



**tourism**

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Department:  
Tourism  
**REPUBLIC OF SOUTH AFRICA**

**IMANUWALI YESAHLUKO SE-14:  
UMTHETHO WOKUTHUTHUKISWA KOKUFINYELELEKA KOLWAZI WESI-2  
WONYAKA WE-2000 (PAIA)**

**LE MANUWALI YAKHIWE NGOKWE-SAHLUKO SE-14 SOMTHETHO WOKUQHUBEKISELA PHAMBILI UKUFINYELELEKA KOLWAZI WE-2000**

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## **Ingxenye yoku-1 – ISINGENISO**

Inhloso yoMthetho Wokukhuthazwa Kokufinyeleleka Kolwazi wesi-2 wonyaka we-2000 (ovame ukubizwa ngokuthi “i-PAIA”) wukuphumelelisa ilungelo lomthethosisekelo lokufinyeleleka kunoma yiluphi ulwazi olugcinwe umbuso, kanye nolwazi olugcinwe ngomunye umuntu oludingekayo ukuze kusetshenziswe noma kuvikelwe nanoma yiliphi ilungelo.

Isizathu sokwenza kusebenze ilungelo lokufinyeleleka kolwazi ukugxilisa isiko lokubusobala nokuziphendulela ezihlakeni zikahulumeni nezizimele, kanye nokukhuthaza umphakathi lapho abantu baseNingizimu Afrika bekwazi ukufinyeleleka olwazini ngempumelelo ukuze bakwazi ukwenza ukusebenzisa ngokuphelele futhi bavikele onke amalungelo abo.

Isahluko se-se-14 se-PAIA sibeka ukuthi uHlaka Lukahulumeni olufana noMnyango Wezokuvakasha lufanele lwakhe imanyuwali. Imanuwali ifanele ihlinzeke ngemininingwane yoMgcinilwazi (kanye namasekela, lapho etholakala), ukwakheka, imisebenzi kanye namarekhodi alolo hlaka.

Inhloso yale manuwali ukuhlinzeka ngolwazi oluzokwenza umuntu aqonde imisebenzi yohlaka lukahulumeni kanye namarekhodi agcinwe yilo. Ehlome ngalolo lwazi umuntu uzokwazi ukuhlonza amarekhodi awafunayo kanye nenqubo okufanele ilandelwe ukuze acele ukufinyeleleka kulawo marekhodi.

## **INGXENYE YESI-2 – UMHLAHLANDLELA WAWO WONKE AMANUALI ASERIPHABHULIKHI**

UMlawuli Wolwazi ushicilele umhlahlandlela njengoba umiswe isahluko se-10 se-PAIA.

Umhlahlandlela uyatholakala emahhovisi oMlawuli Wolwazi:

Ikheli Lendawo  
JD House  
27 Stiemens Street,

Ikheli Leposi  
P O Box 31533;  
Braamfontein, Braamfontein,  
Johannesburg, Johannesburg  
2017

