



UMHLAHLANDLELA WE- PAIA

Lo Mhlahlandlela ulungiselelwe
ngokwesigaba 14 Somthetho wesi-2 wezi-
2000 Wokutholakala koLwazi (njengoba
uchibiyelwe)

USUKU LOKUHLANGANISWA: 01.11.2023
USUKU LOUBUYEKEZWA: 01.10.2024

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1. UHLU LWEZIFINGQO NEZIFINYEZO

- | | | |
|------|----------------|---|
| 1.1 | “CO” | UMxazululi Omkhulu |
| 1.2 | “CSOS” | Izinsizakalo Zezinhlelo Zomphakathi eZihlinzekwa Umxazululi |
| 1.3 | “UMnyango” | UMnyango weZokuhlaliswa Komphakathi |
| 1.4 | “DIO” | Iphini lesikhulu Solwazi; |
| 1.5 | “IO” | Sikhulu Solwazi; |
| 1.6 | “Ungqongqoshe” | Ungqongqoshe Wezobulungiswa Nezokuhlunyelelisa Kwezimilo; |
| 1.7 | 1.7 “PAIA” | UMthetho Wokutholakala koLwazi wesi-2 wezi-2000 (njengoba Uchibiyelwe); |
| 1.8 | “PFMA” | UMthetho wezokuphathwa kwezimali zomphakathi njengoba Uchibiyelwe; |
| 1.9 | “POPIA” | UMthetho Wokuvikelwa koLwazi loMuntu Siqu wesi-4 wezi 2013; |
| 1.10 | “Umlawuli” | Umlawuli Wolwazi |

2. Inhloso yoMhlahlandlela we-PAIA

LoMhlahlandlela usiza umphakathi ukuba

- 2.1 ukubhela uhlobo lwamarekhodi okungenzeka atholakala kwiCSOS ngaphandle kwesidingo sokufaka isicelo sePAIA;

- 2.2 Ukuthola ulwazi lokuthi sifakwa kanjani isicelo sokuthola irekhodi kwiCSOS;
- 2.3 Ukuthola yonke imininingwane yezokuxhumana yomuntu ozosiza umphakathi ngamarekhodi abafisa ukuwathola
- 2.4 ukwazi ngezixazululo ezikhona kwiCSOS eziphathelene nezicelo zokutholakala kwamarekhodi, ngaphambi kokudlulisela izikhalazo kumlawuli noma izinkantolo;
- 2.5 incazelo ngezinsizakalo zeCSOS ezitholakalayo kumalungu omphakathi kanye nencazelo zokuthi ufinyelela kanjani kulezo zinsinza;
- 2.6 incazelo ngesiqondiso esichaza ngokusebenzisa i-PAIA nokuthi ungayifinyelela kanjani, njengoba ithuthukiswa umlawuli;
- 2.7 uma umkhandlu uzocubungula ulwazi lomuntu siqu, inhloso yokucubungula ulwazi lomuntu siqu, kanye nezincazelo ngezihloko zolwazi kanye neminingwane yolwazi, noma izingaba zolwazi ezihlobene;
- 2.8 ukwazi ukuthi iCSOS ihle ukuthumela noma ukucubungula ulwazi lomuntu siqu ngaphandle kweNingizimu Afrika kanye nabazothola lolulwazi noma izigaba zabazothola lolu lwazi lomuntu siqu olunganikezwa; nokwazi
- 2.9 ukuthi iCSOS inezokuphepha ezifanele ekuqinisekiseni ubufihlo, ubuqotho kanye nokutholakala kolwazi lomuntu siqu olucubungulwayo.

3. Ukusungulwa kwe-CSOS

ICSOS ingulawuli kazwelonke osungulwe ngokomthetho wesi-9 wezi-2011 ("Umthetho") Wezinsizakalo Zezinhlalo Zomphakathi ezihlinzekwa Umxazululi womphakathi. Onalezi

