

**UMNYANGO WEZEMIDLALO
KANYE
NEZOKUNGCEBELEKA
KWAZULU-NATALI**



**IBHUKWANA
LOMNYANGO WEZEMIDLALO KANYE NEZOKUNGCEBELEKA
KWAZULU-NATALI, NGOKWESIGABA 14 SOMTHETHO
WOKUKHUTHAZA UKUFINYELELA OLWAZINI, WEZI-2000
(UMTHETHO UNO. 2 WEZI-2000)**

IMINININGWANE NGOKUHAMBISANA NESIGABA 14 SOMTHETHO

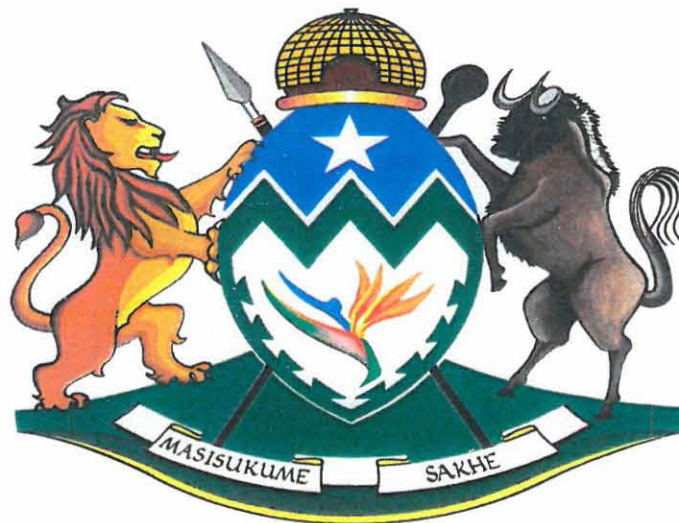
A. Imisebenzi kanye nomumo woMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali [Isigaba 14 (1) (a)]

(1) Imisebenzi

Imisebenzi yoMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali yile:

- (a) Ukuhlinzeka kanye nokwenziwa ngcono kwezinkundla zezemidlalo ikakhulu emiphakathini eyayincishwe amathuba;
- (b) Ukwelekelela kanye nokulawula amaqembu ezemidlalo kanye nawezokungcebeleka;
- (c) Ukuqinisekisa ukusimamisa izinhlelo zokuthuthukiswa kwamakhono kwezemidlalo kanye nakwezokungcebeleka;
- (d) Ukuqalisa ukusebenza kwezinhlelo zokubamba iqhaza komphakathi;
- (e) Ukuqalisa ukusebenza kwezinhlelo zezemidlalo zezingane ezincane;
- (f) Ukuhlinzeka usizo lwezimali ezinhlakeni zezemidlalo kanye nezokungcebeleka ukuze kuthuthukiswe ezemidlalo nemicimbi yezemidlalo;
- (g) Ukwelekelela ekulungiseleleni abadlali abanekhono ngokuba babe yingxenywe yezinhlelo zeSikhungo Sezemidlalo Kwisifundazwe;
- (h) Ukuhlela izinhlelo kanye nemicimbi ebhekene nokuqwashisa ngeSandulela-ngculazi Nengculazi kanye nokuvuselelwa kokuziphatha kahle;
- (i) Ukuhlela izinhlelo ezibandakanya abantu abangasebenzi, intsha, abesifazane kanye nabaphila nokukhubazeka ngokuba kudalwe imisebenzi ngezinhlelo zokulwa nobubha;
- (j) Ukusungula izindlela ezifanele zokuxhumana noHulumeni Basekhaya ukuze balekelele ekuhlinzekweni kwezinkundla zezemidlalo;
- (k) Ukuqinisekisa izinhlelo zokucija amakhono okuphatha izinkundla kanye nokuxhumana nomphakathi;
- (l) Ukugqugquzela ukuqhakanjiswa kwemidlalo yendabuko ehlonziwe;
- (m) Ukuhlela kanye nokuphatha iMicimbi Yemidlalo Yendabuko;

KWAZULU-NATAL PROVINCIAL ADMINISTRATION



**ORGANISATIONAL STRUCTURE
KZN DEPARTMENT OF SPORT AND RECREATION**

CD. CORPORATE AND RESOURCES DEVELOPMENT SUPPORT

Purpose: To provide strategic corporate and resources development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its legal compliance plan and strategic projects
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 5.1 Physical Resources and Development support services.
 - 5.1 Human Resources and Development support services.
 - 5.3 Organizational Resources and Development support services
 - 5.4 Marketing and Communication support services
 - 5.5 Legal Support Services
 - 5.6 Security Support Services

HEAD OF DEPARTMENT

Purpose: To transform the sport and recreation operating environment in KZN by ensuring alignment of, and equitable access to, sport and recreation programmes.

Functions:

- Provide strategic and leadership support to the department by identifying, developing and ensuring implementation of its strategic intent
2. Provide strategic and leadership support to the department by identifying, developing and ensuring effective implementation of its risk, integrity and internal control management strategy
 3. Provide strategic and leadership support to the department by identifying, developing and ensuring effective implementation of its legal compliance strategy and strategic projects
 4. Provide strategic and leadership support to the department by identifying, developing and ensuring implementation of its reporting framework
 5. Provide strategic executive support to the department
 6. Oversee the provision of strategic and leadership support to the department by the following Chief Directorates:
 - 6.1 Policy Planning, Strategy and Institutional Development support services.
 - 6.2 Sport Promotion and Development support services
 - 6.3 Recreation Promotion and Development support services
 - 6.4 Corporate and Resources Development support services
 - 6.5 Finance and Supply Chain support services

Executive Authority

KZN Sport and Recreation

CD. FINANCE AND SUPPLY CHAIN MANAGEMENT SUPPORT

Purpose: To provide strategic finance and supply chain management support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its legal compliance plan and strategic projects
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 5.1 Financial Administration and Accounting services.
 - 5.2 Supply chain and asset management services

CD. SPORT PROMOTION AND DEVELOPMENT

Purpose: To provide strategic sport promotion and development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management framework
3. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its legal compliance and strategic projects framework
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 5.1 School Sport Promotion and Development
 - 5.2 Community Sport Promotion and Development
 - 5.3 Sport and Recreation Infrastructural Development
 - 5.4 High Performance Sport department.

CD. RECREATION PROMOTION AND DEVELOPMENT

Purpose: To provide strategic recreation promotion and development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management framework
3. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its legal compliance and strategic projects framework
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 5.1 Community Recreation
 - 5.2 Organized/Specialised Recreation

CD. POLICY PLANNING, STRATEGY AND INSTITUTIONAL DEVELOPMENT SUPPORT

Purpose: To provide policy planning, strategy and institutional development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management framework
3. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its legal compliance and strategic projects framework
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 4.1 Policy Planning, Strategy and Research Services
 - 4.2 Monitoring, Evaluation and Knowledge Management



HEAD OF DEPARTMENT

Purpose: To transform the sport and recreation operating environment in KZN by ensuring alignment of, and equitable access to, sport and recreation programmes.

Functions

1. Provide strategic and leadership support to the department by identifying, developing and ensuring implementation of its strategic intent
2. Provide strategic and leadership support to the department by identifying, developing and ensuring effective implementation of its risk, integrity and internal control management strategy
3. Provide strategic and leadership support to the department by identifying, developing
4. Provide strategic and leadership support to the department by identifying, developing and ensuring implementation of its reporting framework
5. Provide strategic executive support to the department
6. Oversee the provision of strategic and leadership support to the department by the following Chief Directorates
 - 6.1 Policy Planning, Strategy and Institutional Development support services.
 - 6.2 Sport Promotion and Development support services
 - 6.3 Recreation Promotion and Development support services
 - 6.4 Corporate and Resources Development support services
 - 6.5 Finance and Supply Chain support services

1 x Head of Department (L 15)
1 x Personal Assistant (L 7)

Executive Authority

KZN Sport and Recreation



RISK, INTEGRITY AND INTERNAL CONTROL SUPPORT SERVICES

Purpose: To manage the provision of risk, integrity and internal control support services across the department

Functions:

1. Develop department-wide risk, integrity, and internal control support services strategy
2. Develop department-wide risk, integrity and internal control support services reporting framework
3. Provide strategic and leadership support to risk management support services across department
4. Provide strategic and leadership support to integrity management support services across department
5. Provide strategic and leadership support to internal control management support services across department

EXECUTIVE SUPPORT SERVICES

Purpose: To manage the provision of strategic executive support services to the department.

Functions:

1. Develop and implement department-wide executive support services framework.
2. Develop and implement department-wide executive support services implementation plan
3. Develop and implement department-wide executive reporting support services.
4. Provide strategic and operational support to the office of Head of Department
5. Provide tactical and leadership support to executive support services in the office of the Head of Department.

Posts

1 x Deputy Manager: Executive Support Services (L 11-12)
1 x Assistant Manager: Office Administration (L 9-10)
1 x Assistant Manager: Organisational Performance Reporting
1 x Administrative Assistant (L 5)

N. N. Sibhulla - Lophellus

INTEGRITY, RISK AND INTERNAL CONTROL SUPPORT SERVICES

Purpose: To manage the provision of risk, integrity and internal control support services across the department

Functions:

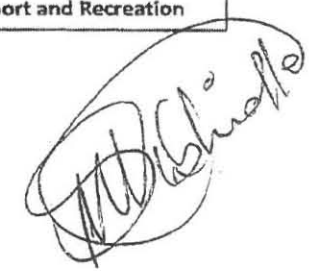
1. Develop department-wide risk, integrity and internal control support services strategy
2. Develop department-wide risk, integrity and internal control support services reporting framework
3. Provide strategic and leadership support to risk management support services across the department
4. Provide strategic and leadership support to integrity management support services across the department
5. Provide strategic and leadership support to internal control management support services across the department

Posts:

- 1 x Senior Manager: Integrity, Risk and Internal Control Support Services (L 13)
- 1 x Personal Assistant (L 7)

Executive Authority

KZN Sport and Recreation



INTEGRITY AND RISK MANAGEMENT SUPPORT SERVICES

PURPOSE: To coordinate and manage the provision of integrity and risk management support services across the department.