Ucingo: +27 (0) 10 023 5200

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

Iwebhusayithi: <https://www.justice.gov.za/inforeg/contact.html>

## **INGXENYE YESI-3 – IMINININGWANE YOKUXHUMANA YOMGCINILWAZI KANYE NAMASEKELA AKHE**

Ikheli Lendawo  
17 Trevenna Street  
Sunnyside  
Pretoria

Ikheli Leposi  
Private Bag X424  
Pretoria  
0001  
0002

### **UMGCINILWAZI**

UMqondisi-Jikelele: Mnu. Victor Tharage

Ucingo: 012 444 6721/6379

I-imeyili: vtharage@tourism.gov.za

### **USEKELA-MGCINILWAZI**

Nks. Mpho Boikanyo

UMqondisi-Jikelele: Izinsizo zomthetho

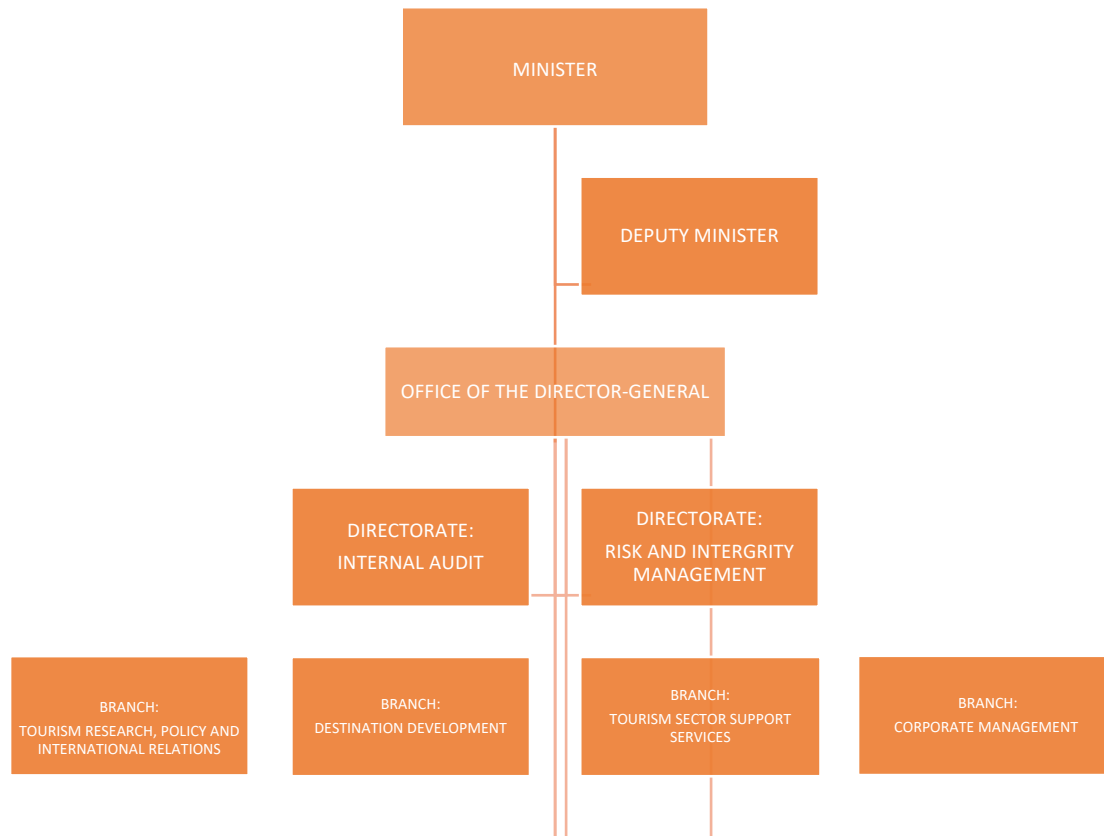
Ucingo: 012 444 6275

I-imeyili: mboikanyo@tourism.gov.za

### **Ukuchazwa Kwemisebenzi:**

USEkela-Mgcinilwazi, ngaphansi kokuqondiswa kanye nokuholwa nguMgcinilwazi, uqinisekisa ukusetshenziswa kwe-PAIA nguMnyango Wezokuvakasha, futhi unikeza usizo kunoma ubani, ngokwe-PAIA, ofuna ukufinyeleleka olwazini olugcinwe uMnyango.

## INGXENYE YESI-4 – UKWAKHEKA KOMNYANGO



## INGXENYE YESI-54 – IMISEBENZI YAMAGATSHA OMNYANGO WEZOKUVAKASHA

1.	Ukuphathwa Kwenhlangano	Ukuhlinzeka ngobuholi bamasu, ukuphatha kanye nezinsizakalo zokusekela abaphathi.
2.	Ucwaningo Lwezokuvakasha, Inqubomgomo kanye Nobudlelwano Bamazwe Ngamazwe	Ukuthuthukisa isimo senqubomgomo yamasu, ukuqapha ukusebenza komkhakha wezokuvakasha kanye nokuvumela ubudlelwano nababambiqhaza.
3.	Ukuthuthukiswa Kwezindawo Okufikelwa Kuzo	Ukugqugquzela nokuhelela ukuthuthukiswa kwezindawo okufikelwa kuzo zokuvakasha.
4.	Izinsizakalo Zokusekela Umkhakha Wezokuvakasha	Ukuthuthukisa uguquko kulo mkhakha, ukukhulisa amazinga amakhono kanye nokwuseka intuthuko kuze kuqinisekise ukuthi iNingizimu Afrika iyindawo yokuvakasha encintisanayo.