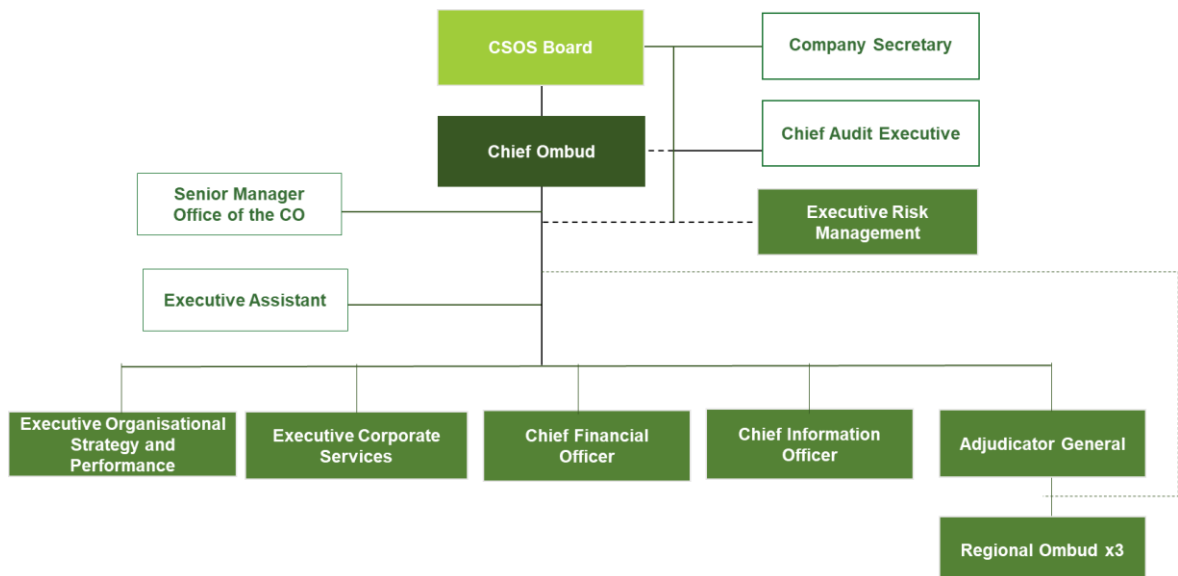
3.1. Inhloso/Igunya loku:

- Ukuhlinzeka ngenye indlela yokuxazulula izingxabano;
- Ukulawula, ukuqapha nokuqinisekisa wonke amaphepha ezinhlelo zikuphatha zomphakathi;

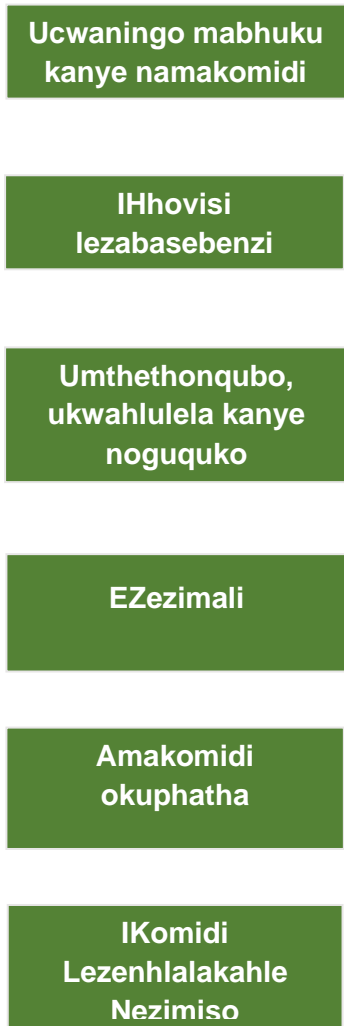
- Ukuhlizeka ngokuqeqeshwa kwabaxhumanisa abahluleli kanye nezinye izisebenzi zeCSOS; futhi
- Singabalondolazi futhi sinikeze ukufinyelela komphakathi (ngobuchwepeshei noma ngezinye izindlela) kumaphepha ezinhlelo zokuphatha
- Ukugqugquzela ukuphatha okuhle kwezinhlelo zomphakathi;
- Ukuhlinzeka ngemfundo, ulwazi, imibhalo kanye nezinye izinkonzo ezingase zidingeke ukuze kuqwashiswe abanikazi, abahlali, amakomidi aphezulu kanye nabanye abantu noma izinhlaka ezinamalungelo nezibopho ezinhlelweni zomphakathi, mayelana nalawo malungelo nezibopho;
- ukubhekana nanomayiziphi izindaba ezingadingekayo ukuze kufezekwe izinjongo zalo Mthetho we-CSOS.

