



Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID-AFRIKA

Vol. 459

Pretoria, 12 September 2003

No. 25443

M A N U A L

IN ACCORDANCE WITH

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



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

INDEX

Company Name	Gazette No.	Date	Page No.
Coega Development Corporation (Proprietary) Limited	25443	12-09-2003	3



COEGA DEVELOPMENT CORPORATION (PROPRIETARY) LIMITED

**MANUAL IN TERMS OF SECTION 14 OF THE PROMOTION OF ACCESS TO INFORMATION ACT, NO 2
OF 2000 ("THE ACT")**

Name of the public body

COEGA DEVELOPMENT CORPORATION (PROPRIETARY) LIMITED ("CDC")

Introduction

The CDC is a private company incorporated in terms of the Companies Act, 1973, with its principal place of business at Port Elizabeth. The CDC is wholly-owned by the Eastern Cape Development Corporation, established in terms of the Eastern Cape Development Corporation Act, No. 13 of 1997 (Eastern Cape) and owned by the Province of the Eastern Cape.

In mid-1998, the Government took a strategic decision to be the principal promoter of the Coega Project. In July 1998 the Coega Implementing Authority (CIA) was established through a Cabinet Memorandum and was mandated to progress the Coega Project from the Feasibility Stage to completion of the Detailed Planning and Engineering Stage. The DTI initiated the establishment of the CDC, to take responsibility for the development of the Coega Project, including the marketing of its development. This responsibility was allocated to the CDC with effect from November 1999.

The Coega Project, as presently configured, comprises a deepwater port (the Port of Ngqurha) to be established in terms of the Port of Ngqurha Establishment Act No. 77 of 1998, and the Coega Industrial Development Zone ("IDZ"), with purpose-built infrastructure. The port is to be established by National Ports Authority, a business division of Transnet Limited. The Coega IDZ is established in terms of the Manufacturing Development Act No. 187 of 1993 ("MDA") read with Regulations promulgated thereunder, as published in *Government Gazette* No. 21803 on 18 December 2000. The CDC was issued with a provisional Coega IDZ Operator's Licence in terms of the MDA, on 20 February 2002, which licence is valid until February 2004.

The principal purpose of the CDC is to develop and operate the Coega IDZ. The CDC has seven (7) Functional Areas, each with distinct responsibilities in terms of the strategic positioning of the organisation and the attainment of the targets set out in the CDC's Corporate Plan. These Functional Areas are as follows:-

Business Development;
Communications;
Corporate Services;
Finance & Administration;
Safety Health and Environment;
Technical and Planning; and
Zone Operations.

The CDC has developed a structure with the requisite project management capacity. The Executive Managers of the Functional Areas and the Chief Executive Officer comprise the Executive Management Committee (EXMA) of the CDC.

Contact details: Information Officer – Pepi Silinga, Chief Executive Officer	
Street address :	Libra Chambers, Cnr Oakworth Road and Carnarvon Place, Humeraill PORT ELIZABETH, 6001
Postal address :	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Phone number :	(041) 507-9041
Fax number :	(041) 585-5445
Internet site / website address :	www.coega.com
Contact details: Deputy Information Officer – Ms Namawabo Msizi, Executive Manager Corporate Services	
Street address :	Libra Chambers, Cnr Oakworth Road and Carnarvon Place, Humeraill PORT ELIZABETH, 6001
Postal address :	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Phone number :	(041) 507-9041
Fax number :	(041) 585-5445
Internet site / website address :	www.coega.com
Contact details: Deputy Information Officer – Ms Ncumisa Mayosi, Legal Specialist	
Street address :	Libra Chambers, Cnr Oakworth Road and Carnarvon Place, Humeraill PORT ELIZABETH, 6001
Postal address :	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Phone number :	(041) 507-9041
Fax number :	(041) 585-5445
Internet site / website address :	www.coega.com
Section 10 guide on how to use the Act	
Section 14(1)(c)	
The Guide referred to in section 10 of the Act is a guide that must be compiled by the Human Rights Commission, containing such information as may be reasonably required by a person who wishes to exercise any right contemplated in the Act. It will describe in each official language : - what the objects of this Act are - the contact details of the information officer and deputy information officer (if any) of each public body, and of each private body (where practicable) - the process that needs to be followed in order to make a request - the assistance available from the information officer of a public body, and from the Human Rights Commission - how to get copies of the Guide at no charge - how to get access to the manual of a public or private body - all the remedies available in law to you, regarding action taken or not taken in terms of the Act.	

Once the Guide has been compiled, it will be printed in each official language in the *Government Gazette*. The Regulations published in terms of the Act under *Government Gazette* Notice No R187 of 15 February 2002, set forth how else the Human Rights Commission should make the Guide available. The Guide will be available from 15 August 2003, unless otherwise specified. Please direct enquiries to:

The SA Human Rights Commission
 Postal address : Private Bag 2700, Houghton, 2041
 Telephone : +27 11 484 8300
 Fax : +27 11 484 0582
 Website : www.sahrc.org.za

Request procedure and records that may be requested

Section 14(1)(d)

The request procedure

Every request must contain the information set out at paragraphs 1 to 7 below, and must substantially correspond with the prescribed form, a copy of which is attached as **ANNEXURE B** to this manual.

1. Provide sufficient particulars of the records required to enable the public body to identify the record or records requested. Include the location of the record if known.
2. Provide sufficient particulars to enable the public body to identify the requester.
3. Indicate the form of access required.
4. State whether the record concerned is preferred in a particular language.
5. Specify a postal address or fax number in South Africa, or an e-mail address.
6. If, in addition to a written reply to your request, you want to be informed of the decision in any other manner, state that manner with the relevant particulars.
7. Give proof of the capacity in which you are acting, if requesting access on behalf of another.

Once complete, you can mail your request to :

The Deputy Information Officer
 Coega Development Corporation
 Private Bag X13130
 Humerail
 6013
 PORT ELIZABETH

Or, you can fax it to the Deputy Information Officer, Coega Development Corporation, on fax number (041)585-5445. The request for access to records will be deemed to have been made once the form has been received by the CDC offices. Should you require further assistance with your request, we refer you to the Guide that will be published by the Human Rights Commission.

Records held by the CDC

Section 14(1)(d)

We set out below a description of the subjects on which the CDC holds records and, below the subject headings, the categories of records held on each subject. In certain cases, the categories have been further divided into sub-categories.

