

INCWADI EMHLAHLANDLELA YOMTHETHO OKHUTHAZA UKUFUMANEKA KWELWAZI (I-PAIA)

ekhutjhwe ngaphasi kwesigaba se-14 somthetho we-PAIA wee-
2000 (umThetho Nomboro 2 womNyaka wee-2000),
ngokutjhugululwa kwawo



ILANGA EHLANGANISWE NGALO: 11/11/2024

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REPUBLIC OF SOUTH AFRICA





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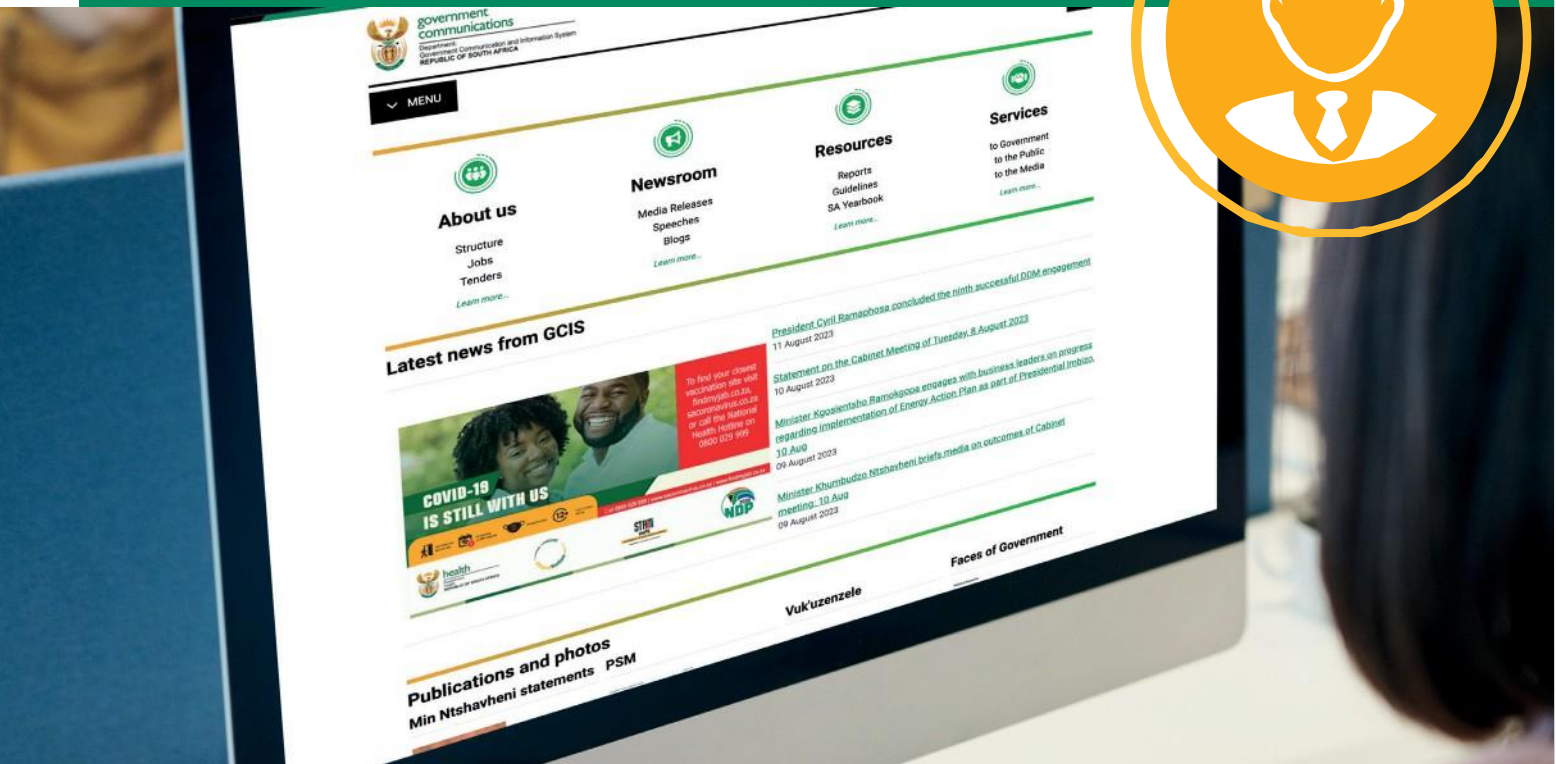
1. IRHELO LEENRHUNYEZO NAMA-AKHRONIMI

1.1	CFO	IsiKhulu sezeeMali
1.2	DG	UmNqophisi Zombebele
1.3	DDG	ISekela lomNqophisi Zombebele
1.4	GCIS	IZiko likaRhulumende lezokuThintana nokuNikela ngeLwazi
1.5	GITO	I-Ofisi yeThekhnoloji yeLwazithintano likaRhulumende
1.6	UNgqongqotjhe	UNgqongqotjhe wezobuLungiswa nokuVuselelwa kwesiMilo
1.7	PAIA	UmThetho wee-2000 oKhuthaza ukuFumaneka kweLwazi (umThetho Nomboro 2 wee-2000), ngokutjhugululwa kwawo.
1.8	PAJA	UmThetho wee-2000 oKhuthaza ubuLungiswa bukaRhulumende (umThetho 3 wee-2000)
1.9	PLL	IPhiko lobuDlelwano bokuThintana eemFundeni nakiboRhulumende beeNdawo
1.10	POPIA	UmThetho wee-2013 wokuVikelwa kwemiNiningwana yomuNtu (umThetho Nomboro 4 wee-2013).

