwini ezingama-30. Isikhathi iSekela leSikhulu Semininingwane okumelwe litshela ngaso ofake isicelo ngesinqumo salo lixhomeke ekwandisweni okunjalo njengoba kungase kudingeke ukuba kunikezwe inkampani yangaphandle ithuba lokuthumela ukuphawula kwalo eSekeleni leSikhulu Semininingwane lapho khona irekhodi eliceliwe liphathelene naleyo nkampani yangaphandle.
- Uma isicelo sokufinyelela irekhodi senqatshiwe, sibambezelekile noma sithola izindleko ezingafanele noma sisefomini elingamukelekile esigabeni (b) senhlangano yomphakathi, ingxenye 78(2) ye-PAIA ivumela ofake isicelo ukuba

aphephele enkantolo ukuze athole usizo olufanele zingakapheli izinsuku ezingama-30 kwenziwe isinqumo.

- Uma inkantolo iyalela i-DBSA ukuthi inikeze ofake isicelo imvume yokufinyelela amarekhodi aceliwe, ofaka isicelo angase akhokhe izindleko zokufinyelela ngaphambi kokuba ukufinyelela amafayela anjalo kunikezwe.

### **(b) Inqubo yokucela, usizwa yiSikhulu Semininingwane**

Umthethonqubo 7(2): Isikhulu semininingwane kufanele –

(a) sisize ofake isicelo nganoma yisiphi isicelo ngokuphathelene nesicelo sokufinyelela imininingwane; futhi

(b) uma isicelo sokufinyelela irekhodi senziwa ngomlomo ngenxa yokungakwazi ukufunda nokubhala noma ngenxa yokukhubazeka kofaka isicelo, gcwalisa iFomu 2 egameni lofaka isicelo bese wenza ikhophi ulinikeze ofaka isicelo, njengoba kuchazwe engxenyeni 18(3) ye-PAIA.

Umthethonqubo 8 – Umphumela wesicelo kanye nezindleko ezikhokhelwayo

(1) uma isicelo sokufinyelela irekhodi esichazwe emthethweninqubo 7 sigunyazwa noma senqatshwa, isikhulu semininingwane kumelwe sitshele ofake isicelo –

(a) ngesinqumo sakhe;

(b) izindleko ezikhokhwayo njengoba kuchazwe eSithasiselweni B seMithethonqubo, efomini elihambisana neFomu 3 uma isicelo sokuthola ikhophi lomhlahlandlela singase singenqatshwa.

### **(c) Izizathu zokwenqaba ukufinyelela amarekhodi**

ISekela leSikhulu Semininingwane kufanele senqabe isicelo sokuthola imininingwane noma irekhodi, ngokuvumelana nokushiwo yi-PAIA, uma leyo mininingwane noma irekhodi lihlobana nalokhu:

- Isibopho sokuvikela ubumfihlo bomuntu oseceleni ongumuntu ongokoqobo, okubandakanya ukudalulwa okungafanele kwemininingwane yalowo muntu ongokoqobo;
- Isibopho sokuvikela imininingwane yezentengiselwano yenkampani yangaphandle, uma irekhodi liqukethe:
  - Izimfihlo zohwebo zaleyo nkampani eseceleni;
  - Imininingwane yezimali, yezohwebo, yezesayensi noma yezobuchwepheshe, okungathi ukuyidalula kubangele umonakalo ezinzuzweni zezimali noma zohwebo zaleyo nkampani yangaphandle;

- Imininingwane inkampani eyinike i-DBSA ngokuyethemba, ukudalulwa kwayo okungase kubeke leyo nkampani yangaphandle enkingeni lapho ingena ezingxoxweni noma ekuncintisaneni kwezohwebo.
- Isibopho sokuvikela imininingwane eyimfihlo yezinkampani zangaphandle uma ivikelwe yinoma yiziphi izivumelwano;
- Isibopho sokuvikela ukuphepha kwabantu kanye nokuvikelwa kwempahla;
- Isibopho sokuvikela amarekhodi okuzobhekwa njengokuyimfihlo ekuqulweni kwecala;
- Imininingwane mayelana nocwaningo olwenziwayo noma oluzokwenziwa noma olwenziwa egameni lenkampani yangaphandle lapho khona ukuveza imininingwane kungase kudalule leyo nkampani yangaphandle noma umuntu ukuthi nguye owenza ucwaningo noma ozokwenza ucwaningo enzela inkampani engaphandle noma emayelana nesihloko socwaningo esingase sibe sengozini enkulu.
- Isekela leSikhulu Seminingwane singase senqabe isicelo sokuthola imininingwane noma irekhodi uma leyo mininingwane noma irekhodi lihlobana nalokhu:
  - imininingwane ehlinzekwe yinkampani yangaphandle, ngokwethemba, okungathi uma idalulwa kulindeleke ukuba ibandlulule ukuhlinzeka esikhathini esizayo imininingwane efanayo, noma imininingwane evela emthonjeni ofanayo futhi kuyinto ezuzisa umphakathi ukuba leyo mininingwane, noma imininingwane evela emthonjeni ofanayo iqhubeke ihlinzekwa;
  - isibopho sokuvikela ukuphepha kwabantu kanye nokuvikelwa kwempahla;
  - isibopho sokuvikela abomthetho kanye nezinqubo zomthetho;
  - imisebenzi yezohwebo ye-DBSA, engahlanganisa:
    - (i) Izimfihlo zohwebo ze-DBSA;
    - (ii) imininingwane yezimali, yezohwebo, yezesayensi noma yezobuchwepheshe, okungathi ukuyidalula kubangele umonakalo ezinzuzweni zezimali noma zohwebo ze-DBSA;
    - (iii) imininingwane okungathi uma idalulwa inciphise amandla e-DBSA lapho kuxoxwa noma ekuncintisaneni kwezohwebo;
    - (iv) uhlelo lwekhompyutha oluphethwe yi-DBSA noluvikelwe yilungelo lobunikazi.
  - imininingwane mayelana nocwaningo olwenziwayo noma oluzokwenziwa noma olwenziwa egameni le-DBSA, lapho khona ukuveza imininingwane kungase kudalule i-DBSA noma umuntu ukuthi nguye owenza ucwaningo