1.	CDC RECORDS	
A	Financial	Report/s Statistics Risk Log
B	Operational	IDZ operating permit IDZ manual
C	Corporate Governance	Strategy documents Correspondence Business processes Corporate objectives

		Audit reports Board minutes and other documents Board sub-committees Privacy policy Confidentiality policy Gift declarations
D	Environmental records	EMS Policies Specifications Guidelines FLA document Specialist reports OHES system Monitoring reports Records of decision Permits
E	Procurement	Contracting documents Tender adjudication documents Tender management documents Procurement committee minutes Adjudication minutes Procurement policies Service provider registration Contract statistics
F	Technical and Planning	Work orders and agreements Drawings and plans Minutes of meetings
G	Communications	Image library News and media releases Internet documentation Intranet Brochures / pamphlets / promotional material Stakeholder management
H	Product records	
I	Statutory records	
K	Internal policies and procedures	
L	Treasury-related records	
M	Securities and equities	
N	Information Technology	
O	Taxation records	
P	Insurance policies and records	
Q	Property records	
R	Databases	
S	Marketing	
T	Internal correspondence	
U	Records held by officials of CDC	

2.	PERSONNEL RECORDS
A	Industrial Relations policy
B	Recruitment policy
C	Empowerment policy
D	Training policy
E	Personal records provided to the CDC by its personnel
F	Records that a third party has provided to the CDC regarding any of the CDC personnel
G	Employee contracts
H	Internal evaluation records
I	Other internal records and correspondence
J	Statutory records
3.	CUSTOMER-RELATED RECORDS Note: A customer includes any natural or juristic entity who receives services from the CDC, or from whom the CDC receives services.
A	Records that a customer has provided to a third party acting for or on behalf of the CDC
B	Records that a third party has provided to the CDC
C	Records generated by or within the CDC pertaining to the customer, including transactional records
4.	OTHER PARTIES' RECORDS Note: The CDC may possess records pertaining to other parties such as contractors, suppliers, subsidiary/holding/sister companies, joint venture companies, service providers. Those parties may also possess records that belong to CDC.
A	Personnel, customer or CDC records which are held by another party as opposed to being held by the CDC
B	Records held by the CDC pertaining to other parties, including without limitation, financial records, correspondence, contractual records, records provided by the other party, and records third parties have provided about the contractors / suppliers to CDC.
Services available to members of the public from the CDC Section 14(1)(f) The CDC does not provide services to the public. It does provide certain services to investors in the Coega IDZ, and, whilst the IDZ is in the construction phase, to contractors performing construction work on sites within the IDZ. The services available to investors are infrastructural and municipal-type services, available to investors in the Coega IDZ on the basis of levies and rates charged to them by the CDC. The services available to construction contractors in the IDZ are provided through a package known as Labour and Business Management Services. They include the establishment of a labour pool from which contractors can source their labour, training for workers in the labour pool to ensure they have the necessary skills, as defined by the contractors, and continued monitoring by the CDC of the contractors to ensure compliance with the CDC's procurement principles whilst on site. The CDC also offers assistance to SMMEs to build the capacity they need to successfully complete contracts. In this regard, the CDC offers SMMEs on-site assistance and mentorship. In addition, the CDC has established a centralised wage bureau for payment of salaries of contractors and labourers. Finally, the CDC has appointed an occupational healthcare service provider to provide, to all contractors on the CDC site, occupational health care services as required in terms of the Occupational Health and Safety Act.	

In order to access the services referred to above, contractors must have been awarded a contract by the CDC.

Procedure for persons wanting to make representations, participate in or influence the formulation of policy or the exercise or performance of powers and duties by the CDC

Section 14(1)(g)

The CDC does not have in place any arrangements or provisions for a person to participate in or influence the formulation of policy, or the exercise of powers or performance of duties, by CDC.

Remedies available against the CDC where access to a record is denied, or the CDC acts unfairly or in breach of the Act, or fails to act

Section 14(1)(h)

Applications to court

A requester that is aggrieved by a decision of the information officer of the CDC to refuse a request for access, or by decisions of the CDC relating to fees, relating to extension of time, or relating to the form of access granted, may, by way of an application, within 30 days apply to a court for appropriate relief.

A third party that is aggrieved by a decision of the information officer of the CDC to grant a request for access, may, by way of an application, within 30 days apply to a court for appropriate relief.

The procedures for lodging applications to court have to be made by the Rules Board for Courts of Law. They were meant to be made within 12 months of the AIA coming into effect, but have not yet been promulgated. Until then, an application for review of a decision made to refuse access may only be made to a High Court.

A court hearing an application may grant any order that is just and equitable, including orders confirming, amending or setting aside the decision which is the subject of the application, requiring the CDC to take such action or to refrain from taking such action as the court considers necessary, granting an interdict, interim or specific relief, a declaratory order or compensation.

Criminal offences

It is a criminal offence for any person, with intent to deny a right of access in terms of the Act, to destroy, damage or alter a record, conceal a record or falsify a record. If a requester or third party suspects an official of the CDC of having committed any of these acts, he or she may report such suspected offence to the police.

Report to the Public Protector

A person aggrieved by any action taken or not taken by the CDC in terms of the Act may report such matter to the Public Protector. The Public Protector has the authority to try to resolve the matter by mediation, conciliation, negotiation, advising a complainant regarding other appropriate remedies, or any other means that may be expedient in the circumstances.

Complaint to the Human Rights Commission

In terms of the Act, the Human Rights Commission may assist requesters where this is reasonably possible, and it may make recommendations to private and public bodies, that those bodies make changes in the manner in which they administer the Act.

In terms of the Constitution (Act 108 of 1996) read with the Human Rights Commission Act (No. 54 of 1994), you may make a complaint to the Human Rights Commission that your right of access to information has been violated. The Human Rights Commission has the authority to investigate human rights violations and secure appropriate redress.

Other information as may be prescribed

Section 14(1)(i)

Not applicable as at 31 July 2003.

Availability of the manual

Section 14(3)

Copies of this manual are available for inspection at the reception desk of the CDC, and copies can be made at a charge of R0.60 (sixty cents) per A4 page. Copies are also available from the South African Human Rights Commission, the Government Printing Works and our website www.coega.com.