2. UMNQOPHO WENCWADI EMHLAHLANDLELA WE-PAIA

2.1. INcwadi emHlahlandlela we-PAIA le ilisizo emphakathini:

- 2.1.1. ngokuvula ithuba kokuhlola umhlobo nofana ubunjalo bamarekhodi ekungenzeka ukuthi selakhona kwa-GCIS, ngaphandle kokufaka isibawo se-PAIA esihlelekileko;
- 2.1.2. ngokuveza ithuba lokuzwisisa ukuthi senziwa njani isibawo sokuthola irekhodi le-GCIS;
- 2.1.3. ngokuvula ithuba lokuthola yoke imininingwana efaneleko yokuthintana nabantu abazakulekelela umphakathi ngamarekhodi abafuna ukuwathola;
- 2.1.4. ngokuvula zoke iindlela ezikhona ze-GCIS ezimalungana neembawo zokuthola amarekhodi ngaphambi kokuya kumLawuli weLwazi lemiNiningwana namkha ekhotho;
- 2.1.5. ngokuhlathulula imisebenzi ye-GCIS ekhona emphakathini nokusiza ngelwazi lokuthi ifumaneka njani;
- 2.1.6. ngokuhlathulula ikomba malungana nokuthi isetjenziwa njani incwadi emhlahlandlela we-PAIA nokuthi ifumaneka njani, ngokukhitjelelwa kwayo mLawuli wemiNiningwana yeLwazi;
- 2.1.7. ngokuhlathulula ukuthi umnyango uzayisebenza na imininingwana yomuntu ngesiyena, nokuhlathulula umnqopho wokusebenza imininingwana leyo, nehlathululo yamakoro weendaba zemininingwana kunye nelwazi nofana amakoro welwazi elimalungana nalokho;
- 2.1.8. ngokwazisa ukuthi i-GCIS ihlelela ukudlulisa nofana ukusebenza imininingwana yomuntu ongaphandle kweRiphabhligi yeSewula Afrika nokuthi imininingwana ezabe idluliswa leyo ngeyabobani nofana ukuthi makoro bani wabantu abazabe bathola imininingwana leyo; kunye
- 2.1.9. nangokwazi ukuthi i-GCIS inamahlelo afaneleko wokuphepha ukuqinisekisa ukuvikeleka kwesifuba (kwentumba), nesithunzi nokutholakala kwemininingwana yabantu ngesibona ekumele isetjenzwe.



3. UKUSUNGULWA KWE-GCIS

- 3.1. I-GCIS imnyango welizwe loka kaRhulumente weRiphabhliki yeSewula Afrika, eyasungulwa ngomThetho womnyaka we-1994 wabaSebenzi bemBusweni. UmThethosisekelo weRiphabhliki yeSewula Afrika we-1996 usisekelo sokusungulwa kwe-GCIS.

IsiGaba 195(1)(g) somThethosisekelo weRiphabhliki yeSewula Afrika we-1996 uthi “Umbuso womphakathi kumele ubuswe ngemilayelo nekambisolawulo yentando yenengi esekelwa mThethosisekelo, etjho: **ukwenzelwa kwemisebenzi emkhanyweni ngokuthi umphakathi waziswe ngelwazi elikhona, elinembako neliliqiniso godu waziswe ngesikhathi.**”

Ngomnyaka we-1998, kwatiharululwa/kwavalwa iHlangano yezokuThintana ngesikhatheso ekwakuthiwa yi-South African Communication Service, iKhabinethi yasungula i-GCIS, khulukhulu ngokusekelwa ziimpahkamiso ezisembikweni wesiQhema esasiThunywe umsebenzi ngezokwAzisa ngokuthintana kukaRhulumente (Comtask: 1996:58).

- 3.2. Iminqopho/Igunya Lomsebenzi

- 3.2.1 Umsebenzi ophambili i-GCIS egunyazwe ukuwenza kulawula nokukhambisa imilayezo karhulumente ngendlela ezwakalako nehlangeneko, ngokuthintana nomphakathi ngemithethokambiso karhulumente ngokuzithathela amagadango wokusikima yenze lokho ngaphandle kokusunduzwa mumuntu, amahlelo wakhe, amahlelo nepumelelo ekhonakwenza umsebenzi wokuthintana nabantu ngcono, ukwenza iqiniso lokobana bahlala banelwazi.

Emzameni wayo wokukhuthaza abantu ukuthi babambelele emazingeni womsebenzi kobanyana iziko likarhulumente lezothintana nokunikela ngelwazi, i-GCIS ilungelelanisa iminyango, iimfunda nabomasipaladi kobana izobalekelela bebabe namandla wokutjheja, babe nanombono nelizwi elakhako ehlelweni lethu lentando yenengi.

4. ISAKHIWOLANDELANO SEENKHUNDLA NEMISEBENZI YAKWA-GCIS

4.1. ISAKHIWOLANDELANO

I-GCIS inamakomidi alandelako naka:

- IKomidi yesiGungu;
- IKomidi yabaPhathi;
- IKomidi yokuHlolwa kweeNcwadi;
- IKomidi yangeKhaya yokuHlolwa kweeNcwadi nokuQalelelwa kobuNgozi;
- IKomidi yokuLawulwa kobuNgozi eBhizinisini;
- IKomidi yezamaTjhuguluko emNyangweni;
- IKomidi yomThetho wokuziPhatha emNyangweni;
- IKomidi ePhetheko yokuLawula ukuBambelela kweBhizinisi;
- IKomidi ePhetheko eLawula imiNiningwana yeLwazi neyeThekhnoloji;
- IKomidi yezePilo nokuPhepha emSebenzini;
- IKomidi ePhetheko yezokuVikeleka;
- IKundla ye-CFO eLawula IsiKhulu seeMali;
- IKomidi yamaCala wokwEba nokuLahlekelwa;
- IKomidi yeSabelo seeMali;
- IKomidi yokwAhlulela ukuBhida;
- IKomidi esebenza ngeziNto zokuKhamba eziPhungulelwe iiNdleko.

4.2. I-OFISI YOMNQOPHISI ZOMBELELE (I-ODG)

Umnqopho: Ukuletha uburholi obuhlelekileko nelungelelwano lehlelo lezokuthintana likarhulumende.

IMISEBENZI

- (i) Ukuletha uburholi obuhlelekileko bephiko lemisebenzi yokusekela ehlanganweni;
- (ii) Ukuletha uburholi obuhlelekileko bokusetjenzwa kwemisebenzi nokusatjalaliswa kwayo;
- (iii) Ukuletha uburholi obuhlelekileko bokulungelelana kwemisebenzi yemikhakha yaborhulumende neyokuphathwa kwababelani;
- (iv) Ukuletha uburholi bemisebenzi elungelelweko yokuphathwa kweemali;
- (v) Ukuletha uburholi obuhlelekileko bemisebenzi yangekhaya yokuhlolwa kweencwadi;
- (vi) Ukuletha uburholi obuhlelekileko bokubusa, bokutjheja ukulawulwa kobungozi nokuthembeka.

I-ODG yakhiwe ngileziinjamiso:

4.2.1. I-Ofisi yomHoliincwadi omKhulu;

4.2.2. I-Ofisi ye-CFO.

4.3. IGATJA LEMISEBENZI YOKUSEKELA NOKUPHATHWA KOMNYANGO

Umnqopho: Ukuletha uburholi obuhlelekileko beGatja lemiSebenzi yokuSekela nokuPhathwa komNyango.

IMISEBENZI

- (i) Ukulawula ukunikelwa kwemisebenzi namahlelo wokuphatha;
- (ii) Ukuletha imisebenzi ehlelekileko netjhugululiweko yeendaba zemininingwana yabasebenzi;
- (iii) Ukulawula ukulethwa kwemininingwana yelwazi namarherho wethekhnoloji;
- (iv) Ukuletha umsebenzi wezomthetho opheleleko emnyangweni;
- (v) Ukwenza imisebenzi yezokuthintana kwangekhaya.