FUNCTIONS:

1. Coordinate implementation of integrity and risk management support services strategy across the department.
2. Coordinate development of a department-wide integrity and risk management support services implementation plan
3. Coordinate development of department-wide integrity and risk management support services reporting plan.
4. Monitor and evaluate the efficacy and cost-effectiveness of a departmental integrity and risk management support services implementation plan
5. Monitor and evaluate the efficacy and cost-effectiveness of a departmental integrity and risk management support services reporting plan
6. Review integrity and risk management support services implementation and reporting plans

Posts:

- 1 x Assistant Manager: Integrity and Risk Management (L 9-10)
- 2 x Integrity & Risk Management Officer (L 7-8)

INTERNAL CONTROL AND COMPLIANCE MANAGEMENT SUPPORT SERVICES

Purpose: To coordinate and manage the provision of internal control and compliance management support services across the department.

Functions:

1. Coordinate implementation of internal control and compliance management support services strategy across the department
2. Coordinate the development of department-wide internal control and compliance management support services implementation plan
3. Coordinate the development of department-wide internal control and compliance management support services reporting plan
4. Monitor and evaluate the efficacy and cost-effectiveness of a departmental internal control and compliance management support services implementation plan
5. Monitor and evaluate the efficacy and cost-effectiveness of a departmental internal control and compliance management support services reporting plan
6. Review internal control and compliance management support services implementation and reporting plans

Posts:

- 1 x Assistant Manager: Internal Control and Compliance Management (L 9-10)
- 2 x Internal Control & Compliance Officer (L 7-8)

N N Sibindi

STRATEGIC PROJECTS & HIGH PERFORMANCE SPORT

Purpose: To manage the provision of high performance sport support services across the province.

Functions:

1. Develop and ensure implementation of department-wide high performance sport support services strategy
2. Develop and ensure implementation of high-performance sport support services risk, integrity and internal control management plan
3. Develop and ensure implementation of high-performance sport support services reporting framework
4. Monitor, evaluate and report on the efficacy and effectiveness of the implementation on the strategic projects and high-performance sport strategy framework
5. Manage and oversee the provision of operational and leadership support to the following sub-directorates

- 5.1 Strategic and Community Outreach projects support services
- 5.2 High Performance Sport Support Services

Posts

- 1 x Senior Manager: Strategic Project Support High Performance Sport (L13)
- 1 x Personal Assistant (L 7)
- 1x Deputy Manager: Scientific, Technology and Capacity Building (L11-12)
- 1 x Deputy Manager: Strategic and Outreach Projects (L 11-12)
- 1 x Administrative Assistant (L 5)

CD. SPORT PROMOTION AND DEVELOPMENT

Purpose: To provide strategic sport promotion and development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
4. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 4.1 School Sport Promotion and Development
 - 4.2 Strategic projects support services
 - 4.3 Community Sport Promotion and Development
 - 4.4 Sport and Recreation Infrastructural Development
 - 4.5 High Performance Sport department

Posts

- 1 x General Manager: Sport Promotion Development (L 14)
- 1 x Personal (L 7)

Executive Authority

KZN Sport and Recreation



COMMUNITY SPORT PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of development sport services in the department.

Functions:

1. Develop and ensure implementation of department-wide community sport support services delivery strategy
2. Develop and ensure implementation of community sport support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of high-performance sport support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 Community Participation
 - 5.2 Club Development
5. Monitor, evaluate and report on the performance of the sport system.

Posts

- 1 x Senior Manager: Community Sport Promotion and Development (L13)
- 1 x Personal Assistant (L 7)
- 1 x Deputy Manager: Community Participation (L11-12)
- 1 x Deputy Manager: Club Development (L11-12)

SPORT AND RECREATION INFRASTRUCTURE DEVELOPMENT

Purpose: To manage the provision of sport and recreation infrastructure services in the department.

Functions:

1. Develop and ensure implementation of department-wide sport and recreation infrastructure development support services delivery strategy
2. Develop and ensure implementation of sport and recreation infrastructure development support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of sport and recreation infrastructure development support services' reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 Sport and Recreation Community Infrastructure
 - 5.2 Sport and Recreation School Infrastructure
5. Monitor, evaluate and report on the performance of the sport system.

Posts

- 1 x Senior Manager: Sport and Recreation Infrastructure Promotion and Development ((L 13)
- 1 x Personal Assistant (L 7)
- 1 x Deputy Manager: Sport and Recreation Community Infrastructure (L 11-12)
- 1 x Deputy Manager: Sport and Recreation School Infrastructure (L11-12)

N N Sibulana - Saphetha

SCHOOL SPORT PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of school sport services in the department.

Functions:

1. Develop and ensure implementation of department-wide school sport support services delivery strategy
2. Develop and ensure implementation of school sport support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of school sport support services' reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 School Participation and Talent Identification
 - 5.2 School Participation and Talent Identification
5. Monitor, evaluate and report on the performance of the sport system.

Post

- 1 x Senior Manager: School Sport Promotion and Development (L 13)
- 1 x Personal Assistant (L 7)
- 2 x Deputy Manager: School Participation & Talent Identification (L11-12)

CD. RECREATION PROMOTION AND DEVELOPMENT

Purpose: To provide strategic recreation promotion and development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
4. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 4.1 Community Recreation
 - 4.2 Organized Recreation

Posts

- 1 x General Manager: Recreation Promotion and Development (L 14)
1 x Personal Assistant (L 7)

ORGANISED RECREATION PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of organised /specialised recreation in the department.

Functions:

1. Develop and ensure implementation of department-wide organised/specialised recreation support services delivery strategy
2. Develop and ensure implementation of organised/specialised recreation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of organised/specialised recreation support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 Lifestyle Recreation Promotion and Development Support Services
 - 5.2 Therapeutic Recreation Promotion and Development Support Services
 - 5.3 Indigenous Games Promotion and Development Support Services
6. Monitor and evaluate and report on the performance of organized recreation promotion and development services support system

N N Sibhinda-Saphetha

COMMUNITY RECREATION PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of community recreation in the department.

Functions:

1. Develop and ensure implementation of department-wide community recreation support services delivery strategy
2. Develop and ensure implementation of community recreation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of community recreation support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 4.1 Localized/Leisure Recreation Promotion and Development Support Services
 - 4.2 Outdoor Adventure Recreation and Development Support Services
 - 4.3 Mass Participation Recreation and Development Support Services
5. Monitor, evaluate and report on the performance of community recreation promotion and development support services system.

ORGANISED RECREATION PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of organised recreation in the department.

Functions:

1. Develop and ensure implementation of department-wide organised/specialised recreation support services delivery strategy
2. Develop and ensure implementation of organised/specialised recreation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of organised/specialised recreation support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 Lifestyle Recreation Promotion and Development Support Services
 - 5.2 Therapeutic Recreation Promotion and Development Support Services
 - 5.3 Indigenous Sport Promotion and Development Support Services
6. Monitor, evaluate and report on the performance of the sport system.

Posts

- 1 x Senior Manager: Organised Recreation Promotion and Development (L 13)
1 x Personal Assistant (L 7)

INDIGENOUS SPORT PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of indigenous games' support services.

Functions:

1. Coordinate implementation of department-wide indigenous sport support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to indigenous sport programmes.
3. Coordinate implementation of reporting framework implementation plan in respect of indigenous sport programmes structures.
4. Monitor, evaluate and report on the effectiveness and performance of indigenous sport programmes.
5. Review department-wide implementation of indigenous sport programmes

Post

1 x Deputy Manager: Traditional /Indigenous Sport Support Services (L11-12)

THERAPEUTIC RECREATION PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of the therapeutic recreation support services.

Functions:

1. Coordinate implementation of department-wide therapeutic recreation support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to therapeutic recreation programmes
3. Coordinate implementation of reporting framework implementation plan in respect of therapeutic recreation programmes.
4. Monitor, evaluate and report on the effectiveness and performance of therapeutic recreation programme.
5. Review department-wide implementation of therapeutic recreation programmes

Post

1 x Deputy Manager: Therapeutic Recreation Support Services (L11-12)

N N Sibhulla - Saphetha

LIFESTYLE RECREATION PROMOTION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of the lifestyle recreation support services.

Functions:

1. Coordinate implementation of department-wide lifestyle recreation support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to lifestyle recreation programmes
3. Coordinate implementation of reporting framework implementation plan in respect of lifestyle recreation programmes.
4. Monitor, evaluate and report on the effectiveness and performance of lifestyle recreation programme.
5. Review department-wide implementation of lifestyle recreation programmes

Post

1 x Deputy Manager: Lifestyle Recreation Support Services (L 11-12)

Executive Authority

KZN Sport and Recreation

COMMUNITY RECREATION SUPPORT SERVICES

Purpose: To manage the provision of community recreation support services.