COEGA ONTWIKKELINGSKORPORASIE (EIENDOMS) BEPERK

HANDLEIDING KRAGTENS ARTIKEL 14 VAN DIE WET OP DIE BEVORDERING VAN TOEGANG TOT INLIGTING, Nr 2 VAN 2000 ("DIE WET")

Naam van die openbare liggaam

COEGA ONTWIKKELINGSKORPORASIE (EIENDOMS) BEPERK ("COK")

Inleiding

Die COK is 'n private maatskappy geïnkorporeer kragtens die Maatskappywet, 1973, met sy hoof-sakekantoor in Port Elizabeth. Die COK word ten volle besit deur die Oos-Kaap Ontwikkelingskorporasie, gestig kragtens die Wet op die Oos-Kaap Ontwikkelings-korporasie, nr 13 van 1997 (Oos-Kaap), en besit deur die Provinsie van die Oos-Kaap.

In die middel van 1998, het die Regering 'n strategiese besluit geneem om die hoofbevorderaar van die Coega-projek te wees. In Julie 1998, is die Coega-implementeringowerheid (CIO) deur 'n Kabinetmemorandum gestig en is opgedra om die Coega-projek vanaf die uitvoerbaarheidstadium tot voltooiing van die Gedetailleerde Beplanning- en Ontwikkelingstadium, deur te voer. Die Departement Handel en Nywerheid het die stigting van die COK van stapel gestuur, om verantwoordelikheid te neem vir die ontwikkeling van die Coega-projek, met insluiting van die bemarking van sy ontwikkeling. Hierdie verantwoordelikheid is met ingang van November 1999 aan die COK toegesê.

Die Coega-projek, soos tans gekonfigureer, behels 'n diepwater hawe (die Hawe van Ngqura) wat kragtens die Wet op die Instelling van Ngqura-hawe, nr 77 van 1998, tot stand sal kom, en die Coega Nywerheids-ontwikkelingsone ("NOS"), met doelgeboude infrastruktuur. Die hawe sal word deur die Nasionale Hawensowerheid, 'n sake-afdeling van Transnet Beperk. Die Coega NOS word geskep kragtens die Wet op Vervaardigingsontwikkeling, nr 18 van 1993 ("WVO"), saamgelees met Regulasies daaronder gepromulgeer, soos gedruk in *Staatskoerant* nr 21803 op 18 Desember 2000.

Die COK is 'n tydelike Coega-NOS-operateurslisensie ooreenkomstig die WVO op 20 Februarie 2002 toegestaan, welke lisensie van krag bly tot Februarie 2004.

Die hoofdoel van die COK is om die Coega-NOS te ontwikkel en te bedryf. Die COK het sewe (7) Funksionele Areas, elk met duidelike verantwoordelikhede volgens die strategiese instelling van die organisasie en die bereiking van die doelwitte soos in die COK se Korporatiewe Plan uiteengesit is. Hierdie Funksionele Areas is soos volg:-

Sakeontwikkeling;
Kommunikasies;
Korporatiewe Dienste;
Finansies & Administrasie;
Veiligheid Gesondheid en Omgewing;
Tegniese Beplanning en Beplanning; en
Sonebedrywighede.

Die COK het 'n struktuur ontwikkel met die benodigde projekbestuurvermoë. Die Uitvoerende Bestuurskomitee (UBK) van die COK bestaan uit die Uitvoerende Bestuurders van die Funksionele Areas en die Hoof Uitvoerende Beample.

Kontakbesonderhede: Inligtingsbeampte – Pepi Silinga, Hoof Uitvoerende Beampte	
Straatadres :	Libra Chambers, h/v Oakworthweg en Carnarvon Place, Humeral PORT ELIZABETH, 6001
Posadres :	Postnet Suite nr. 35 Privaatsak X13130, Humewood PORT ELIZABETH, 6013
Foonnommer :	(041) 507-9041
Faksnommer :	(041) 585-5445
Internetwerf/webwerfadres :	www.coega.com
Kontakbesonderhere: Adjunkinligtingsbeampte – Me Namawabo Msizi, Uitvoerende Bestuurder Korporatiewe Dienste	
Straatadres:	Libra Chambers, h/v Oakworthweg en Carnarvon Place, Humeral PORT ELIZABETH, 6001
Posadres address :	Postnet Suite nr. 35 Privaatsak X13130, Humewood PORT ELIZABETH, 6013
Foonnommer :	(041) 507-9041
Faksnommer :	(041) 585-5445
Internetwerf/webwerfadres :	Www.coega.com
Kontakbesonderhere: Adjunkinligtingsbeampte – Me Ncumisa Mayosi, Regsspesialis	
Straatadres:	Libra Chambers, Cnr Oakworth Road and Carnarvon Place, Humeral PORT ELIZABETH, 6001
Posadres address :	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Foonnommer :	(041) 507-9041
Faksnommer :	(041) 585-5445
Internetwerf /webwerfadres :	www.coega.com
Artikel 10 gids om hierdie Wet te gebruik Artikel 14(1)(c)	
Die Gids waarna verwys word in Artikel 10 van die Wet is 'n gids wat deur die Menseregtekommissie saamgestel moet word en moet sodanige inligting bevat as wat redelikheidshalwe benodig mag word deur 'n persoon wat enige reg waarvoor in die Wet voorsiening gemaak is, wil uitoefen. Dit sal in elk van die amptelike tale uiteengesit word:	
- Wat die doelwitte van hierdie Wet is - Die kontakbesonderhede van die inligtingsbeampte en adjunkinligtingsbeampte (indien enige) van elke openbare liggaam, en van elke private liggaam (waar uitvoerbaar) - Die proses wat gevolg moet word ten einde 'n versoek te rig - Die inligting wat beskikbaar gestel word deur die inligtingsbeampte van 'n openbare liggaam, en van die Menseregtekommissie - Hoe om gratiskopieë van die Gids te bekom - Hoe om toegang te kry tot die handleiding van 'n openbare of private liggaam	

- Al die hulpmiddels wat regtens aan jou beskikbaar is, m.b.t. stappe wat kragtens die Wet gedoen of nie gedoen is nie.