Igatja lakhiwe maphiko amakhulu alandelako naka:

- IPhiko lokuQatjhwa kwabaSebenzi nokuSekelwa komNyango;
- I-Ofisi yeThekhnoloji yeLwazithintano likaRhulumende (i-OGITO)
- IPhiko lezokuHlenga ngamaQhinga nokuSebenza komNyango
- ImiSebenzi yezomThetho.

4.4. UKUHLAZIYWA KWELWAZI ELIMUMETHWEKO NOKUSATJALALISWA KWALO

Umnqopho: Kuletha amahlelo woburholi bokusetjenzwa nokuhlaziya kwelwazi nokusatjalaliswa kwalo.

IMISEBENZI:

- Ukutlama nokukhiqiza ilwazi;
- Ukwenza irhubhululo ngabaphakeli bezenzelwa abazijameleko ngomnqopho wokuthola ukuthi urhulumende kufumele azisebenze njani iindingo zomphakathi ezimalungana nelwazi.
- Ukunikela imisebenzi yokuthenga kweembikiindaba iinkhala zokukhangisa nokuveza imisebenzi ngobunengi eyenzelwa urhulumende.
- Ukutlama imithethokambiso karhulumende, nokutlama imithetho nemithetholawulo ezakusekela iziko likarhulumende lezokuthintana, itshayo lokwaziwa kwesitjhaba kunye neembikiindaba zomphakathi.

Igatja lakhiwe maphiko amane alandelako naka:

- IsiJamiso semiSebenzi yezokuThintana;
- UkuCozululwa kweRhuhululo nemiSebenzi yeLwazi;
- Zokugadangiswa kweLwazi neenKundla zeLwazi
- UkuTlanywa komThethokambiso, ukuCozulula neNdlela yokuZwisisa iMakethe.

4.5. UKULUNGELELANA KWEMISEBENZI YEMIKHAKHA KARHULUMENDE NOKULAWULWA KWABABELANI

Umnqopho: Ukuletha uburholi obuhlelekileko bokulungelelana kwemisebenzi yemikhakha karhulumende nokulawulwa kwaBabelani.

IMISEBENZI:

- Ukurhola nokulawula ukusebenzisana ngokuthintana hlangana kwakarhulumende neembikiindaba.
- Ukuletha amahlelo wokuthintana, wokuhlela, wokulungelela nokusekela amabuthelo wamatlasta.
- Ukuqinisekisa ukuthi umTloloqhinga wezokuThintana weliZwelo (i-*National Communication Strategy Framework*) wethulelwa iimfunda kobanyana zizowuthomanisa newazo.

Leligatja lakhiwe nganasi indlela:

- ITlasta yezokuTjheja: Amakoro wezomNotho, Zamasiso, ukuQatjhwa nokwAkiwa komThangalasisekelo (i-ESIEID); zobuLungiswa, ukuKhandelwa koBulelesi nokuVikeleka (i-JCPS); ukuSebenzisana namaZwe ngamaZwe, iTlasta yezeRhwebo neyezokuPhepha (ama-ICTS);
- ITlasta yezokuTjheja: UkuVikelwa KomPhakathi, ukuThuthukiswa komPhakathi nomuNtu (i-SPCHD); ukuBusa, aMandla womBuso nokwAkiwa namabuthelo weenHlangano zeTuthuko (ama-GSCID);
- Zokukhulumisana nokuSebenzisana neemBikiindaba; kunye
- UbuThintanisi beemFunda nebaboRhulumende beeNdawo zemaKhaya (i-PLL).

5. IMINININGWANA EQAKATHEKILEKO YEZOKUTHINTANA NGOKUFUMANEKA KWELWAZI ELIMALUNGANA NE-GCIS

5.1. IsiPhathimandla SeLwazi

Ibizo: Mm. Nomonde Mnu kwa
INomboro Yomtato: 012 473 0264
I-imeyili: saadia@gcis.gov.za n o f a n a dg@gcis.gov.za



5.2. AmaSekela WesiPhathimandla SeLwazi

Ibizo: Mm. Liepollo Monaheng
INomboro Yomtato: 012 473 0346
I-imeyili: liepollo@gcis.gov.za

Ibizo: Nom. Michael Currin
INomboro Yomtato: 012 473 0164
I-imeyili: michael@gcis.gov.za namkha n o f a n a mammie@gcis.gov.za

Ibizo: Nom. Sathasivan Vandayar
INomboro Yomtato: 012 473 0304
I-imeyili: terry@gcis.gov.za namkha n o f a n a rivaash@gcis.gov.za

Ibizo: Nom. Sandile Nene
INomboro Yomtato: 012 473 0066
I-imeyili: sandilen@gcis.gov.za n o f a n a eben@gcis.gov.za

5.3. Iindlela Zokuthintana Zomuntu Woke Zokufika Elwazini

I-imeyili: AYIKHO (N/A)

5.4. I-Ofisi LoMzimkhulu

Isiphande Seposo:	Private Bag X745, Pretoria, 0001
Isiphande Sendawo:	Tshedimosetso House 1035 Cnr Francis Baard and Festival streets Hatfield, Pretoria, 0083
INomboro Yomtato:	012 473 0000/1
I-imeyili:	AYIKHO (N/A)
Ubunzinzolwazi:	www.gcis.gov.za

6. UKUHLATHULULWA KWAZO ZOKE IINDLELA ZOKURARULULA EZIKHONA MALUNGANA NOMTHETHO NOFANA UKUBHALELWA KWE-GCIS UKUTHATHA AMAGADANGO