noma ozokwenza ucwaningo enzela i-DBSA noma emayelana nesihloko socwaningo esingase sibe sengozini enkulu.

- umbono, iseluleko, umbiko noma isiphakamiso esitholiwe noma esilungisiwe, noma i-akhawunti yokubonisana, ingxoxo noma ukudingida okwenzekile, okuhlenganisa kodwa akupheleli lapho, amanothi omhlangano, ngenjongo yokusiza ekwenzeni inqubomgomo noma ukuthatha isinqumo ekusebenziseni amandla noma ekwenzeni umsebenzi onikezwe noma ophoqwa umthetho.
- izicelo ezingazwakali noma ezicasulayo noma ezibandakanya ukuphambukiswa ngendlela engafanele kwezinsiza ze-DBSA.

#### **(d) Izigaba zamarekhodi agcinwe yi-DBSA**

NgokweNgxenywe 14(1)(d) kanye neNqubomgomo Ye-DBSA Yokuphepha Kwemininingwane, inqubo ye-PAIA esemthethweni yokucela izosebenza kulezi zigaba ezilandelayo zamarekhodi aphethwe yi-DBSA:

- Imalimboleko
- Izibonelelo
- Ukulawulwa Kwengozi
- Ukuphathwa Kwezimali
- Ukuphathwa Kokuthenga Nokuthutha Impahla
- Ukuqondiswa Kwezinkontileka
- Umgcinimafa
- Umnyango Wezisebenzi
- Imininingwane Nezobuchwepheshe
- Isu Lebhizinisi
- Ukuphathwa Kwezinsiza
- Ukuxhumana Nokumaketha
- Amasevisi Ezomthetho
- Unobhala Webhizinisi

#### **(e) Amarekhodi atholakala ngokuzenzakalelayo**

Lezi zigaba zemininingwane zihlobene neminingwane etholakala emphakathini, okungukuthi, ngaphakathi nangaphandle. Imininingwane enjalo akudingeki icelwe ngokusho kwe-PAIA. Ngokwesibonelo, imininingwane elandelayo erekhodiwe ingatholwa ngokuzenzakalelayo ngaphandle kokusebenzisa inqubo yokucela esemthethweni ye-PAIA:

- Uthetho kahulumeni (uMthetho we-DBSA, uMthetho we-DBSA Ochibiyelwe)

- Imibiko yaminyaka yonke
- Izincwadi eziprintiwe ze-DBSA (Amaphephandaba, Izincwajana, njll.)
- Eminye iminingwane ishicilelwe kuwebhusayithi ye-DBSA eku-inthanethi.

## 8. AMASEVISI ANIKEZWA YI-DBSA

I-DBSA iyisikhungo esithuthukisa ngokwezimali esilawulwa ngokuphelele uHulumeni waseNingizimu Afrika futhi sinomsebenzi wokugqugquzela ukukhula komnotho kanye nokuhlanganiswa kwesifunda ngokuhlanganisa izimali kanye nezinye izinsiza ezivela ezinkampanini zangaphandle nasezinkampanini ezizimele ukuze kwenziwe amaprojekthi nezinhlelo zokuthuthukisa ngendlela esimeme eNingizimu Afrika kanye ne-Afrika yonkana. Lokhu kuhlanganisa izimali kanye nokuthuthukisa ingqalasizinda, ukuthuthukiswa kwezisebenzi kanye nokwakhiwa kwamakhono esikhungo. Imisebenzi eyinhloko eyenziwe phakathi nenqubo yenqalasizinda ihlanganisa okulandelayo:

 HLELA	 LUNGISELELA	 XHASA NGEMALI	 YAKHA	 NAKEKELA
<p>Ukuhlola kukaMasipala</p> <p>Iqoqo lezinhlelo zengqalasizinda</p> <p>iseluleko sokuhlela ingqalasizinda</p>	<p>Ukuhlonza iphrojekthi</p> <p>Ukuhlola amathuba okuphumelela</p> <p>Usizo lwezobuchwephe she</p> <p>Ukuthuthukiswa kohlelo</p> <p>Izimali zokulungiselela iphrojekthi</p>	<p>Isikweletu sesikhathi eside okumelwe sikhokhelwe kuqala kanye nesikweletu esikhokhelwa ekugcineni</p> <p>Izimali zenkampani nephrojekthi</p> <p>Imali mboleko ekhokhelwa ngokuvumelana nemali engenayo nephumayo enkampanini</p> <p>Izixazululo zezizimali ezihlelekile</p>	<p>Ukulawula ukulanywa nokwakhiwa kwamaprojekthi emkhakheni wezempilo, wezempilo kanye nowezindlu</p> <p>Ukwesekwa kokuphathwa kwephrojekthi</p>	<p>Ukweseka ukunakekela/ ukuthuthukiswa kwengqalasizinda yamaprojekthi omphakathi nawezomnotho</p>