## **INGXENYE YESI-6 – IZINSIZAKALO EZITHOLWA AMALUNGU OMPHAKATHI KANYE NOKUTHI ZINGAFINYELELWA KANJANI**

Isahuko se-15(1) se-PAIA sesichitshiyelwe futhi uMnyango akusadingeki ukuthi use, kuNgqongqoshe Wezobulungiswa Nokuhlunyelelwa Kwezimilo, uhlu lwamarekhodi afinyeleleka ngokuzenzakalelayo ukuze ufinyeleleke ngaphandle kokufakwa kwesicelo, ukuze lushicilelwe kwiGazethi Kahulumeni. ngokwesahluko se-15(1) se-PAIA, njengoba lesi sahluko sisuliwe.

Nokho-ke, uMnyango usuthumele kuNgqongqoshe Wezobulungiswa Nokuhlunyelelwa Kwezimilo uhlu lolwazi olutholakala ngokuzenzakalelayo ukuze lushicilelwe kwigazethi. Lolu lwazi luyatholakala futhi kusizindalwazi soMnyango esithi: [http:// www.tourism.gov.za](http://www.tourism.gov.za).

## **INGXENYE YESI-7 – ULUCELA KANJANI ULWAZI**

### **1. Isicelo**

- Isicelo sokufinyeleleka kolwazi sifanele senziwe ngokubhalwe phansi ngokugcwalisa ifomu lesicelo (“uFomu 2”) (leli fomu liyatholakala uma licelwa kuSekela-Mgcinilwazi noma kusizindalwazi soMnyango ([www.tourism.gov.za](http://www.tourism.gov.za))).
- Thumela “uFomu 2” kuMgcinilwazi ngokulithumela ku-[vtharage@tourism.gov.za](mailto:vtharage@tourism.gov.za) noma ekhelini loMgcinilwazi.
- “Imali yesicelo” yama-R35-00 ifanele ikhokhwe – ngezindlela zokukhokha, sicela ubheke isigaba sesi-6 (ngezansi).

Qaphela - Isicelo angeke sisetshenzwe ngaphambi kokuthi "imali yesicelo" ikhokhwe.

### **2. Izicelo zomlomo**

Izicelo ezingenziwanga ngokubhalwe phansi azinqatshelwe, ngakho-ke:

- Umfakisicelo ongakwazi ukufunda noma ukubhala angethula isicelo ngomlomo futhi isicelo esinjengalesi sizorekhodwa ngokubhalwa phansi bese sicutshungulwa – uMgcinilwazi uzohlinzeka ngomhlahlandlela mayelana nalolu daba.
- UMgcinilwazi/ uSekela-Mgcinilwazi bangaphansi kwesibopho sokusiza nanoma yimuphi umfakisicelo ohlangabezana nobunzima ekufakeni isicelo sokufinyeleleka kolwazi.

### **3. Ukufinyeleleka ngokuzithandela**

Kunolwazi oluthile umuntu angafinyeleleka kulo ngaphandle kokugcwalisa ifomu lesicelo (“uFomu 2”) nhlobo.

- Ulwazi olutholakala ngokuzenzakalelayo luyatholakala, emahhovisi oMnyango noma ngendlela noma ngendlela edingwa ngumfakisicelo, isib. nge-imeyili noma ngeposi, njll. (lapho kunokwenzeka).
- Indlela yokufinyelela izobandakanya ukufunda ngokupheqa amakhasi, nokukopishwa kwerekhodi kanye/noma okulotshiweyo (uma kudingeka).

- Ukukhokhwa kwemali kungahle kudingeke kwamanye amarekhodi aceliwe.