4. UMUMO WE-CSOS KANYE NEMISEBENZI YAYO

4.1. Umumo



4.2. Amakomiti



4.3. Imisebenzi

Imisebenzi ye-CSOS ibhalwe ngaphansi kwesigaba sesi-4 somthetho we-CSOS futhi ufundeka kanje;

Izinsiza kumelwe

- (1)(a) ukuthuthukisa nokuhlinzeka ngezixazululo ngezinsizakalo ngokwalomthetho;
- (b) ukuhlinzeka uqeqesho kubaxhumanisa, abahluleli kanye nabasebenzi

beCSOS;

- (c) ukulawula, ukuqapha nokuqinisekisa ikhwalithi yetayilela eliyingxenyeye yesakhiwo imibhalo yokubusa kanye neminye imibhalo yohlelo yokuphatha uhlelo enganqunywa uNgqongqoshe ngesaziso sikahulumeni; futhi
- (d) ibambe, igcine futhi ahlinzekwe emphakathini ngobuchwepeshe noma ngezinye izindlela zemibhalo yokuphatha kwetayitela eliyingxenyeye kanye neminye imibhalo yokuphatha uhlelo enganqunywa uNgqongqoshe ngesaziso sikahulumeni.

(2) Kwenzeni komsebenzi wayo, izinsizakalo

- (a) kumele ikhuthaze ukuphathwa kahle kwezinhlelo zomphakathi.
- (b) kumele ihlinzeke ngemfundo, ulwazi, imibhalo kanye nalezo zinkonzo kungadingeka ukuthi kuqwashiswe abanikazi, abahlali, abaphathi amakomiti kanye nabanye abantu noma izinhlaka ezinamalungelo nezibopho

ezinhlelweni zomphakathi, mayelana nalawo malungelo nezibopho;

- (c) kumele iqaphe ukubusa kohlelo lomphakathi; futhi
- (d) ngokuvamile, lingabhekana nanoma yiziphi izindaba ezidingekayo ukuze kufezeke izinhloso zalo Mthetho.

(3) UPhiko lusebenza ngeBhodi.

5. Iminingwane ebalulekile ukuze uthole ulwazi olwengeziwe nge-CSOS

5.1. Isikhulu Solwazi.

Igama	Thembelihle Mbatha
Ucingo	(+27 10) 593 0533
Iposinyazi	Thembelihle.Mbatha@csos.org.za

5.2. Iphini lisikhulu esiphezulu:

Igama Mpho Mogashu
Ucingo (+27 10) 593 0533
Iposinyazi mpho.mogashu@csos.org.za

5.3 Ukufinyelela olwazini oxhumana nabo abajwayelekile

Iposinyazi mpho.mogashu@csos.org.za

5.4 **Ihhovisi likeZwelonke / Inhloko hhovisi**

Ikheli leposi: Berkley Office Park, 8 Bauhinia St, Highveld Techno Park,
Centurion, 0169

Ikheli Lendawo Berkley Office Park, 8 Bauhinia St, Highveld Techno Park,
Centurion, 0169

Ucingo: 010 593 0533 / 080 000 0653

Iposinyazi info@csos.org.za

Isizindalwazi <https://csos.org.za/>

6. Incazelo yakho ngazo zonke izixazululo uma kukhona ukwahluleka komthetho noma ukungezi ngokomthetho kwe CSOS

6.1. IZIXAZULULO ZANGAPHAKATHI

I-CSOS ayinazo izinqubo zangaphakathi zesikhalazo. Ngakho-ke, isinqumo esenziwe iSikhulu Esibhekele Ulwazi singujuqu, futhi abafake izicelo kuyodingeka basebenzise lezo zixazululo zangaphandle ezitholakalayo uma isicelo Solwazi senqatshwa, futhi umfakisicelo akagculisekile ngempendulo ayinikezwe yiSikhulu Solwazi.

6.2. IZIXAZULULO ZANGAPHANDLE

Umfakisicelo ongagculisekile ngokwenqaba kweSikhulu Solwazi ukudalula imininingwane, ezinsukwini ezingama-30 zokwaziswa ngesinqumo, angafaka isicelo eNkantolo ukuze athole usizo. Ngokufanayo, umuntu wesithathu ongagculisekile

ngesinqumo seSikhulu Sezolwazi sokunikeza isicelo Solwazi, zingakapheli izinsuku ezingama-30 zokwaziswa ngesinqumo, afake isicelo eNkantolo ukuze athole usizo. Ngezinhlalo zoMthetho, iziNkantolo ezinegunya phezu kwalezi zicelo yiNkantolo Yomthethosisekelo, iNkantolo Ephakeme, noma enye inkantolo enesimo esifanayo.

