

IBHUKWANA ELIKHISHWE  
NGOKWESIGABA 14 SOMTHETHO  
WOKUKHUTHAZA UKUTHOLAKALA  
KOLWAZI (I-PAIA), WEZI-2000 (UMTHETHO  
WESI-2 WEZI-2000)

Ibhukwana  
Lophiko  
Lombuso  
Lwezokuxhuma  
na (i-GCIS)  
Lokutholakala  
Kolwazi  
**2017/18**

## OKUQUKETHWE

Isendlalelo	3
Umsebenzi negunya le-GCIS	3
Izingxenye nezinhlobo ze-GCIS	4
Incazelo ephela yemisebenzi ye-GCIS	4
Uhlaka lwezikhundla zabaphathi be-GCIS	8
Imininingwane yokuxhumana Nesikhulu Esengamele Ulwazi	9
Umhlahlandlela weKhomishana Yamalungelo Esintu yaseNingizimu Afrika wokusetshenziswa koMthetho we-PAIA, wezi-2000 [Isigaba14(1)(C)]	9
Incazelo yezinhlobo zolwazi olugcinwe yi-GCIS - Isigaba 14 (1) (D)	10
Ulwazi olugciniwe olutholakala kalula e-GCIS ngaphandle kokufaka isicelo – Isigaba14 (1) (E)	12
Inqubo elandelwayo yokucela ulwazi	12
Izixazululo nezindlela zokulungisa isimo uma kukhona okungalungile noma kunesimo sokwahluleka ukuthatha izinyathelo ezifanele	14
Imali enqunyiwe yezikhungo zikahulumeni	16
Amafomu asemthethweni okufaka isicelo sokuthola ulwazi olugciniwe lwesikhungo sikahulumeni	17

## **AMAZWI OKWENDLALELA**

Isigaba sama-32 soMthethosisekelo weRiphabhulikhi yaseNingizimu Afrika sinikeza wonke umuntu ilungelo lokufinyelela kunoma yiluphi ulwazi olugcinwe yizikhungo zombuso noma olugcinwe ngumuntu othile, futhi okuwulwazi okumele lutholakale ngenhloso yokuvikela nanoma yiliphi ilungelo.

Ngenhloso yokunikeza abantu ithuba lokusebenzisa amalungelo abo ahlinzekwe ngokoMthethosisekelo, uMthetho Wokukhuthaza Ukutholakala Kolwazi, (i-PAIA) wenza lokhu okulandelayo:

- uthwesa zonke izikhungo zikahulumeni isibopho sokuqinisekisa ukuthi umphakathi uyaluthola ulwazi/amarekhodi owadingayo agcinwe ezilulwini zolwazi zalezi zikhungo;
- uhlinzeka ngohlaka nezinqubo zokuthi umphakathi ukwazi ukusebenzisa ilungelo lawo olinikezwe ngokoMthethosisekelo lokuthola ulwazi ngokushesha, ngendlela engambi eqolo futhi ngaphandle kokulujulukela;
- ubeka ngokucacile izindlela okumele zisungulwe futhi zisetshenziswe yizikhungo zikahulumeni ukuqinisekisa ukuthi amalungu omphakathi ayafinyelela kulolo lwazi aludingayo; futhi
- ubeka ngokucacile lezo zimo okungenzeka ukuthi ngaphansi kwazo kuvinjelwe ukutholakala kolwazi, kubandakanya izimo eziphathelene nolwazi oluqondene nomuntu ngqo, nolwezebhizinisi, nolwezezimali kanye nolwazi lwezesayensi oluqondene nomuntu othile; ulwazi olungaba nomthelela emacaleni aqhubekayo enkantolo noma asaphenywa ngamaphoyisa, isib. amadokodo amaphoyisa ezicelweni zokunikezwa ibheyili kanye nezinhlobo ezithile zolwazi oluphathelene neSikhungo Esiqoqa Intel saseNingizimu Afrika (i-SARS).

Kepha nakuba kunjalo, akungabazeki ukuthi ikhona imikhawulo ebekiwe mayelana nokusebenzisa komphakathi ilungelo lawo, njengoba lokhu kubekwe ngokucacile kwiSigaba sama-36 soMthethosisekelo kanye neSigaba sama-33 kuya kwesama-45 soMthetho we-PAIA, ngokulandelana kwazo.

Ngenhloso yokuthobela nokufezekisa izidingo zomthetho we-PAIA nokulekelela ekugqugquzelweni kokusebenza kweminyango kahulumeni ngendlela esobala, nokuphendula mayelana nalokho ekwenzile kanye nokuphatha ngendlela efanele, i-GCIS isishicilele ibhukwana elichasisayo njengendlela yokuqinisekisa ukuthi umphakathi uyaluthola ulwazi/amarekhodi owadingayo agcinwe ezilulwini zayo zolwazi.

I-GCIS iyathemba ukuthi leli bhukwana lizosebenza njengesigcawu/ithuluzi elihle lokuhlinzeka umphakathi ngolwazi olufanele ukuze ukwazi ukusebenzisa ilungelo lawo lokuthola ulwazi oludingayo olugcinwe wumnyango.

## **1. ISENDLALELO**

UMthetho we-PAIA, ukubeka ngokucacile ukuthi uphiko ngalunye kumele luqoke isiKhulu Esengamele Ulwazi kanye Nephini Lesikhulu Esengamele Ulwazi noma Amaphini Esikhulu Esengamele Ulwazi, okuyibona abazobhekana nomsebenzi wokucubungula izicelo zokuthola ulwazi, futhi balekelele abafakizicelo ukuba bafake izicelo zabo.

Leli bhukwana lenzelwe ukuba ngumhlahlandlela ochaza indlela amalungu omphakathi angathola ngayo ulwazi olugcinwe yi-GCIS. Linikeza incazelo yolwazi olutholakalayo e-GCIS nokuthi umuntu angaluthola kanjani kulolu lwazi. Leli bhukwana liqinisekisa ukusetshenziswa kwelungelo lokuthola ulwazi, elihlinzekelwe kuMthethosisekelo.

Ngaphandle koluhla lwawo wonke amarekhodi agcinwe yi-GCIS, abizwa futhi ngokuthi amafayela, leli bhukwana liqukethe futhi neminingwane yokuxhumana nesiKhulu se-GCIS Esengamele Ulwazi kanye nePhini laso.

## **2. UMSEBENZI NEGUNYA LE-GCIS**

Umsebenzi omkhulu we-GCIS wukuqinisekisa ukuthi umyalezo kahulumeni uthunyelwa kubantu ngendlela ezwakalayo futhi ehambelanayo, kanye nokukhuthalela ukuhlinzeka umphakathi ngolwazi oluphathelele nezinqubomqomo nezinhlelo zikahulumeni kanye nezinto esezifezekiswe nguhulumeni. Njengomzamo wayo wokubeka nokuqinisekisa ukuthotshelwa kwamazinga nemigomo yohlelo lwezokuxhumana lukahulumeni oluqhutshwa ngendlela efanele futhi olusebenza kahle, i-GCIS ixhumana futhi ibambisane neminyango kahulumeni, izifundazwe kanye nomasipala ngenhloso yokulekelela lezi zinhlelo zikahulumeni ukuba zikwazi ukuxhumana kahle, ukuqinisekisa ukuthi abantu banikezwa ulwazi olufanele, oluzobahlomisa futhi lubacije kahle ukuze bakwazi ukuqapha, ukuhlola kanye nokufaka isandla esibonakalayo ezweni lethu elibuswa ngentando yeningi labantu.