## 9. UKUFINYELELA AMASEVISI E-DBSA

Amasevisi e-DBSA afinyelelwa ngesicelo esisethethweni kanye nezinqubo zokuhlola ezenziwa amakomidi afanele. Imininingwane eyengeziwe yendlela yokufinyelela amasevisi e-DBSA angatholwa ewebhusayithini ye-DBSA ethi [www.dbsa.org](http://www.dbsa.org).

## **10. UKUBANDAKANYEKA KOMPHAKATHI EKWAKHENI INQUBOMGOMO NASEKUSEBENZISENI AMANDLA**

Ngokosho koMthetho we-DBSA, amalungu omphakathi angaqoka abantu ezikhundleni zeBhodi ye-DBSA.

## **11. IZIXAZULULO NGOKUPHATHELENE NOKUSHIWO YI-PAIA, OKUSEBENZA ENKANTOLO**

Noma yimuphi umuntu ofaka isicelo onganelisekile nganoma yisiphi isinqumo esimayelana nesicelo sokufinyelela irekhodi le-DBSA angaya enkantolo ePhakeme noma kwenye inkantolo elingana nayo ukuze athole usizo.

## **12. EMINYE IMININGWANE ENGASE INIKEZWE**

Akukho mininingwane echaziwe ngokuvumelana nale ngxenye.

## **13. AMACALA NEZIJEZISO**

Isikhulu seminingwane esikhokhisa inhlawulo ngamabomu noma ngobudedengu ngaphandle kwezindleko ezinqunyiwe ngokuvumelana neMithethonqubo, sinecala futhi sizohlawuliswa noma sivalelwe ejele inkathi engeqi eminyakeni emibili.

## **14. UKUTHOLAKALA KWEMANUWALI**

- Le manuwali itholakala ngesiNgisi kanye nezinye izilimi ezimbili ezisemthethweni. Ikhophi lizotholakala.
  - Kuwebhusayithi ye-DBSA ([www.dbsa.org](http://www.dbsa.org));
  - Emahhovisi e-DBSA lapho amalungu omphakathi engahlola khona phakathi namahora avamile okusebenza;
  - Kunoma yimuphi umuntu lapho efaka isicelo nangemva kokukhokha inani elifanele.
- Izindleko zekhophi yale manuwali zizokhokhwa lapho kwenziwa ikhophi ngayinye ye-A4.

## 15. IZINDLEKO EZICHAZIWE EZINDAWENI ZOMPHAKATHI

Izindleko ezilandelayo zichazwe eMithethweninqubo ngokuvumelana ne-PAIA futhi kufanele zikhokhelwe ofaka isicelo ngaphambi kokuba i-DBSA yenze noma imaphi amarekhodi aceliwe atholakale kofake isicelo.

	INCAZELO	IZINDLEKO
1	Imali yesicelo ekhokhwa yiwo wonke umuntu ofaka isicelo	R100.00
2	Ikhophi lekhasi elingu-A4	R1.50 ikhasi ngalinye noma ingxenye yalo
3	Ikhophi eliphrintiwe lekhasi elingu-A4	R1.50 ikhasi ngalinye noma ingxenye yalo
4	Ikhophi ekhomyutheni - uhlobo olufundekayo – (i) Ku-flash drive (umuntu ofaka isicelo uzoza nayo) (ii) I-compact disc <ul style="list-style-type: none"> <li>• Uma ihlinzekwa ofaka isicelo</li> <li>• Uma ofaka isicelo eyinikezwa</li> </ul>	R40.00  R40.00 R60.00
5	Ukubhalwa kwencazelo yezithombe ikhasi ngalinye eliyi-A4	Isevisi ezotholwa. Kuzoncika esilinganisweni sezindleko esivela kumhlinzeki weSevisi
6	Ikhophi yezithombe	
7	Umbhalo werekhodi elilalelwayo, ikhasi ngalinye eliyi-A4	R24.00
8	Ikhophi lerekhodi lokulalelwayo: (i) Ku-flash drive (umuntu ofaka isicelo uzoza nayo) (ii) I-compact disc <ul style="list-style-type: none"> <li>• Uma ihlinzekwa ofaka isicelo</li> <li>• Uma ofaka isicelo eyinikezwa</li> </ul>	R40.00  R40.00 R60.00
9	Ukuze useshe futhi ulungiselele irekhodi ukuze lidalulwe ihora ngalinye noma ingxenye yehora, ngaphandle kwehora lokuqala, elidingekayo ukuze kwenziwe lolu sesho nokulungiselela. Ukungadluli engqikithi yezindleko ezithi	R100.00  R300.00
10	Idiphozithi: uma ukusesha kudlula amahora ayi-6	Ingxenye eyodwa kwezintathu yenani lesicelo ngasinye esibalwe ngokwezinto 2 kuya ku-8
11	Iposi, i-imeyili, noma okunye ukudlulisela ngendlela yobuchwepheshe	Izindleko zangempela uma zikhona

## 16. IZIMFUNEKO NGOKUPHATHELENE NOKUCUBUNGULWA KWEMININGWANE YOMUNTU

### (a) Injongo yokucubungula

Ngokuvumelana ne-POPIA, idatha kumelwe icubungulwe ngenxa yenjongo eqondile. Inhloso yokuba i-DBSA icubungule idatha izoncika ohlotsheni lwedatha kanye nesihloko sedatha ethile. Le njongo ngokuvamile iyadalulwa, ngokusobala noma ngokungaqondile, ngesikhathi kuqoqwa idatha.