Wanneer die Gids klaar saamgestel is, sal dit in elke amptelike taal in die *Staatskoerant* gepubliseer word. Die regulasies wat kragtens die Wet onder *Staatskoerant* Kennisgewing nr R187 van 15 Februarie 2002 gepubliseer is, sit uiteen op watter ander wyse die Menseregtekommissie die Gids beskikbaar behoort te maak. Die Gids sal vanaf 15 Augustus 2003 beskikbaar wees, tensy anders bepaal word. Rig navrae asseblief aan:

Die SA Menseregtekommissie
Posadres : Privaatsak 2700, Houghton, 2041
Telefoon : +27 11 484 8300
Faks : +27 11 484 0582
Webwerf : www.sahrc.org.za

Verseekprosedure en rekords wat aangevra mag word Artikel 14(1)(d)

Die verseekprosedure

Elke versoek moet die inligting bevat wat in paragrawe 1 tot 7 hieronder uiteengesit is, en moet wesenlik ooreenstem met die voorgeskrewe vorm, waarvan 'n kopie as **BYLAAG B** by hierdie handleiding aangeheg is.

1. Voorsien genoeg besonderhede oor die rekords wat benodig word om dit moontlik te maak vir die openbare liggaam om die rekord of rekords wat versoek word, te identifiseer. Sluit in die ligging van die rekord, as dit bekend is.
2. Voorsien genoeg besonderhede om dit moontlik te maak vir die openbare liggaam om die versoeker te kan identifiseer.
3. Meld die soort toegang wat benodig word.
4. Meld of die betrokke rekord verkieslik in 'n sekere taal moet wees.
5. Voorsien 'n posadres of faksnommer in Suid-Afrika, of 'n e-posadres.
6. Indien u graag, benewens 'n skriftelike antwoord op jou versoek, verwittig wil word van die besluit op enige ander wyse, meld die manier en verstrek die nodige besonderhede.
7. Verstrek bewys van die hoedanigheid waarin jy optree indien jy toegang namens 'n ander persoon versoek.

Wanneer voltooi, kan jy jou versoek pos aan:

Die Adjunk Inligtingsbeampte
Coega Ontwikkelingskorporasie
Privaatsak X13130
Humerail
6013
PORT ELIZABETH

Of, jy kan dit faks aan die Adjunk Inligtingsbeampte, Coega Ontwikkelingskorporasie, op faksnommer (041) 585-5445. Die versoek vir toegang tot rekords sal geag word om gemaak te gewees het wanneer die vorm deur die COK-kantoor ontvang is. Indien jy bykomende hulp met jou versoek verlang, verwys ons jou na die Gids wat deur die Menseregtekommissie gepubliseer gaan word.

Rekords deur die COK gehou

Artikel 14(1)(d)

Ons sit hieronder 'n beskrywing van die onderwerpe waaroor die COK rekords het, uiteen, en, onder die onderwerphooflyn, die kategorieë van rekords wat oor elke onderwerp gehou word. In sekere gevalle, is die kategorieë verder ingedeel in sub- kategorieë.

1.	CDC REKORDS	
A	Finansieël	Verslag/Verslae Statistiek Risiko-opgawe

B	Operasioneel	NOS bedryfspermit NOS handleiding
C	Korporatiewe Bestuur	Strategiese dokumente Korrespondensie Sakeprosesse Korporatiewe doelwitte Ouditverslae Raad se notules en ander dokumente Raad se onderkomitees Privaatheidbeleid Vertroulikheidbeleid Verklaring van geskenke
	Omgewingsrekords	"EMS" Beleide Spesifikasies Riglyne "FLA"-dokument Verslae deur spesialiste "OHES"-stelsel Moniteringsverslae Rekords van besluite Permitte
E	Verkryging	Kontrakdokumente Tenderuitspraakdokumente Tenderbestuursdokumente Verkrygingskomiteenotules Uitspraaknotules Verkrygingsbeleide Diesnvoorsiener-registrasie Kontrakstatistiek
F	Tegnies en Beplanning	Werk-orders en -ooreenkomste Tekeninge en planne Notules van vergaderings
G	Kommunikasies	Beeld-biblioteek Nuus- en mediavystellings Internet-dokumentasie Intranet Brosjures/pamflette/promosiestof Aandeelhebbendes-bestuur
H	Produkrekords	
I	Statutêre rekords	
K	Interne beleide en prosedures	
L	Tesourie-verwante rekords	
M	Effekte en aandele	
N	Inligtingstegnologie	
O	Belastingrekords	
P	Versekeringspolisse en -rekords	
Q	Eiendomsrekords	
R	Databasisse	

S	Bemaking
T	Interne korrespondensie
U	Rekords in besit van beamptes van die COK
2.	PERSONEELREKORDS
A	Arbeidsbetrekkingsbeleid
B	Werwingsbeleid
C	Bemagtigingsbeleid
D	Opleidingsbeleid
E	Persoonlike rekords wat deur personeel aan die COK verskaf is
F	Rekords wat deur 'n derde party aan die COK verskaf is m.b.t. enige van die COK-personeel
G	Werknemerkontrakte
H	Interne evalueringrekords
I	Ander interne rekords en korrespondensie
J	Statutêre rekords
3.	KLANTVERWANTE REKORDS Let wel: Die begrip "klant" behels enige natuurlike of juristiese entiteit aan wie die COK dienste lewer of van wie die COK dienste ontvang.
A	Rekords wat deur 'n klant verskaf is aan 'n derde party wat vir of namens die COK optree.
B	Rekords wat deur 'n derde party aan die COK verskaf is.
C	Rekords wat geskep is deur of binne die COK m.b.t. die klant, met inbegrip van transaksierrekords.
4.	REKORDS VAN ANDER PARTYE Let wel: Die COK mag oor rekords beskik met betrekking tot ander partye soos kontrakteurs, verskaffers, filiaal-/beheer-/sustermaatskappye, gesamentlike-ondernemingsmaatskappye, diensverskaffers. Sodanige partye mag ook oor rekords beskik wat aan die COK behoort.
A	Personeel-, klante- of COK-rekords in die besit van 'n ander party, d.w.s. nie in die besit van die COK nie.
B	Rekords in die besit van die COK met betrekking tot ander partye, met inbegrip van, sonder beperking, finansiële rekords, korrespondensie, kontraktuele rekords, rekords verskaf deur die ander party, en rekords met betrekking tot die kontrakteurs/verskaffers wat deur derde partye aan die COK verskaf is.
Dienste beskikbaar van die COK aan lede van die publiek Artikel 14(1)f The Die COK lewer nie dienste aan die publiek nie. Dit lewer sekere dienste aan beleggers in die Coega NOS, en, terwyl die NOS in die boufase is, aan kontrakteurs wat bouwerk op bouterreine binne die NOS doen. Die dienste beskikbaar aan beleggers is infrastrukturele en munisipaalsoortige dienste wat aan beleggers in die Coega NOS beskikbaar is op 'n grondslag van heffings en tariewe wat deur die COK gehef word.	