## **3. INHLOSO-MBONO**

Ukuba wumthombo oqinisekisa ukuxhumana okuseqophelweni eliphezulu kuhulumeni.

## **4. IMPOKOPHELO**

Ukuhlinzeka ngezinsizakalo eziseqophelweni eliphezulu kanye nokubeka nokuqinisekisa ukuthotshelwa kwamazinga ohlelo lukahulumeni lwezokuxhumana olusebenza ngendlela efanele, nokuqinisekisa ukuthi umyalezo kahulumeni uthunyelwa kubantu ngendlela ezwakalayo futhi ehambelanayo, kanye nokukhuthalela ukuhlinzeka umphakathi ngolwazi

oluphathelene nezinqubomqomo, izinhlelo nemisebenzi eqhutshwa nguhulumeni kanye nalokho osekufezekisiwe.

## **5. IZINGXENYE NEZINHLAKA ZE-GCIS**

Ukuze ikwazi ukufeza umsebenzi ethweswe wona, i-GCIS ihlukaniswe yaba ngamagatsha amathathu, okuyilawa alandelayo: iGatsha Lezemisebenzi Yokweseka Ukuphathwa Nokulawulwa Kwesikhungo, eLezokucutshungulwa Nokusatshalaliswa Kolwazi kanye Nelokuqinisekisa Ukusebenzisana Kwezinhlelo Zikahulumeni Nokuphathwa Kwababambiqhaza. La magatsha mathathu ahlukane abayizimpiko eziyinhlelo eziyi-12:

- 5.1 Uphiko Lwezemikhiqizo kanye Nezicawu
- 5.2 I-ejensi Yemisebenzi Yezokuxhumana
- 5.3 Uphiko Lwezenqubomqomo Nocwaningo
- 5.4 Uphiko Lwezezimali, Ukuphathwa Komsebenzi Wokuthengwa Kwempahla Nezinsizakalo kanye Nemisebenzi Yokweseka
- 5.5 Uphiko Lwezokuqashwa Nokunakekelwa Kwabasebenzi
- 5.6 Uphiko Lwezokuphathwa Kolwazi Nobuchwepheshe
- 5.7 Uphiko Lwezokuhlela Ngendlela Ekhethekile kanye Nokuphathwa Kwezinhlelo
- 5.8 Iqoqwana Lezokuxhumana: Ezokuvulwa Kwamathuba Omsebenzi Nokuthuthukiswa Kwengqalasisinda Emkhakheni Wezomnotho, ezoBulungiswa Nokuvinjelwa Kobugebengu Nokuvikeleka, kanye nezokuBambisana Namazwe Omhlaba Kwezohwebo Nokuvikeleka
- 5.9 Iqoqwana Lezokuxhumana: Ezokuvikelwa Komphakathi Nokukuthuthukiswa Kwabantu, kanye Nezokuphathwa Nokulawulwa Kwesikhungo
- 5.10 Uphiko Lwezokuxhumana Nezifundazwe kanye Nohulumeni Bendawo
- 5.11 Uphiko Lwezokuxhumana Nabezindaba; kanye
- 5.12 Nophiko Lwezocwaningo-mabhuku Lwanganakathi

## **6. INCAZELO EPHELELE YEMISEBENZI YE-GCIS**

### **6.1 IGATSHA: LEZOKUCUTSHUNGULWA NOKUSATSHALALISWA KOLWAZI**

Igatsha: **Lezokucutshungulwa Nokusatshalaliswa Kolwazi** yilona elengamele izigcawu zokuxhumana eziningana ezakhelwe i-GCIS futhi eziqhutshwa yilona i-GCIS.

Lezi zigcawu ziyinxenye yokuzibophezela komnyango ekuqinisekiseni ukuthi abantu baseNingizimu Afrika kanye nababambiqhaza bakwamanye amazwe bahlala benolwazi olwanele mayelana nezinqubomqomo nemisebenzi eqhutshwa nguhulumeni, kanye namathuba ahlinzekwa yilezi zinhlelo zikahulumeni aqondiswe kwizakhamuzi, amabhezini kanye nabanye ababambiqhaza okubanjisenwe nabo.

- a) Uphiko Lwezemikhiqizo kanye Nezicawu luthuthukisa imiyalezo engumongo kanye nezihlelo nezindikimba ezizosetshenziswa

- ukuthumela leyo miyalezo engumongo. Lwenza umsebenzi wokuthuthukiswa kwengqiqithi yolwazi oluzosetshenziswa kwimikhiqizo ezokhiqizwa yi-GCIS.
- b) Uphiko Lwezenqubomgomo Nocwaningo lwenza ucwaningo ngenhloso yokuhlola ukuthi yini okumele uhulumeni ayenze mayelana nokwazisa umphakathi nokuqapha ukubika kwemithombo yabezindaba mayelana nezinhlelo zikahulumeni ngasohlangothini lwezokuxhumana.
- c) I-ejensi Yemisebenzi Yezokuxhumana - yethweswe umsebenzi wokuphatha nokulawula ukuthengwa kwesikhala sokukhangisa kwabezindaba, ukukhiqizwa kwezinhlelo nezindaba ezizosakazwa, kanye nokukhangisa nokusabalalisa izindaba nolwazi egameni likaHulumeni waseNingizimu Afrika.

## 6.2 IGATSHA: LEZEMISEBENZI YOKWESEKA UKUPHATHWA NOKULAWULWA KWESIKHUNGO

Igatsha: **Lezemisebenzi Yokweseka Ukuphathwa Nokulawulwa Kwesikhungo** lilawula imisebenzi yokweseka abaphathi bezimpiko zesikhungo. Ngezansi, nazi izimpiko eziyinhloko ezingaphansi kwaleli gatsha kanye nemisebenzi yazo:

- a) Uphiko Lwezokuqashwa Nokunakekelwa Kwabasebenzi luhlinzeka ngobuholi obukhethekile mayelana nokuqaliswa kokusebenza kweSu lomnyango Lokuphathwa Kwabasebenzi.
- b) Uphiko Lwezokulawulwa Kolwazi Nobuchwepheshe lwethweswe umsebenzi wokunakekela, ukulungisa, ukusekela kanye nokuhlinzeka i-GCIS ngobuchwepheshe bolwazi nokuxhumana.
- c) Uphiko Lwezokuhlela Ngendlela Ekhethekile kanye Nokuphathwa Kwezinhlelo lwethweswe umsebenzi wokuthuthukiswa nokuqaliswa kwezinqubo nezinhlelo zokuphatha ngendlela ekhethekile ngenhloso yokuthobela imithetho efanelekile. Lolu Phiko Oluyinhloko luhlinzeka futhi nangosizo lobungcweti bokuphathwa kwemiklamo ngenhloso yokwenza ngcono indlela okusetshenzwa ngayo embhidlangweni wokufezekisa umsebenzi negunya le-GCIS.