### (b) Ukufinyelela imininingwane yomuntu

I-POPIA ithi umnikazi wedatha angase, ngemva nokunikazi ubufakazi bobunikazi, acele ukuba i-DBSA iqinisekise, mahhala, yonke imininingwane eyigcinile yomnikazi wedatha futhi angacela ukufinyelela imininingwane enjalo, okuhlanganisa imininingwane emayelana nobunikazi bezinkampani ezingaphandle noma uma ufinyelela imininingwane enjalo. Umnikazi wedatha ofisa ukucela ukufinyelela imininingwane yakhe kufanele athumele isicelo kuSekela weSikhulu Semininingwane ekhelini leposi lesakhiwo noma nge-imeyili echazwe ngenhla efomini elinamathiselwe njengengxenye yeSithasiselo A.

I-POPIA iphinde ichaze ukuthi lapho umnikazi wedatha kudingeka ukuba akhokhele izindleko zamasevisi anikeziwe, i-DBSA kufanele inikeze umnikazi wedatha isilinganiso esibhaliwe semali okumelwe ikhokhwe ngaphambi kokumnika isevisi futhi kungase kudingeke ukuba umnikazi wedatha akhokhe idiphozithi yazo zonke izindleko noma ingxenye yazo. Izizathu zokwenqaba isicelo somnikazi wedatha zichazwe ku-PAIA futhi kuxoxwe ngazo ngenhla.

Umnikazi wedatha angase acele i-DBSA ukuba ilungise noma isule imininingwane yakhe egcinwe yiyo noma elawulwa yiyo enganembile, engabalulekile, edlulele, ephelwe isikhathi, engaphelele, edukisayo noma etholwe ngendlela engekho emthethweni; noma ukuba ishabalalise noma isule irekhodi lemininingwane emayelana nomnikazi wedatha i-DBSA engasagunyaziwe ukuba iyigcine ngokuvumelana nemithetho ye-POPIA yokugcina imininingwane kanye nemikhawulo yokuhlinzeka ngamarekhodi. Umnikazi wedatha ofisa ukucela ukulungiswa noma ukusulwa kwemininingwane yakhe noma ukushabalaliswa noma ukusulwa kwerekhodi lemininingwane yakhe kumelwe athumele

isicelo kuSekela leSikhulu Semininingwane ekhelini leposi, lesakhiwo noma le-imeyili elichazwe ngenhla eFomini 2 elinamathiselwe njengengxenye yeSithasiselo A.

### **(c) Izigaba zezihloko zedatha**

I-DBSA iphethe imininingwane namarekhodi ezigabeni ezilandelayo zezihloko zedatha:

- Izisebenzi zase-DBSA;
- Amaklayenti e-DBSA;
- Noma iyiphi inkampani yangaphandle i-DBSA eyinikeza amasevisi ebhizinisi;
- Izinkontileka ze-DBSA;
- Abahlinzeki be-DBSA; kanye
- Nabahlinzeki bamasevisi e-DBSA.

(Lolu hlu lwezigaba zezihloko zedatha aluphelele.)

### **(d) Izigaba zabamukelayo okuthunyelwa kubo imininingwane**

Kuye ngohlobo lwedatha, i-DBSA ingase ihlinzeke ngemininingwane noma amarekhodi ezigabeni ezilandelayo zabamukeli:

- Izinhloko zokwengamela ezisemthethweni, abalawuli noma amakhomishana ophenyo afaka isicelo sedatha;
- Noma iyiphi inkantolo, inkundla zokuqondisa noma zamacala, ukulamula, ikhomishana esemthethweni, noma umphenyi ofaka isicelo sokuthola idatha noma izinto ezithile ngokuvumelana nemithetho esebenzayo;
- I-South African Revenue Services, noma esinye isiphathimandla esifana nayo;
- Noma ubani ofaka isicelo ngokuphumelelayo sokufinyelela ngokuvumelana ne-PAIA noma i-POPIA;
- Ngokuvumelana nalokho okushiwo yi-POPIA kanye noMthetho Kazwelonke Wezikweletu, 2005, i-DBSA ingase idlulisele imininingwane emayelana nokufanelekela kweklayenti ukuthola isikweletu kunoma yiliphi ihhovisi elibhekelele izikweletu noma enhlanganweni yemboni yabahlinzeki besikweletu noma kwenye inhlango yemboni lapho i-DBSA isebenza khona.