Functions:

1. Develop and ensure implementation of department-wide community recreation support services delivery strategy
2. Develop and ensure implementation of community recreation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of community recreation support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 4.1 Localized Recreation and Leisure
 - 4.2 Outdoor Adventure
 - 4.3 Mass Participation and Campaigns
5. Monitor, evaluate and report on the performance of the sport system.

Posts

- 1 x Senior Manager: Community Recreation Promotion and Development (L 13)
1 x Personal Assistant (L13)

LOCALISED/LEISURE RECREATION SUPPORT SERVICES

Purpose: To manage the provision of localised/leisure recreation support services.

Functions:

1. Coordinate implementation of department-wide localised recreation and leisure support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to localised recreation and leisure support services.
3. Coordinate implementation of reporting framework implementation plan in respect of localised recreation and leisure support services.
4. Monitor, evaluate and report on the effectiveness and performance of localised recreation and leisure support services.
5. Review department-wide implementation of localised recreation and leisure support services

Post

1 x Deputy Manager: Local Recreation /Leisure Support Services (L11-12)

OUTDOOR ADVENTURE SUPPORT SERVICES

Purpose: To manage the provision of outdoor adventure support services.

Functions:

1. Coordinate implementation of department-wide outdoor adventure support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to outdoor adventure support services
3. Coordinate implementation of reporting framework implementation plan in respect of outdoor adventure support services.
4. Monitor, evaluate and report on the effectiveness and performance of outdoor support services.
5. Review department-wide implementation of outdoor support services

Post

1 x Deputy Manager: Outdoor Adventure Support Services (L 11-12)

MASS PARTICIPATION SUPPORT SERVICES

Purpose: To manage the provision of mass participation/campaigns support service.

Functions:

1. Coordinate implementation of department-wide mass-participation support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to mass-participation support services
3. Coordinate implementation of reporting framework implementation plan in respect of mass-participation support services
4. Monitor, evaluate and report on the effectiveness and performance of mass-participation support services.
5. Review department-wide implementation of lifestyle recreation programmes

Post

1 x Deputy Manager: Mass Participation and Campaigns Support Services (L11-12)

NW Sibhinda - Saphelile

Executive Authority

KZN Sport and Recreation

CD.FINANCE AND SUPPLY CHAIN MANAGEMENT SUPPORT SERVICES

Purpose: To provide department-wide strategic finance and supply chain management support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
4. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
5.1 Financial Administration and Accounting services.
5.2 Supply chain and asset management services

Posts:

- 1 x General Manager: Finance and Supply Chain Support Services (L 14)
1 x Personal Assistant (L 7)

FINANCIAL MANAGEMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide financial management support services.

Functions

1. Develop and ensure implementation of department-wide financial management support services delivery strategy
2. Develop and ensure implementation of financial management support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of financial management support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
5.1 Financial Planning, Budgeting and Reporting Support Services
5.2 Financial Administration and Accounting Support Services

N N Sibudde - Saphelwa

SUPPLY CHAIN MANAGEMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide supply-chain management support services.

Functions

1. Develop and ensure implementation of department-wide Supply-Chain management support services delivery strategy
2. Develop and ensure implementation of Supply-Chain management support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of Supply-Chain management support services' reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
5.1 Planning and Acquisition Management Support Services
5.2 Logistics and Disposal Management Support Services

Executive Authority

KZN Sport and Recreation

FINANCIAL MANAGEMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide financial management support services.

Functions:

1. Develop and ensure implementation of department-wide financial management support services delivery strategy
2. Develop and ensure implementation of financial management support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of financial management support services reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
5.1 Financial Planning, Budgeting and Reporting Support Services
5.2 Financial Administration and Accounting Support Services

Posts

- 1 x Senior Manager: Financial Management Support Services (L 13)
1 x Personal Assistant

FINANCIAL PLANNING, BUDGETING AND REPORTING SUPPORTING SERVICES

Purpose: To coordinate and manage the provision of financial planning, budgeting and reporting to the department.

Functions:

1. Coordinate implementation of department-wide financial planning, budgeting and reporting support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to financial planning, budgeting and reporting support services.
3. Coordinate implementation of reporting framework implementation plan in respect of financial planning, budgeting and reporting support services.
4. Monitor, evaluate and report on the effectiveness and performance of financial planning, budgeting and reporting support services.
5. Review department-wide implementation of financial planning, budgeting and reporting support services

Posts

- 1 x Deputy Manager: Financial Planning, Budgeting and Reporting (L11-12)
2 x State Accountants (L 7)
3 x Accounting Clerks (L 5)

FINANCIAL ADMINISTRATION AND ACCOUNTING SUPPORTING SERVICES

Purpose: To coordinate and manage the provision of the financial administration and accounting services to the department.

Functions:

1. Coordinate implementation of department-wide financial administration and accounting support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to financial administration and accounting support services.
3. Coordinate implementation of reporting framework implementation plan in respect of financial administration and accounting support services.
4. Monitor, evaluate and report on the effectiveness and performance of financial administration and accounting support services.
5. Review department-wide implementation of financial administration and accounting support services

Posts

- 1 x Deputy Manager: Financial Administration and Accounting Services (L11-12)
2 x States Accountants (L 7)
5 x Accounting Clerks: L 5)

N W Sibudla. September

SUPPLY CHAIN MANAGEMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide supply-chain management support services.

Functions:

1. Develop and ensure implementation of department-wide Supply-Chain management support services delivery strategy
2. Develop and ensure implementation of Supply-Chain management support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of Supply-Chain management support services' reporting framework
4. Manage and oversee the provision of operational and leadership support to the following sub-directorates
 - 5.1 Planning and Acquisition Management Support Services
 - 5.2 Logistics and Disposal Management Support Services

Posts

- 1 x Senior Manager: Supply Chain Management Support Services (L 13)
- 1 x Personal Assistant (L 7)

PLANNING AND ACQUISITION SUPPORT SERVICES

Purpose: To coordinate and manage the provision supply-chain planning and acquisition support services to the department.

Functions:

1. Coordinate implementation of department-wide supply-chain planning, and acquisition support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to supply-chain planning, and acquisition reporting support services.
3. Coordinate implementation of reporting framework implementation plan in respect of supply-chain planning, and acquisition support services.
4. Monitor, evaluate and report on the effectiveness and performance of supply-chain planning, and acquisition support services.
5. Review department-wide implementation of supply-chain planning, and acquisition support services

Posts

- 1 x Deputy Manager: Planning and Acquisition Support Services (L 11-12)
- 3 x SCM Practitioners (L 7)
- 6 x Procurement Clerks (L 5)

W W Sibudla - Saphelle

LOGISTICS AND DISPOSAL SUPPORT SERVICES

Purpose: To coordinate and manage the provision supply-chain logistic and disposal support services to the department.

Functions:

1. Coordinate implementation of department-wide logistics and disposal management support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to logistics and disposal management support services.
3. Coordinate implementation of reporting framework implementation plan in respect of logistics and disposal support services.
4. Monitor, evaluate and report on the effectiveness and performance of logistics and disposal support services.
5. Review department-wide implementation of logistics and disposal support services

Posts

- 1 x Deputy Manager: Logistics and Disposal Support Services (L 11-12)
- 2 x SCM Practitioner (L 7)
- 3 x Logistics and Disposal Clerks (L 5)

LEGAL SUPPORT SERVICES

Purpose: To manage the provision of legal compliance support services across the department.

Functions

1. Develop and ensure implementation of department-wide strategic legal support services
2. Develop and ensure implementation of legal support services integrity, risk and internal control management plan
3. Develop and ensure implementation of the legal support services reporting framework
4. Monitor and evaluate the efficacy and cost-effectiveness of a departmental legal compliance support services implementation plan
5. Monitor and evaluate the efficacy and cost-effectiveness of a departmental legal compliance support services reporting plan.
6. Review legal compliance support services implementation and reporting plans.

Posts

- 1 x Senior Manager: Legal Support Services (Level 13)
- 1 x Personal Assistant (Level 7)
- 2 x Legal Advisors (L11-12)
- 1 x Administrative Assistant (L 5)

CD. CORPORATE AND RESOURCES DEVELOPMENT SUPPO.

Purpose: To provide strategic corporate and resources development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal.

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
4. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
5. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
 - 5.1 Physical Resources and Development support services.
 - 5.2 Human Resources and Development support services.
 - 5.3 Organizational Resources and Development support services
 - 5.4 Marketing and Communication support services
 - 5.5 Legal Support Services
 - 5.6 Security Support Services

Post

- 1 x General Manager (L 14) 1 x Personal Assistant (L 7)

Executive Authority

KZN Sport and Recreation



PHYSICAL RESOURCES ACQUISITION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide strategic physical resources acquisition and development support services.

Functions:

1. Develop and ensure implementation of department-wide physical resources acquisition and development support services delivery strategy
2. Develop and ensure implementation of physical resources acquisition and development support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of physical resources acquisition and development support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates

- 5.1 Fleet Management and Space Optimization Support Services
- 5.2 Records and Institutional Memory development Support Services
- 5.3 Information Technology and Systems Support Services

HUMAN RESOURCES ACQUISITION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide strategic human resources acquisition and development support services.

Functions:

1. Develop and ensure implementation of department-wide human resources acquisition and development support services delivery strategy
2. Develop and ensure implementation of human resources acquisition and development support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of human resources acquisition and development support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates

- 5.1 Human Resources Operations Support Services
- 5.2 Human Resources Planning, Administration & Reporting Support Services
- 5.3 Labour Relations Support Services
- 5.4 Organization Development Support Services

MARKETING AND COMMUNICATION SUPPORT SERVICES

Purpose: To manage the provision of department-wide strategic marketing and communication support services.