Qaphela – ukuze uthole uhlu lwamarekhodi atholakala ngokuzenzakalelayo, sicela ubheke iNgxenye yesi-9 yale manuwali.

#### **4. Isinqumo**

UMgcinilwazi/uSekela-Mgcinilwazi angenqaba isicelo sokufinyeleleka kolwazi lapho i-PAIA imvumela khona ukuba enze njalo.

I-PAIA ihlinzeke ngezizathu ezithile (esahlukweni sesi-7, sesi-12 kanye nesiQephu sesi-4 ze-PAIA) okunganqatshwa ngazo isicelo futhi lezi zizathu zokwenqaba zibandakanya lokhu okulandelayo: -

- Amarekhodi acelelwe ukuqulwa kwamacala obugebengu noma izinqubo zamacala omphakathi ngemuva kokuqala kokuqulwa kwamacala;
- Ukudalulwa kwerekhodi kuzoba isenzo sokwepulwa kwesibopho sokwethembeka okufanele ingxenye yesithathu ngokwesivumelwano;
- Ukudalula kungahe kubeke engozini impilo noma ukuphepha ngokomzimba komuntu;
- Ukudalulwa kwerekhodi kungahle kubangele ukulimala ekuvikelweni, ekuphepheni kanye ebudlelwani bamazwe ngamazwe wezwe;
- Ukudalulwa kwerekhodi kungahle kubeke engozini izintshisekelo zezomnotho kanye nenhlalakahle yezezimali yezwe;
- Amarekhodi ombono, izeluleko, umbiko noma izincomo, ukubonisana, ingxoxo, kubandakanya namaminithi emihlangano, ukwakha inqubomgomo noma ukuthatha isinqumo.

UMgcinilwazi/uSekela-Mgcinilwazi udingeka ukuthi azise umfakisicelo ngesinqumo sakhe, ukuthi ukufinyeleleka kuyavunywa noma cha, kungakapheli izinsuku ezingamashumi amathathu (30) zekhalenda. Nokho, isikhathi singahle selulwe ngezinye izinsuku zekhalenda ezingamashumi amathathu (30) futhi, uma isikhathi seluliwe, umfakisicelo uzokwaziswa.

#### **5. Ukuvunywa kokufinyeleleka**

- Umfakisicelo ufanele asho uhlobo noma indlela yokufinyeleleka ayifunayo.
- UMnyango uzozama ukunikeza ukufinyeleleka ngendlela eceliwe, ngaphandle uma lokhu kuzophazamisa ukwenziwa kahle kwemisebenzi yawo.
- Uzophinde futhi ucabangele ngokufanele ukulondolozwa kwerekhodi kanye nokwepulwa kwelungelo lobunikazi bempahla yobuhlakani.
- "imali yokufinyeleleka" yokucingwa, ukulungiswa kanye nokukhiqizwa kabusha kwerekhodi eliceliwe ifanele ikhokhwe - bheka iNgxenye yesi-9 yale manuwali.

Qaphela – ngaphandle uma umuntu efaneleka ukukhululwa, irekhodi ngeke lidluliselwe kumfakisicelo ngaphambi kokuthi "imali yokufinyeleleka" ikhokhwe.

#### **6. Izindlela Zokukhokha**

- Imali engukheshi (noma iKhadi – uma ithuluzi likhona) oPhikweni Lwezezimali Lomnyango e-Tourism House, 17 Trevenna Street, Sunnyside, Pretoria, ngezikhathi zokusebenza ; noma
- Ukufakwa kwemali kwi-akhawunti yasebange yoMnyango.

Umnini-akhawunti: : Department of Tourism  
Igama Lebhange : ABSA  
Uhlobo Lwe-akhawunti : Deposit Acc. (Current)  
Inombolo Ye-akhawunti: : 40 7532 7895  
Ikhodi Yegatsha : 632005

## **INGXENYE YESI-8 – IZIXAZULULO EZITHOLWA UMFAKISICELO**

Uma umuntu enganelisekile nganoma yisiphi isinqumo soMgciniwazi/ sikaSekela-Mgciniwazi, unelungelo: - lokufaka isikhalazo ngaphakathi kuNgqongqoshe; futhi uma engagculisekile ngesinqumo sikaNgqongqoshe, lowo muntu angenza lokhu:

- ukukhalaza kuMlawuli Wolwazi; noma
- afake isicelo sokuthola usizo enkantolo.