### **(e) Ukuthunyelwa okuhleliwe kwemininingwane kwamanye amazwe**

Uma umnikazi wedatha evakashela amawebhusayithi e-DBSA akwelinye izwe okungelona izwe lapho amaseva e-DBSA azinze khona (iNingizimu Afrika – okwamanje ithi [www.dbsa.org](http://www.dbsa.org)), ukuxhumana okuhlukahlukene kuyoholela ekudlulisweni kwemininingwane emingceleni yamanye amazwe. I-DBSA ingase idinge ukuthumela imininingwane yomnikazi wedatha kubahlinzeki besevisi emazweni angaphandle

kweNingizimu Afrika, lapho khona i-DBSA izothobela ngokugcwele umthetho osebenzayo wokuvikelwa kwedatha. Lokhu kungenzeka uma amaseva e-DBSA noma abahlinzeki kanye nabahlinzeki besevisi bezinze ngaphandle kweNingizimu Afrika, noma uma amasevisi e-DBSA esingathwa amasistimu noma amaseva angaphandle kweNingizimu Afrika kanye/noma uma umnikazi wedatha esebenzisa amasevisi nemikhiqizo ye-DBSA ngesikhathi evakashele amazwe angaphandle kwale ndawo. La mazwe angase angabi nayo imithetho yokuvikela idatha efana neyaseNingizimu Afrika. Noma kunjalo, sizoqinisekisa ukuthi noma ubani esidlulisela kuye imininingwane yakho, uyavuma ukuphatha imininingwane yakho ngezinga elifana nelethu lokuvikeleka.

**(f) Izinyathelo zokuphepha ezibekiwe ukuze kuqinisekiswe ubumfihlo bemininingwane ezocubungulwa**

I-DBSA izibophezele ekusebenziseni izivikelo zedatha ezihamba phambili. I-DBSA inamathimba ezokuphepha akhethekile ahlala ebuyekezwa futhi athuthukise izinyathelo ze-DBSA zokuvikela imininingwane yomnikazi wedatha ekufinyelelweni okungagunyaziwe, ekulahlekeni ngengozi, ukudalulwa noma ukushabalaliswa. Uma i-DBSA inenkontileka nenye inhlango ehlinzeka i-DBSA ngamasevisi noma isevisi egameni le-DBSA ukuze icubungule imininingwane yomnikazi wedatha, i-DBSA izoqinisekisa ukuthi inezinyathelo zokuphepha ezifanele futhi icubungule imininingwane kuphela ngendlela i-DBSA ebagunyaze ukuba benze ngayo.

Lezi zinhlango ngeke zibe nelungelo lokusebenzisa imininingwane yomnikazi wedatha ngezinjongo zazo. Uma kudingeka, amathimba okuphepha e-DBSA azozihlola ukuze aqinisekise ukuthi zihlangabezane nezimfuneko zokuphepha ezibekwe yi-DBSA.

Ukuxhumana nge-inthanethi (njengama-imeyili) akuvikelekile ngaphandle uma kukhiyiwe. Ukuxhumana komnikazi wedatha kungadlula emazweni amaningana ngaphambi kokufika lapho iya khona njengoba kuba njalo ku-inthanethi engale kokulawula kwe-DBSA.

**17. UKUBUYEKEZWA KWEMANUWALI**

Le Manuwali izobuyekezwa njalo ngonyaka noma ngaphambi kwalokho, kuye ngesidingo

**AMAFOMU E-PAIA**  
**IFOMU 1 – ISICELO SEKHOPHI YOMHLAHLANDLELA**

<https://inforegulator.org.za/wp-content/uploads/2020/07/InfoRegSA-PAIA-Form01-Reg2.pdf>

ISekela LeSikhulu Semininingwane  
 PO Box 1234  
 Halfway House  
 1685  
 paia@dbsa.org  
 +27 (0) 11 313 3911

Mina,

Amagama:				
Esikhundleni sami njengalokhu (maka ngokuthi "x")	ISikhulu Semininingwane		Okunye	
Igama lenhlangano yomphakathi/ezimele (uma kufaneleka)				
Ikheli Leposi				
Ikheli Lesakhiwo				
Ikheli Le-imeyili				
I-facsimile				
Imininingwane Yokuxhumana	Ibhizinisi		Iselula	

Ngifaka isicelo sokuthola ikhophi (amakhophi) yomhlahlandlela:

Ulimi (maka ngokuthi "x")	Inani lamakhophi		Ulimi (maka ngokuthi "x")	Inani lamakhophi
Sepedi			Sesotho	
Setswana			IsiSwati	
Tshivenda			Xitsonga	
IsiBhunu			IsiNgisi	
IsiNdebele			IsiXhosa	
IsiZulu				

Indlela yokulanda (maka ngokuthi "x")

Ukulanda Ngokwakho	Ikheli Leposi	I-facsimile	Ukuxhumana Ngezobuchwepheshe (Sicela uchaze)

Isayinwe e \_\_\_\_\_ ngomhla ka \_\_\_\_\_ wenyanga ka \_\_\_\_\_ 20\_\_\_\_\_

Isignesha yocelayo \_\_\_\_\_



**IFOMU 2 - ISICELO SOKUTHOLA IREKHODI**  
[Umthethonqubo 7]

<https://inforegulator.org.za/wp-content/uploads/2020/07/InfoRegSA-PAIA-Form02-Reg7.pdf>

*Inothi:*

1. Ubufakazi bokuthi ungubani kumelwe bufakwe ofake isicelo.
2. Uma izicelo zenziwe egameni lomunye umuntu, ubufakazi balokho kugunyazwa kufanele bufakwe kuleli fomu.