- 6.1. Iindlela zangekhaya zokudlulisa isililo ngesiqunto sesiPhathimandla seLwazi se-GCIS:
- 6.1.1. Umfakisibawo unelungelo lokumangalela isiPhathimandla seLwazi kuNgqongqotjhe lokha umfakisibawo abhalelwe khona ngelwazi alikhombeleko.
- 6.1.2. Nayibe isiPhathimandla seLwazi asisiphenduli isibawo sokuthola ilwazi/imininingwana yelwazi kungakadluli ama-30 wamalanga nofana isikhathi eside esingadlula lesi, umfakisibawo angasebenzisa indlela yangekhaya yokudlulisa isililo, njengoba ihlathululwa kilekomba, ngaphambi kobana umfakisibawo adlulele kumLawuli wemiNiningwana yeLwazi nofana eKhotho.
- 6.1.3. Omunye umuntu angafaka isililo sangekhaya esilila ngesiqunto sesiPhathimandla seLwazi se-GCIS kobana sivumele isibawo sokuthola imininingwana yelwazi.
- 6.1.4. Isililo sangekhaya kumele sifakwe ngokuzalisa iForomu 4 lesiHlomelelo A emithetjwanenilawulo ephathelene ne-PAIA:
- Kungakapheli ama-60 wamalanga;
 - Nayibe kufuneka isaziso esizakuthunyelwa omunye umuntu, kumele isaziso athunyelelwe sona kungakapheli ama-30 wamalanga ngemva kokuthunyelwa kwesaziso kumfakisililo; nofana
 - Nayibe akunasidingo sokuthumela isaziso kumfakisililo, ngemva kokuthathwa kwesiqunto, kumele bona sithunyelwe kusiPhathimandla seLwazi se-GCIS;
 - Kumele sitjho isihloko sesiqunto ekulilwa ngaso bekuvezwe nabonobangela bokuthi kubayini kufakwa isililo ngesiquntweso, begodu kungafakwa nanyana ngikuphi okhune okwaziwa mfakisibawo okuphathelene nalokhu;
 - Nayibe ngaphezu kwependulo etoliweko umfakisililo angathanda ukwaziswa ngenye indlela ngesiqunto sokudlulisa isililo ngendlela yangekhaya, kufuneka atjho indlela leyo abe anikele nemininingwana nendlela athanda ukwaziswa ngayo leyo;
 - Nakukghonakalako, kumele athumele nemali ebekiweko yokudlulisa isililo engafuneka kilokho, atjho nesiphande sakhe seposo nofana inomoro yakhe yefeksi;
 - Nayi isililo sangekhaya sifakwa sesidlulile lesisikhathi esibekiweko, iimphathimandla ezifaneleko kumele zivumele ukufakwa kwesililo ngemva kwesikhathi, ngabonobangela abezwakalako abaveziweko.
- 6.1.5. Nayibe uNgqongqotjhe akakuvumeli ukufakwa kwesililo ngemva kokudlulelwa sikhathi, kumele akhuphe isaziso sesiquntweso asithumele emuntwini ofake isililo sangekhaya. Umfakisibawo ofaka isililo esibaweni esimalela ukuthola ilwazi nofana imininingwana yelwazi kumele zibhadelwe nguye iindleko zemali ebekiweko malungana nalokho (nayibe kuyabhadelwa lokho).

6.1.6. Nayibe kunemali ebekiweko ekumele ibhadelwe isililo sangekhaya, isiqu nto sokuqalwa kwesililo sangekhaya singahle sitshwiliswe, bekube kumhlana imali ekumele ibhadelwe leyo seyibhadelwe. IsiPhathimandla seLwazi se-GCIS kumele sisidlulisele kuNgqongqotjhe msinyana ngokukghonakalako, kodwana kungakapheli amalanga alisumi womsebenzi:

- Isililo sangekhaya esiphekelwa bonobangela abatjhoko bona kubayini kuthethwe lesosiqu nto; begodu
- Nayibe isililo sangekhaya siphikisana nokwalelwa nofana ukuvunyelwa ukufumana ilwazi nofana imininingwana yelwazi, ibizo, isiphande seposo, i-imeyili, inomoro yefowuni nenomoro yefeksi, nanyana yini okungaba khona kilokhu, komuntu omunye ekumele bona aziswe ngesibawesi.

6.1.7. UNgqongqotjhe kumele athathe isiqu nto kungakapheli ama-30 wamalanga ngemva kobana isililo sangekhaya sifikile esiPhathisweni seLwazi se-GCIS.

6.1.8. Kulandelwa ikambiso elandelako nasi ebantwini ukubika namkha ukulungisa izenzo ezizwakala ngobatjho nofana ezingasi semthethweni nofana ezeqekileko i-GCIS nayenza umsebenzayo nofana abasebenzi bayo nabenza umsebenzabo:

6.2. Ikambiso yokubika nofana yokulungisa

6.2.1. Iindlela ekungalungiswa ngazo izenzo ezithileko nofana lapho kubhale khona: ngokomthetho we-PAIA womNyaka wee-2000: Isiphathimandla ekumele bona kulilelwe kiso nakwenziwa isililo sangekhaya ngokomThetho lo nguNgqongqotjhe e-Ofisini likaMengameli. Ngemva kobana sekuqedwe zoke iindlela zokudlulisa iindlela ngekhaya, sekungafakwa isibawo ekhotho (iingaba 78-82).

Umuntu angafaka isinghonyoyilo kumLawuli weLwazi/wemiNiningwana yeLwazi ngezwangobatjho yokwephulwa komThetho oVikela imiNiningwana yomuNtu siQu sakhe (i-POPIA), 2013 (umThetho Nomboro 4 womNyaka wee-2013).

6.2.2. Umsebenzi wekoro yembusweni angafaka isinghonyoyilo nofana isililo kobanyana siphenywe yiKomitjhini yabaSebenzi bemBusweni isililo malungana nesenzo semthethweni esenzekileko nofana eseqiweko (isiGaba sama-35 somThetho we-1994 wezabaSebenzi bemBusweni (umThetho Nomboro 103 we-1994).

6.2.3. Umuntu angasebenzisa iindlela zokulungisa zomthetho wabasebenzi malungana nezenzo ezithileko nofana zokweqiwa kokuthileko okuphathelene nomthetho wezabasebenzi, wombango wamalungelo (umThetho wezabaSebenzi bemBusweni womNyaka we-1994, nomThetho we-1995 wezokuSebenzisana kwabaSebenzi (umThetho Nomboro 66 we-1995).

7. Umuntu angafaka isililo kumhloli wezabasebenzi malungana nezwangobatjho yokwepfulwa komThetho wezabaSebenzi womNyaka we-1997 (umthetho Nomboro 75 we-1997) isiGaba 78(1)(a) namkha malungana nezwangobatjho yokwepfulwa komThetho wokuLinganiseka kokuQatjha we-1998 (umThetho Nomboro 55 we-1998) isiGaba 34(e).
8. Umuntu angafaka isililo kumVikeli womPhakathi malungana nesenzo esijanyisiweko ekusolwa ukuthi siphambene nomthetho nofana ekusolwa ukuthi senziwe ngendlela engasiyo, nofana seqiwe ngendlela engakafaneli (umThethosisekelo weRiphabhligi yeSewula Afrika we-1996 nomThetho womVikeli womPhakathi we-1994 (umThetho Nomboro 23 womNyaka we-1994).
9. Umuntu angafaka isililo kuKomitjhini yamaLungelo woBuntu yeSewula Afrika malungana nesenzo nofana ukweqiwa kwaso ekusolakala ukuthi sikukwephula nofana siyingozi elungelweni nanyana kungaba ngiliphi (umThetho wamaLungelo woBuntu we-1994 (umThetho Nomboro 54 womNyaka we-1994).
10. Ukuvikelwa ezenzweni zokuzibuyisela ngenca yokuvezwa kokungaziphathi kuhle nofana ukuziphatha okuphambene nokulunga komqatjhi nofana komunye umsebenzi, umuntu loyo angalandela ikambiso yokuveza emThethweni wokuVikeleka kokuVeza womNyaka wee-2000 (umThetho Nomboro 26 wee-2000).
11. Umuntu angasebenzisa ezinye iindlela zomthetho ezinjengokuthathwa kwamagadango wokubuyekezwa komthetho wegadango lomthetho omalungana nomThetho oKhuthaza ubuLungiswa bukaRhulumende (i-PAJA) wee-2000 (umThetho Nomboro 3 wee-2000).