## 6.3 IGATSHA: LOKUQINISEKISA UKUSEBENZISANA KWEZINHLAKA ZIKAHULUMENI KANYE NOKUPHATHWA KWABABAMBIQHAZA

Igatsha: **Lokuqinisekisa Ukusebenzisana Kwezinhlaka Zikahulumeni kanye Nokuphathwa Kwababambiqhaza** lihlinzeka ngobuholi kanye nolwazi olukhethekile ezinhlakeni zokuxhumana zohulumeni bezifundazwe nabendawo. Lethweswe umsebenzi wokwengamela nokuqinisekisa ukusebenza ngendlela ehambelanayo ekuqalisweni kwezinto ezibekwe eqhulwini kwezokuxhumana kuzwelonke, kanyekanye nezinto ezibekwe eqhulwini kwezokuxhumana ezifundazweni. Ngezansi, nazi izimpiko eziyinhloko ezingaphansi kwaleli gatsha kanye nemisebenzi yazo:

- a) Iqoqwana Lezokuxhumana: Ezokuvulwa Kwamathuba Omsebenzi Nokuthuthukiswa Kwengqalasizinda Emkhakheni Wezomnotho, ezoBulungiswa Nokuvinjelwa Kobugebengu Nokuvikeleka, kanye nezokuBambisana Namazwe Omhlaba Kwezohwebo Nokuvikeleka lithuthukisa uHlelo Lukahulumeni Lwezokuxhumana ngenhloso yokweseka izinto ezisempoka ezibekwe eqhulwini ngokuthuthukisa amasu ezokuxhumana kanye nemikhankaso yamaQoqwana Ezomnotho Nokuvulwa Kwamathuba Omsebenzi, Ukuthuthukiswa Kwengqalasizinda, Ezobulungiswa Nokuvinjelwa Kobugebengu Nokuvikeleka, kanye neqoqwana Lezokubambisana Namazwe Omhlaba Kwezohwebo Nokuvikeleka ngokusebenzisana neminyango efanelekile ehola lokhu.
- b) Iqoqwana Lezokuxhumana: Ezokuvikelwa Komphakathi Nokuthuthukiswa Kwabantu, kanye Nezokuphathwa Nokulawulwa Kwesikhungo lihlinzeka ngosizo lokuqaliswa koHlaka Lokusebenza Lukahulumeni Lwesikhathi Esimaphakathi ngokuthi kuthuthukiswe amasu ezokuxhumana kanye nemikhankaso yamaqoqwana ezokuThuthukiswa Kwabantu, Ukuvikelwa Nokuthuthukiswa Komphakathi kanye neqoqwana Lezokuphathwa Nokulawulwa Kwesikhungo, ngokubambisana neminyango efanelekile ehola lokhu. Liqinisekisa ukusebenza kahle kwesiGcawu Sabahlinzeki Bolwazi Bangaphakathi.
- c) Uphiko Lwezokuxhumana Nezifundazwe kanye Nohulumeni Bendawo luhlinzeka ngobuholi obukhethekile bokwenza uhlelo lwezokuxhumana lukahulumeni kazwelonke luhambelane nezinhlelo zokuxhumana zohulumeni bezifundazwe nabendawo. Ngokusebenzisa amahhovisi asezifundazweni, luhlinzeka ngamaxhama okuxhumana okungenazihibe aphaathelene nohlelo lwezokuxhumana lukahulumeni. Lulawula izimpiko eziyisishiyagalolunye ezixhumene namahhovisi ezifundazwe kanye nezimpiko ezisehhovisi likazwelonke.
- d) Uphiko Lwezokuxhumana Nabezindaba lwethweswe umsebenzi wokuxhumana ngokuqhubekayo nabezindaba ngenhloso yokuqinisekisa ukuthi bayahlinzekwa ngolwazi lukahulumeni.

#### **6.4 UPHIKO OLUYINHLOKO: LWEZOCWANINGO-MABHUKU LWANGAPHAKATHI**

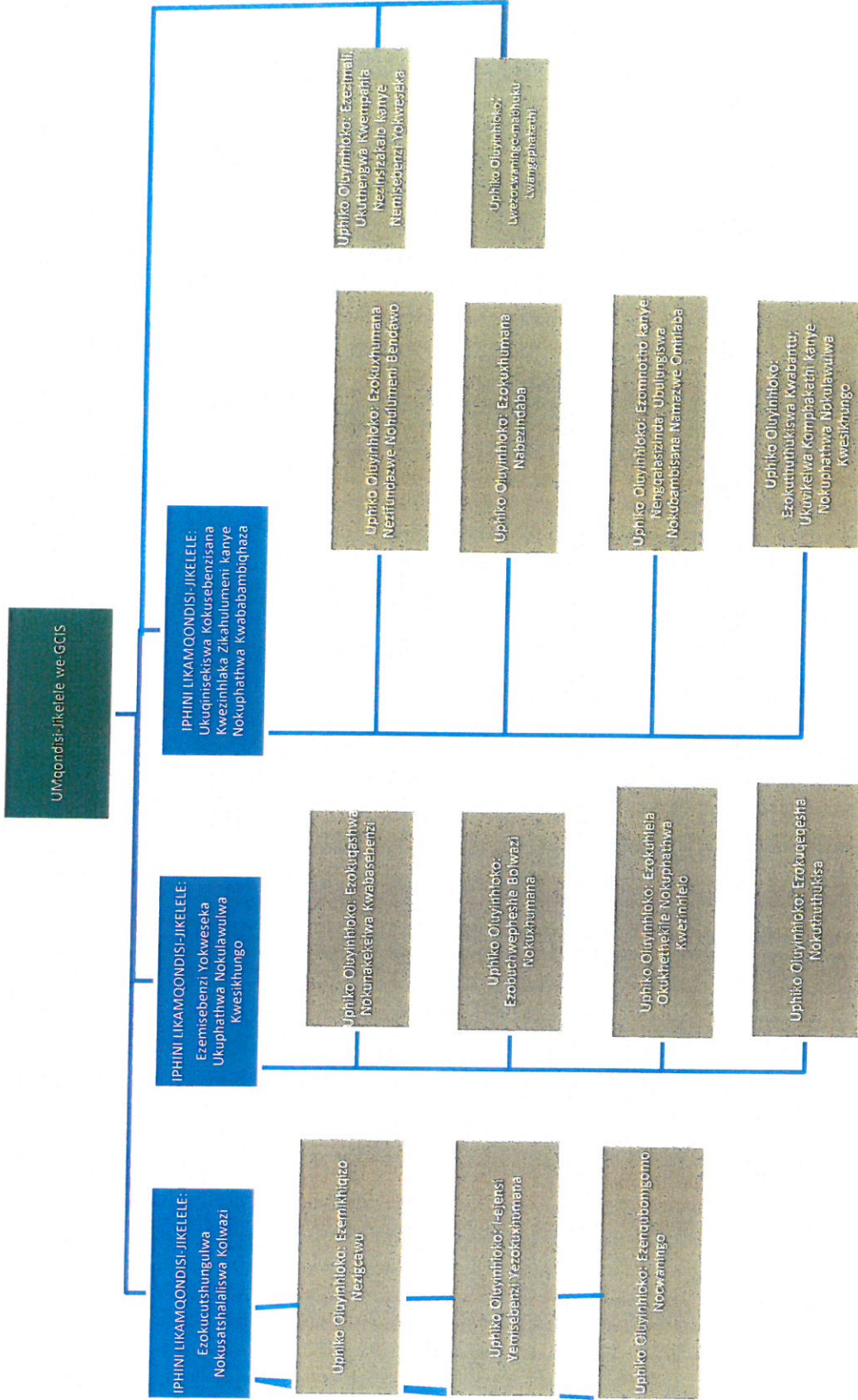
- a) **Uphiko Lwezocwaningo-mabhuku Lwangaphakathi lwethweswe umsebenzi wokuhlinzeka ngocwaningo-mabhuku lwangaphakathi olusezingeni eliphakeme kakhulu, ngenhloso yokwenza ngcono ukuphathwa kwesikhungo kanye nokulawulwa kobungozi.**