Die dienste beskikbaar aan boukontraheurs in die NOS word verskaf deur middel van 'n pakket wat as Arbeids- en Besigheidsbestuursdienste bekend staan. Dit sluit in die oprigting van 'n arbeidspoel waaruit kontraheurs hul arbeid kan verkry, opleiding van werkers in die arbeidspoel om te verseker dat hulle oor die nodige vaardighede beskik soos deur kontraheurs gedefinieer, en voortgesette monitering van die kontraheurs deur die COK om te verseker dat aan die COK se verkrygingsbeginsels voldoen word terwyl hulle op die bouterrein doenig is. Die COK bied ook bystand aan KMMOs om die kapasiteit te ontwikkel wat hulle benodig om kontrakte suksesvol te kan voltooi. In hierdie verband bied die COK bystand en mentorskap aan KMMOs op die terrein. Daarbenewens het die COK 'n gesentraliseerde loonburo geskep vir die betaling van salarisse aan kontraheurs en werkers. Ten slotte het die COK 'n beroepsgesondheidsorgverskaffer aangestel om beroepsgesondheidsdienste aan alle kontraheurs op die COK-bouterrein te verskaf, soos deur die Wet of Beroepsgesondheid en -Veiligheid vereis.

Om op die bovermelde dienste geregtig te wees moet kontraheurs 'n kontrak deur die COK toegeken word.

Prosedure vir persone wat verhoë wil rig, aan die formulering van beleid en die uitoefening van magte en pligte deur die COK wil deelneem of dit wil beïnvloed.

Artikel 14(1)(g)

Die COK beskik nie oor enige reëlings of enige voorsiening vir persone wat aan die formulering van beleid of die uitoefening van magte en pligte deur die COK wil deelneem of dit wil beïnvloed nie.

Middele wat beskikbaar is teen die COK waar toegang tot 'n rekord weerhou word, of waar die COK onregverdig optree, die bepalings van die nuwe wet verbreek, of versuim om op te tree.

Artikel 14(1) (h)

Hofaansoeke

'n Versoeker wat veronreg is deur 'n besluit deur die COK se inligtingsbeampte om 'n versoek om toegang te weier, of deur besluite deur die COK met betrekking tot fooie, met betrekking tot tydsverlenging, of met betrekking tot die vorm van toegang wat toegestaan is, mag, deur middel van 'n aansoek, binne 30 dae by die hof aansoek doen om gepaste regshulp.

'n Derde party wat veronreg is deur 'n besluit deur die COK se inligtingsbeampte om te voldoen aan 'n versoek om toegang, mag, deur middel van 'n aansoek, binne 30 dae by die hof aansoek doen om gepaste regshulp.

Die prosedures vir die indiening van hofaansoeke moet deur die Rëlsraad vir Gereghowe opgestel word. Hulle was veronderstel om binne 12 maande ná die inwerkingstelling van die Wet op die Bevordering van Toegang tot Inligting opgestel te word, maar is nog nie gepromulgeer nie. Intussen kan 'n aansoek vir hersiening van 'n besluit om toegang te weier, slegs by 'n Hoërhof ingedien word.

'n Hof wat 'n aansoek aanhoor, mag enige bevel toestaan wat regverdig en redelik is, insluitend bevels wat die besluite wat die onderwerp van die aansoek is, bevestig, wysig of ter syde stel, wat van die COK vereis om sodanige stappe te doen of hom daarvan te weerhou om sodanige stappe te doen wat die hof nodig ag, en bevels wat 'n interdik, interim of spesifieke regshulp, 'n verklarende bevel of vergoeding toestaan.

Kriminele oortredings

Dit is 'n kriminele oortreding vir enige persoon om, met die opset om 'n reg tot toegang te weerhou, 'n rekord te vernietig of te beskadig, 'n rekord te verberg, of 'n rekord te vervals. As 'n versoeker of 'n derde party 'n beampte van die COK daarvan verdink dat hy/sy enige van hierdie aksies gepleeg het, mag hy/sy sodanige vermoedelike oortreding by die polisie aanmeld.

Rapporteur aan die Openbare Beskermer

'n Persoon wat veronreg is deur enige aksie wat die COK kragtens die Wet gepleeg het of versuim het om te pleeg, mag sodanige saak aan die Openbare Beskermer rapporteer. Die Openbare Beskermer is bemaagtig om die aangeleentheid te probeer skik deur middel van bemiddeling, versoening of onderhandeling, 'n klaer in te lig omtrent ander middele, of op enige ander wyse wat in die omstandighede wenslik mag wees.

Klagte by die Menseregtekommissie

Kragtens die Wet mag die Menseregtekommissie, indien redelik moontlik, versoekers bystaan, en mag by private en openbare liggame aanbeveel dat hulle veranderinge aanbring aan die wyse waarop hulle die Wet administreer.

Kragtens die Grondwet (Wet Nr 108 van 1996), saamgelees met die Menseregtekommissiewet (Nr 54 van 1994), mag 'n mens by die Menseregtekommissie 'n klag indien dat sy reg tot toegang tot inligting geskend is. Die Menseregtekommissie is bemaagtig om skendings van menseregte te ondersoek en toepaslike regstelling te verkry.

Ander inligting wat voorgeskryf mag wees

Artikel 14(1)(l)

Nie van toepassing nie, soos op 31 Julie 2003.

Beskikbaarheid van die handleiding

Artikel 14(3)

Afskrifte van hierdie handleiding is vir besigtiging beskikbaar by die ontvangstoonbank van die COK, en kopieë kan gemaak word teen 'n koste van R0,60 (sestig sent) per A4-vel. Afskrifte is ook beskikbaar by die Menseregtekommissie, die Staatsdrukker, en ons webwerf www.coega.com.



COEGA DEVELOPMENT CORPORATION (PROPRIETARY) LIMITED

**INCWADANA EFUNDISA NGOMTHETHO-NOMBOLO 2 OKWICANDELO 14 WOKUNIKA AMAGUNYA
WOKUFUMANA IINKCUKACHA KA 2000**

Igama lombutho

COEGA DEVELOPMENT CORPORATION / (PROPRIETARY) LIMITED ("CDC")

Intshayelelo

iCDC yinkampani yabucala edityaniswe ngokomgaqo weenkampani ka, 1973, emi ushishino lwayo eBhayi/Port Elizabeth. I-CDC inomniniyo oyi-Eastern Cape Development Corporation, esekwe ngokomthetho-nombolo 13 we-Eastern Cape Development Corporation ka1997 (Eastern Cape) kwaye umniniyo liPhondo leMpuma Koloni.