7. Isiqondiso esichaza ngokusebenzisa i-PAIA nokuthi ungafinyelela kanjani kumhlahlandlela

7.1. Umlawuli, ngokwesigaba 10(1) se-PAIA, ubuyekeze futhi wenza ukuba kutholakale Umhlahlandlela obuyekeziwe nokuthi usetshenziswa kanjani umhlahlandlela we-PAIA (“Umhlahlandlela”), ngendlela eqondakala kalula, njengoba kungase kudingwe umuntu ifisa ukusebenzisa noma yiliphi ilungelo elihlongozwe kwi-PAIA kanye ne-POPIA.

7.2. Umhlahlandlela utholakala ngolimi ngalunye olusemthethweni.

7.3. Umhlahlandlela oshiwo ngenhla uqukethe incazelo ya-

7.3.1. izinjongo ze-PAIA kanye ne-POPIA;

7.3.2. ikheli leposi nelomgwaqo, inombolo yocingo neyefeksi futhi, uma likhona, ikheli le-imeyili (iposinyazi) lesi-

7.3.2.1. Isikhulu Esihlinzeka Ngolwazi sawo wonke amagatsha kahulumeni, kanye

7.3.2.2. iPhini leSikhulu Solwazi lawo wonke amagatsha kahulumeni nezizimele aqokwe ngokwesigaba 17(1) se-PAIA kanye nesigaba 56 se-POPIA;¹²

7.3.3. indlela kanye nequbo yokufaka isicelo-

¹ Isigaba 17(1) se-PAIA- Ngezinhlalo ze-PAIA, inhlangotho ngayinye kahulumeni kufanele, kuncike emthethweni olawula ukuqashwa kwabasebenzi benhlangotho yomphakathi ethintekayo, iqoke lelo nani labantu njengamaphini ezikhulu zolwazi njengoba kudingeka ukuze kuhlinzekwe inhlangotho yomphakathi. ifinyeleleke ngokusemandleni kwabafake izicelo zamarekhodi ayo.

² Isigaba 56(a) se-POPIA- Igatsha ngalinye likahulumeni nelizimele kufanele lenze izinhlinzeka, ngendlela ebekwe esigabeni 17 soMthetho Wokukhuthaza Ukutholakala Kolwazi, ngezinguquko ezidingekayo, ekuqokweni kwalelo nani labantu, uma bekhona., njengamasekela ezikhulu zolwazi njengoba kudingekile ukwenza imisebenzi nezibopho njengoba kubekwe esigabeni 55(1) se-POPIA.

- 7.3.3.1. ukufinyelela kwirekhodi legunya lomphakathi elihlongozwe esigabeni 11; futhi³
- 7.3.3.2. ukufinyelela kurekhodi legunya elizimele elihlongozwe esigabeni 50;⁴
- 7.3.4. Usizo olutholakala kuSikhulu Solwazi senhlangano yomphakathi ngokwe-PAIA kanye ne-POPIA;
- 7.3.5. Usizo olutholakala kuMlawuli ngokwe-PAIA kanye ne-POPIA;
- 7.3.6. zonke izixazululo ezikhona emthethweni mayelana nesenzo noma ukwehluleka ukwenza okuthile maqondana nelungelo noma umsebenzi onikezwe noma obekwe yi-PAIA kanye ne-POPIA, kuhlenganisa nendlela yokufaka-
 - 7.3.6.1. isikhalazo sangaphakathi;
 - 7.3.6.2. isikhalazo kuMlawuli; futhi
 - 7.3.6.3. efake isicelo enkantolo esiphikisana nesinqumo sesikhulu Solwazi segunya lomphakathi, isinqumo sokudlulisa icala kwangaphakathi noma isinqumo soMlawuli noma isinqumo senhloko yegunya elizimele;
- 7.3.7. izinhlinzeko zesigaba se-14 kanye nesama-51 ezidinga uhlaka lukahulumeni kanye negunya elizimele, ngokulandelana, ukuba zenze umhlahlandlela, kanye nendlela yokutholaa nokufinyelela kumhlahlandlela;⁵⁶

³ Isigaba 11(1) se-PAIA- Umfakisisicelo kufanele anikezwe ukufinyelela kurekhodi lenhlangano yomphakathi uma lowo mfakisisicelo ethobela zonke izidingo zenqubo ku-PAIA eziphathelene nesicelo sokufinyelela kulelo rekhodi; futhi ukufinyelela kulelo rekhodi akwenqatshiwe ngokwanoma yisiphi isizathu sokwenqaba esihlongozwe eSahlukweni sesi-4 sale Ngxenyane.