### **8. Isikhalazo Sangaphakathi**

Isikhalazo sangaphakathi sifanele sifakwe kusiphathimandla esifanele, esinguNgqongqoshe Wezokuvakasha;

- sifanele sifakwe kungakapheli izinsuku ezingamashumi ayisithupha (60) zesinqumo soMgciniwazi/ sikaSekela-Mgciniwazi;
- athumele “uFomu B” kuMgciniwazi ngokulithumela ku-vtharage@tourism.gov.za kanye naku-mboikanyo@tourism.gov.za noma ngeposi ekhelini loMgciniwazi; futhi
- uSekela-Mgciniwazi uzokusiza futhi akuqondise onqutsheni yokufaka isikhalazo.

### **2. Ukukhalaza kuMlawuli Wolwazi**

- Isikhalazo sifanele sifakwe ngokugcwalisa “uFomu 5” bese lithumela kuMlawuli Wolwazi;
- Lokhu kufanele kwenziwe kungakapheli izinsuku eziyikhulu namashumi ayisishiyagalombili (180) zekhalenda ngesinqumo sikaNgqongqoshe; futhi
- uMlawuli Wolwazi uzokusiza futhi akuqondise onqutsheni yokufaka isikhalazo.

### **Okunye okungenziwa**

### **3. Ukufaka isicelo eNkantolo.**

- Lokhu kufanele kwenziwe kungakapheli izinsuku eziyikhulu namashumi ayisishiyagalombili (180) zekhalenda ngesinqumo sikaNgqongqoshe noma soMlawuli Wolwazi;
- Zonke Izinkantolo Zomantshi zinegunya lokulalela isicelo se-PAIA; futhi
- Umabhalane Wenkantolo uzokusiza futhi akuqondise ohlelweni lokufaka isicelo enkantolo.



**INGXENYE YESI-9 – UKUFINYELELEKA NGOKUZITHANDELA (AMAREKHODI ATHOLAKALA NGOKUZENZAKALELAYO)**

UNgqongqoshe, ngokwesahluko se-15(2), ushicilele kwiGazethi Kahulumeni isaziso samarekhodi atholakala ngokuzenzakalelayo.

Njengoba kushiwo ngenhla (ngaphansi kweNgxenye yesi-6, iphusu lesi-3), lawa amarekhodi acelwa ngaphansi kwale mibandela elandelayo:- o umfakisicelo akudingeki agcwalise “uFomu 2” futhi akhokhe imali yesicelo engama-R100.00; o amarekhodi angahle atholakale mahhala, ukuze ahlolwe, ngemali emiswe kusengaphambili noma njengamakhophi; futhi o lapho amakhophi kwenziwa khona (nganoma iyiphi indlela), imali enqunyiwe iyakhokhwa - uSekela-Mgcinilwazi uyokwazisa ukuthi kuyakhokhwa yini noma cha. UNgqongqoshe, ngokwesahluko se-15(2), ushicilele kwiGazethi Kahulumeni isaziso samarekhodi atholakala ngokuzenzakalelayo. Njengoba kushiwo ngenhla (ngaphansi kweNgxenye yesi-6, iphusu lesi-3), lawa amarekhodi acelwa ngaphansi kwale mibandela elandelayo:- o umfakisicelo akudingeki agcwalise “uFomu 2” futhi akhokhe imali yesicelo engama-R100.00; o amarekhodi angahle atholakale mahhala, ukuze ahlolwe, ngemali emiswe kusengaphambili noma njengamakhophi; futhi o lapho amakhophi kwenziwa khona (nganoma iyiphi indlela), imali enqunyiwe iyakhokhwa - uSekela-Mgcinilwazi uyokwazisa ukuthi kuyakhokhwa yini noma cha.