a. Ezinye iindlela Zokusekela Ukulungisa

- Umuntu angakhombela ukunikelwa abonobangela ngegadango lomthetho elithethwe ngomthetho we-PAJA womNyaka wee-2000 (isiGaba 5).
- Umuntu angakhombela ukuthola amarekhodi womnyango karhulumende nofana wesinye isijamiso sombuso ngokomthetho we-PAIA (isiGaba 11).

b. Isibopho Sokubika

- Umsebenzi kumele abikele iimphathimandla ezifaneleko khonokho nakatholako, nakezwako, ngezenzo zokukhwabanisa, zobukhohlakali, zokwenzelana ubuhle ngobuhlobo, ngokuphatha ngendlela engakafaneli nangakho koke okhanye okukukwephula umthetho nanyana ngiwuphi (sekubalwa nemilandu yobulelesi, kodwana hayi yona kwaphela) nofana okunengozi yokulimaza iinrhuluphelo zomphakathi, angakubona nofana akuthole asebenza ekorweni yabasebenzi bombuso (umThetjhwana 13(e) wemiThetjhwana lawulo yeKoro yabaSebenzi bemBusweni yomNyaka wee-2016).
- Isibopho somunye nomunye umqatjhi nomsebenzi wembusweni sokuveza izenzo zobulelesi emsebenzini sibuye sibe sisekelo somThetho wee-2000 oVikela okuVezwako (isiNgeniso/iseThulo).

7. IKOMBA YOKUSETJENZISWA KWE-PAIA 2000 NOKUTHI UNGENA NJANI KILEKOMBA

- 7.1.** UmLawuli wemiNiningwana yeLwazi, usebenzise isiGaba 10(1) se-PAIA ukuletha iKomba ebuyekaziweko yokusetjenziswa kwe-PAIA (“iKomba”), ngendlela ezwakala lula, njengoba kungaba sifiso sakananyana ngubani ongathanda ukusebenzisa ilungelo ekukhulunywa ngalo ku-PAIA naku-POPIA.
- 7.2.** INcwadi emHlahlandlel we-PAIA le itholakala ngawo woke amalimi asemthethweni.
- 7.3.** INcwadi emHlahlandlela esikhuluma ngayo le iphethe ihlathululo:
- 7.3.1.** yeminqopho ye-PAIA ne-POPIA;
- 7.3.2.** isiphande seposo nesendawo, inomoro yefowuni neyefeksi, kunye ne-imeyili–nayibeikhona:
- 7.3.2.1.** yesiPhathimandla seLwazi sananyana ngiyiphi ihlangano nofana isijamiso somphakathi, kunye
- 7.3.2.2.** neyeSekela lesiPhathimandla seLwazi sehlangano yomphakathi neyangeqadi ejanyiswe ngokwesiGaba 17(1) se-PAIA yee-2000 nesiGaba 56 se- POPIA² ee-2013;
- 7.3.3.** Indlela nobujamo besibawo:
- 7.3.3.1.** Sokuthola irekhodi lehlangano yombuso/yomphakathi njengoba kutjhiwo esiGabeni 11³ kunye-
- 7.3.3.2.** nesokutholakala kwerekhodi lehlangano yangeqadi ekukhulunywa ngalo esiGabeni 50⁴;
- 7.3.4.** nesesizo elivela kusiPhathimandla seLwazi sehlangano yomphakathi ngokwe-PAIA yomNyaka wee-2000 ne-POPIA yomNyaka wee-2013;
- 7.3.5.** nesesizo elibuya kumLawuli wemiNiningwana yeLwazi ngokwe-PAIA yomNyaka wee-2000 ne-POPIA yomNyaka wee-2013, sekubalwa nendlela ekufakwa ngayo isibawo:
- 7.3.6.** zoke iindlela zokulungisa ezikhona emthethweni malungana negadango lesenzo nofana ukubhalelwa kuthatha igadango malungana nelungelo nofana isibopho esethweswe yi-PAIA yomNyaka wee-2000 ne-POPIA yomNyaka wee-2013, sekubalwa nendlela yokufaka isibawo:

¹IsiGaba 17(1) se-PAIA – Esinqophene ne-PAIA, enye nenye ihlangano yomphakathi, ngokulandela umthetho olawula ukuqatjiswa kwabasebenzi behlangano yomphakathi efaneleko, kumele ibeke inani labantu elifunekako abanjengamasekela wesiphathimandla selwazi abazakwazi ukwenza ihlangano yomphakathi ikghone ukuba lisizo ngendlela ekungakghonakala ngayo malungana neembawo zamarekhodi wayo.

²IsiGaba 56(a) se-POPIA – Enye nenye ihlangano yomphakathi neyangeqadi kumele iqalelele, ngendlela ebekiweko esiGabeni 17 se-PAIA, namatjhuguluko afaneleko, ukubekwa kwenani elifunekako labantu abanjengamasekela wesiphathimandla selwazi abazakukghona ukwenza umsebenzi njengobanyana kubekiwe esiGabeni 55(1) se-POPIA.

³IsiGaba 11(1) se-PAIA– umfakisibawo kumele anikelwe irekhodi lehlangano yomphakathi nayibe umfakisibawo loyo ukhambisana nazo zoke iimfuneko ze-PAIA eziphathelele nesibawo sokuthola irekhodi lelo; begodu ukutholakala kwerekhodi lelo akukafaneli kwalelwe, ngokwemibandela eqalwe eSahlukweni 4 sengcenywe le.

⁴IsiGaba 50(1) se-PAIA – Umfakisibawo kumele avunyelwe ukuthola irekhodi nanyana ngiliphi lehlangano yangeqadi nayibe–

- irekhodelo lifunelwa ukuvikelwa kwelungelo nofana kwamalungelo athileko;
- umuntu okhombela irekhodelo ukhambisana nemibandela ekumele ayizalise emthethweni we-PAIA ophathelene nesibawo sokuthola lelorehodi; begodu
- ukutholakala kwerekhodelo akwalelwa ngemibandela yokwalela eqalwe eSahlukweni 4 sengcenywe le.