Functions:

1. Develop and ensure implementation of department-wide marketing and communication support services delivery strategy
2. Develop and ensure implementation of marketing and communication support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of marketing and communication support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates
 - 5.1 External Communication Management Support Services
 - 5.2 Internal Communication Management Support Services

Posts

- 1 x Senior Manager: Marketing and Communication Support Services (L 13)
- 1 x Personal Assistant (L 7)
- 1 x Media Liaison and Publicity Officer (L 11-12)
- 1 x Web Management / Corporate Image Specialist (7-8)
- 1 x Administration Assistant (L 5)

SECURITY SUPPORT SERVICES

Purpose: To coordinate and manage the provision of security management support services across the department.

Functions:

1. Coordinate implementation of security management support services strategy across the department
2. Coordinate the development of a departmental security management support services implementation plan
3. Coordinate the development of a departmental security management support services reporting plan
4. Monitor and evaluate the efficacy and cost-effectiveness of departmental security support services implementation plan
5. Monitor and evaluate the efficacy and cost-effectiveness of departmental security support services reporting plan
6. Review security management support services implementation and reporting plans

Posts:

- 1 x Deputy Manager: Security Services Support (L11-12)
- 2 x Security and Loss Control Officer (L 7)

N N Sibhinde-Saphelile

Executive Authority

KZN Sport and Recreation

PHYSICAL RESOURCES ACQUISITION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide strategic physical resources acquisition and development support services.

Functions:

1. Develop and ensure implementation of department-wide physical resources acquisition and development support services delivery strategy
2. Develop and ensure implementation of physical resources acquisition and development support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of physical resources acquisition and development support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates
 - 5.1 Fleet Management and Space Optimization Support Services
 - 5.2 Records and Institutional Memory development Support Services
 - 5.3 Information Technology and Systems Support Services

Posts

- 1 x Senior Manager, Physical Resources Development and Support (L 13)
- 1 x Personal Assistant (L 7)

PHYSICAL RESOURCE DEVELOPMENT AND SUPPORT

Purpose: To coordinate and manage the provision of department-wide physical resources, space optimization, records and institutional memory development support services

Functions:

1. Coordinate implementation of department-wide fleet management, space optimization, records and institutional memory development support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to fleet management, space optimization, records and institutional memory development support services.
3. Coordinate implementation of reporting framework implementation plan in respect of fleet management, space optimization, records and institutional memory development support services.
4. Monitor, evaluate and report on the effectiveness and performance of fleet management, space optimization, records and institutional memory development support services.
5. Review department-wide implementation of fleet management, space optimization, records and institutional memory development support services

Posts

- 1 x Deputy Manager: Physical Resource and Space Optimisation (L 11-12)
- 1 x Senior Transport Officer (L 8)
- 2 x Transport Clerks (L 5)
- 1 x Senior Records and Institutional Memory Support Services (L 8)
- 1 x Chief Registry Clerk (L 7)
- 3 x Registry Clerks (L 5)
- 2 x Driver Messenger (L 4)
- 1 x Senior Physical Resources and Space Optimization Officer (L 9-10)
- 1 x Administration Assistant (L 5)
- 1 x Switchboard/Receptionist (L 4)

INFORMATION TECHNOLOGY AND SYSTEMS SUPPORT SERVICES

Purpose: To coordinate and manage the provision of department-wide Information technology and systems support services.

Functions:

1. Coordinate implementation of department-wide information technology and systems support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to information technology and systems support services.
3. Coordinate implementation of reporting framework implementation plan in respect of information technology and systems support services.
4. Monitor, evaluate and report on the effectiveness and performance of information technology and systems support services.
5. Review department-wide implementation of information technology and systems support services

Posts

- 1 x Deputy Manager: Information Technology and Systems (L 11-12)
- 1 x Information Technology Specialist (L 9-10)
- 1 x Information Technology Administration Services Specialist (L 9-10)
- 1 x Systems and Information Security Specialist (L 7)

N N Sibholla - Sap Ceteris

HUMAN RESOURCE OPERATIONS SUPPORT SERVICES

Purpose: To coordinate and manage the provision of department-wide human resources support services.

Functions:

1. Coordinate implementation of department-wide human resources support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to human resources support services strategy.
3. Coordinate implementation of reporting framework implementation plan in respect of human resources support services.
4. Monitor, evaluate and report on the effectiveness and performance of human resources support services.
5. Review department-wide implementation of employee learning and development support services

Posts

2 x Deputy Manager: Human Resource Operations Support Services (L 11-12)
 1 x Skills Development and Performance Management Facilitator (L 9-10)
 2 x Skills Development and Performance Management Practitioner (L 7)
 1 x Senior Health and Safety Officer (L 8)
 2 x Employee Wellness Practitioners (L 7)

HUMAN RESOURCES ACQUISITION AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of department-wide strategic human resources acquisition and development support services.

Functions:

1. Develop and ensure implementation of department-wide human resources acquisition and development support services delivery strategy
2. Develop and ensure implementation of human resources acquisition and development support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of human resources acquisition and development support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates
 - 5.1 Human Resources Operations Support Services
 - 5.2 Human Resources Planning, Administration & Reporting Support Services
 - 5.3 Labour Relations Support Services
 - 5.4 Organization Development Support Services

Posts

1 x Senior Manager: Human Resources and Development Support (L 13)
 1 x Personal Assistant (L 7)

LABOUR RELATIONS SUPPORT SERVICES

Purpose: To coordinate and manage the provision of department-wide employee relations support services.

Functions:

1. Coordinate implementation of department-wide employee-relations support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to employee-relations support services.
3. Coordinate implementation of legal compliance and strategic projects implementation plan attached to employee-relations support services
4. Coordinate implementation of reporting framework implementation plan in respect of employee-relations support services.
5. Monitor, evaluate and report on the effectiveness and performance of employee-relations support services.
6. Review department-wide implementation of employee-relations support services

Posts

1 x Deputy Manager: Labour Relations Support Services (L 11-12)
 2 x Labour Relations Practitioners (L 7)

HUMAN RESOURCES PLANNING, ADMINISTRATION AND REPORTING

Purpose: To coordinate and manage the provision of human resources planning, administration and reporting support services.

Functions:

1. Coordinate implementation of department-wide human resources planning administration and reporting support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to human resources planning, administration and reporting support services.
3. Coordinate implementation of reporting framework implementation plan in respect of human resources planning, administration and reporting support services.
4. Monitor, evaluate and report on the effectiveness and performance of human resources planning, administration and reporting support services.
5. Review department-wide implementation of human resources planning, administration and reporting support services.

Posts

1 x Deputy Manager: Human Resource Planning, Administration & Reporting (L 11-12)
 1 x Human Resources Practitioner: Administration and Reporting
 6 x Personnel Officers (L5)

NN Sibhulla - Sapleth

ORGANIZATIONAL DESIGN AND DEVELOPMENT SUPPORT SERVICES

Purpose: To manage the provision of Organizational Resources Acquisition and Development support services.

Functions:

1. Develop and ensure Implementation of department-wide of Organizational Resources Acquisition and Development support services delivery strategy.
2. Develop and ensure implementation of Organizational Resources Acquisition and Development support services risk, integrity and internal control management plan.
3. Develop and ensure Implementation of Organizational Resources Acquisition and Development support services legal compliance and strategic projects implementation plan.
4. Develop and ensure implementation of Organizational Resources Acquisition and Development support services reporting framework.

Posts

1 x Deputy Manager: Organizational Design and Development Support Services (L 11-12)
 2 x Organization Development Facilitators (L9-10)
 1 x Administrative Assistant (L5)

CD. POLICY PLANNING, STRATEGY AND INSTITUTIONAL DEVELOPMENT

Purpose: To provide policy planning, strategy and Institutional development support to the office of the HOD in its quest to transform the sport and recreation operating environment in KwaZulu-Natal

Functions:

1. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of the department's strategic intent
2. Provide strategic and leadership support to the chief directorate by identifying, developing and ensuring implementation of its risk, integrity and internal control management plan
3. Provide strategic and leadership support to the chief directorate by developing and ensuring implementation of its reporting framework
4. Oversee the provision of tactical and leadership support to the chief directorate by the following directorates:
4.1 Policy Planning, Strategy and Research Services
4.2 Monitoring, Evaluation and Knowledge Management

Posts:

- 1 x General Manager: Policy Planning, Strategy and Institutional Development (L 14)
1 x Personal Assistant (L 7)

POLICY PLANNING, STRATEGY AND RESEARCH SUPPORT SERVICES

Purpose: Manage the provision of strategic department-wide policy planning, strategy and research support services

Functions:

1. Develop and ensure implementation of department-wide policy planning, strategy and research support services delivery strategy
2. Develop and ensure implementation of policy planning, strategy and research support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of policy planning, strategy and research support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates
5.1 Policy Planning and Research Support Services
5.2 Strategy Management Support Services

Posts

- 1 x Senior Manager: Policy Planning, Strategy and Research (L 13)
1 x Personal Assistant (L 7)
2 x Policy Planners, Strategy and Research Specialist (L 11-12)
1 x Administrative Assistant (L 5)
1 x GIS Specialist (L 11-12)

MONITORING, EVALUATION, KNOWLEDGE MANAGEMENT AND TRANSFORMATION SUPPORT SERVICES

Purpose: Manage the provision of strategic department-wide monitoring, evaluation and transformation support services.