Phakathi kuJuni ka1998, uRhulumente wenza isigqibo sobuchule sokuba ngumxhasi we Coega Project. NgoJulayi ka1998 iCoega Implementing Authority (CIA) yasekwa ngokwememorandamu yeKhabhinethi kwaye iyalelwe ukuba yenze inkqubela kwiprojekthi yaseCoega ukuze yamkelwe ukusuka kwizicwangciso ukuya kwinqanaba lobunjinieli. IDTI yakhe iCDC, ethathe uxanduva lokwakha iCoega Project, equka nokuzithengisa. Olu xanduva lanikwa iCDC ukusuka ngoNovemba ka1999.

I-Coega Project, ngoku yakhiwe yi "deepwater port" (unxweme le Ngqurha) ekufuneka isekwe ngokomgaqo wenxweme lwaseNgqurha onenombolo engu 77 ka 1998, neCoega Industrial Development Zone ("IDZ"), enenjongo zolwakhiwo. Unxweme luza kwakhiwa yiNational Ports Authority/ Umbutho olawula amanxweme kaZwelonke, elicandelo loshishino likaTransnet. ICoega IDZ isekwe kumgaqo wolwakhiwo onenombolo 187 ka 1993 ("MDA") upapashwe kwiGazethi kaRhulumente ngenombolo engu. 21803 nge 18 kuDesemba ka2000. I-CDC inikwe ilayisenisi yeCoega IDZ yethutyana ngokwe MDA, nge 20 kuFebruwari ka2002, ilayisenisi leyo eyakuphelelwa ngo Februwari ka2004.

Ezona njongo ziphambili zeCDC kukwakha nokwenza iCoega IDZ. iCDC yahlulwe kasixhenxe (7) ukwenza umsebenzi, isahlulo ngasinye sinoxanduva ngokwesicwangciso seCDC. Ezindawo zizizahlulo zomsebenzi zezi zilandelayo:-

Ulwakhiwo loshishino;
Uthungelwano;
Iinkonzo zembumba;
Imali nolawulo;
Ukhuseleko ngokwasempilweni nokusingqongileyo;
Ubugcisa nocwangciso
Ummandla wokusebenza.

iCDC yenze isakhiwo esinefuno zolawulo. Iimanejala eziphezulu kwindawo zokusebenza negosa eliphezulu elinekomiti elawulayo yeCDC.

Inkcukacha zonxibelelwano: Igosa leenkcukacha – Pepi Silinga, Igosa eliphezulu

Idilesi yendawo:

Libra Chambers, Cnr Oakworth Road ne Carnarvon Place,
Humerail
PORT ELIZABETH, 6001

Idilesi yeposi:	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Inombolo yefoni :	(041) 507-9041
Inombolo yefeksi :	(041) 585-5445
Idilesi yekhompnyutha:	www.coega.com
Inkcukacha zonxibelelwano: Isekela legosa leenkcukacha- Ms Namawabo Msizi, Imanejala ephezulu yeenkonzo zembumba	
Idilesi yendawo:	Libra Chambers, Cnr Oakworth Road ne Carnarvon Place, Humeral PORT ELIZABETH, 6001
Idilesi yeposi:	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Inombolo yefoni :	(041) 507-9041
Inombolo yefeksi :	(041) 585-5445
Idilesi yekhompnyutha:	www.coega.com
Inkcukacha zonxibelelwano: Isekela legosa leenkcukacha- Ms Ncumisa Mayosi, Ingcungela yomthetho	
Idilesi yendawo:	Libra Chambers, Cnr Oakworth Road ne Carnarvon Place, Humeral PORT ELIZABETH, 6001
Idilesi yeposi:	Postnet Suite No. 35 Private Bag X13130, Humewood PORT ELIZABETH, 6013
Inombolo yefoni:	(041) 507-9041
Inombolo yefeksi:	(041) 585-5445
Idilesi yekhompnyutha:	www.coega.com
Icandelo 10 lesikhokelo sendlela yokusetyenziswa komthetho Wecandelo 14(1)(c)	
Isikhokelo esikwicandelo 10 somthetho sisikhokelo ekufuneka silandelwe yikomoshini yamalungelo oluntu, ineenkcukacha ezifunwa ngumntu ofuna ukulandela izinto ezikulo mthetho. Zichazwe ngokwelwimi ngalunye olusemthethweni :	
- Ziintoni eziqulathwe ngulo mthetho - Inkcukacha zonxibelelwano zegosa leenkcukacha nesebola (ukuba zikho) zeziko ngalinye likawonkewonke neziko ngalinye labucala (kwindawo ekusetyenzwa kuyo) - Inkqubo ekufuneka ilandelwe xa kusenziwa isicelo - Uncedo oluvela kwigosa le nkcukacha neleziko likawonkewonke nekomishini yamalungelo oluntu - Zifumaneka njani iikopi zesikhokelo ngaphandle kwendleko - Ungayifumana njani imanyuwalli yeziko likawonkewonke okanye labucala - Lonke uncendo olukhoyo lomthetho elithathiweyo nelingathathwanga.	
Xa sithe isikhokelo saqulungqwa, siyakushicilelwa kulwimi ngalunye kwiGazethi kaRhulumente. Imigaqo iyakubhengezwa ngokothetho weGazethi kaRhulumente onenombolo engu R187 we 15 kaFebruwari ka2002, kubekwe phambili ikomishini yamalungelo oluntu nendlela ekufuneka isikhokelo senziwe	

sifumaneka ngayo. Isikhokelo siyakufumaneka nge15 ka-Agasti ka 2003, ngaphandle kokuba kuchaziwe. Nceda use imibuzo yakho kwi:

The SA Human Rights Commission
 Idilesi yeposi: Private Bag 2700, Houghton, 2041
 Ifoni : +27 11 484 8300
 Ifeksi : +27 11 484 0582
 Idilesi yekhompuyutha : www.sahrc.org.za

Inkqubo yesicelo neenkukacha ezinokufunwa
Icandelo 14(1)(d)

Inkqubo yesicelo

Isicelo ngasinye sineenkukacha ezikwimihlathi 1 ukuya ku 7 ngezantsi kwaye masingqamane nefomu. ikopi ifakwa kwiSIHLOMELLO B kule manyuwali.