**6.5 UMPHATHI OMKHULU WEZIMALI:**

- a) Uphiko Lwezezimali, Ukuphathwa Komsebenzi Wokuthengwa Kwempahla Nezinsizakalo, Imisebenzi Yokweseka kanye Nokuphathwa Kwezakhiwo Nezinsiza-kusebenza Zesikhungo lwethweswe umsebenzi wokuhlinzeka ngobuholi obukhethekile kwezokuphathwa kwezimali zomnyango.



## UHLAKA LWEZIKHUNDLA ZABAPHATHI BE-GCIS



**8. IMINININGWANE YOKUXHUMANA NESIKHULU ESENGAMELE ULWAZI**

UMqondisi-Jikelele nguyena oyisiKhulu Esengamele Ulwazi ngokwemigomo yoMthetho we-PAIA. I-GCIS inePhini Lesikhulu Esengamele Ulwazi elilodwa:

**IsiKhulu Esengamele Ulwazi: Nkz Phumla Williams**

Ikheli leposi: Private Bag X745  
PRETORIA  
0001

Ikheli lomgwaqo: 1035 Frances Baard Street  
Tshedimoseiso House  
Hatfield  
PRETORIA

I-imeyili: [rivaash@gcis.gov.za](mailto:rivaash@gcis.gov.za)  
Inombolo yocingo: +27 12 473 0260  
Umakhalekhukhwini: +27 72 781 2200

**Iphini LesiKhulu Esengamele Ulwazi: Mnu Tshegofatso Kgarabjang**

Inombolo yocingo: +27 12 473 0478  
Umakhalekhukhwini: +27 73 815 1178  
I-imeyili: [tshegofatsok@doc.gov.za](mailto:tshegofatsok@doc.gov.za)

**9. UMHLAHLANDLELA WEKHOMISHANA YAMALUNGELO ESINTU YASENINGIZIMU AFRIKA (I-SAHC) WOKUSETSHENZISWA KOMTHETHO we-PAIA, wezi-2000 [ISIGABA 14 (1) (C)]**

I-SAHC, ngokweSigaba se-10 soMthetho we-PAIA, wezi-2000, yenze umhlahlandlela wokusetshenziswa kwalo Mthetho. Lo mhlahlandlela uyatholakala emahhovisi e-SAHC ekhelini elilandelayo:

SAHC: Uphiko lwe-PAIA  
Umnyango Wezocwaningo Nemibhalo

**Ikheli Lomgwaqo:**  
Braampark Forum 3  
33 Hoofd Street  
BRAAMFORTEIN

Ikheli Leposi:  
Private Bag X2700  
HOUGHTON  
2041

Inombolo yocingo: + 2711 877 3600  
Inombolo yefeksi: + 2711 403 0625  
I-imeyili: [PAIA@sahrc.org.za](mailto:PAIA@sahrc.org.za)  
Iwebhusayithi: [www.sahrc.org.za](http://www.sahrc.org.za)

**10. INCAZELO YEZINHLOBO ZOLWAZI OLUGCINWE YI-GCIS – ISIGABA 14 (1) (D)**

**10.1** Ngenhloso yokulawula isicelo ngokwemigomo yoMthetho, izinhlobo zolwazi olugcinwe yi-GCIS kanye nemikhakha yohlobo ngalunye yolwazi olugciniwe ime kanje:

**A Imikhiqizo kanye Nezigcawu**

- a) imibiko
- b) amaphephabhuku
- c) imibhalo ephathelene nezinqubomgomo nemihlahlandlela
- d) *I-South Africa Yearbook* kanye ne-*Pocket Guide to South Africa*.

**B I-ejensi Yemisebenzi Yezokuxhumana**

- a) imibiko
- b) incwajana yezokukhangisa
- c) izincwadi ezishicilelwe (eziphrintiwe)
- d) izikhangiso kanye nezinhlelo zomsakazo
- e) imisebenzi yezokukhangisa nokusabalalisa
- f) imibiko yokuthengwa kwesikhala sokukhangisa
- g) imibiko
- h) izithombe ezithwetshuliwe kanye nemifanekiso yevidiyo.

**C Inqubomgomo Nocwaningo**

- a) imibiko nezitatimende
- b) imininingwane echasisayo kanye neziphakamiso zocwaningo
- c) amasethi emininingwane, imibiko kanye nezethulo
- d) imiqulu equkethe imithombo yolwazi (*i-South African Government Directory, Directory of Contacts, Media Directory and Profiles*)
- e) imibiko yabezindaba, emazweni angaphandle nakuleli
- f) imibhalo ephelele yabezindaba, emazweni angaphandle nakuleli
- g) ulwazi lwezokuxhumana kanye nemilayezo ebalulekile.

**D Ezezimali, Ukuthengwa Kwempahla Nezinsizakalo kanye Nemisebenzi Yokweseka**

- a) isizindalwazi esiqukethe imininingwane yezinkampani ezihlinzeka ngempahla nemisebenzi
- b) imininingwane egciniwe ephathelene nezimali kanye nezitatimende
- c) izinqubomgomo kanye nezinqubo ezilandelwayo
- d) imibiko.