Functions:

1. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services delivery strategy
2. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates
5.1 Monitoring and Evaluation Support Services
5.2 Knowledge Management and Transformation Support Services

NW Sibholla - Raphaela

Executive Authority

KZN Sport and Recreation

MONITORING, EVALUATION, KNOWLEDGE MANAGEMENT AND TRANSFORMATION SUPPORT SERVICES

Purpose: Manage the provision of strategic department-wide monitoring, evaluation, and knowledge management and transformation support services.

Functions:

1. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services delivery strategy
2. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services' risk, integrity and internal control management plan
3. Develop and ensure implementation of department-wide monitoring, evaluation and transformation support services' reporting framework
4. Manage and oversee the provision of tactical and leadership support to the following sub-directorates:
5.1 Monitoring and Evaluation Support Services
5.2 Knowledge Management and Transformation Support Services

Posts

- 1 x Senior Manager: Monitoring, Evaluation and Transformation Support Services (L 13)
1 x Personal Assistant (L 7)

PERFORMANCE MONITORING AND EVALUATION

Purpose: To coordinate and manage department-wide performance monitoring and evaluation support services.

Functions:

1. Coordinate implementation of department-wide monitoring and evaluation support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to monitoring and evaluation support services.
3. Coordinate implementation of reporting framework implementation plan in respect of monitoring and evaluation support services.
4. Monitor, evaluate and report on the effectiveness and performance of monitoring and evaluation support services.
5. Review department-wide implementation of monitoring and evaluation support services

Posts

- 1 x Deputy Manager: Performance Monitoring and Evaluation (L 11-12)
2 x Assistant Manager: Performance Monitoring and Evaluation Analyst (L 9-10)

KNOWLEDGE MANAGEMENT AND TRANSFORMATION

Purpose: To coordinate and manage department-wide knowledge management and transformation support services.

Functions:

1. Coordinate implementation of department-wide knowledge management and transformation support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to knowledge management and transformation support services.
3. Coordinate implementation of reporting framework implementation plan in respect of knowledge management and transformation support services.
4. Monitor, evaluate and report on the effectiveness and performance of knowledge management and transformation support services.
5. Review department-wide implementation of knowledge management and transformation support services.

Posts

- 1 x Deputy Manager: Knowledge Management and Transformation (L 11-12)
2 x Senior Institutional Transformation and Development Practitioner (L 8)

NW Sibundle - Saphetha

11 X DISTRICT CENTRES OF DELIVERY

Purpose: To coordinate the implementation of district-wide sport and recreation promotion and development programmes.

Functions:

1. Coordinate implementation of district-wide sport and recreation promotion and development support services delivery strategy
2. Coordinate implementation of risk, integrity and internal control implementation plan attached to sport and recreation promotion and development support services.
3. Coordinate implementation of legal compliance and strategic projects implementation plan attached to sport and recreation promotion and development support services
4. Coordinate implementation of reporting framework implementation plan in respect of sport and recreation promotion and development support services.
5. Monitor, evaluate and report on the effectiveness and performance of sport and recreation promotion and development support services.
6. Review department-wide implementation of sport and recreation promotion and development support services

Posts

11 x Deputy Manager: District Operations (L 11-12)
 11 x Assistant Managers: Sport Promotion and Development (L 9-10)
 11 x Assistant Manager: Recreation Promotion and Development (L 9-10)
 22 x Administration Assistant (L 5)
 11 x Administration Assistant: Community Mass Participation (L 5)
 3 x Club development Administrator: Community Mass Participation (L 5)
 3 x Academies Finance Administrator: Club Development (L 4)
 2 x Sport Federation Finance Administrator: Club Development (L 4)

SPORT PROMOTION AND DEVELOPEMENT

Purpose: To facilitate implementation of district-wide sport promotion and development programmes.

Functions:

1. Facilitate implementation of district-wide sport and recreation promotion and development programmes delivery strategy.
2. Facilitate implementation of risk, integrity and internal control implementation plan attached to sport and recreation promotion and development programmes.
3. Facilitate implementation of legal compliance and strategic projects implementation plan attached to sport and recreation promotion and development programmes.
4. Facilitate implementation of reporting framework implementation plan in respect of sport and recreation promotion and development programmes.
5. Monitor, evaluate and report on the effectiveness and performance of district sport promotion and development programmes.
6. Review district-wide implementation of sport promotion and development programmes.

Posts

66 x Sport Promotion and Development Coordinators (L 7-8)
 11 x Sport Focus School Coordinator: School Sport (L 3)

RECREATION PROMOTION AND DEVELOPEMENT

Purpose: To facilitate implementation of district-wide recreation promotion and development programmes.

Functions:

1. Facilitate implementation of district-wide recreation promotion and development programmes delivery strategy.
2. Facilitate implementation of risk, integrity and internal control implementation plan attached to recreation promotion and development programmes.
3. Facilitate implementation of legal compliance and strategic projects implementation plan attached to recreation promotion and development programmes.
4. Facilitate implementation of reporting framework implementation plan in respect of and recreation promotion and development programmes.
5. Monitor, evaluate and report on the effectiveness and performance of recreation promotion and development
6. Review district-wide implementation of recreation promotion and development programmes.

Posts

66 x Recreation Promotion and Development Coordinator (L 7-8)
 9 x Code Specific Coordinator: School Sport (L 3)

NW S. G. M. - Sep 2014

**(2)Umdwebo okhombisa umumo woMnyango Wezemidlalo kanye
Nezokungcebeleka KwaZulu-Natali**

Umumo woMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali

Inhloko ngokwesikhundla sezepolitiki yoMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali NGUNGQONGQOSHE bese kuthi iNhloko yezokuphathwa kwehhovisi (Isikhulu Esinesibopho Sokubika) kube YINHLOKO YOMNYANGO.

**B. Imininingwane yokuxhumana yesikhulu esibhekele ulwazi kanye
namasekela aso [Isigaba 14 (1) (b)]**

ISIKHULU ESIBHEKELE ULWAZI	IKHELI
UNkz R Naidoo INhloko yoMnyango	Private Bag X9141 PIETERMARITZBURG 3200 Ucingo: +27 33 8979400 Ifeksi: +27 33 3424982 noma(033) 3424986 I-imeyili: rohini.aidoo@kzndsr.gov.za
ISEKELA LESIKHULU ESIBHEKELE ULWAZI	IKHELI
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**C. Umhlahlandlela ngokweSigaba 10 wokuthi ungawusebenzisa kanjani
uMthetho[Isigaba se-14(1)(c)]**

Umhlahlandlela ngokweSigaba 10 wokuthi ungawusebenzisa kanjani uMthetho ngokwesigaba se-14(1)(c) utholakala kwi-SAHRC. Sicela uthumele yonke imibuzo kuleli kheli:

The South African Human Rights Commission: PAIA Unit
The Research and Documentation Department
Private Bag 2700
HOUGHTON
2041

Ucingo: (011) 484 8300
Ifeksi: (011) 4840582
I-website: www.sahrc.org.za
I-imeyili: paia@sahrc.org.za

D. Imininingwane yokulekelela ekufinyeleleni kumarekhodi agcinwe yiHhovisi loMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali [Isigaba 14(1)(d)]

(1) Amarekhodi okungafakwa isicelo sawo [Isigaba se-14(1)(d)]

Incazelo yemikhakha kanye nezigaba zamarekhodi ihhovisi loMnyango Wezemidlalo kanye Nezokungcebeleka eliwagcinile kukhonjiswe lapha ngezansi-

UMKHAKHA	IZIGABA ZAMAREKHODI
Ukwenganyelwa Kwezobulungiswa	<ul style="list-style-type: none"> - Uhlelo Lezokulawulwa Kwenkohlakalo Kanye Nobungozi; - Umbiko Wokuhlolwa Kobungozi; - Isu Lokulwa Nenkohlakalo Nokukhwabanisa.
Ukulawulwa Kokusatshaliswa Kwempahla	<ul style="list-style-type: none"> - UHlelo Lonyaka loKwenziwa Komsebenzi; - Uhlaka Lwesabelomali Semali Engenayo Nechithekile Sesikhathi Esimaphakathi; - Umbiko Wonyaka; - Inkulamo Yesabelomali; - Irejista yohlu lwezimpahla; - Izabelo zohlelo ngalunye; - Izitatimende zezimali; kanye - Nemibiko kaMcwaningi mabhuku Jikelele. - Uhlu Oluqokelelwe Lwemininingwane Yabahlinzeki-Msebenzi
Imisebenzi Yezokuphathwa Kwehhovisi kanye neMisebenzi Yezokwelekelela	<ul style="list-style-type: none"> - Inqubomgomo Yezokuthutha - Inqubomgomo Yezingcingo Zokuxhumana
UPhiko Lezokuphathwa Kwezasebenzi	<ul style="list-style-type: none"> - Izinqubomgomo Zezokuphathwa Kwabasebenzi; - Izinqubomgomo Zokuthuthukiswa Kwabasebenzi; - Amarekhodi Abasebenzi; kanye - namaRekhodi Okulawulwa Kokwenziwa Komsebenzi
Ubudlelwane Nabasebenzi	<ul style="list-style-type: none"> - Amarekhodi Okuqondiswa Kwezigwegwe; - Izivumelwano Zezobudlelwano Nabasebenzi; - Amaminithi Emihlangano Nezinyunyana.
Ukulawulwa kuka-Persal	<ul style="list-style-type: none"> - Imininingwane ka-Persal
Uchwepheshe Bezolwazi	<ul style="list-style-type: none"> - Inqubomgomo Kanye Nesu Lobuchwepheshe Bezolwazi Lwezokuxhumana (ICT); - Izivumelwano Zezamazibizini Ezobuchwepheshe Bezolwazi Lwezokuxhumana Kuzwelonke;
Imisebenzi Yezomthetho	<ul style="list-style-type: none"> - Imibono Yezezomthetho; - Izinkontileka; - Izindaba Zokuthethwa Kwamacala;
Ukulawulwa Kwezemidlalo	<ul style="list-style-type: none"> - Inqubomgomo yokudluliselwa kwezimali - Isivumelwano sokudluliselwa kwezimali - Imibiko mayelana nezinhlelo zokuthuthukiswa kwamakhono