ISikhulu Semininingwane  
PO Box 1234  
Halfway House  
1685  
paia@dbsa.org  
+27 (0) 11 313 3911

*Maka ngokuthi "X"*

Isicelo senziwe ngegama lami

Isicelo senziwe egameni lomunye umuntu

IMINININGWANE YOMUNTU			
Amagama:			
Inombolo kamazisi:			
Isikhundla okuso lapho wenza isicelo (uma senziwa egameni lomunye umuntu)			
Ikheli Leposi:			
Ikheli Lesakhiwo:			
Ikheli Le-imeyili:			
Imininingwane Yokuxhumana:	Ibhizinisi		I-facsimile
	Iselula		
Onke amagama omuntu isicelo esenziwa egameni lakhe (uma kusebenza:			
Inombolo kamazisi:			
Ikheli Leposi:			
Ikheli Lesakhiwo:			
Ikheli Le-imeyili:			
	Ibhizinisi		I-facsimile

Imininingwane Yokuxhumana:	Iselula	
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**IMINININGWANE YEREKHODI ELICELIWE**  
*Nikeza imininingwane egcwele yerekhodi okufakwe isicelo sokuyifinyelela, okuhlanganisa inombolo yereferensi uma uyazi, ukuze irekhodi litholakale. (Uma isikhala esinikeziwe singanele, sicela uqhubeke ekhasini elihlukile bese ulinamathisela kuleli fomu. Onke amakhasi engeziwe kufanele asayinwe).*

Incazelo yerekhodi noma ingxenye efanele yerekhodi:	

Inombolo yereferensi, uma ikhona:	
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Noma yimiphi eminye imininingwane yerekhodi:	

**UHLOBO LWEREKHODI**  
*(Maka ibhokisi elifanele ngokuthi "X")*

Irekhodi libhaliwe noma liphrintiwe	
Irekhodi liqukethe imifanekiso ( <i>lokhu kuhlanganisa izithombe, amaslayidi, amavidiyo aqoshiwe, imifanekiso ekhiqizwe ngekhompyutha, imidwebo, njll.</i> )	
Irekhodi liqukethe amazwi aqoshiwe noma imininingwane engakhiqizwa kabusha ngomsindo	
Irekhodi ligcinwa ekhomyutheni noma kwezobuchwepheshe, noma entweni efundeka ngomshini	

**IFOMU LOKUFINYELELA**  
*(Maka ibhokisi elifanele ngokuthi "X")*

Ikhophi ephrintiwe yerekhodi ( <i>kuhlanganisa amakhophi anoma yimiphi imifanekiso, umbhalo kanye nemininingwane egcinwe ekhomyutheni noma kwezobuchwepheshe noma entweni efundeka ngomshini</i> )	
Okubhaliwe noma ophrintiwe kwemifanekiso ( <i>lokhu kuhlanganisa izithombe, amaslayidi, amavidiyo aqoshiwe, imifanekiso ekhiqizwe ngekhompyutha, imidwebo, njll.</i> )	
Umbhalo womsindo olalelwayo ( <i>idokhumenti ebhaliwe noma ephrintiwe</i> )	
Ikhophi yerekhodi ku-flash drive ( <i>kuhlanganise imifanekiso kanye nemisindo elalelwayo</i> )	
Ikhophi yerekhodi ku-compact disc drive ( <i>kuhlanganise imifanekiso kanye nemisindo elalelwayo</i> )	
Ikhophi yerekhodi elondolozwe kuseva yesitoreji se-cloud	

**INDLELA YOKUFINYELELA**  
*(Maka ibhokisi elifanele ngokuthi "X")*

Ukuhlolwa ngokwakho irekhodi ekhelini elibhalisiwe lenhlangano yomphakathi ( <i>okuhlanganisa ukulalela amazwi aqoshiwe, imininingwane engakhiqizwa kabusha ngomsindo, noma imininingwane egcinwe ekhomyutheni noma kwezobuchwepheshe noma entweni efundeka ngomshini.</i> )	
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Amasevisi eposi aya ekhelini leposi	
Amasevisi eposi aya ekhelini lesakhiwo	
Isevisi yokuthuthwa kwempahla eya ekhelini lesakhiwo	
I-facsimile yemininingwane ngohlobo olubhaliwe noma oluprintiwe ( <i>okuhlanganisa okubhaliwe</i> )	
Imininingwane ye-imeyili ( <i>okuhlanganisa umsindo olalelwayo uma kungenzeka</i> )	
Ukwabelana kwe-cloud/ukudlulisela ifayela	
Ulimi oluthandayo: ( <i>Qaphela ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, unganikezwa ukufinyelela ngolimi irekhodi etholakala ngalo.</i> )	

<b>IMININGWANE YELUNGELO ELIZOSETSHENZISWA NOMA ELIZOVIKELWA</b> ( <i>Uma isikhala esinikeziwe singanele, sicela uqhubeke ekhasini elihlukile bese ulinamathisela kuleli Fomu. Ofaka isicelo kumelwe asayine onke amakhasi anezelwe.</i> )	
Chaza ukuthi yiliphi ilungelo elizosetshenziswa noma elizovikelwa	
Chaza ukuthi kungani irekhodi eliceliwe lidingeka ukuze kusetshenziswe noma kuvikelwe ilungelo elichazwe ngenhla:	