<p><b>INCAZELO YESIGABA SAMAREKHODI ATHOLAKALA NGOKUZENZAKALELAYO NGOKWESAHLUKO SE-15(1)(a) SOMTHETHO WOKUQHUBEKISELA PHAMBILI UKUFINYELELEKA KOLWAZI WONYAKA WE-2000</b></p>	<p><b>INDLELA YOKUFINYELELEKA KUMAREKHODI (isib, isizindalwazi) (ISAHLUKO SE--15(1)(a))</b></p>
<p><b>UKUZE AHLOLWE NGOKWESAHLUKO SE-15(1)(a)(i)</b></p>	
<p>(a) Lonke ulwazi olukwiwebhusayithi Ulwazi olulandelayo luyatholakala kuwebhusayithi (<a href="http://www.tourism.gov.za">www.tourism.gov.za</a>):</p> <ul style="list-style-type: none"> <li>- Mayelana noMnyango;</li> <li>- Izixhumanisi Zikahulumeni;</li> <li>- Izixhumanisi Zezokuvakasha</li> <li>- Izixhumanisi Zezemvelo; kanye</li> <li>- Izixhumanisi Zesiphathimandla Sezokuvakasha.</li> <li>- Abezokusakaza;             <ul style="list-style-type: none"> <li>• Izaziso Zabezokusakaza;</li> <li>• Izitatimende Zabezokusakaza</li> <li>• Izinkulumo; kanye</li> <li>• Izimemo Zabezokusakaza;</li> </ul> </li> <li>- Ikhhalenda Yemicimbi;</li> <li>- Imisebenzi (Izinsizakalo);</li> <li>- Imibiko;             <ul style="list-style-type: none"> <li>• Imibiko Yekota Yezibalo Zezokuvakasha;</li> </ul> </li> </ul>	<p>Okuvela kusizindalwazi soMnyango.</p>

- Imibiko Yanyanga Zonke Yezivakashi eNingizimu Afrika;
- Imibiko Yekota Yensebenzo; kanye
- Imibiko Yezabelozimali, njll.
- Iminingwane Yokuxhumana Yesifundazwe Yezindaba Zabathengi;
- Isu Likazwelonke Lomkhakha Wezokuvakasha (i-NTSS);
- Imibuzo Evame Ukubuzwa (ama-FAQ);
- I-PAIA;
- UHlelo Lwamasu Lwesikhathi Esimaphakathi loMnyango Wezokuvakasha;
- Isu Likazwelonke Lamagugu Namasiko;
- Isu Lokukhula Kwezokuvakasha Kwasekhaya;
- Isu Likazwelonke Lezokuvakasha Kwasekhaya;
- Ubuhle Bemisebenzi Yezokuvakasha Kuzwelonke;
- UMthetho Wezokuvakasha wonyaka we-2014;
- Uhlelo Lokubonelela Ezokuvakasha;
- Isikhwama Sokuguqulwa Kwezokuvakasha;
- Ukubonelelwa Kwezokuvakashela Imvelo Yezimila;
- Uhlelo Lokubonelela Ezokuvakasha;
- Usizinda Solwazi;
- Isizinda se-B-BBEE Sezokuvakasha;
- Amazinga Ezinsizakalo;
- Izitatimende Zezimali; kanye
- Amamanuwali Neziqondiso.
- Imihlahlandlela Yezokuvakasha:
  - Ukwesekwa Kokugredwa;
  - Ukufinyeleleka kwemakethe; kanye
  - NoSomqulu Wezinsizo.
- Izingqobomgomo kanye Nezinsizakalo Zolwazi;
- I-SDIP ye-NDT.
- Izindaba Ezijwayelekile;
- Inqubomgomo yoMnyango enezibuyekezo zekota;
- Amabhrosha;
  - Imithetho ye-BBBEE Yezokuvakasha; kanye
  - Nemibhalo ehlobene ne-BEE.
- Okushicilelwe;
  - Imibiko yonyaka;
  - Uhlelo Lwamasu;
  - UHlelo Lokusebenza Lonyaka;
  - Imisebenzi; kanye
  - Amathenda.
- Amanuziletha;
  - Amaphephabhuku Lababambiqhaza be-Bojanala;
  - Ukuqashwa Kwekota Kwenqubomgomo.