	<ul style="list-style-type: none"> - Imininingwane mayelana nabaqeqeshi abaqeqeshiwe - Imininingwane mayelana nenani labantu ababambe iqhaza emicimbini yezemidlalo - Inani lezinkundla zezemidlalo ezakhiwe - Inani lezinhlango ezixhaswe ngokuba zinikezwe izimali
Ukuhlola kanye Nokuqapha	<ul style="list-style-type: none"> - Imibiko Emayelana Nomasipala - Imininingwane Mayelana Nezifunda - Imininingwane Yokusebenza Komnyango - Imininingwane Yokulethwa Kwezidingo Eziseqhulwini Ezikhungweni Ezikhethiwe - Ukuqinisekiswa Kwemibiko Yamakota Yokwenziwa Komsebenzi - Uhlu oluqokelelwe Lwemininingwane Yezinhlango

(2) Indlela yokufaka isicelo

Umfakisisicelo angakwazi ukufinyelela kulawo marekhodi eseMnyangweni Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali uma ofaka isicelo ehambelana nalokhu okudingekayo okulandelayo –

- (a) umfakisisicelo kufanele ahambelane nazo zonke izinqubo ezidingekayo kulo Mthetho eziqondene nomfakisisicelo nokuba akwazi ukufinyelela kulawo marekhodi; futhi
- (b) ukutholakala kwalawo marekhodi kuhambisana nokudingwa nguMthetho.

(3) Uhlobo lwesicelo

- (a) Umfakisisicelo kumele asebenzise ifomu eliprintwe kwiGazethi *Kahulumeni* [Isaziso sikahulumeni u-R 187-15 sikaNhlolanjawezi-2002] (**IFomu A**);
- (b) Umfakisisicelo kumele futhi abalule uma kungukuthi udinga ikhophi yerekhodi kumbe ufuna imvume yokufika azolibuka. Ngakokunye, uma irekhodi lingewona umqulu lingabe selibukwa ngokwendlela elidingeka ngayo, uma kunokwenzeka [isigaba 29(2)];
- (c) Uma umfakisisicelo ecela ukuthola irekhodi ngenye indlela ethile, uyobe-ke eselithola ngendlela ayicelile. Lokhu kuyoyekwenziwa uma kungukuthi angeke kuthikameza ukusebenza komnyango, noma kulimaze irekhodi, kumbe kwephule ilungelo lokushicilela okungelona elikahulumeni. Uma kunezinye izizathu ezibambekayo ezingadala ukuthi irekhodi linganikezwa ngendlela elidingeka ngayo

kodwa libe ngenye indlela, kuyomele imali ekhokhwayo ibalwe ngokwaleyo ndlela umfakisicelo akade elicele ngayo kuqala [*isigaba 29(3)no (4)*];

(d)Ukwengeza kwimpendulo ebhaliwe emaqondana nesicelo sokuthola irekhodi, uma umfakisicelo efisa ukwaziswa ngesinqumo ngenye indlela, isib.ngokuthi aziswe ngocingo, lokhu kufanele akubalule [*isigaba 18(2)(e)*];

(e)Uma umfakisicelo ecela imininingwane egameni lomunye umuntu, kumele abalule isikhundla sakhe esimgunyaza ukuba acele lelo rekhodi egameni lomunye umuntu [*isigaba 18(2)(f)*]; futhi

(f) Uma umfakisicelo engakwazi ukufunda noma ukubhala, kumbe enokukhubazeka, lapho-ke ofake isicelo angafaka isicelo sokulithola ngomlomo. ISikhulu Esibhekele Ulwazi siyobe sesigcwalisa ifomu egameni lomfakisicelo bese simnikeza ikhophi yalelo fomu [*isigaba 18(3)*].

(4)Kunezigaba ezimbili zemali okumele ukuba ikhokhwe ngokuhambisana noMthetho, okuyimali yokufaka isicelo kanye nemali yokuthola irekhodi [*isigaba 22*]

(a)Umfakisicelo ofuna ukuthola irekhodi elinemininingwane eqondene naye uqobo, akayikhokhi imali yokufaka isicelo. Bonke abanye abafaka izicelo ezingaqondene nabo ngqo kumele bayikhokhe imali edingekayo yokufaka isicelo:

(b)Isikhulu esibhekele ulwazi kumele simazise umfakisicelo (okungeyena ozicelela ulwazi oluqondene naye uqobo), mayelana nemali okudingeka ukuba ayikhokhe (uma idingeka) ngaphambi kokuba kuqhutshekwe kucutshungulwe isicelo.

(c)Imali yokufaka isicela ngama-R35. Ezinye izigaba zezimali zikhonjiswe kwindima H elapha ngezansi. Umfakisicelo angafaka isikhalo sangaphakathi, uma kunesidingo, noma abhalele inkantolo afake isikhalo sokuphikisana nemali yokufaka isicelo ekhokhwayo.

(d) Emva kokuba isikhulu esibhekele ulwazi sesithathe isinqumo maqondana nesicelo, kumele sazise umfakisicelo ngaleso sinqumo ngokusebenzisa indlela umfakisicelo acele ukwaziswa ngayo.

(e)Uma isicelo samukelwa kuyobe sekufanele kukhishwe enye imali yokukwazi ukufinyelela ekungeyokuthi irekhodi licingwe, lihlelwe, likhiqizwe kabusha, futhi liposwe, futhi uma kunokwenzeka neyokukhokhela ukusebenza kuze kweqe amahora abekiwe ngesikhathi licingwa kanye nokulihlela ukuze likhishwe

(5) Ukutholakala kwaleli Bhukwana njengoba kubekiwe esigabeni 14(3) somthetho

(a) Ikhophi yaleli Bhukwana itholakala –

(i) kwi-webhusayithi yoMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali; ethi- www.kzndsr.gov.za

(ii) ngokuthumelela isicelo sokuthola ikhophi kwisikhulu esibhekele ulwazi ngokuba uthumele i-emeyili, ngokuposa noma ngefeksi;

(iii) ngokuzifikela mathupha emahhovisi ku–

135 Pietermaritz Street

PIETERMARITZBURG

3201;

(2)(a) Ayikho imali oyikhiphayo uma ubuka ikhophi yaleli Bhukwana

kuwebhusayithi noma emahhovisi oMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali.

(b) UMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali unelungelo lokufuna imali yamakhophi aleli Bhukwana elinganayo naleyo ekhokhiswayo uma ufake isicelo sokufinyelela kwi-rekhodi. Izimali ezifanele ezikhokhwayo zibhalwe kwindima H yaleli Bhukwana.

E. Imikhakha yamarekhodi oMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali atholakala ngaphandle kokuthi umuntu afake isicelo sokufinyelela kuwo ngokwalo Mthetho [isigaba 15]

UMKHAKHA	INDLELA YOKUFINYELELA KWIREKHODI
1. LAWA NGAVULELEKE UKUBA AHLOLWE NJE NGOKWESIGABA 15(1)(a)(i)	
1.1 Inkulumbo Yesabelomali;	Lawa rekhodi ungakwazi ukuwahlola eHhovisi leSekela Lesikhulu esibhekele ulwazi kuleli kheli elilandelayo – uMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali 135 Pietermaritz street PIETERMARITZBURG Ucingo: +27 33 897 9400
1.2 Uhlelo Lwamasu Okusebenza Lomnyango;	
1.3 Uhlelo Lokwenziwa Komsebenzi Lonyaka ;	
1.4 Umbiko Wokuqasha Ngokulingana;	
1.5 Umumo Womnyango Ogunyaziwe;	
1.6 Isu Lokulwa Nokukhwabanisa Nenkohlakalo;	

<p>1.7 Izinkulumo zikaNgqongqoshe; 1.8 Amasekhula ezikhala zomsebenzi ezikhangisiwe;kanye 1.9. Namaphephabhuku, amaphephandaba kanye namaphephandaba angaphakathi</p>	<p>Ifeksi: +27 33 342 4982 I-imeyili: sans.naidoo@kzndsr.gov.za</p>
<p>2. LAWANGAVULELEKE UKUBA ATHENGWE NGOKWESIGABA 15(a)(ii)</p>	
<p>2.1 Imiqulu yokubhida</p>	<p>Imiqulu yokubhida ungayithenga ehhovisi loMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali: 135 Pietermaritz street PIETERMARITZBURG noma 83/93 JAN SMUTS HIGHWAY MAYVILLE Ophikweni Lezokulawulwa ukusatshalaliswa Kwempahla (SCM).</p>
<p>3. LAWANGAVULELEKE UKUBA KWENZIWA AMAKHOPHI NGOKWESIGABA 15(a)(ii)</p>	
<p>3.1 Inkulumo Yesabelomali; 3.2 Uhlelo Lwamasu Okusebenza Lomnyango; 3.3 Uhlelo Lokwenziwa Komsebenzi Lonyaka ; 3.4 Umbiko Wokuqasha Ngokulingana; 3.5 Isakhiwo Somnyango Esigunyaziwe; 3.6 Isu Lokulwa Nokukhwabanisa Nenkohlakalo; 3.7 Izinkulumo Zikangqongqoshe; 3.8 Amasekhula ezikhalo zomsebenzi ezikhangisiwe; kanye 3.9. Namaphephabhuku, amaphephandaba kanye namaphephandaba angaphakathi</p>	<p>Lawa marekhodi ungawathola ukuze wenze amakhophi eHhovisi leSekela Lesikhulu esibhekele ulwazi kuleli kheli elilandelayo – uMnyango Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali 135 Pietermaritz street PIETERMARITZBURG Ucingo: +27 33 897 9400 Ifeksi: +27 33 342 4982 I-imeyili: sans.naidoo@kzndsr.gov.za</p>

