IZINQUBO ZOKUBHEKANA NEZICELO EZITHOLAKALE NGENXA YOMTHETHO WOKUGQUGQUZELA UKUFINYELELWA KULWAZI, NGENQUBAMGOMO EYAPHASISWA NGONYAKA-KA 2000. (PAIA)

1. Isingeniso

UMthetho Wokugqugquzela Ukufinyelelwa Kolwazi wangonyaka-ka 2000 (PAIA) umthetho oqhamuka kumhlahlandlela wesigaba 32 soMthethosisekelo waseNingizimu Afrika. UMthetho uvumela ukuba umphakathi noma izakhamuzi zikwazi ukufinyelela kumarekhodi asezandleni zombuso noma izinhlangano ezizimele. Njengenhlangano sinikezwa umyalelo kumbe amandla yilo Mthetho ukuba silandele izimfuno zakhona. Ngokusho koMthetho, i-CEO, (Isikhulu Esiphezulu) Isikhulu Esibhekelele Ulwazi (CIO), kanti futhi sijube umsebenzi wokungamela izibopho ezimayelana noMthetho kulowo oyiPhini Lesikhulu Esibhekelele Ulwazi.

2. Inhloso

Inhloso yale dokhumenti kumbe iphepha-bhuku ukuhlinzeka izinqubo mayelana nokunganyelwa nokuphathwa kwezicelo ezitholwa ngenxa YoMthetho Wokugqugquzelwa Kokufinyelelwa Kolwazi, kubandakanya nokuhlanganiswa kanye nokulethwa koMbiko wesiGaba 32 se-SAHRC.

3. Izincazelo

AMAGAMA	**IZINCAZELO**
Isikhulu Esibhekelele Ulwazi	Isikhulu Solwazi Esiyinhloko se-SAHRC Isikhulu Esibhekelele Ulwazi njengoba sichaziwe uMthetho. Isikhulu Esibhekelele Ulwazi singadlulisela amandla noma umsebenzi esiwunikeziwe noma ophezu kwaso ngokwalo Mthetho kuPhini Lesikhulu Esibhekelele Ulwazi se-HSRC. Konke ukudluliselwa kwamandla: ▪ kufanele kubhalwe phansi; ▪ akuvimbi umuntu odlulisa amandla ukuba angasebenzisi amandla akhe noma ukwenza umsebenzi wakhe; futhi ▪ noma nini lawo mandla angahoxiswa noma achitshiyelwe ngokubhala okwenziwa yilowo muntu.
Iphini kumbe Isekela Lesikhulu Esibhekelele Ulwazi	Isikhulu Esiyinhloko Esibhekelele Ulwazi se-HSRC singaqoka umuntu (abantu) njenge(njengama)Phini Esikhulu Esibhekelele Ulwazi ngokwesidingo ukuze Umkhandlu Wokucwaninga Wezesayensi Yabantu ufinyeleleke ngokusemandleni kubafakizicelo bamarekhodi. Isikhulu Esiphezulu Esibhekelele Ulwazi sesiKhungo Socwaningo Ngabantu sijube Umqondisi: Uphiko Lomtapowolwazi Nolwazi njengePhini Lesikhulu Esibhekelele Ulwazi se-HSRC.
Irekhodi noma Ulwazi	Ngokusho koMkhandlu Wocwaningo Lwesayensi Yabantu (HSRC), irekhodi lichaza noma yiluphi ulwazi oluqoshiwe: ▪ kungakhathalekile indlela noma uhlobo; ▪ olusezandleni noma ngaphansi kokulawula kwenhlangano yomphakathi; kanye ▪ nokuthi ingabe lasungulwa yileyo nhlangano yomphakathi. ▪ kungakhathalekile ukuthi lasungulwa nini

	irekhodi
Ikhomishini Yamalungelo Abantu	Ichaza Ikhomishini Yamalungelo Abantu YaseNingizimu Afrika okubhekiswe kuyo kusigaba 181(1) (b) soMthethosisekelo;
Umfakisicelo	Yinoma yimuphi umuntu ofaka isicelo sokufinyelela irekhodi noma ulwazi kuMkhandlu Wocwaningo Lwezesayensi Yabantu.
Umfakisicelo Ozifakelayo	Umuntu ocela ukufinyelela irekhodi elikhuluma ngemininingwane yakhe.
I-PAIA	UMthetho wokuGqugquzelwa kokuFinyelela uLwazi ongunombolo 2 wezi-2000
Izinsuku zomsebenzi	Zichaza noma yiziphi izinsuku ngaphandle kwemiGqibelo, amaSonto noma amaholide omphakathi, njengoba kuchaziwe kusigaba 1 soMthetho Wamaholide Omphakathi (uMthetho ongunombolo 36 we-1994)
Isikhalo	Isikhalo yinqubo yokucela ushintsho ngokusemthethweni esinqumweni esenziwe ngokusemthethweni.