- E Ezokuqashwa Nokunakekelwa Kwabasebenzi**
- a) izinqubomgomo, izinqubo ezilandelwayo kanye namabhukwana achasisayo
  - b) izincwajana eziqukethe izindaba zangaphakathi kanye nemibiko yezindaba nezimemezelo
  - c) isu lokuphathwa komsebenzi wokuqashwa nokunakekelwa kwabasebenzi
  - d) uhla lwamagama ezikhulu zikahulumeni ezengamele ulwazi.
- F Ukulawulwa Kolwazi Nobuchwepheshe**
- a) imibhalo ephathelene nezinqubomgomo nemihlahlandlela
  - b) imibhalo echasisayo
  - c) imibiko.
- G Ukuhlela Okukhethekile kanye Nokulawulwa Kwezinhlelo**
- a) izincwadi eziphathelene nemiklamo
  - b) imibiko
  - c) *Ibhukwana Elichasisayo Lokuphathwa Kwemiklamo*
  - d) izincwadi zamasu.
- H Iqoqwana Lezokuqapha: Ezomnotho kanye Nengqalasizinda, Ezobulungiswa kanye Nokubambisana Namazwe Omhlaba**
- a) amasu ezokuxhumana
  - b) imiyalezo esemqoka
  - c) *Uhlelo Lwezokuxhumana Lukahulumeni.*
- I Iqoqwana Lezokuqapha: Ukuthuthukiswa Kwabantu; Ukuvikelwa Komphakathi kanye Nokuphathwa Nokulawulwa Kwesikhungo**
- a) amasu ezokuxhumana
  - b) imiyalezo esemqoka
  - c) *Uhlelo Lwezokuxhumana Lukahulumeni.*
- J Ukuxhumana Nezifundazwe kanye Nohulumeni Bendawo**
- a) imibiko
  - b) amasu ezikhungo azingama-*Thusong Service Centre*
  - c) amasu okuthuthukiswa kwezokuxhumana kanye nempahla esetshenziselwa lokhu
  - d) impahla esetshenziselwa ukukhangisa
  - e) *Ibhukwana Eliwumhlahlandlela Wabakhulumeli Bakahulumeni*
  - f) izizindalwazi zabakhulumeli bakahulumeni
  - g) amasu ezokuxhumana.
- K Ukuxhumana Nabezindaba**
- a) izincwajana zezindaba
  - b) amasu ezokuxhumana
  - c) amasu nezitatimende zabezindaba

d) isizindalwazi sazezindaba.

## L Ucwangingo-mabhuku Lwangaphakathi

a) imibiko.

### 10.2 ULWAZI OLUGCINIWE OLUTHOLAKALA KALULA NGAPHANDLE KOKUFAKA ISICELO – ISIGABA 14 (1) (E)

Ulwazi olutholakala kwiwebhusayithi ye-GCIS, i-[www.gcis.gov.za](http://www.gcis.gov.za), lutholakala kalula ngaphandle kokufaka isicelo. Eminye imikhiqizo yolwazi kanye nemibhalo etholakala kalula ngaphandle kokufakwa kwesicelo ibandakanya:

- imibiko
- amabhukwana aqukethe ulwazi
- izincwajana zezindaba
- izincwajana zokwazisa nokukhangisa
- amaphosta
- izincwajana eziqukethe ulwazi
- amakhasi aqukethe ulwazi
- ulwazi nemikhiqizo etholakala ku: [www.gov.za](http://www.gov.za)
- izindatshana ezilotshiwe ezitholakala ku: [www.thusong.gov.za](http://www.thusong.gov.za)
- izindatshana ezilotshiwe ezitholakala ku: [www.sanews.gov.za](http://www.sanews.gov.za)
- izindatshana ezilotshiwe ezitholakala ku: [www.vukuzenzele.gov.za](http://www.vukuzenzele.gov.za)

### 10.3 INQUBO ELANDELWAYO YOKUCELA ULWAZI

#### a. **Ukwamukelwa noma ukuchithwa kwesicelo**

Umuntu ocela ulwazi kumele anikezwe ulwazi lwesikhungo sikahulumeni olugciniwe uma:

- ekwenzile konke okuyizidingo okumele zilandelwe ngokwemigomo yoMthetho mayelana nesicelo sokuthola lolu lwazi olugciniwe.
- isicelo sokuthola ulwazi singachithwanga ngenxa yanoma isiphi isizathu sokwenqaba isicelo esishiwo nguMthetho.

#### b. **Lutholakala kanjani ulwazi olugciniwe**

- Umuntu ocela ulwazi kumele asebenzise ifomu (Ifomu A) elitholakala kuSomqulu Kahulumeni (Isaziso Sikahulumeni R187 samhla ziyi-15 kuNhlolanja 2002).
- Umuntu ocela ulwazi kumele futhi asho uma efuna ikhophi yolwazi olugciniwe, noma uma efisa ukuzifikela mathupha emahhovisi e-GCIS azolucubungulela khona ulwazi olugciniwe. Uma ulwazi olugciniwe lungeyona incwadi ebhaliwe, lungabukelwa ngalolo hlobo olutholakala ngalo, uma kwenzeka.
- Uma umuntu ocela ulwazi ecela ukuthola ulwazi ngohlobo oluthile (isib. ikhophi etholakala ngephepha, ikhophi ewuhlobo lwe-elektronikhi, njll.), kumele anikezwe lolu lwazi ngohlobo alufuna ngalo. Ngaphandle uma lokho kungaphazamisa ukusebenza kwesikhungo sikahulumeni leso,

noma kulimaze ulwazi olugciniwe, noma kuphazamise amalungelo obunikazi bolwazi angekho ngaphansi kwesandla soMbuso. Uma, ngenxa yezizathu eziphathekayo, ulwazi olugciniwe lungeke lunikezwe ngohlobo oludingeka ngalo kodwa lutholakala ngolunye uhlobo, lokho kusho ukuthi imali ekhokhwayo kumele ibalwe ngokubheka indlela umuntu ocela ulwazi acele ngayo ulwazi ekuqaleni.

- Uma, ngaphezu kwempendulo yesicelo sakhe sokuthola ulwazi ebhalwe phansi, umuntu ocela ulwazi efisa ukwaziswa ngesinqumo nganoma iyiphi enye indlela, isib. ngocingo, lokho kumele akuveze.
- Uma umuntu ocela ulwazi ecela ulwazi egameni lomunye umuntu, kumele aveze ukuthi yiliphi igunya analo alinikeziwe lokucela ulwazi.
- Uma umuntu ocela ulwazi engakwazi ukufunda noma ukubhala, noma enokukhubazeka, isicelo singenziwa ngomlomo. Uma kunjalo, isikhulu esengamele ulwazi kumele simgcwalisele ifomu lowo muntu ocele ulwazi bese simnikeza ikhophi yefomu eligcwalisiwe.

**c. Imali ekhokhelwa isicelo kanye nokwaziswa ngomphumela wesicelo sokuhlinzekwa ngolwazi**

- Umuntu ocela ulwazi ofuna ukuthola ulwazi olugciniwe oluqukethe ulwazi oluphathelene naye ngqo noma okungolwakhe, akudingekile ukuba akhokhe imali yokufaka isicelo. Abanye abantu abacela ulwazi kumele bakhokhe imali yokufaka isicelo engama-R35.
- Imininingwane yasebhangwe ye-GCIS ime ngalolu hlobo:

<b>Umnikazi we-akhawunti:</b>	Govment Comm & Info Sys Main
<b>Uhlobo Lwe-akhawunti:</b>	Business Current Account
<b>Inombolo Ye-akhawunti:</b>	010059962
<b>Igama Lebhangwe:</b>	Standard Bank
<b>Igatsha:</b>	Pretoria
<b>Ikhodi Yegatsha:</b>	01-0045

- Isikhulu esengamele ulwazi kumele sazise umuntu ocela ulwazi (uma engeyena umfakisicelo ofuna ukuthola ulwazi olungolwakhe) ngokumthumelela isaziso sokuthi kumele akhokhe imali enqunyiwe yokufaka isicelo (uma ikhona imali okumele ikhokhwe) kanye nemali eyisibambiso sediphozi (uma ikhona imali eyisibambiso sediphozi okumele ikhokhwe) ngaphambi kokuba kuqhutshekwe nokucutshungulwa kwesicelo.
- Umuntu ocela ulwazi unelungelo lokufaka isicelo sangaphakathi sokudlulisa isinqumo sokukhokhiswa imali, lapho kufanelekile, noma afake isicelo enkantolo esiphikisa ukukhokhwa kwemali ekhokhelwa ukuthola ulwazi.
- Emva kokuba isikhulu esengamele ulwazi sesisithathile isinqumo mayelana nesicelo, umuntu ocela ulwazi kumele aziswe ngesinqumo leso ngendlela acele ukuba aziswe ngayo.