F. Ukulungiselelwa kokubamba iqhaza komphakathi ekwakhiweni kwenqubomgomo njengoba kuningwe nguMthetho [isigaba 14(1)(g)]

(1)Amalungu omphakathi angaba nomthelela ngandlela thize ekwakhiweni kwenqubomgomo ngokuba –

- (a) abambe iqhaza ezimbizweni
- (a) abambe iqhaza okhethweni lwesifundazwe;

- (b) axhumane nalabo ababakhethile ukuba babamele;
- (c) athamele imihlangano yeSishayamthetho Sesifundazwe KwaZulu-Natali; nokuthi
- (e) abezindaba bakwazi ukufinyelela kwiSishayamthetho Sesifundazwe KwaZulu-Natali nakumakomidi aso.

G. Indlela zokulekelela uma izimiselo zalo Mthetho kungahanjelwana nazo [isigaba se-14(1)(h)]

Lapho umfakisicelo engenelisekile ngesinqumo esithathwe yisikhulu esibhekele ulwazi/ isekela laso eMnyangweni Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali, angafaka isikhalo kuNgqongqoshe Wezemidlalo kanye Nezokungcebeleka KwaZulu-Natali.

H. Izimali ezikhokhwayo njengoba zinqunyiwe ngaphansi kweNgxenywe 11 yeSaziso se-187 seGazethi Kahulumeni yamhla ziiyi-15 kuNhlolanja wezi-2002

- (1) Imali ekhokhelwa ikhophi yaleli bhukwana njengoba kuningwe kuMthethonqubo 5(c) ngama-R0, 60 ngekhophi ngayinye yekhasi elingu-A4 ubukhulu noma ingxenywe yalo.

- (2) Imali ekhokhelwa ukuba likhiqizwe kabusha okukhulunywe ngako kuMthethonqubo 7(1) ibekwe ngalendlela elandelayo—

INCAZELO	INANI R
Ikhophi ngayinye eyikhasi elingu-A4 kumbe ingxenywe yayo	- 0.60
Ikhophi ngayinye eprintiwe eyikhasi elingu-A4 kumbe ingxenywe egcinwe kwikhompyutha kumbe ngendlela yokuthi ifundwe emshinini	- 0.40
Ikhophi engendlela yokuthi ifundeke kwikhompyutha:	
(i) kwi- stiffy disc	
(ii) kwi- compact disc	- 05.00 - 40.00
(i) Ikhophi yezithombe ezibukwayo eziqoshwe ekhasini elingu-A4 kumbe ingxenywe yayo	- 22.00
(ii) Ikhophi enezithombe ezibukwayo	- 60.00

(i) ikhophiyerekhodi lomsindo eliqoshwe ekhasini elingu-A4 kumbe ingxenye yayo	- 12.00
(ii) Ikhophi yerekhodi lomsindo	- 17.00

(3) Imali yesicelo ekhokhwa yibo bonke abafaka izicelo, ngale kwalowo ozifakela esakhe isicelo okukhulunywe ngaye kuMthethonqubo 7(2) ngama- R35-00.

(4)Imali yokufinyelela kumarekhodi ekhokhwa ngofaka isicelo okukhulunywe ngako kuMthethonqubo 7(3) imi kanje: –

INCAZELO	INANI R
Ikhophi ngayinye eyikhasi elingu-A4 kumbe ingxenye yayo	- 0.60
Ikhophi ngayinye eprintiwe eyikhasi elingu-A4 kumbe ingxenye yayo egcinwe kwikhompyutha kumbe ngendlela yokuthi ifundwe emshinini	- 0.40
Ikhophi engendlela yokuthi ifundeke kwikhompyutha: (i) kwi- stiffy disc (ii) kwi- compact disc	- 05.00 - 40.00
(i) Ikhophi yezithombe ezibukwayo eziqoshwe ekhasini elingu-A4 kumbe ingxenye yayo (ii) Ikhophi enezithombe ezibukwayo	- 22.00 - 60.00
(i) Ikhophi yerekhodi lomsindo eliqoshwe ekhasini elingu-A4 kumbe ingxenye yayo (ii) Ikhophi yerekhodi lomsindo	- 12.00 - 17.00
Ukucinga kanye nokulungiselela ukuvezwa kwerekhodi, yi- R15, 00 ihora ngalinye kumbe ingxenye yehora, lingabalwa ihora lokuqala, eliyisikhathi esilingene ukucinga kanye nokwenza amalungiselelo	

(5) Ngokwezinhloso zesigaba 22(2) soMthetho, kusetshenziswa lokhu okulandelayo:

(a) amahora ayisithupha njengamahora angeqiwa ngaphambi

kokuba kukhokhwe idiphozithi kanye

- (b) nengxenywe yokukodwa kokuthathu yenkokhelo yokufinyelela kumarekhodi ekhokhwa njengediphozithi yilowo ofaka isicelo.

(6) Imali yokuposa iyakhokhwa uma ikhophi yerekhodi kumele iposelwe ofaka isicelo.

I. Amafomu okumele asetshenziswe ukuze ukwazi ukuthola amarekhodi

Amafomu

**ISITHASISELO B SESAZISO 187 SEGAZETHI *KAHULUMENI* YAMHLA ZIYI-15
KUNHLOLANJA WEZI-2002.**

Sicela ubheke **Ifomu A** ekhasini elilandelayo.

- **Ifomu A**—ISICELO SOKUFINYELELA KWIREKHODI (elisekhasini le-12)
uMthethonqubo 2
- **Ifomu B** - ISAZISO SESIKHALO SANGAPHAKATHI (elisekhasini lama- 19)
uMthethonqubo 8

IFOMU A
ISICELO SOKUFINYELELA KWIREKHODI

ISigaba 18 (1) soMthetho Wokukhuthaza Ukufinyelela Olwazini, wezi-2000 (uMthetho uNo.2
wezi -2000)

[UMthethonqubo -2]

ISICELO SOKUFINYELELA KWIREKHODI

OKOMNYANGO KUPHELA

Inombolo yenkomba:.....

Isicelo samukelwe ngu: -

Igama:.....

Isikhundla:.....

Usuku:.....

Indawo:.....

Imali yesicelo (uma ikhona): R

Idiphozithi (uma ikhona): R

Imali yokuthola irekhodi: R

.....
**ISIGNESHA YESIKHULU ESIBHEKELE ULWAZI/ ISEKELA LESIKHULU ESIBHEKELE
ULWAZI**

A. IMINININGWANE YOHLAKA LUKAHULUMENI

ISIKHULU ESIBHEKELE ULWAZI	IKHELI
UNkz R Naidoo INhloko Yomnyango	Ikheli Lendawo: 135 Pietermaritz Street Pietermaritzburg Ikheli Leposi Private Bag X9141 PIETERMARITZBURG 3200 Ucingo: +27 33 8979400 Ifeksi: +27 33 3424982 or (033) 3424986 I-imeyili: rohini.aidoo@kzndsr.gov.za
ISEKELA LESIKHULU ESIBHEKELE ULWAZI	IKHELI
UNk Sandra Naidoo ISekela Likamqondisi: woPhiko Lwezemisebenzi Yezezomthetho	Ikheli Lendawo 135 Pietermaritz Street Pietermaritzburg Ikheli Leposi Private Bag X9141 PIETERMARITZBURG 3200 Ucingo: +27 33 8979400 Ifeksi: +27 33 3424982 or (033) 3424986 I-imeyili: sans.aidoo@kzndsr.gov.za

B. IMINININGWANE YOMUNTU OFAKE ISICELO SOKUFINYELELA KWIREKHODI

IFOMU LOKUFAKA ISICELO SOKUFINYELELA KWIREKHODI

ISIBONGO:

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AMAGAMA APHELELE:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INOMBOLO KAMAZISI:

--	--	--	--	--	--	--	--	--	--	--	--	--

IKHELI LEPOSI:.....

.....

.....

.....

C. IMINININGWANE YOMUNTU ISICELO ESIFAKWA EGAMENI LAKHE

Le ngxenye kumele igcwaliswe uma isicelo solwazi senziwa egameni lomunye umuntu kuphela.

AMAGAMA APHELELE:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INOMBOLO KAMAZISI

--	--	--	--	--	--	--	--	--	--	--	--	--

D. IMINININGWANE YEREKHODI

(a) Hlinzeka ngemininingwane egcwele yerekhodi elidingekayo, kubandakanya nenombolo yenkomba uma uyazi, ukuze kube lula ukutholakala kwerekhodi.