4. Uhlaka Olulawulayo

Le manuwali yokwenziwa kwezinqubo yenziwe ngaphansi kohlaka lwezimfuno ezilandelayo:

- UMthethosisekelo, 1996 (Isigaba 32)
- UMthetho wokuGqugquzelwa kokuFinyelela uLwazi ongunombolo 2 wezi-2000

5. Izinqubo zokubhekana nezicelo ezamukelwe nge-PAIA

1. Zonke izicelo ze-PAIA zamukelwa yihhovisi Lesikhulu Esiphezulu Esibhekelele Ulwazi.

2. Uma kufika isicelo, umfakisicelo uzohlinzekwa ngamadokhumenti lapho eselungile kumbe esetholakala. Uma kungenjalo umfakisicelo kufanele ahambisane nezimfuno zezinqubo (Unombolo 5 kumanuwali ye-HSRC PAIA);

3. Umfakisicelo kufanele agcwalise u-Form A (Isicelo sokufinyelela irekhodi lenhlangano yomphakathi) alilethe ngesandla, ifeksi noma i-imeyli.

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Pretoria, 0001

Imeyli ibhekiswe lapha: researchoutputs@hsrc.ac.za

Ifomu eligcwalisiwe kufanele lihlinzeke ngemininingwane yerekhodi eliceliwe. Ulwazi olulandelayo kufanele luhlinzekwe ngumfakisicelo ngaso sonke isikhathi:

- Yisho igama nemininingwane yokwazisa umfakisicelo
- Yisho indlela edingekayo yokufinyelela irekhodi noma ulwazi
- Cacisa ikheli lokuposa noma inombolo yefeksi yaseNingizimu Afrika noma ikheli le-imeyli
- Yisho ilungelo umfakisicelo lowo afuna ukulithola noma ukulivikela bese unikeza incazelo yokuthi kungani irekhodi lidingeka

- Yisho indlela yokuphendula umfakisicelo, ngaphandle kwempendulo ebhaliwe, yena ayikhethayo, kanye nemininingwane yakhona
- Nikeza ubufakazi besikhundla afaka isicelo ngaphansi kwaso, uma ecela irekhodi esikhundleni somunye umuntu.
- Uma umfakisicelo engenasiqiniseko sendawo elikuyo irekhodi alicelayo, angathinta Umqondisi: Obhekelele Ulwazi noma Irekhodi ozosiza ekuhlonzweni kwerekhodi lelo.

4. Uma esenelisekile ngemininingwane ehlinzekiwe, qopha kumbe bhala lesicelo kuRejista yakwa-PAIA Yezicelo – bhala okulandelayo: usuku, umfakisicelo, amarekhodi aceliwe, indawo akuyo amarekhodi aceliwe, usuku okwalethwa ngalo imemo kumqondisi, usuku amarekhodi athunyelwa ngalo kumfakisicelo.

5. Uma i-Form A lingananyekiwe noma lingagcwalisiwe ngokugcwele, uyacelwa wazise umfakisicelo ngokumbhalela mayelana nemininingwane esasilele bese uthumelela i-Form A kumfakisicelo.

6. Uma isicelo samarekhodi sikwenye inhlangano yomphakathi, isikhulu esibhekelele ulwazi singadlulisela isicelo esikhulwini esibhekelele ulwazi noma enye inhlangano yomphakathi (isiGaba 20 - se-PAIA)

7. Uma iForm A ligcwaliswe ngokugcwele, bhalela umfakisicelo umtshele ukuthi ulitholile, isib. nge-imeyli, ifeksi noma incwadi ebhekiswe kumfakisicelo.

8. Hlonza indawo elikulo irekhodi eliceliwe ngaphakathi ku-HSRC.

9. Lungisa imemo ezosayinwa igunyazwe Iphini Lesikhulu Esibhekelele Ulwazi (DIO), ucela ukuba kudluliselwe ulwazi ku-CIO. Nameka isicelo sokuqala esalethwa kanye nawo wonke amadokhumenti asesekayo (isb. i-PAIA, Imanuwali ye-PAIA). Faka isitikha esibovu esikhombisa ukuthi kuyaphuthuma ngaphandle kwe-khava yesicelo. Uyacelwa ugcizelele ukubaluleka kokuphendula ezinsukwini ezingama-30.