- 7.3.6.1. isibawo sokudlulisa isililo sangekhaya;
- 7.3.6.2. isililo esiya kumLawuli wemiNiningwana yeLwazi; kunye
- 7.3.6.3. nesibawo esiya ekhotho esilila ngesiqunto sesiPhathimandla seLwazi sehlangano yomphakathi, isiqunto sokudluliswa kwesililo sangekhaya nofana isiqunto somLawuli wemiNiningwana yeLwazi nofana isiqunto sehloko yehlangano yangeqadi.
- 7.3.7. iindinyana zeengaba 14⁵ no-51⁶ ezifuna ihlangano yomphakathi nehlangano yangeqadi kobana zitole zihlanganise incwadi emhlahlandlela nokuthi ifumaneka nunjani;
- 7.3.8. iindinyana zeengaba 15⁷ ne-52⁸ malungana nokuveza ngokuzithandela kwamakoro wamarekhodi azabe avezwa yihlangano yomphakathi nehlangano yangeqadi;
- 7.3.9. izaziso ezikhutjwe ngokweengaba 22⁹ ne 54¹⁰ malungana neemali ekumele zibhadelwe nakufakwa iimbawo zokuthola imininingwana yelwazi; kunye
- 7.3.10. nemithetjhwanalawulo eyenziwe ngokwesiGaba 92¹¹.

7.4. Amalunga womphakathi angahlola nofana enze amakhophi wencwadi eyiKomba ebuya ema-ofisini womphakathi namkha weenhlangano zangeqadi, ekubalwa kizo ne-ofisi yomLawuli wemiNiningwana yeLwazi, ngesikhathi somsebenzi. Incwadi eyiKomba le umuntu angayithola:

- 7.4.1. ngokuyikhombela kusiPhathimandla seLwazi;
- 7.4.2. ngokuvakatjhela ubunzinzolwazi besiPhathimandla seLwazi ku-(www.justice.gov.za/infoereg/).

⁵ IsiGaba 14(1) se-PAIA– IsiPhathimandla seLwazi sehlangano yomphakathi kumele, ubuncani bakhona sikhuphe i-PAIA ngamalimi asemthethweni amathathu aphele imininingwana yelwazi erhenyiswe endinyaneni 4 ngehlapha.

⁶ IsiGaba 51(1) se-PAIA – Isikhulu sehlangano yangeqadi kumele sikhuphe incwadi eyikomba ephethe ihlathululo yelwazi elivezwe endinyaneni 4 ngehlapha.

⁷ IsiGaba 15(1) se-PAIA – IsiPhathimandla seLwazi kumele senze ukuthi kutholakala ihlathululo yamakoro wamarekhodi wehlangano yomphakathi atholakala ngaphandle kokuthi umuntu akhombele ukuyibona, itholakale ngendlela ebekiweko yokutholakala kwehlathululo.

⁸ IsiGaba 52(1) se-PAIA– Isikhulu sehlangano yangeqadi, ngokuzithandela kwaso, sikhupha ihlathululo yamakoro wamarekhodi wehlangano yangeqadi atholakala ngaphandle kobana umuntu akhombele ukuwabona.

⁹ IsiGaba 22(1) se-PAIA – IsiPhathimandla seLwazi sehlangano yomphakathi ekufakwe kiyo isibawo sokuthola irekhodi kumele sazise umfakisibawo ukuthi abhadele imali ebhadelwako (naye ikhona), ngaphambi kobana kungasetjenzwa isibawo sakhe.

¹⁰ IsiGaba 54(1) se-PAIA–Isikhulu sehlangano yangeqadi isibawo sokuthola imininingwana esifakwe kiyo kumele sazise umfakisibawo ukuthi abhadele imali ebhadelwako (naye ikhona) ngaphambi kobana kungasetjenzwa isibawo sakhe.

¹¹ IsiGaba 92(1) se-PAIA sithi – “UNGqongqotjhe angafaka isaziso sokubetha imithetjhwanalawulo eGazedeni yomBuso, malungana:

- a. nanyana ngiyiphi indaba ekufuneka namkha evunyelwe mThetho lo ukuthi ingabekelwa ukusebenza;
- b. nanyana ngiyiphi indaba emalungana neemali ezibhadelwako ekukhulunywa ngazo eengabeni 22 no-54;
- c. nanyana ngisiphi isaziso esifunwa mThetho lo;
- d. indlela efanako izakusethenziswa siphathimandla selwazi sehlangano yomphakathi lokhuya nakuthathwa isiqunto sokuthi ngiwaphi amarekhodi ekumele aziswe ngokwesiGaba 15; begodu nanyana ngiyiphi indaba yezokuphatha nofana ikambiso efunekako ukuphumelelisa amandla walomThetho

8. IHLATHULULO YEENDABA ZEHLANGANO EPHETHE AMAREKHODI NAMAKORO WAMAREKHODI APHETHWE YI-GCIS

Iindaba/linhloko Ihlango Ephethe Amarekhodi Wazo	Amakoro Wamarekhodi Aphethwe Ngenye Ngenye Indaba/Ngesinye Nesinye isihloko
IPhiko lokuQatjiswa kwabaSebenzi nokuSekelwa komNyango	– Imithethokambiso Nekambiso yePhiko lokuQatjiswa kwabaSebenzi nokuSekelwa komNyango – Iinkhundla ezikhangisiweko; – Amarekhodi wabasebenzi; – Ukufunda nokuthuthuka okunjengokuthuthukisa amakghonofundwa nekwamahlelo wokubandula; – Ihlelo lokuqatjiswa ngokulinganiseka nangokuqalelela iimbalo.
Zokulawulwa Kweemali Nethungelelwano Lokuthenga Ipahla Nemisebenzi	– Imithethokambiso nekambiso; – Amarekhodi weemali neentatimende; – Ibuthelomininingwana labanikelimisebenzi; – Imibiko
I-OGITO	– Imithethokambiso nemiTlole yemiHlahlandlela; – Iincwajana Zemihlahlandlela; – Imibiko.
IPhiko lezokuHlenga ngamaQhinga NokuSebenza Komnyango	– Amahlelo Ngokwehlelo; – Imibiko Yomnyaka; – Amahlelo Wokusebenza Qobemnyaka; – Imithethokambiso nekambiso; – Irejista Yokuqalelelwa Kobungozi; – Imibiko.
I-Ofisi YomHlooliincwadi omKhulu	– Imibiko Yokuhlolwa Kweencwadi.
ZokuGadangiswa kweLwazi neenKundla zeLwazi	– <i>I-South Africa Yearbook (SAYB) ne-Official Guide to South Africa;</i> – <i>Iphephandaba i-Vuk'uzenzele;</i> – <i>Imagazini/Iphephabhugu i-Public Sector Manager;</i> – Isijamiso seeNdaba i-SANews; – Imibiko;
IsiJamiso semiSebenzi yezokuThintana	– Amaphetjhana wokusabalalisa ilwazi; – Imikhangiso erhatjhwako namahlelo arhatjhwako; – Imisebenzi yokumaketha nokusabalalisa; imibiko yokuthenga yeembikiindaba; – Iintombi ezifodwako nezevidiyo; – Imibiko.