**OKUTHOLAKALA NGOKUZENZAKALELAYO NGOKWESAHLUKO SE-15(1)(a)(ii)**

(a) Uhlu lwamarekhodi angenhla.

Amarekhodi angatholakala ngokucelwa ngokubhalwe phansi futhi ngokukhokhwa kwemali emisiwe, kwaqondiswa ku:

The Information Officer  
The Department of Tourism  
Private Bag X 424  
PRETORIA  
0001

**OKUTHOLAKALA NGOKUZENZAKALELAYO NGOKWESAHLUKO SE-15(1)(a)(ii)**

(a) Uhlu lwamarekhodi angenhla.

Amarekhodi angatholwa ngokucelwa ngokubhalwe phansi emuva kokukhokhwa kwemali emisiwe ephuzwini lesi-2 leNgxenywe II yeSixhumelo A sezimiso eziphathelene noMthetho Wokukhuthazwa Ukufinyeleleka Kolwazi, kuqondiswe ku:

The Information Officer  
The Department of Tourism  
Private Bag X 424  
PRETORIA  
0001

**OKUTHOLAKALA NGOKUZENZAKALELAYO MAHHALA NGOKWESAHLUKO SE-15(1)(a)(ii)**

(a) Uhlu lwamarekhodi angenhla.

Amarekhodi angatholakala ngokucelwa ngokubhalwe phansi kwaqondiswa ku:

The Information Officer  
The Department of Tourism  
Private Bag X 424  
PRETORIA  
0001

## INGXENYE YE-10 – UKUKHOKHWA KWEZIMALI

(a) Umuntu ozicelela yena siqu

Nanoma ubani ofuna ulwazi oluphathelele naye ubizwa ngokuthi umuntu ozicelela siqu futhi ukhululiwe ekukhokheni imali yomfakisiselo.

(b) Umfakisiselo

Imali yesicelo ekhokhwayo ngama-R35-00 njengoba imisiwe yiZimiso ze-PAIA. Ukwengeza, uma nanoma imaphi amakhophi noma okulotshiweyo kuceliwe, lawo makhophi azokhokhiswa ngokwesakhiwo semali ekhokhwayo njengoba imisiwe yiZimiso futhi nanguMgcinilwazi noma nguSekela-Mgcinilwazi ingakhokhiswa ikhokhiselwa isikhathi esichithwe kucutshungulwa isicelo.

(c) Izindlela Zokukhokha

- Imali engukheshi (noma iKhadi – uma ithuluzi likhona) oPhikweni Lwezezimali Lomnyango e-Tourism House, 17 Trevenna Street, Sunnyside, Pretoria, ngezikhathi zokusebenza ; noma
- Ukufakwa kwemali kwi-akhawunti yasebhangwe yoMnyango.

Umnini-akhawunti : Department of Tourism  
Igama Lebhangwe : ABSA  
Uhlobo Lwe-akhawunti : Deposit Acc. (Current)  
Inombolo Ye-akhawunti: : 40 7532 7895  
Ikhodi Yegatsha : 632005

## INGXENYE YESI-11 – UKUCUTSHUNGULWA KOLWAZI LOBUQU

UMthetho Wokuvikelwa Kolwazi Lobuqu wesi-4 wonyaka we-2013 (“i-POPIA”)

### 1. Inhloso Yokucubungula

UMnyango uqoqelela futhi ucubungule imininingwane yobuqu, phakathi kolunye, ngalezi zinhloso ezilandelayo: -

- (a) Ukuphatha umthetho;
- (b) Ukuthotshelwa kwemiyalelo yenkantolo;
- (c) Ukucutshungulwa kwezicelo zemisebenzi;
- (d) Ukucutshungulwa kwezicelo zabahlinzekizinsizo; kanye
- (e) Nokuphathwa kwemidanti ephathelele nabasebenzi bawo.

