



Government Gazette Staatskoerant

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No. 24728

MANUAL

IN ACCORDANCE WITH

**THE PROMOTION OF ACCESS TO
INFORMATION ACT (NO. 2 OF 2000)**



AIDS HELPLINE: 0800-0123-22 Prevention is the cure

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SECTION 51 MANUAL FOR ODYSSEY SOFTWARE CC**Introduction to Odyssey Software Corporation CC**

Development, sales and support of computerised management systems.

PARTICULARS IN TERMS OF THE SECTION 51 MANUAL**1. Contact details [Section 51(1)(a)]****Odyssey Software CC**

Postal Address : P O Box 380 Wendywood 2144

Physical Address: 8 Glanville Crescent Wendywood 2199

Telephone : +27 11 804 1331

Fax : +27 11 802 6344

Email : softcorp@netactive.co.za

2. The section 10 Guide on how to use the Act [Section 51(1)(b)]

The Guide will be available from the South African Human Rights Commission by not later than August 2003. Please direct any queries to:

The South African Human Rights Commission:

PAIA Unit

The Research and Documentation Department

Postal address: Private Bag 2700 Houghton 2041

Telephone : +27 11 484-8300

Fax : +27 11 484-0582

Website : www.sahrc.org.za E-mail: PAIA@sahrc.org.za

3. Records available in terms of any other legislation [Section 51(1)(d)]

Income Tax Act No. 95 of 1967: IT14 returns and financial statements
: EMP 201 returns

Regional Services Council Act No. 109 of 1985: RSC4 returns

Skills Development Levies Act No. 9 of 1999: EMP 201 returns

Unemployment Contributions Act No. 4 of 2002 EMP 201 returns

Value Added Tax Act No. 81 of 1991: VAT 201 returns

4. Access to the records held by the private body in question [Sections 51(1)(c) and 51(1)(e)]

- i. Product descriptions: Overviews and brochures
- ii. Financial statements: Year-end reports
- iii. The request procedures are as prescribed in the Act that applies. The request forms are available from our offices or the SAHRC's website (www.sahrc.org.za) or the Department of Justice and Constitutional Development (www.doj.gov.za) (under "regulations") which will contain the forms and the fee structure.

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