*(b) Uma indawo ehlinzekiwe ingenele, qhubeka kwelinye ikhasi eliseceleni bese ulinamathisela efomini. **Ofaka isicelo kumele asayine wonke amakhazi angeziwe.***

INCAZELO

YEREKHODI:.....

.....

.....

INOMBOLO YENKOMBA:.....(Uma ikhona)

EMINYE IMINININGWANE

YEREKHODI:.....

.....

E. IMALIEKHOKHWAYO

*(a) Isicelo sokufinyelela kwirekhodi, ngale kwerekhodi elinolwazi oluqondene nawe qobo, siyokwenziwa kuphela uma sekukhokhwe **imali yokufaka isicelo.***

(b) Uzokwaziswa ngenani le mali okudingeka ukuba ikhokhwe njengemali yokufaka isicelo.

*(c) **Imali ekhokhelwa ukufinyelela kwirekhodi** incike endleleni okufiswa ukuba litholakale ngayo irekhodi kanye nesikhathi esifanele esidingeka ukucinga kanye nokulilungisa irekhodi.*

(d) Uma ufanelekile ukuba ukhululwe ekukhokheni imali ethile, sicela uveze izizathu zalokho.

Isizathu sokukhululwa ekukhokheni imali ekhokhwayo:

F. Indlela yokufinyelela kwirekhodi:

Uma ungakwazi ukufunda, ukubona noma ukulalela irekhodi ngenxa yokukhubazeka, ngokwendlela yokufinyelela ehlinzekwe lapha ngezansi ku-1 no-4, chaza indlela okhubazeke ngayo bese uveza ukuthi iyiphi indlela olidinga ngayo irekhodi.

Ukukhubazeka:		Indlela irekhodi elidingeka ngayo:	
<p>Faka uphawu "X" esikhaleni esifanele</p> <p>QAPHELA:</p> <p>(a) Ukuveza kwakho indlela olidinga ngayo irekhodi kuncike ekutheni irekhodi litholakala ngayiphi indlela.</p> <p>(b) Ezimweni ezithile kungenqatshelwa ukuthola irekhodi ngendlela osuke ucele ngayo. Ezimweni ezinjalo uzokwaziswa uma ungakwazi ukulitholakala ngenye indlela.</p> <p>(c) Imali ekhokhwayo yokuthola irekhodi, uma ikhona, izonqunywa ngokubheka indlela okucelwe ngayo ukuthola irekhodi.</p>			
1. Uma irekhodi libhaliwe noma liprintiwe-			
	Ikhophi yerekhodi*		Ukuhlolwa kwerekhodi
2. Uma irekhodi linezithombe ezibukwayo-			
(Lokhu kubandakanya izithombe, ama-slide, izithombe zama-video, izithombe ezenziwe ngekhompuyutha, izithombe ezidwetshiwe, njll.)			
	Ukubukwa kwezithombe		Ukuqoshwa kwezithombe*
3. Uma irekhodi linamagama aqoshiwe kumbe ulwazi olungaphinde lwenziwe umsindo-			

	ukulalela umsindo womculo (ikhasethi elilalelwayo)		Ukubhalwa phansi komsindo womculo* (umbhalo obhaliwe noma oprintiwe)
--	---	--	---

4. Uma irekhodi ligcinwe kwikhompuyutha kumbe ngendlela efundeka emshinini-

	Ikhophi eprintiwe yerekhodi*		Ikhophi eprintiwe yolwazi olususelwe kwirekhodi*		Ikhophi yohlobo olufundeka kwikhompuyutha* (stiffy or compact disc)
--	------------------------------	--	--	--	--

*Uma ucele ikhophi noma umbhalo werekhodi oqoshiwe (ngenhla), ngabe ufisa ukuthunyelelwa ngeposi?

Kukhokhwa imali yokuposa.

YEBO

CHA

Qaphela ukuthi uma irekhodi lingatholakali ngolimi olukhethile, uyolinikezwa ngolimi elitholakala ngalo.

Ungathanda ukulithola ngaluphi ulimi irekhodi?

.....

G. Isaziso ngesinqumo mayelana nesicelo sokuthola irekhodi

Uzokwaziswa ngokubhalwe phansi ukuthi isicelo sakho sivunyiwe noma sichithiwe. Uma ufuna ukuthi waziswe ngenye indlela, uyacelwa ukuba usho leyo Ndlela bese uhlinzeka ngemininingwane efanele ukuphumelelisa isicelo sakho.

Ungathanda ukwaziswa kanjani ngesinqumo mayelana nesicelo sakho sokuthola irekhodi?

Kusayinwe mhlaku.....

**ISIGINESHA YOFAKA ISICELO/
UMUNTU OKUFAKWA ISICELO EGAMENI LAKHE**

IFOMU B
ISAZISO SESIKHALO SANGAPHAKATHI

Isigaba sama- 75 soMthetho Wokukhuthaza Ukufinyelela Olwazini, wezi -2000 (uMthetho uNo.2
wezi -2000)

[UMthethonqubo 8]

**BHALA INOMBOLO YAKHO
YENKOMBA:**

A. Imininingwane yohlaka lukahulumeni

ISikhulu Esibhekele Ulwazi/ ISekela Lesikhulu Esibhekele Ulwazi:

**B. Imininingwane yofaka isicelo/ uhlangothi lwesithathu olufaka
isikhalo**

- (a) Imininingwane yomuntu ofaka isikhalo sangaphakathi kumele irekhodwe ngezansi.
- (b) Ubufakazi besikhundla somuntu ofaka isicelo, uma kufanele, kumele bunanyathiselwe.
- (c) Uma kungukuthi ofaka isikhalo wuhlangothi lwesithathu futhi akusiyena lo muntu obefake isicelo solwazi ekuqaleni, imininingwane yofaka isicelo kumele inikezelwe ku- C ngezansi.

Amagama aphelele kanye nesibongo:

Inombolo kamazisi:

Ikheli leposi:

Inombolo yefeksi:

Inombolo yocingo:

Ikheli le-emeyili:

ISikhundla somuntu ofake isikhalo uma kungukuthi isikhalo senziwa egameni lomunye umuntu:

C. Imininingwane yofaka isicelo

Le ngxenye igcwaliswa KUPHELA uma uhlangothi lwesithathu (ngale kofaka isicelo) kuyilo olufaka isikhalo sangaphakathi.

Amagama aphelele kanye nesibongo:

Inombolo kamazisi:

D. Isinqumo okuyisona esifakelwa isikhalo sangaphakathi

<i>Khombisa lesi sinqumo okuyisona esifakelwa isikhalo sangaphakathi ngokufaka uphawu X esikhaleni esifanele:</i>	
	Ukwenqatshwa kwesicelo sokufinyelela.
	Isinqumo mayelana nemali ekhokhwayo ebekiwe ngokwesigaba 22 soMthetho.
	Isinqumo mayelana nokwelulwa kwesikhathi okumele kusetshenzwe ngaso isicelo ngokwesigaba 26(1) soMthetho.
	Isinqumo ngokwesigaba 29(3) soMthetho sokwenqatshelwa ukufinyelela olwazini ngendlela esicelwe ngayo ngofake isicelo.
	Isinqumo sokuvumela isicelo sokufinyelela

E. Izizathu zokufaka isikhalo

Uma isikhala esihlinzekiwe singanele, uyacelwa ukuba uqhubekele ekhasini eliseceleni bese ulinamathelisa kwifomu. Kumele usayine wonke amakhasi engeziwe.

Veza izizathu ezidale ukuba kufakwe isikhalo sangaphakathi:

Veza nolunye ulwazi olungaba wusizo ekucutshungulweni kwesikhalo sakho:

F. Isaziso ngesinqumo Sesikhalo

Uzokwaziswa ngokubhalwe phansi ngesinqumo mayelena nesikhalo sakho sangaphakathi. Uma ufisa ukwaziswa ngenye indlela, sicela ubalule leyo ndlela bese usihlinzeka ngemininingwane efanele ukuze sihambisane nesicelo sakho.

Balula indlela ofuna ukwaziswa ngayo:

Imininingwane Yendlela ofuna ukwaziswa ngayo:

Isayinwe e _____ mhla _____ ku _____ wezi-201

ISIGNESHA YOFAKA ISIKHALO _____

OKOMNYANGO KUPHELA:

IREKHODI ELISEMTHETHWENI LESIKHALO SANGAPHAKATHI:

Isikhalo samukelwemhla (usuku) ngu

(balula Isikhundla, igama kanye nesibongo sesikhulu esibhekele ulwazi/isekela lesikhulu esibhekele ulwazi).

Isikhalo sihambisana nezizathu zesinqumo seSikhulu Esibhekele Ulwazi/ iSekela Lesikhulu Esibhekele Ulwazi kanye nalapho kufanele khona, imininingwane yohlangothi lwesithathu eliqondene naye irekhodi, kuthunyelwe yiSikhulu Esibhekele Ulwazi/ iSekela Lesikhulu Esibhekele Ulwazi mhla (usuku) kwisiphathimandla esifanele.

UMPHUMELA WESIKHALO:

ISINQUMO SESIKHULU ESIBHEKELE ULWAZI/ ISEKELA LESIKHULU ESIBHEKELE ULWAZI
SIQINISEKISIWE/SIGUQULIWE KWAQHANYUKWA NESISHA

ISINQUMO ESISHA:

USUKU

ISIPHAHIMANDLA ESIFANELE:

SAMUKELWE YISIKHULU ESIBHEKELE ULWAZI/ ISEKELA LESIKHULU ESIBHEKELE ULWAZI
ESIPHATHIMANDLENI ESIFANELE (usuku)