⁴ Isigaba 50(1) se-PAIA- Umfakisisicelo kufanele anikezwe ukufinyelela kunoma yiliphi irekhodi legunya elizimele uma-

- a) lelo rekhodi liyadingeka ukuze kusetshenziswe noma kuvikelwe noma yimaphi amalungelo;
- b) lowo muntu uthobela izidingo zenqubo ku-PAIA eziphathelene nesicelo sokufinyelela kulelo rekhodi; futhi
- c) ukufinyelela kulelo rekhodi akwenqatshiwe ngokwanoma yisiphi isizathu sokwenqaba esihlongozwe eSahlukweni sesi-4 sale Ngxenyane.

⁵ Isigaba 14(1) se-PAIA- Isikhulu Solwazi segunya lomphakathi kufanele, okungenani ngezilimi ezintathu ezisemthethweni, senze kutholakale umhlahlandlela oqukethe ulwazi olusohlwini lwesigaba sesi-4 ngenhla.

⁶ Isigaba 51(1) se-PAIA- Inhloko yegunya elizimele kufanele yenze kutholakale umhlahlandlela oqukethe incazelo yolwazi olusohlwini yesigaba sesi-4 ngenhla.

- 7.3.8. izinhlinzeko zezigaba se-15 kanye nesama-52 ezihlinzekela ukudalulwa ngokuzithandela kwezigaba zamarekhodi yinhlangano yomphakathi kanye negunya elizimele, ngokulandelana;⁷⁸
- 7.3.9. izaziso ezikhishwe ngokwezigaba sama-22 nama-54 mayelana nezimali okufanele zikhokhwe maqondana nezicelo zokufinyelela; futhi⁹¹⁰
- 7.3.10. imithethonqubo eyenziwe ngokwesigaba sama-92.¹¹
- 7.4. Amalungu omphakathi angahlola noma enze amakhophi oMhlahlandlela emahhovisi ezinhlangano zikahulumeni noma ezizimele, kuhlanguanisa nehhovisi loMlawuli, ngezikhathi zokusebenza ezijwayelekile.
- 7.5. Umhlahlandlela ungatholwa-
- 7.5.1. ngesicelo kuSikhulu Esibhekele Ulwazi noma inhloko yegunya elizimele, kusetshenziswa iFomu 1 elitholakala ku- <https://info regulator.org.za/paia-forms/>;
- 7.5.2. ngesicelo, kuMlawuli Wezolwazi, ngokuthumela iFomu 1 (isicelo sekhophi yoMhlahlandlela) ku- PAIACompliance@infoRegulator.org.za; futhi
- 7.5.3. kusuka kusizindalwazi soMlawuli (<https://info regulator.org.za/paia-guidelines/>).

⁷ Isigaba 15(1) se-PAIA- Isikhulu Solwazi segunya lomphakathi, kufanele senze kutholakale ngendlela enqunyiwe incazelo yezinhlobo zamarekhodi enhlangano yomphakathi atholakala ngokuzenzekelayo ngaphandle kokuthi umuntu afake isicelo sokuthola.

⁸ Isigaba 52(1) se-PAIA- Inhloko yegunya elizimele, ngokuzithandela, ingenza kutholakale ngendlela enqunyiwe incazelo yezinhlobo zamarekhodi egunya elizimele atholakala ngokuzenzekelayo ngaphandle kokuthi umuntu acele ukufinyelela.

⁹ Isigaba sama-22(1) se-PAIA- Isikhulu Solwazi segunya lomphakathi okwenziwa kuso isicelo sokufinyelela, kufanele ngesaziso sifune ukuthi umfakisisicelo akhokhe imali yesicelo enqunyiwe (uma ikhona), ngaphambi kokuthi kuqhutshekwe nokucubungula isicelo.

¹⁰ Isigaba sama-54(1) se-PAIA- Inhloko yegunya elizimele okwenziwa kuyo isicelo sokufinyelela kufanele ngesaziso ifune ukuthi ofake isicelo akhokhe imali enqunyiwe yesicelo (uma ikhona), ngaphambi kokuthi kuqhutshekwe nokusetshenzwa kwesicelo.