- Uma isicelo sibe yimpumelelo, kumele kukhokhwe enye imali yokuthola ulwazi, okuyimali yokukhiqiza ulwazi kabusha kanye nokulucinga nokulungisa, futhi kukhokhelwe nanoma yisiphi isikhathi esidingekayo esingaphezu kwamahora abekiwe okucinga kanye nokulungisa ulwazi ukuze ludalulwe.
- Ulwazi olugciniwe luzogodlwa, futhi ngeke lukhishwe, kuze kukhokhwe yonke imali okumele ikhokhwe.

## **11. IZIXAZULULO NEZINDLELA ZOKULUNGISA ISIMO UMA KUKHONA OKUNGALUNGILE NOMA KUNESIMO SOKWAHLULEKA UKUTHATHA IZINYATHELO EZIFANELE**

Lezi zinqubo ezilandelayo kumele zisetshenziswe ngabantu abafuna ukubika noma ukulungisa isimo esiphathelene nezinsolo zezenzo ezingalungile, ezingafanelekile noma ezingekho emthethweni noma ukwahluleka ngamabomu ukuthatha izinyathelo ezifanelekile okwenziwe yi-GCIS noma abasebenzi bayo:

### **a. Inqubo yokubika noma yokuthola ikhambi lokulungisa isimo**

- Izindlela zokulungisa isimo esiphathelene nezenzo ezithile ezingalungile noma ukwahluleka ukuthatha izinyathelo ezifanele ngokwemigomo yoMthetho we-PAIA, wezi-2000: Isiphathimandla sangaphakathi esinegunya lokulalela isicelo sokubuyezwa kwesinqumo ngokwezinhloso zalo Mthetho, nguNgqongqoshe. Emva kokuphuthulwa kohlelo lwangaphakathi lwesicelo sokubuyezwa kwesinqumo, isicelo singafakwa enkantolo (izigaba 78 – 82) ukuze kubuyezwe isinqumo esithathiwe.
- Noma yisiphi isisebenzi sikahulumeni sinelungelo lokufaka isikhalazo ukuze siphenywe yiKhomishana Yezemisebenzi Kahulumeni mayelana nesenzo esingalungile noma ukwahluleka ngamabomu ukuthatha izinyathelo ezifanelekile (Isigaba sama-35 soMthetho Wezemisebenzi Kahulumeni, we-1994 [uMthetho we-103 wonyaka we-1994]).
- Umuntu uvumelekile ukusebenzisa amakhambi aqondene nezabasebenzi okulungisa isimo esiphathelene nezenzo ezingalungile noma isenzo sokwahluleka ngamabomu ukuthatha izinyathelo ezifanelekile mayelama nezindaba eziphathelene nezabasebenzi, ezinjengemibango ephathelene namalungelo (uMthetho Wezemisebenzi Kahulumeni, we-1994, kanye noMthetho Wezobudlelwane Babasebenzi, we-1995 [uMthetho wama-66 wonyaka we-1995]).
- Umuntu uvumelekile ukuba afake isikhalazo kumhloli owengamele izindaba zabasebenzi mayelana nezinsolo zokwepulwa koMthetho Wezimo Zokuqashwa Eziyisisekelo, we-1997 (uMthetho wama-75 wonyaka we-1997) – isigaba 78(1)(a), noma uMthetho Wokuqasha Ngokulingana Emsebenzini, we-1998 (uMthetho wama-55 wonyaka we-1998) – Isigaba 34(e).
- Umuntu uvumelekile ukuba afake isikhalazo kuMvikeli Womphakathi mayelana nezinsolo zesenzo esingekho emthethweni noma esingafanele

- noma isenzo sokwahluleka ngamabomu ukuthatha izinyathelo ezifanelekile (uMthethosisekelo kanye noMthetho Womvikeli Womphakathi, we-1994 [uMthetho wama-23 wonyaka we-1994]).
- Umuntu uvumelekile ukuba afake isikhalazo ku-SAHRC mayelana nesenzo esisemthethweni noma sokwahluleka ngamabomu ukuthatha izinyathelo ezifanelekile okusolakala sengathi kwephula noma kubeka engozini noma yiliphi ilungelo eliyisisekelo (uMthetho Wekhomishana Yamalungelo Esintu, we-1994 [uMthetho wama-54 wonyaka we-1994]).
  - Ukuze kube nokuvikeleka ezenzweni zokuziphindisela ngenxa yokudalulwa kolwazi oluphathelele nokuziphatha okungekho emthethweni noma okungafanele okwenziwe ngumqashi noma ngumuntu osebenza naye, umuntu okukhulunywa ngaye lapha angalandela izinqubo zokudalulwa kolwazi ezikuMthetho Wokudalulwa Kolwazi Ngendlela Evikelekile, wezi-2000 (uMthetho wama-26 wonyaka wezi-2000).
  - Umuntu uvumelekile ukusebenzisa amanye amakhambi ezomthetho okulungisa isimo, afana nokuthatha izinyathelo zasenkantolo zokubuyekezwa kwesenzo esiphathelene nokuziphatha okungafanele ngokoMthetho Wokukhuthazwa Kwezobulungiswa Bezokuphatha, wezi-2000 (uMthetho wesi-3 wonyaka wezi-2000).
- b. **Amanye amakhambi okulungisa isimo angasetshenziswa**
- Umuntu uvumelekile ngokoMthetho Wokukhuthazwa Kwezobulungiswa Bezokuphatha, wezi-2000 (Isigaba sesi-5) ukucela izizathu mayelana nesinyathelo esithathwe yiziphathimandla.
  - Umuntu uvumelekile ukucela ukuthola ulwazi olugciniwe lomnyango kahulumeni noma esinye isikhungo sikahulumeni ngokwemigomo yoMthetho we-PAIA, wezi-2000 (Isigaba se-11).
- c. **Isibopho sokubika**
- Isisebenzi sikahulumeni, ngenkathi senza umsebenzi waso, siphokelekile ngokweMigomo YeNkambiso Yokuziphatha Ngendlela Efanelekile ukuthi sibikele iziphathimandla ezifanelekile uma kunezenzo zokukhwabanisa, inkohlakalo, ukuqashana ngokobuhlobo, ukungaphathi ngendlela efanele kanye nanoma yisiphi isenzo sokwepulwa komthetho, noma isenzo esingalimaza lokho okuyizimfuno zomphakathi. Isisebenzi esingakwenzi lokhu sinecala lokungaziphathi kahle. (uMthethonqubo B.3 kanye no-C.4.10 weSahluko sesi-2 seMithethonqubo Yezemisebenzi Kahulumeni, yezi-2001)
  - Isibopho sabo bonke abaqashi kanye nabasebenzi sokudalula ukuziphatha okunenkokhlakalo kanye nanoma yikuphi ukuziphatha ngendlela engafanele emsebenzini siyisisekelo soMthetho Wokudalulwa Kolwazi Ngendlela Evikelekile, wezi-2000 (lokhu kutholakala kwiSendlalelo).