Ukucozululwa kweRhubhululo nemiSebenzi Yelwazi	— Imilayelo neemphakamiso zerhubhululo; — Amasede webuthelelo ledatha, imibiko nokwethulwa; — Iincwadi eziyiKomba yeLwazi (<i>South African Government Directory, Directory of Contacts, Media Directory and Profiles</i>); — Imibiko yobubikiindaba emazweni ngamazwe nekhethwapha; — Iindaba ezitloliweko ezipheleleko zamazwe ngamazwe nezekhethwapha; — Umthamo wezokuthintana nemilayezo eqakathekileko; — Imibiko neentatimende.
Itlasta yezokuTjheja: ZomNotho Nezemithangalasisekelo, ZobuLungiswa NezamaZwe NgamaZwe.	— Amahleloqhingana wezokuthintana; — Imibiko eqakathekileko; — IHlelo likaRhulumende lezokuThintana.
Itlasta yezokuTjheja: Ukuthuthukiswa Kwabantu, Ukuvikelwa Komphakathi, ukuBusa nokuPhatha komBuso	— Amahleloqhingana wezokuthintana; — Imilayezo eqakathekileko; — IHlelo likaRhulumende lezokuThintana.
UbuThintanisi beemFunda naboRhulumende beeNdawo zemaKhaya (i-PLL)	— Iphephandaba <i>i-My District Today</i>; — Amahlelo wokwenza ngcono zokuthintana nemethiriyeli; — Imethiriyeli yokukhuthaza neyokumaketha; — <i>I- Government Communicator's Handbook</i>; — Ibuthelolomininingwana labathintanisi bezokuthintana; — Amahlelo namaqhinga wezokuthintana; — Imibiko.
Zokukhulumisana nokuSebenzisana neemBikiindaba	— Amahlelo wezokuthintana; — Amaqhinga wokukhulumisana neembikiindaba nokukhutjiswa kweentatimende; — Ibuthelolomininingwana leembikiindaba.

9. AMAKORO WAMAREKHODI WE-GCIS AFUMANEKA NGAPHANDLE KOKUWAKHOMBELA

Ikoru	Umhlobo Womtlo	Ayatholakala Kubunzinzolwa zi	Atholakala ngokuwabawa
Umtlo wethenda	– Ithenda ekhangisiweko – Ibizo lophumeleleko ukufumana ithenda	X	
Umthetho/Imithetjhwana awulo	– Yoke imiThetho karhulumende yePalamende	www.gov.za	
Imitlo yemithethokambiso yomnyango (Amahlelo womsebenzi nemibiko)	– Iphrofayili yehlangano (Ubunjalo, iminqopho, imisebenzi, isakheko/ijamo); – Umbiko WomNyaka; – Ihleloqhingana Lokusebenza; – Ukusebenza Kwaqobemnyaka;	X	
Amaphetjhana welwazi neminingwana yombuso nemikhiqizo yelwazi.	– IsiTatimende SeKhabinethi; i-SANews; i-SAYB; i-Official Guide to South Africa; iincwajana; iincwadi zeendaba; imethiriyeli yokumaketha; amaphowusta; amaphetjhana; iminingwana yelwazi nemikhiqizo emumethe ilwazi ziku- www.gov.za; iindabaku-sanews.gov.za; www.vukuzenzele.gov.za; www.gcis.gov.za/content/resource_centre/news_and_mags/public_sector_magazine.	X	

10. IMISEBENZI/IZENZELWA ZE-GCIS EMALUNGENI WOMPHAKATHI NEENDLELA EZIFUMANEKA NGAZO

10.1. Amandla, limbopho Nemisebenzi

- 10.1.1 Amaziko amiThombo yeLwazi akhona kiwo wolithoba ama-ofisi weemfunda ngomnqopho wokusiza amalunga womphakathi azyela mathupha lapho kufunwa khona isizo nokusiza umphakathi ngokusebenza iminingwana yelwazi elibu-elektroniki.
- 10.1.2 Iwebhusayithi karhulumende (www.gov.za) ikhona ku-GCIS begodu umphakathi ukghona nokuyithola.
- 10.1.3 Ama-ofisi we-GCIS ema-ofisini weemfunda neweenyingi athatha umsebenzi wokusabalalisa iminingwana yelwazi awuphekelele eendaweni eziqathekileko ngomnqopho wokunabisa ukukhanjiswa kwelwazi likarhulumende liye emalungeni womphakathi. Iindlela zokwenza lokhu kuvakatjhela umuzi nomuzi, nokuvakatjhela emarenkeni wamateksi, neendawo zeentolo ezikulu, neemphambanweni zeendlela, nokugasela ngelwazi kunye ngokusebenzisa amaziko wokusatjalaliswa kwelwazi.

11. ISANDLA SOMPHAKATHI EKUTLANYWENI KWEMITHETHOKAMBISO NOFANA EKUSEBENZISENI KWE-GCIS AMANDLA NOFANA EKUSEBENZENI KWE-GCIS

- 11.1.** Yoke imithethokambiso yelizwe loke etlanywe yi-GCIS ihlanganyelwa nomphakathi ngokunikela umphakathi ithuba lokuba nelizwi kiyo, njengoba kulayela umThethosisekelo weRiphabhligi yeSewula Afrika womNyaka we-1996. Ilizwi lomphakathi lifakwa ngokuthi kubizwe imibuthano lapho kulalelwa khona imibono yomphakathi, nokumenywa komphakathi ukuthi uthumele imibonwawo kunye nangokubonisana nabahlanganyeli abafaneleko, hlangana nokhunye.

12. UKUSETJENZWA KWEMININGWANA YABANTU

12.1. Umnqopho Wokusetjenzwa Kwemininingwana

I-GCIS isebenza imininingwana yelwazi lomuntu ephathelene nokuphathwa kwebhizinisi, ngokuqalelela khulukhulu lokhu okulandelako, hlangana nokhunye:

- Ikambiso yokurholiswa kwabasebenzi;
- Ukuqatjha abasebenzi;
- Umhlalaphasi/ipentjheni;
- Ihlelo lesikhwama sokwelaphisa abasebenzi (*i-medical aid scheme*);
- Amahlelo nekambiso yokukhalinywa kwabasebenzi;
- Ukubandulwa;
- Imisebenzi yamakotraka womsebenzi nabasabalalisi nabanikeli ngemisebenzi;
- Ikambiso yemilandu yobulelesi nengasiyo yobulelesi, yombango.
- Ukuthola iimbalobalo nofana ukusiza umsebenzi werhubhululo;
- Ukukhambisana neembopho ezethweswa mthetho, ukuthintana nabanikazi beminingwana nge-imeyili, ngeencwadi ezitloliweko, ngefowuni, nge-SMS kunye
- nokufakazela, ukukhibelela nokucima ilwazi elingasadingekiko, ngokwemibandela ye-POPIA.