¹¹ Isigaba 92(1) se-PAIA sihlizeka ngokuthi –“uNgqongqoshe angenza, ngesaziso sikahulumeni, enze imithethonqubo ephathelene-

- (a) noma yiluphi udaba oludingwa noma oluvunyelwe yilo Mthetho ukuba lunqunywe;
- (b) noma yiluphi udaba oluphathelene nezimali ezikhokhwayo ezihlongozwe esigabeni sama-22 no-54;
- (c) noma yisiphi isaziso esidingwa yilo Mthetho;
- (d) imibandela efanayo okufanele isetshenziswe yisikhulu Solwazi segunya lomphakathi lapho sinquma ukuthi yiziphi izigaba zamarekhodi okufanele zenziwe zitholakale ngokwesigaba se-15; futhi
- (e) noma yiluphi udaba lokuphatha noma lwenqubo oludingekayo ukuze kusebenze izinhlinzeko zalo Mthetho.”

8. INCAZELO YEZIHLOKO NGOKWENDLELA INHLANGANO EZIGCINILE NGAYO AMAREKHODI NEZINGABA ZAMAREKHODI AGCINWE YI-CSOS

Izihloko umgwamanda ophethe amarekhodi azophinde	Izigaba zamarekhodi apethwe esihlokweni ngasinye
Amarekhodi Abasebenzi	<ul style="list-style-type: none"> • Amarekhodi omuntu siqu ahlinzekwa ngabasebenzi ngenjongo yokuthobela ubudlelwano bokuqashwa phakathi kwe-CSOS nabasebenzi • Amarekhodi anikezwe umuntu wesithathu maqondana nabasebenzi • Izimo zokusebenza nezinye ezifanayo ulwazi oluhlobene nabasebenzi • Ukuhlola kwangaphakathi namanye amarekhodi angaphakathi • Izincwadi eziphathelene nabasebenzi • Amashejuli okuqeqesha, impahla kanye nemibiko
Amarekhodi eNkantolo ye-CSOS	<ul style="list-style-type: none"> • Amarekhodi ahlinzekwe ngabamangaleli maqondana namacala omphakathi noma obugebengu phambi kwenkantolo yomthetho
Amarekhodi Ahlobene Nezikhalazo Zomthetho we-CSOS	<ul style="list-style-type: none"> • Amarekhodi ahlinzekwe ngummangali noma umuntu wesithathu ngenhloso yokuphenya kanye nokukhipha izikhalo ngokoMthetho we-CSOS. • Amarekhodi aphaathelene nezikhalazo nabamangali
Amarekhodi e-CSOS	<ul style="list-style-type: none"> • Amarekhodi eZezimali • Amarekhodi okusebenza • Imininingo egciniwe • Ukwaziswa kwesimanje • Ukuxhumana kwangaphakathi • Amarekhodi omthetho • Izinqubomgomo nezinqubo zangaphakathi • Amarekhodi ahlobene nomgcinimafa • Amarekhodi apethwe yizikhulu ze-CSOS
Amarekhodi Okuthengwa Kwempahla	<ul style="list-style-type: none"> • Amarekhodi ezinkampani zangaphandle ngenjongo yokusungula nokuphatha ubudlelwano bokuthengwa kwempahla phakathi kwe-CSOS nabahlinzeki besevisi benkampani yangaphandle. • Amarejista Empahla • Izivumelwano nabahlinzeki besevisi • Amaminithi eKomidi lamaThenda

9. ISAZISO SAKAMUVA MAYELANA NEZINGABA ZAMAREKHODI AZOTHOLAKALA NGAPHANDLE KOKUBA UMUNTU AFAKE ISICELEO SOKUFINYELELA.

Izaziso ngokwe-PAIA:

Okwamanje, asikho isaziso esishicilelwe yisikhulu Solwazi ngezigaba zolwazi olutholakalayo ngaphandle kokuthi umuntu acele ukufinyelela ngokwe-PAIA. Nokho, amarekhodi athile/ulwazi lutholakala mahhala kusizindalwazi sethu (www.csos.org.za) Ulwazi oludalulwa ngokuzenzakalelayo luhlanganisa:

UHLOBO	INCAZELO
Okushicilelwe	<ul style="list-style-type: none"> • Izinhlelo zamasu • Iziqondiso zokusebenza • Izaziso • amaphephandaba • ukubuyekeza • amapheshana • Amavidiyo • Izethulo • Imiyalo Yokwahlulela • Umthethonqubo • Izithombe • Amathenda
Imibiko	<ul style="list-style-type: none"> • Imibiko yonyaka • Izitatimende Zezimali Zonyaka