10. Uma ulwazi lungatholwanga esikhathini samasonto ama-2, thumela isikhumbuzo kuphiko lapho ulwazi lugcinwe khona.

11. Uma sekufika amarekhodi, pakisha kabusha ulwazi; lungisa imemo ebhekiswe Kuphini kumbe Isekela Lesikhulu Esibhekelele Ulwazi (DIO) abhekiswe ku-CIO, ucela ukuba kudedelwe amarekhodi ayiswe kumfakisicelo. Nameka amadokhumenti okweseka alandelayo kanye nememo: isicelo sokuqala esalethwa, incwadi yokuphendula ewuhlaka kanye namarekhodi aceliwe.

12. Uma i-DIO igunyaza, thumela amarekhodi kumfakisicelo.

13. Kuzosetshenziswa izindlela zokukhoriya kuncike ekutheni isicelo siphuthuma kangakanani.

6. UKUBHEKANA NEZIKHALAZO

1. Izikhalazo ezifinyelela Esikhulwini Esibhekelele Ulwazi, kufanele zilethwe ngokushesha kuphiko Lwezomthetho lwakwa-HSRC ukuba kube khona okwenziwayo/ kunikezwe iseluleko.

2. Kubhalwe isikhalazo Kurejista Yakwa-PAIA Yokufakwa Kwezicelo. Bhala okulandelayo: usuku, umfakisicelo, uhlobo lwesikhalazo; usuku imemo eyathunyelwa ngalo kuPhiko Lwabezomthetho.

3. Kulungiswe imemo bese kunanyekwa isicelo sibhekiswe kuMqondisi: Uphiko Lwabezomthetho ukuba benze umnyakazo.

7. UMBIKO WOMHLAHLANDLELA WESIGABA 32

Umbiko kufanele ulethwe Kukhomishini Yezamalungelo Abantu eNingizimu Afrika ngaphambi noma ngawo umhlaka 31 kuNhlaba (May) njalo ngonyaka. Kufanele uveze inani lezicelo ezenziwe ezinhlanganweni zomphakathi kanjalo nemiphumela yalezo zicelo esikhathini sokulethwa kwemibiklo yonyakamali, okusho, mhla lu-01 kuMbasa kuya kumhla zingama-31 kuNdasa (April). Umbiko uzolethwa yiPhini le-CIO egameni le-CIO.

Umbiko womhlahlandlela wesiGaba 32 kufanele uhlanganiswe njengalokhu okulandelayo:

UMBIKO NGOKUHAMBISANA NOMHLAHLANDLELA WESIGABA 32 SE-PAIA IGAMA LENHLANGANO YOMPHAKATHI

a) inani lezicelo zokufinyelela ezitholiwe;

b) inani lezicelo zokufinyelela ezigunyazwe ngokugcwele;

c) inani lezicelo zokufinyelela ezigunyazwe ngokuhambisana nesigaba 46;

d) inani lezicelo zokufinyelela ezinqatshwe ngokugcwele nezinqatshwe ngokungagcwele kanjalo nenani lezikhathi lapho umhlinzeko ngamunye walo Mthetho kuncikwe kuwona ukuze kwenqatshwe ukufinyelela ngokugcwele noma ngokungagcwele;

e) inani lezimo lapho izikhathi ezibalulwe esigabeni 25 (1) zeluliwe ngokuhambisana nesigaba 26 (1);

f) inani lezikhalazo zangaphakathi ezifakwe esikhulwini esifanelekile kanye nenani lezimo lapho, ngenxa yesikhalazo esifakiwe, ukufinyelela ulwazi noma irekhodi kunikeziwe;

g) inani lezikhalazo ezafakwa phezu kwezizathu zokuthi isicelo sokufinyelela ulwazi noma irekhodi sasithathwe njengokuwukwenqatshwa ngokuhambisana nesigaba 27;

h) inani lezicelo ezibhekiswe enkantolo ezafakwa phezu kwezizathu zokuthi isicelo esiyisikhalazso sangaphakathi sasithathwe njengesichithwe ngokuhambisana nesigaba 7;

i) ezinye izindaba ezinjengalezi kunjengoba zikhishiwe.

Noma yikuphi ukuphawula ngezinkinga okube khona ekunganyelweni kwe-PAIA:

Igama Lesikhulu Esibhekelele Ulwazi:

Ukusayina:

Usuku:

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