<b>IMALI ENQUNYIWE YEZIKHUNGO ZIKAHULUMENI INGXENYE II YESAZISO SE-187 ESAKHISHWA KUSOMQULU KAHULUMENI MHLA ZIYI-15 KUNHLOLANJA 2002</b>		
1.	Inkokhelo yekhophi yebhukwana elichasisayo, njengoba kubhaliwe kuMtheshwana 5(c), ngu-R0,60 ngefothokhophi ngayinye yekhasi elingu-A4 noma ingxenye yalo.	
2.	<p>Imali yokukhiqiza ulwazi okukhulunywa ngayo kuMthethonqubo 7(1) ime ngalolu hlobo:</p> <p>a) ifothokhophi ngayinye yekhasi elingu-A4 noma ingxenye yalo</p> <p>b) ikhophi ngayinye egayiwe eyi-A4 noma ingxenye yayo, yolwazi olugcinwe kwikhompuyutha noma olufundwa ngomshini</p> <p>c) ikhophi yolwazi olufundwa ngomshini olutholakala:</p> <p>(i) ngecwecwe le-CD</p> <p>d) (i) umbhalo wemifanekiso ebukelwayo, ngekhasi elingu-A4 noma ingxenye yalo</p> <p>(ii) ikhophi yemifanekiso ebukelwayo</p> <p>(i) umbhalo wenkulumo eqoshiwe, ikhasi elingu-A4 noma ingxenye yalo</p> <p>(ii) ikhophi yenkulumo eqoshiwe.</p>	<p>R0, 60</p> <p>R0, 40</p> <p>R40, 00</p> <p>R22, 00</p> <p>R60, 00</p> <p>R12, 00</p> <p>R17, 00</p>
3.	Imali yesicelo ekhokhwa ngumuntu ocela ulwazi ngamunye, okungeyena umfakisicelo ofuna ukuthola ulwazi olungolwakhe, okukhulunywa ngaye kuMthethonqubo 7(2) ngu:	R35, 00
4.	<p>Imali yokuthola ulwazi okumele ikhokhwe ngumuntu ocela ulwazi okukhulunywa ngaye kuMthethonqubo 7(3) ime ngalolu hlobo:</p> <p>1) a. ifothokhophi ngayinye eyikhasi elingu-A4 noma ingxenye yalo</p> <p>b. ikhophi egayiwe ngayinye eyikhasi elingu-A4 noma ingxenye yalo, yolwazi olugcinwe kwikhompuyutha noma olufundwa ngomshini</p> <p>c. ikhophi yolwazi olufundwa ngekompuyutha olutholakala:</p> <p>(i) ngecwecwe le-CD</p> <p>d. (i) umbhalo wemifanekiso ebukelwayo, ngekhasi elingu-A4 noma ingxenye yalo</p> <p>(ii) ikhophi yemifanekiso ebukelwayo</p> <p>e. (i) umbhalo wenkulumo eqoshiwe, ngekhasi elingu-A4 noma ingxenye yalo</p> <p>(ii) ikhophi yomsindo oqoshiwe</p> <p>f. Imali ekhokhelwa ukucinga kanye nokulungisa ulwazi olugciniwe ukuze ludalulwe, ngama-R15,00 ngehora ngalinye noma ingxenye yalo, lingabaliwe ihora lokuqala, okuyisikhathi esijwayelekile esibekiwe uma kwenziwa lokho kucingwa kolwazi nokulungiswa kwalo.</p> <p>2) Ngezinhloso zeSigaba 22(2) soMthetho, kuzolandelwa lokhu okungezansi:</p> <p>a. amahora ayisithupha azothathwa njengamahora okumele adlule</p>	<p>R0, 60</p> <p>R0, 40</p> <p>R40, 00</p> <p>R22, 00</p> <p>R60, 00</p> <p>R12, 00</p> <p>R17, 00</p>

ngaphambi kokuba kudingeke ukuthi kukhokhwe imali eyisibambiso. b. umuntu ocela ulwazi kumele akhokhe ingxenye eyodwa kokuthathu yemali ekhokhelwa ukuthola ulwazi, njengemali eyisibambiso sediphozi. 3) Uma umuntu ocela ulwazi efuna ukuposelwa ulwazi olugciniwe kumele akhokhe imali yokuposa ephelele.	
--	--

**12. AMAFOMU ASEMTHETHWENI OKUFAKA ISICELO SOKUTHOLA ULWAZI OLUGCINIWE LWESIKHUNGO SIKAHULUMENI**

ISITHASISELO B SESAZISO SE-187 ESAKHISHWA KUSOMQULU KAHULUMENI  
MHLA ZIYI-15 KUNHLOLANJA 2002

**IFOMU A**

ISICELO SOKUTHOLA ULWAZI OLUGCINIWE LWESIKHUNGO SIKAHULUMENI  
Isigaba se-18(1) soMthetho we-PAIA, wezi-2000

[uMthethonqubo 2]

**LE NGXENYE IZOGCWALISWA YI-GCIS**

Inombolo eyireferensi:

Isicelo safikela ku: .....

Isicelo safika mhlaka: .....

Inombolo eyireferensi (uma ikhona): .....

Imali yokufaka isicelo (uma ifuneka): R .....

Idiphozi (uma idingekile): R .....

Imali yokuthola ulwazi: R .....

Isinqumo: .....

.....

.....

ISIGINESHA YESIKHULU ESENGAMELE ULWAZI/  
YEPHINI LESIKHULU ESENGAMELE ULWAZI

**A. Imininingwane yesikhungo sikahulumeni**

IsiKhulu Esengamele Ulwazi/Iphini LesiKhulu Esengamele Ulwazi:

**B. Imininingwane yomuntu ofaka isicelo sokuthola ulwazi olugciniwe**

- a) Imininingwane yomuntu ofaka isicelo sokuthola ulwazi kumele ibhalwe lapha ngezansi.
- (b) Nikeza ikheli, i-imeyili noma nenombolo yefeksi yaseNingizimu Afrika okumele kuthunyelwe kuyona ulwazi.
- (c) Kumele kuthunyelwe nobufakazi begunya lokufaka isicelo sokuthola ulwazi, uma kudingekile.

Amagama aphelele kanye nesibongo: .....

.....

Inombolo kamazisi: .....

Ikheli leposi: .....

.....

Inombolo yefeksi: .....

Inombolo yocingo: .....

Ikheli le-imeyili: .....

Igunya olinikiwe lokwenza isicelo, uma usenza egameni lomunye umuntu:

.....