10. IZINKONZO EZITHOLAKALA KUMALUNGU OMPHAKATHI NGENDLELA EZENZAKALELAY NOKUTHI UNGAFINYELELA KANJANI LEZO ZINKONZO

I-CSOS ithola amandla nemisebenzi yayo kuMthetho we-CSOS futhi izinsiza ezihlinzekwa esidlangalaleni zingatholakala kusizindalwazi (www.csos.org.za) okubandakanya kodwa kungacini nje ngokuthi:

- (a) ukuthuthukisa nokuhlinzeka ngezixazululo ngezinsizakalo ngokwalomthetho;
- (b) ukuhlinzeka uqeqesho kubaxhumanisa, abahluleli kanye nabasebenzi beCSOS;
- (c) ukulawula, ukuqapha nokuqinisekisa ikhwalithi yetayilela eliyingxenywe yesakhiwo imibhalo yokubusa kanye neminye imibhalo yokuphatha izikimu njengoba kunganqunywa uNgqongqoshe ngesaziso sikhulumeni; futhi
- (d) ibambe, igcine futhi inikeze ukufinyelela komphakathi ngezobuchwepheshe noma ngenye indlela kusho ukubhala imibhalo yokuphatha uhlelo lwetayitela yesigaba nokunye imibhalo yokuphatha uhlelo njengoba inganqunywa uNgqongqoshe ngokuthi ngesaziso sikhulumeni

11. UKUBANDAKAYWA KOMPHEKATHI EKWAKHIWENI KWENQUBOMGOMO NOMA EKUSETSHENZWENI KWAMANDLA NOMA UKWENZA IMISEBENZI YE-CSOS.

Umphekathi uzobamba iqhaza ngokuvulelekile ekwaxhiweni koMthetho ochitshiyelwe, futhi uMnyango uzocela umphekathi ukuthi uphawule uma lo Mthetho osalungiswa usutholakala kalula. Umphekathi uzokwazi ukufinyelela okufanayo ku-<https://www.gov.za/documents/public-comment>.

12. UKUCUTSHUNGULWA KOLWAZI LOMUNTU SIQU

12.1 INHLOSO YOKUCUBUNGULA

12.1.1. NgokoMthetho Wokuvikelwa Kolwazi Lomuntu Siqu, wezi-2013, i-CSOS idingeka ukuthi icacise ukuthi icubungula kanjani futhi luphi ulwazi lomuntu siqu. Imininingwane yalokhu iyatholakala kusizindalwazi se-CSOS (<https://csos.org.za/legislation/>) ngaphansi Kwenqubomgomo Yesizindalwazi se-POPIA

12.2 INCAZELO YEZIGABA ZEZHLOKO ZEMININGWANE KANYE NOLWAZI NOMA IZIGABA ZOLWAZI OLUHLOBENE NAKHO

Izigaba zeminingwane	Iminingwane yomuntu siqu engacubungulwa
Abantu abaphilayo	Amagama nesibongo; iminingwane yokuxhumana (izinombolo zokuxhumana), inombolo yefeksi, ikheli le-imeyili); Ikheli lendawo yokuhlala, leposi noma lebhizinisi; Inombolo kamazisi, izincwadi eziyimfihlo, amarekhodi ezezimali,
Abantu Abasemthethweni	Amagama abantu okuxhanyanwa nabo; Igama lebhizinisi elisemthethweni; ikheli lendawo kanye neleposi; iminingwane yokuxhumana (izinombolo zokuxhumana), inombolo yefeksi, ikheli le-imeyili); inombolo yokubhalisa; ulwazi lwezezimali,

Izigaba zeminingwane	Iminingwane yomuntu siqu engacubungulwa
	Iwezohwebo, lwesayensi noma lobuchwepheshe, izimfihlo zohwebo, imibhalo yamathenda
Abasebenzi	Ubulili, ukukhulelwa; isimo sakho somshado; Iminyaka uhlanga, ulimi, ulwazi lwezemfundo (iziqu); ulwazi lwezezimali; Umlando Wokusebenza; inombolo kamazisi; ikheli lendawo kanye neleposi; iminingwane yokuxhumana(izinombolo zokuxhumana), inombolo yefeksi, ikheli le-imeyili); ukuziphatha kobugebengu; inhlalakahle nezihlobo zabo (amalungu omndeni) uhlanga, ukwelashwa, ubulili, ubuzwe, uhlanga noma inhlalo, ukukhetha ubulili, ubudala, impilo yomzimba noma yengqondo, inhlalakahle, ukukhubazeka, inkolo, unembeza, inkolelo, isiko, ulimi , ulwazi lwamagabelo eminwe yomuntu