1. Nika iinkukacha zeerekhodi ezaneleyo ukwenzela ukuba iziko likawonkewonke likwazi ukubona zonke iinkukacha ezifunekayo uquke nalapho irekhodi ikhoyo ukuba iyaziwa.
2. Nika iinkukacha ukwenzela ukuba iziko likawonkewonke likwazi ukusibona isicelo.
3. Chaza imo oyifuna ngayo irekhodi.
4. Chaza ukuba irekhodi uyifuna ngoluphi ulwimi.
5. Chaza idilesi yeposi okanye ifeksi eseMzantsi Afrika okanye idilesi ye-imeyile.
6. Ukuba, kwisicelo esibhaliweyo ufuna ukwazi ngesigqibo nayiphi imeko, chaza lo meko nenkukacha.
7. Chaza ukuba ungubani ukuba wenzela omnye umntu.

Xa ugqibile, ungasiposela isicelo sakho kwi :

Sekela legosa leenkukacha
 Coega Development Corporation
 Private Bag X13130
 Humerail
 6013
 PORT ELIZABETH

Okanye ungasifekisela kwiSekela legosa leenkukacha, leCoega Development Corporation, kule nombolo yefeksi (041)585-5445. Isicelo sokufikelela kwiirekhodi kucingelwa ukuba senziwe xa kuthe kwafunyanwa isicelo yi-ofisi yeCDC. Ukuba ufuna uncendo olungolunye malunga nesicelo sikuthumela kwisikhokelo esizakubhengezwa yikomishini yamalungelo oluntu.

IIREKHODI EZIGCINWE YICDC

Icandelo 14(1)(d)

Sidwelise apha ngezantsi uludwe lwemiba ICDC inerekhodi zayo nezihloko, noluhlu lweerekhodi oluphantsi kwentloko nganye. Kwezinye uluhlu luyohlulwa.

1.	IIREKHODI EZIGCINWE YICDC	
A	Imali	Iripothi Uqikelelo manani Isixhobo sokulinganisa ubungozi
B	Umsebenzi	Imvume yokusebenza yeIDZ Imanyuwali yeIDZ
C	Ulawulo lwembumba	Amaxwebhu obuchule bokwenza Imbalelwano Inkqubo zoshishino Iinjongo zembumba Iripoti zophicotho Imizuzu yebhodi namanye amaxwebhu Ikomiti ezincinci zebhodi Ipolisi yangasese Ipolisi eyimfihlo Inkcazo ngeziphlo

D	lirekhodi zokusingqongileyo	EMS lipolisi Imilinganiselo Izikhokelo Amaxwebhu eFLA liripoti zengcungela Inkqubo ye-OHES liripoti zohlolo lirekhodi zezigqibo limvume
E	Ukuthenga	Amaxwebhu ezibophelelo Amaxwebhu amaxabiso omsebenzi Amaxwebhu olawulo exabiso lomsebenzi Imizuzu yekomiti yeProtyhamenti Imizuzu yezigwebo lipolisi yokuthenga Ubhaliso lweenkonzo Amanani oqikelelo esibophelelo
F	Ubugcisa nesicwangciso	Imiyalelo yomsebenzi nezigqibo Imizobo neeplani Imizuzu yeentlanganiso
G	Uthungelwano	Inkangeleko yethala leencwadi Iindaba nosasazo Amaxwebhu e-intanethi Intranethi Incwadana zokwazisa Ulawulo lwabahlali
H	lirekhodi zemveliso	
I	lirekhodi zomthetho	
K	lipolisi zangaphakathi neenkqubo	
L	lirekhodi ezinxulumene novimba	
M	Ukhuseleko nobulungisa	
N	Ubugcisa bonxibelelwano	
O	lirekhodi zerhafu	
P	lipolisi ze-inshurensi neerekhodi	
Q	lirekhodi zeempahla	
R	Indawo yokugcina	
S	Urhwebo	
T	Imbalelwano yangaphakathi	
U	lirekhodi ezigcinwe ngamagosa eCDC	
2.	IIREKHODI ZABASEBENZI	
A	Ipolisi yonxulumano noshishino	
B	Ipolisi yokufumana abasebenzi	
C	Ipolisi yophuhliso	

D	Ipolisi yoqeqesho
E	Iirekhodi zomntu ezinikezelwa kwiCDC licandelo labasebenzi
F	Iirekhodi eziziswe ngomnye kwiCDC malunga nomsebenzi weCDC
G	Izibophelelo zengqesho
H	Iirekhodi zangaphakathi zovavanyo
I	Ezinye iirekhodi zangaphakathi nembalelwano
J	Iirekhodi zomthetho
3.	IIREKHODI EZINXULUMENE NABATHENGI Qaphela: Umthengi uquka into yendalo efumana iinkonzo kwiCDC, okanye apho iCDC ifumana khona iinkonzo.
A	Iirekhodi apho umxhasi enzele omnye umntu wesithathu into ekwenza oko egameni leCDC
B	Iirekhodi apho umntu wesithathu ezinike iCDC
C	Iirekhodi ezenziwe yiCDC ezinxulumene nomxhasi ziquke nerekhodi zentengiselwano
4.	IIREKHODI ZEZINYE IINDAWO Qaphela: I-CDC inganerekhodi ezinxulumene nezinye iinkampani ezifana nekhontraka, abaniki zixhobo neenkampani ezisebenza neCDC. Ezo nkampani zinganeerekhodi zeCDC.
A	Abasebenzi, umxhasi okanye iirekhodi zeCDC ezikwenye iinkampani ezingezizo ezikwiCDC
B	Iirekhodi ezikwiCDC ezinxulumene nanye inkampani, nerekhodi zemali, imbalelwano, iirekhodi zemali, iirekhodi zezibophelelo, neerekhodi zezinye iinkampani nerekhodi zenkampani yesithathu eziziswe yenye inkampani okanye abanikezeli bezixhobo zokusebenza kwiCDC.
Inkonzo ezinikwa uluntu yiCDC Icandelo 14(1)(f) iCDC ayiniki nkonzo kuluntu. Inazo ezinikayo abatyali zimali beCoega IDZ, naxa i-IDZ ikwinqanaba lokwakha, neekhontraka xa zisenza umsebenzi kwisiza se-IDZ. Iinkonzo ezikhoyo kubatyali-mali zezolwakhiwo neenkonziso ezifana nezikaMasipala ezikhoyo kwiCoega IDZ ngokunxulumene nereyithi ezibizwa yiCDC. Iinkonzo ezikhoyo zekhontraka kwi-IDZ zinikwa zisisambuku zaziwa njengeLabour and Business Management Services / njengeenkonziso zolawulo lwezengqesho noshishino. Ziquka ulwakhiwo lwezengqesho apho iikhontraka zingenza umsebenzi wazo, ziqeqeshe abasebenzi bazo ukuqinisekisa ukuba banezakhono ezifunekayo. Kuhlolwe umsebenzi weekhontraka eziwenzayo ukuqinisekisa ngomsebenzi eziwenzayo kwisiza. iCDC ikwanceda neeSMME ukunyusa umgangatho wazo ukuze bakwazi ukugqiba umsebenzi wabo. Kulo mba iCDC inika iiSMME uncdo. Ukwengeza iCDC yenze indawo enye yokuqwalasela nokwenza iintlawulo zeekhontraka nabasebenzi. Ekugqibeleni, iCDC iqeshe iinkonzo zempilo zenze umsebenzi wezempilo kwisiza seCDC, iinkonzo zempilo zenziwa ngokomthetho wezimpilo nokhuseleko. Ukuze ufumane iinkonzo ezichazwe ngentla kufuneka ikhontraka ibe kanti anesibophelelo neCDC.	
Inkqubo yabantu abafuna ukwenza inkcazo, okanye ukuba negalelo ekuqungqeni ipolisi okanye baphathe okanye besebenze kwiCDC Icandelo 14(1)(g) iCDC ayinanto okanye isicwangciso somntu ofuna ukuthatha inxaxheba ukwenza ipolisi, apha kwiCDC.	