<b>IZINDLEKO</b>	
a) <i>Izindleko zesicelo kumelwe zikhokhelwe ngaphambi kokuthi isicelo sicutshungulwe.</i>	
b) <i>Uzotshelwa inani lezindleko zokufinyelela okumelwe ulikhokhe.</i>	
c) <i>Izindleko ezikhokhwayo zokufinyelela irekhodi zixhomeke ohlotsheni lokufinyelela okucelwayo kanye nesikhathi esidingekayo sokusesha nokulungisa irekhodi.</i>	
d) <i>Uma ufaneleka ukukhululwa ekukhokheleni noma yiziphi izindleko, sicela usho isizathu sokukhululwa.</i>	
Isizathu:	

Uzotshelwa ngokubhalelwa ukuthi isicelo sakho sivunyiwe noma siqatshiwe futhi uma sivunyiwe izindleko eziphathelene nesicelo sakho, uma zikhona. Sicela ubonise indlela oyithandayo yokuxhumana:

Ikheli Leposi	I-facsimile	Ukuxhumana Ngezobuchwepheshe (Sicela uchaze)

Isayinwe e \_\_\_\_\_ ngomhla ka \_\_\_\_ wenyanga ka \_\_\_\_\_ 20 \_\_\_\_

*Isignesha yofaka isicelo / umuntu isicelo esenziwa egameni lakhe*

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**ISETSHENZISWA YIZISEBENZI ZOMNYANGO**

Inombolo yereferensi:	
Isicelo samukelwe ngu: (yisho isikhundla, igama nesibongo sesikhulu seminingwane)	
Usuku esamukelwe ngalo:	
Izindleko zokufinyelela:	
Idiphosithi (uma ikhona):	

*Isignesha yesikhulu seminingwane*

## IFOMU 3 – UMPHUMELA WESICELO KANYE NEZINDLEKO EZIKHOKHELWAYO

[Umthethonqubo 8]

<https://info regulator.org.za/wp-content/uploads/2020/07/Form-3-PAIA.pdf>

Inothi:

1. Uma isicelo sakho sinikezwa –
  - (a) inani lediphozithi, (uma ikhona), likhokhwa ngaphambi kokucubungulwa kwesicelo sakho; kanye
  - (b) nerekhodi/ingxenye eceliwe yerekhodi izokhululwa kuphela lapho ubufakazi benkokhelo ephelele sebutholiwe.
2. Sicela usebenzise inombolo yereferensi engezansi kukho konke ukuxhumana esikhathini esizayo

Inombolo yereferensi:

IYA KU: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Isicelo sakho sangomhla ka \_\_\_\_\_ sibhekisela kokuthi

### 1. Isicelo sakho

Ukuhlolwa ngokwakho imininingwane ekhelini elibhalisiwe lenhlangano yomphakathi (okuhlanganisa ukulalela amazwi aqoshiwe, imininingwane engakhiqizwa kabusha ngomsindo, noma imininingwane egcinwe ekhomyutheni noma kwezobuchwepheshe noma entweni efundeka ngomshini) kumahhala. Kudingeka ukuthi wenze i-aphoyintimenti yokuhlola imininingwane futhi uze naleli fomu. Uma udinga noma yiluphi uhlobo lokukhiqiza kabusha imininingwane, uzoba nesibopho sokukhokha izindleko ezichaziwe.	
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### NOMA

### 2. Isicelo sakho

Amakhophi aprintiwe emininingwane (kuhlanganisa amakhophi anoma yimiphi imifanekiso, umbhalo kanye nemininingwane egcinwe ekhomyutheni noma kwezobuchwepheshe noma entweni efundeka ngomshini)	
Okubhaliwe noma oprintiwe kwemifanekiso (lokhu kuhlanganisa izithombe, amaslayidi, amavidiyo aqoshiwe, imifanekiso ekhiqizwe ngekomyutha, imidwebo, njll.)	
Umbhalo womsindo olalelwayo (idokhumenti ebhaliwe noma eprintiwe)	
Ikhophi yemininingwane ku-flash drive (kuhlanganise imifanekiso kanye nemisindo elalelwayo)	
Ikhophi yemininingwane ku-compact disc drive (kuhlanganise imifanekiso kanye nemisindo elalelwayo)	
Ikhophi yerekhodi elondolozwe kuseva yesitoreji se-cloud	

### 3. Kuzothunyelwa:

Amasevisi eposi aya ekhelini leposi	
Amasevisi eposi aya ekhelini lesakhiwo	
Isevisi yokuthuthwa kwempahla eya ekhelini lesakhiwo	
I-facsimile yemininingwane ngohlobo olubhaliwe noma oluprintiwe (okuhlanganisa okubhaliwe)	
I-imeyili yemininingwane (okuhlanganisa umsindo olalelwayo uma kungenzeka)	
Ukwabelana kwe-cloud/ukudlulisela ifayela	
Ulimi oluthandayo: (Qaphela ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, unganikezwa ukufinyelela ngolimi irekhodi etholakala ngalo.)	