## 2. Izigaba zeziHloko Zomningo kanye Nolwazi Lobuqu

IziHloko Zomningo	Ulwazi Lobuqu (izibonelo)
Abasebenzi	<ul style="list-style-type: none"> <li>• Amagama neminingwane yokuxhumana;</li> <li>• Izinombolo zomazisi;</li> <li>• Umlando Wokusebenza</li> <li>• Imininingwane yasebhange</li> </ul>
Abangahle babe abasebenzi	<ul style="list-style-type: none"> <li>• Ama-CV – afaka, isibonelo</li> <li>• Amagama neminingwane yokuxhumana</li> <li>• Inombolo kamazisi</li> <li>• Umlando Wokusebenza</li> </ul>
• Umlando Wokusebenza	<ul style="list-style-type: none"> <li>• Amagama neminingwane yokuxhumana</li> <li>• Amakheli eposi</li> <li>• Izinombolo zomazisi</li> </ul>
Osonkontileka Nabahlinzekizinsizo	<ul style="list-style-type: none"> <li>• Amagama neminingwane yokuxhumana</li> <li>• Izinombolo zomazisi</li> <li>• Imininingwane yenkampani</li> </ul>

## 3. Abamukeli abangahle kuNikezelwe kubo Ulwazi Lobuqu

UMnyango awudluliseli ulwazi lobuqu komunye umuntu noma izikhungo, ngaphandle uma isihloko soniningo noma umthetho ukuvumela lokho kudluliswa.

## 4. Ukugeleza Kolwazi Lobuqu Phakathi Kwemingcele

UMnyango awudluliseli ulwazi lobuqu uludlisele kwelinye izwe, ngaphandle uma isihloko soniningo noma umthetho ukuvumela lokho kudluliswa.

## 5. Izinyathelo Zokuvikela Zokuqinisekisa Ukugcinwa Kobumfihlo, Ubuqotho kanye Nokutholakala Kolwazi

UMnyango unezinyathelo zobuchwepheshe nezenhlangano zokunqanda ukulahleka, ukulimala noma ukutholakala okungagunyaziwe/ukucekelwa phansi kolwazi lobuqu. Lezi zinyathelo zibandakanya okulandelayo: -

- Amagumbi okugcina amarekhodi abekelwe
- Umphathi Wezamarekhodi kanye nezikhulu Zokubhalisa;
- Izingqalasizinda ze-IT eziphethwe ithimba lochwepheshe lpkwenza lokhu;
- Uphiko Lwezokuphepha oluhlale luhlola ukufaneleka nokuphepha kwezikhungo zokuphatha amarekhodi;
- Ukufundisa ngokuqhubekayo kanye nokuqapha zonke izikhulu yiMphathi Wamarekhodi ngokuphathwa ngendlela kwamarekhodi;
- Ulwazi olutholiwe kanye namaRekhodi akhiwe futhi aphaathwe ngokuhambisana nemigomo yokuphatha amarekhodi ebekwe ngumthetho ofanele;

- (g) Inqubomgomo yokuphathwa kwamarekhodi kanye nemithetho nemiyalelo ehlobene nayo uyasetshenziswa futhi ihambisana noMthetho Kazwelonke Wezisikalo Zezngodlamagugu Nokugcinwa Kwamarekhodi wama-43 wonyaka we-1996; futhi
- (h) Nethimba elizinikele futhi lezinolwazi okungenziwa izicelo zokuthola ulwazi ezingewa kulo ngokuhambisana ne-PAIA.

#### **INGXENYE YE-12 – UKUBUYEKEZWA NOKUTHOLAKALA KWALE MANUWULI**

- Le manuwali izobuyekezwa njalo ngonyaka;
- Izoshicilelwa ngazo zonke izilimi ezisemthethweni eziyishumi nanye; futhi
- Iyatholakala kusizindalwazi soMnyango ( [www.tourism.gov.za](http://www.tourism.gov.za) ) futhi uma icelwa kuSekela-Mgcinilwazi, noma kwiNhloko yanoma yiliphi iHhovisi loMnyango.