### C. Imininingwane yomuntu okwenziwa isicelo egameni lakhe

*Le ngxenye kumele igcwaliswe kuphela uma isicelo sokuthola ulwazi senziwa egameni lomunye umuntu.*

Amagama aphelele kanye nesibongo: .....

Inombolo kamazisi: .....

### D. Imininingwane yolwazi olugciniwe

*(a) Nikeza imininingwane ephelele yolwazi olugciniwe ofisa ukuluthola, ufake nenombolo eyireferensi uma uyazi, ukuze sikwazi ukuthola kalula ukuthi lugciniwe kuphi.*

*(b) Uma isikhala esihlinzekiwe singenelanga, uyacelwa ukuthi ubhale ephepheni eliseceleni bese ulinamathisela kuleli fomu. **Umuntu ocela ulwazi kumele awasayine wonke amaphepha angeziwe.***

1. Incazelo yolwazi noma yaleyo ngxenye yolwazi efanelekile: .....

.....  
.....  
.....  
.....  
.....  
.....

2. Inombolo eyireferensi, uma ikhona: .....

3. Eminye imininingwane yolwazi olugciniwe: .....

.....  
.....  
.....

### E. Imali ekhokhwayo

(a) Isicelo sokuthola ulwazi olugciniwe, okungesona isicelo solwazi oluqukethe imininingwane ephathelene nawe uqobo lwakho, sizocutshungulwa kuphela uma **imali yokwenza isicelo** isikhokhiwe.

(b) Uzokwaziswa ukuthi malini okumele ikhokhelwe ukufaka isicelo.

(c) **Imali ezokhokhelwa ukuthola ulwazi** olugciniwe izoncika kuleyo ndlela okutholakala ngayo ulwazi oludingekayo kanye nesikhathi esifanelekile esidingekayo sokucinga kanye nokulungisa ulwazi olugciniwe.

(d) Uma kunesimo esikunikeza igunya yokungayikhokhi imali edingekayo, sicela usazise ngaleso simo.

Isizathu sokunikezwa igunya lokungayikhokhi imali edingekayo: .....

.....

.....

.....

.....

### F. Indlela okutholakala ngayo ulwazi olugciniwe

Uma uvinjelwa wukukhubazeka okuthile ukuba ufunde, ubukele noma ulalele ulwazi olugciniwe ngendlela olutholakala ngayo kulezi zindlela ezibhalwe lapha ngezansi kusuka ku-1 kuya ku-4, uyacelwa ukuthi ubhale uhlobo lokukhubazeka kwakho bese uchaza ukuthi uludinga ngayiphi indlela ulwazi olugciniwe.

Uhlobo lokukhubazeka: .....	Indlela oludingeka ngayo ulwazi olugciniwe:
.....	.....
.....	.....

Faka uphawu X ebhokisini elifanele.

AMANOTHI:

(a) Ukufezekiswa kwesicelo sakho sokuthola ulwazi ngendlela oyibhale esicelweni sakho kuzoncika ekutheni luyatholakala yini ngaleyo ndlela oyicelile.

(b) Ezimweni ezithile kungenzeka sichithwe isicelo sokuthola ulwazi ngendlela oyicelile. Uma kwenzeka lokho, uzokwaziswa ukuthi ungaluthola yini ulwazi ngenye indlela.

(c) Imali ezokhokhelwa ukuthola ulwazi olugciniwe, uma kumele ikhokhwe, izoncika kuleyo ndlela okutholakala ngayo ulwazi oluceliwe.

**1. Uma ulwazi olugciniwe kuwulwazi olubhaliwe noma oliphrintiwe**

	Ngifuna ikhophi yolwazi olugciniwe*		Ngifuna ukuluhlola nje kuphela ulwazi olugciniwe
--	-------------------------------------	--	--

**2. Uma ulwazi lunemifanekiso ebukelwayo**

(Lokhu kubandakanya izithombe, imifanekiso engamasilayidi, imifanekiso eqoshwe ngevidiyo, imifanekiso eyenziwe ngekhompuyutha, imifanekiso edwetshiwe, njll.)

	Ngifuna ukubukela izithombe		Ngifuna ikhophi yezithombe*		Ngifuna umbhalo ochaza izithombe*
--	-----------------------------	--	-----------------------------	--	-----------------------------------

**3. Uma ulwazi olugciniwe lunamagama noma ulwazi oluqoshiwe olungakhiqizeka lube wumsindo**

	Ngifuna ukulalela umsindo oqoshiwe (i-CD)		Ngifuna umbhalo ochaza umsindo oqoshiwe * (Umbhalo obhaliwe noma ophrintiwe)
--	---	--	---

**4. Uma ulwazi lugcinwe kwikhompuyutha noma komunye umshini wama-elektronikhi noma ngohlobo oludinga ukufundwa ngomshini**

	Ngifuna ikhophi ebhaliwe yolwazi olugciniwe*			Ngifuna ikhophi yohlobo olufundwa ngekhompuyutha* (i-CD)
--	--	--	--	--

\*Uma ucele ikhophi noma umbhalo wolwazi olugciniwe (olungenhla), ngabe ufuna ukuposelwa leyo khophi noma lowo mbhalo?

YEBO

CHA

**Uzokhokhiswa imali yokuposa.**

*Qaphela ukuthi uma ulwazi olugciniwe lungatholakali ngolimi ofisa ukuluthola ngalo, ungaluthola ngolunye ulimi oluzobe lutholakala ngalo ngaleso sikhathi.*

Ngabe ufuna ukuluthola ngaluphi ulimi ulwazi olugciniwe?

**G. Isaziso mayelana nesinqumo sesicelo sokuthola ulwazi**

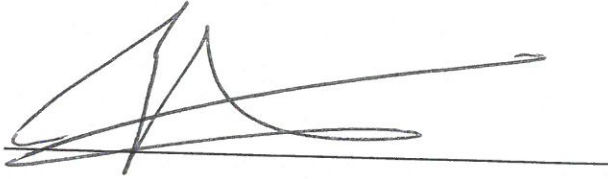
*Uzobhalelwa incwadi ekwazisa ukuthi isicelo sakho sokuthola ulwazi samukeliwe noma sichithiwe. Uma ufuna ukwaziswa ngendlela ehluke, sicela usazise ngendlela leyo oyifunayo bese usihlinzeka ngemininingwane edingekayo ukuze sikwazi ukwenza lokho okucelayo.*

Ngabe ufisa ukwaziswa ngayiphi indlela ngesinqumo esiphathelene nesicelo sakho sokuthola ulwazi olugciniwe? .....

Sisayinwe mhlaka (usuku) .....

ISIGINESHA YOMUNTU OCELA ULWAZI / YOMUNTU OKUCELWA ULWAZI  
EGAMENI LAKHE

Leli bhukwana lisayinwe futhi lagunyazwa Iphini LesiKhulu Esengamele Ulwazi: GCIS  
Mnu Tshegofatso Kgarabjang



**Iphini LesiKhulu Esengamele Ulwazi: GCIS**

**Mnu Tshegofatso Kgarabjang**

**USUKU:** 27/11/2017