Sicela uqaphele ukuthi isicelo sakho:

<b>Idokhumenti</b>	<b>Ikhasi</b>
Imanuwali Ye-PAIA	21 ethi 25

Sigunyaziwe

Senqatshiwe, ngenxa yezizathu ezilandelayo:


**4. Izindleko ezikhokhwayo ngokuphathelene nesicelo sakho:**

Into	Izindleko zekhasi ngalinye eliyi-A4 noma ingxenye yento	Inani lamakhasi/lezinto	Ingqikithi
Ikhophi			
Ikhophi ephrintiwe			
Ikhophi yento efundeka ngekhompyutha ekulokhu: (i) I-flash drive • Umuntu ofaka isicelo uzoza nayo (ii) I-compact disc • Uma ihlinzekwa ofaka isicelo • Uma ofaka isicelo eyinikezwa	R40.00 R40.00 R60.00		
Ukubhalwa kwencazelo yezithombe ikhasi ngalinye eliyi-A4	Isevisi ezotholwa. Kuzoncika esilinganisweni		
Ikhophi yezithombe	sezindleko esivela kumhlinzeki wesevisi		
Umbhalo werekhodi elilalelwayo, ikhasi ngalinye eliyi-A4	R24.00		
Ikhophi yerekhodi lokulalelwayo (i) I-flash drive • Umuntu ofaka isicelo uzoza nayo (ii) I-compact disc • Uma ihlinzekwa ofaka isicelo • Uma ofaka isicelo eyinikezwa	R40.00 R40.00 R60.00		
Iposi, i-imeyili, noma okunye ukudlulisela ngendlela yobuchwepheshe:	Izindleko zangempela		
<b>INGQIKITHI:</b>			

**5. Idiphosithi ekhokhwayo: (uma ukusesha kudlula amahora ayisithupha):**

Yebo

Cha

Amahora okusesha		Inani lediphosithi (kubalwe ngengxenye yesithathu yengqikithi yenani kuye Ngesicelo)	
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**Inani kufanele likhokhelwe ku-akhawunti yaseBhange elandelayo:**

Igama LeBhange:	
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Igama lomnikazi we-akhawunti:	
Uhlobo lwe-akhawunti:	
Inombolo ye-akhawunti:	
Ikhodi yegatsha:	
Inombolo yereferensi:	
Thumela ubufakazi benkokhelo ku:	

Isayinwe e \_\_\_\_\_ ngomhla ka \_\_\_\_ wenyanga ka \_\_\_\_\_ 20\_\_\_\_

*Isikhulu semininingwane*

## AMAFOMU E-POPIA

### IFOMU 2

**SICELO SOKULUNGISWA NOMA UKUSUSWA KWEMININGWANE YOMUNTU NOMA UKUSHABALALISA NOMA UKUSULWA KWEREKHODI LEMININGWANE YOMUNTU NGOKUVUMELANA NENGXENYE 24(1) YOMTHETHO WOKUVIKELWA KWEMININGWANE YOMUNTU, 2013 (UMTHETHO NO. 4 KA-2013)**

**IZIMFUNEKO NGOKUPHATHELENE NOKUCUBUNGULWA KWEMININGWANE YOMUNTU 2018**

[Umthethonqubo 3]

<https://inforegulator.org.za/wp-content/uploads/2020/07/FORM-2-REQUEST-FOR-CORRECTION-OR-DELETION-OF-PERSONAL-INFORMATION-OR.pdf>

*Inothi:*

1. *Ama-afidavithi noma obunye ubufakazi bamadokhumenti obusekela isicelo kufanele bufakwe.*
2. *Uma isikhala esihlinzekwe kuleli Fomu singanele, thumela imininingwane njengeSithasiselo kuleli fomu bese usayina ikhasi ngalinye.*

Inombolo yereferensi:

\_\_\_\_\_

Maka ibhokisi elifanele ngokuthi "X"

#### Faka isicelo salokhu:

Ukulungiswa noma ukusulwa kwemininingwane yomnikazi wedatha elondolozwe noma elawula yinhlangano efanele.

Ukushabalalisa noma ukusula irekhodi lwemininingwane emayelana nomnikazi wedatha elondolozwe ngoma elawulwa yinhlangano efanele nengasagunyaziwe ukugcinwa irekhodi lemininingwane

<b>A</b>	<b>IMININGWANE YOMNIKAZI WEMININGWANE</b>
Isibongo:	
Amagama:	
Inombolo kamazisi:	
Ikheli lesakhiwo, leposi, lebhizinisi:	
Imininingwane Yokuxhumana:	
Inombolo Yefeksi	
Ikheli Le-imeyili:	
<b>B</b>	<b>IMININGWANE YABANESIBOPHO</b>
Igama lenhlangano yomphakathi:	
Ikheli lebhizinisi:	



Imininingwane yokuxhumana	
Inombolo Yefeksi	
Ikheli le-imeyili	
<b>C IZIZATHU:</b> <b>ZOKULUNGISWA NOMA UKUSULWA KWEMININGWANE YOMUNTU EMAYELANA NOMNIKAZI WEDATHA</b> <b>ZOKUSHABALALISA NOMA UKUSUSWA KWEREKHODI LEMININGWANE YOMNIKAZI WEDATHA ELONDOLOZWE NOMA ELAWULWA YINHLANGANO ENESIBOPHO.</b>	

Isayinwe e \_\_\_\_\_ ngomhla ka \_\_\_\_ wenyanga ka \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
*Isignesha Yomnikazi Wedatha*