12.2. Ihlathululo Yamakoro Weenhloko Zemininingwana Yelwazi Nofana Zamakoro Welwazi Elimalungana Nalokho:

Amakoro Weenhloko Zemininingwana	Ilwazi Lomuntu Elingasetjenzwa
Abantu Abanamagunya Apheleleko	Amabizo nesibongo; imininingwana yokuthintana naye (inomboro yefowuni enzinzileko neyeselifowuni, ne-imeyili; isiphande sendawo umuntu ahlala kiyo, isiphande seposo namkha sebhizinisi; inomboro zikamazisi; iincwadi eziyifihlo; inomboro zefowuni; i-imeyili, imininingwana yesikhwama sokwelatjhiswa [<i>i-medical aid</i>]; umlando wemilandu yobulelesi namkha womsebenzi; imininingwana ye- <i>biometric</i> ; imibono yakhe ayedwa njengomuntu; imininingwana emalungana nobuzwe, ubulili, ubujamo bokuthatha nofana bokwenda, ukuthi ungewaliphi ilizwe, ukhuluma limi bani, umbalabani; ungaba nokukhubazeka na; imininingwana ye- <i>biometric</i> ; imininingwana emalungana nefundwakhe; amarekhodi wesikhwama somhlalaphasi/wesikhwama sepentjheni; ukulinganiswa kwakhe ukuthi usebenza njani; amarekhodi wokukhalinywa emsebenzini; amarekhodi welifu [amalanga wokuphumula]; amarekhodi wokufundiselwa umsebenzi; amarekhodi womrhlo; amarekhodi we- <i>medical aid</i> ; imali adoselwa yona emrholweni; amarekhodi webhanga neweemali.

Isijamiso esithathwa njengomuntu	Amabizo wabantu ekungathintanwa nabo; ibizo lesijamiso somthetho; isiphande sekhaya neseposo; imininingwana yokuthintana (iinomboro zefowuni enzinileko nezeselifowuni kunye ne-imeyili); inomboro ekutloliswe ngayo lesisijamiso [isijamiso esithathwa njengomuntu]; iindaba zeemali, zerhwebo, ilwazi lezesayensi nofana lecwephetjhe nefihlo yerhwebo.
Abasebenzi	Ubulili; ukuba sebantwini; ubujamo bokuthatha nebokwenda; ubuzwe/ umhlobo; iminyaka yobudala; ilimi, ifundo (iincwadi zefundo); imininingwana yobujamo beemali; umlando womsebenzi; inomboro kamazisi; isiphande sekhaya neseposo; imininingwana yokuthintana (ifowuni enzinileko neselifowuni) kunye ne-imeyili; ubujamo bemilandu yobulelesi; ihlalakuhle yomsebenzi neyomndeni wakhe, umhlobobani, uphile njani, ubulili, ubuzwe, ubulili bokuhlekisana umuntu azikhethele bona, iminyaka yobudala, ubujamo bokukhubazeka, ipilo yomzimba neyengcondo, ikolo, isiko, ilimi kunye nemininingwana ye- <i>biometric</i> yomuntu.

12.3 Abemukeli nofana amakoro wabemukeli labo imininingwana yelwazi lomuntu enganikelwa bona

Ikoru Yemininingwana Yelwazi Lomuntu	Abemukeli Nofana Amakoro Wabemukeli
Inomboro kamazisi namabizo womuntu kobanyana kuzokuhlolwa ubujamo bemilandu yobulelesi	IButho lamaPholisa weSewula Afrika (i-SAPS)
Ukuqinisekiswa kweencwadi zefundo	IBandla eliQinisekisa iziQu leSewula Afrika (i-SAQA)
Umlando weenkolodo newokubhadela iinkolodo	AmaZiko akolodisa abantu
Imininingwana yelwazi lomuntu onamagunya apheleleko neyesijamiso esithathwa njengomuntu elizakusetjenziselwa ukuthenga ipahla neensetjenziswa	LiZiko leeMali zeliZwelo, neZiko lokuButhethelela umThelo leSewula Afrika (i-SARS) kunye nomHloliincwadi Zombebele weSewula Afrika.
Ukukatelelwa mthetho ukuveza imininingwana yelwazi ngomuntu	Abathobelisimthetho, iinhlangothi zomthetho wombuso, iinhlangothi ezilawulako, iinhlangothi ezihlolako nezirhubhulula ilwazi kunye namanye amziko wombuso.

12.3. Ukweqiswa Imikhawulo Ngehlalo Kwemininingwana Yelwazi Labantu

I-GCIS ingakhambisa imininingwana yelwazi labantu iyeqise imikhawulo yeRiphabhliki yeSewula Afrika, ngokwesigaba 72 se-POPIA.

12.4. Ihlathululo Yamagadango Wokuphephisa Imininingwana Yelwazi Ekumele Iphunyeleliswe Babantu Abafaneleko Ukuqinisekisa Ukuthi Imininingwana Leyo Ihlala Iyifihlo, Ithembekile Begodu Ihlala Ikhona

I-GCIS isebenzisa itheknoloji ehlome ngakho koke ukuphephisa okuyifihlo bekuqinisekiswa nokuthi imininingwana elilwazi engaphasi kwayo ihlala ithembekile. Amagadango wokuvikeleka kwelwazi elingaphasi komnyango lo atjho iboda lokuvikeleka ikhomphyutha, nokulawula ukucajelelwa, newokuhlunga okungenako, nokuphephisa ingaphandlemtjhiningqondo nengaphakathimtjhiningqondo, nokuvikeleka kwemininingwana eyifihlo yeemvumelwano zabasebenzi nabasabalalisi, hlangana nokhunye.

13. UKUFUMANEKA KWENCWADI EMHLAHLANDLELA YOMTHETHO OKHUTHAZA UKUFUMANEKA KWELWAZI

13.1. I-PAIA le iyatholakala ngamalimi woke atlolwako asemthethweni:

- IsiNdebele
- English
- Afrikaans
- IsiXhosa
- IsiZulu
- Siswati
- Setswana
- Sepedi
- Sesotho
- Tshivenda
- Xitsonga.

13.2. I-PAIA iyafumaneka ngamalimi woke asemthethweni:

13.2.1 ku-www.gcis.gov.za

13.2.2 Emzikhulu we-GCIS, e-Tshedimotso House, Hatfield, Pretoria, lokha Ilunga lomphakathi linesidingo sokuyihlola ngesikhathi somsebenzi;

13.2.3 Kunanyana ngubani oyikhombelako sele abhadele imali ebekiweko;

13.2.4 NakumLawuli weLwazi nayikhombeleko.

Imbadela ebekiweko yekhophi ye-PAIA, ngokomlayo wesiHlomelo B somthetholawulo, izakubhadelelwa ngokwekhophi ngayinye egadangiswe ku-A4.

14. UKUBUYEKEZWA KWENCWADI EMHLAHLANDLELA (I-PAIA)

Nakunesidingo, i-GCIS izokubuyekeza beyikhuphele emphakathini umgadangiso we-PAIA qobe mnyaka.

Ikhutjhwe:

NguMm. uNomonde Mnukwa

UmJaphethe womNqophisi Zombebele.



Tshedimosetso House

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