12.3 ABAMUKELI NOMA IZIGABA ZABAMUKELI ULWAZI LOMUNTU SIQU OLUNGANIKEZWA KUBO

Izigaba zolwazi lomuntu siqu	Abamukeli noma Izigaba Zabamukeli
Inombolo kamazisi kanye namagama ukubheka irekhodi lobugebengu	Umbutho Wezamazinyisa waseNingizimu Afrika
Iminingwane yomuntu siqu edingekayo	UMnyango weZokuhlaliswa Komphakathi
Iziqu zemfundo, nokuqinisekiswa kwazo	Isiphathimandla seZiqu saseNingizimu Afrika
Umlando wesikweletu nokukhokha, ukuze uthole ulwazi lwezikweleti	Izikhungo Zezikweletu

12.4 UKUHLELWA KOKUGELEZA KOLWAZI LOMUNTU SIQU EMAZWENI NGAMAZWE

I-CSOS ayihleli ukudlulisa ulwazi lomuntu siqu emingceleni ngaphandle kweNingizimu Afrika (-SA), kodwa ingenza kanjalo ukuze ivikele noma igcine ikhophi yeminigwanr, noma ngezizathu zobuchwepheshe. Indlela yodlulisela ulwazi ngekhompuytha (cloud computing) esho ukuthi iminingwanr ethile ingase idluliselwe emingceleni. Lapho ingaphansi kolawulo lwe-CSOS, izodlulisela kuphela iminingane kwamanye amazwe anemithetho yobumfihlo neyokuvikela iminingwane efana neyethu.

12.5 INCAZELO EJWAYELEKILE YEZINYATHELO ZOKUVIKELEKA KOLWAZI OKUFANELE ZISETSHENZISWE YINHLANGANO EBOPHEZELEKILE UKUZE KUQINISEKISWE UBUMFIHLO, UBUQOTHO KANYE NOKUTHOLAKALA KOLWAZI.

12.5.1. I-CSOS izibophezele ekuqinisekiseni ukuthi ulwazi lwakho lomuntu siqu luvikelekile. Ukuze sigweme ukufinyelela okungagunyaziwe noma ukudalulwa kolwazi olunjalo, senze izinqubo ezifanele ezibonakalayo, zobuchwepheshe nezokuphatha ukuze silondoloze futhi sivikele ulwazi esiluoqayo.

12.5.2. Sivikela imininigwane yethu ngokugcina izinyathelo ezifanele zokuvikela ulwazi lomuntu siqu ekulahlekeni noma ekusetshenzisweni kabi nokufinyelela okungagunyaziwe, ukudalulwa, ukuguqulwa, nokucekelwa phansi. Siphinde sithathe izinyathelo ezifanele zokugcina ulwazi lomuntu siqu lunembile, lwamanje, luphelele, futhi lunokwethenjelwa ekusetshenzisweni kwalo okuhlosiwe.

13. UKUTHOLAKALA KOMHLAHLANDLELA

13.1 Lo mhlahlandlela utholakala ngezilimi ezintathu ezilandelayo ezisemthethweni:

13.1.1 IsiNgisi;

13.1.2 isiZulu

13.1.3 Sesotho

13.2 Ikhophi yalo Mhlahlandlela noma inguqulo yalo ebuyekeziwe, iyatholakala futhi ngale ndlela elandelayo-

13.2.1 ku (www.csos.org.za) naku noma iyiphi inhlangotho yomphakathi

13.2.2 ehhovisi elikhulu legunya lomphakathi ukuze lihlolwe ngumphakathi ngamahora ajwayelekile okusebenza;

13.2.3 kunoma yimuphi umuntu ngesicelo nangemva kokukhokhwa kwemali enqunyiwe efanele; futhi

13.2.4 ku-Information Regulator uma ucela.

13.3 Imali yekhophi yoMhlahlandlela, njengoba kuhlangozwe kusithasiselo B seMithethonqubo, iyokhokhwa ngekhophi ngayinye ewusayizi ongu-A4 eyenziwe.

14. UKUBUYEKEZWA KOMHLAHLANDLELA

I-CSOS, uma kunesidingo, izobuyekeza futhi ishicilele lo Mhlahlandlela minyaka yonke.

Ikhishwe ngu:

Kedibone Phetla

Ibamba likaMxazululi Omkhulu