Amancedo akhoyo eCDC apho ukufumana irekhodi kukhatyiwe okanye iCDC yenze into ngendlela engeyiyo okanye yaphule isigqibo somthetho okanye ayenzanga nto apho bekufunekla ithathe amanyathelo

Icandelo 14(1) (h)

Isicelo senkundla

Umenzi sicelo ongonwatyiswanga sisigqibo segosa leenkukacha leCDC elingamnikanga mvume okanye umba weCDC onxulumene nentlawulo okanye ukwandiswa kwexesha okanye kokuxhomekeke kuniko mvume, makwenziwe ngesicelo kwiintsuku nje ezingamashumi amathathu 30 kwinkundla yamatyala. Umntu wesithathu ongaxolanga sisigqibo segosa leCDC ekufumaneni iinkukacha makenze isicelo kwinkundla yamatyala kwiintsuku nje eziyi 30 ukufumana uncendo kulo mba.

Inkqubo yokwenza isicelo senkundla kufuneka yenziwe yiBhodi yeMithetho yeeNkundla zoMthetho. Bekumele ukuba yenziwe kwinyanga eziyi 12 ze-AIA kodwa awukaziswa. De kube ngoko, isicelo sokuqwalaselwa kwesigqibo segosa sokwala ukunika iinkukacha masenziwe kwinkundla eziphezulu.

Umanyelo sicelo kunganika isigwebo esisiso esiquka imiyalelo nokulungiswa okanye sibekela bucala isigqibo esinxulumene nesicelo, icele iCDC yenze oko okanye ixelele iCDC ukuba lo mba awungowenkundla, okanye inike imiqathango, inike ixeshana, ukuphumza, inike umyalelo okanye intlawulo eyimbuyekezo

Ityala lolwaphulo-mthetho

Kukwaphula umthetho nakubani, ukwala ukunika ilungelo kwiinkukacha, ukonakalisa okanye ukucima okanye uguqule irekhodi. Ukuba umceli okanye umntu wesithathu urhanela ukuba igosa leCDC lenze enye yezi zenzo makachazele amapolisa.

Chazela umkhuseli woluntu

Umntu ohlungisiweyo nasesiphi isenzo okanye angathathwa yiCDC ngokomthetho makayichaze loo nto kumkhuseli woluntu. Umkhuseli woluntu unelungelo lokuwulungisa lo mba ngokungenelela, ngokuxolisa, ngothethwano, ngokucebisa ngezinto ezinokuba luncedo okanye nayiphi into enokunceda kulo mba.

Isikhalazo esiya kwikhomishini yamalungelo oluntu

Ngokwakumthetho, ikhomishini yamalungelo oluntu inganceda umceli apho kuyimfuneko inike indlela enokulandelwa iibhodi zabucala okanye zikawonkewonke zenze iinguqu ukumisa umthetho.

Ngokomgaqo-siseko (umthetho 108 ka 1996) nomthetho wekhomishini yamalungelo oluntu (umthetho nombolo 54 ka 1994), ungasenza isikhalazo kwikhomishini yamalungelo oluntu sokuba ilungelo lokuzuza iinkukacha lityeshelwe. Ikhomishani yamalungelo oluntu inegunya lokuphanda ilungise undonakele.

Ezinye iinkukacha zibhalwe kwi

Candelo 14(1)(i)

Azikhohle ibe yi 31 kuJulayi ka 2003.

Ukufumaneka kwemanyuwali

Icandelo 14(3)

Iikopi zale manyuwali zifumaneka kwidesika yemibuzo yeCDC kumntu ofuna ukuzihlola. Kwaye iikopi zingenziwa nge 60c iphepha eliyi A4. Iikopi ziyafumaneka kwikhomishini yamalungelo oluntu yoMzantsi Afrika, kwindawo yokushicilela kaRhulumente nakwikhompyutha kule dilesi www.coega.com.

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001
Publications: Tel: (012) 334-4508, 334-4509, 334-4510
Advertisements: Tel: (012) 334-4673, 334-4674, 334-4504
Subscriptions: Tel: (012) 334-4735, 334-4736, 334-4737
Cape Town Branch: Tel: (021) 465-7531

Gedruk deur en verkrygbaar by die Staatsdrukker, Bosmanstraat, Privaatsak X85, Pretoria, 0001
Publikasies: Tel: (012) 334-4508, 334-4509, 334-4510
Advertensies: Tel: (012) 334-4673, 334-4674, 334-4504
Subskripsies: Tel: (012) 334-4735, 334-4736, 334-4737
Kaapstad-tak: Tel: (021) 465-7531