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**I-SENTECH LTD
INOMBOLO YOKUBHALISA - 1990/001791/06**

INCWADI YOKUCHASISISA

**NGOKULANDELA ISIGABA SAMA- 57 SOMTHETHO WESI- 2
WOKUTHUTHUKISA UKUFINYELELA ULWAZI WE- 2000**

UBUBANZI BENCWADI YOKUCHASISISA

Leli bhuku lokuchasisisa ukuqondana ne-Sentech Limited.

ISIZINDA

I-Sentech iyibhizinisi elihanjiswa ngokomthetho wamabhizinisi ,okungelombuso elineyalo iBhodi labaPhathi abayisikhombisa (7) nabangebona abaPhathi besiGungu kanye nabaPhathi besiGungu abathathu (3).

Eminyakeni eyishumi edlule ,i-Sentech yayiphambili njalo kwezobuchwepheshe bokuxhumana , ingungqaphambili ekunikezeni izinsiza ezihlukaniswayo zeziboniso zokusakaza. I-Sentech iyinkampani enkulu yokuhlukaniselana ngeziboniso e-Afrika ukuthumela izinhlelo ezahlukene kumakhasimende afana ne-SABC, i-e-tv,i- M-Net, i- CNN kanye ne-BBC kuzethameli ukuhlanganisa amazwekazi.

I-Sentech iphinda futhi iba nomthelela wamandla kwezokuxhumana ngocingo kanye nezimboni zezinsiza zokuxhumana ,ezinikeza izinsiza ezinokuphelele okukhulu zokwahlukene okufana nokuXhumana ngocingo komhlaba wonke jikelele,iBhizinisi lezinxazululo zokuxhumana izinsiza eziningi zokusakaza neminingwane kuzinhlangano zase—Afrika kanye nakubasebenzi bezokuxhumana abaxhumana ngocingo kumazwe ngamazwe.

I-Sentech iphaka amasathelayithi esimanje nobuchwepheshe obusekelwe emhlabeni wonke besebenzisa incwadi yemvume esekwa yi-IP ezinsizeni ezinikezwayo.

I-Sentech inikeza isifanekiso somphambo kanye nokumiswa ,okufakelela ukuhlelwa kwezinga lesivinini,ukubonela phambili okuvalayo ,ukwakhiwa endaweni ethile ,kanye nokunikeza amandla kweziteshi zemishini yokusakaza yamakhasimende okusakaza ase-Afrika kanye nangaphesheya kwezilwandle.

IBhizinisi lokuPhakwa kweziBoniso

Izinsiza zokuSakaza

- Ukusakazwa komhlaba okwemboza ama-98% okusakazwa eNingizimu Afrika .
- Ukuphaka amasathelayithi ukuhlanganisa yomibili imiphambo yokusakaza yomhlaba yethelevishini nomsakazo ebendini lika –C kanye naseBukhulwini bebhendi.
- Ukuhlela, ukwakha , ukulungisa nokuphatha ngemfanelo iziteshi zokusakaza .
- Ukusakazwa kwamaBhizinisi kanye nokusakaza iminingwane.

IziNsiza zeSathelayithi

I-Sentech isebenzisa izikhali zokuxhumana ezintsha ezisekwe yisathelayithi ukunikeza izinxazululo zomgadi wejele .

Imikhiqizo etholakalayo ifakelela i- SenCom, enikeza iThelevishini yeBhizinisi,ukusakaza iminingwane ,ukusebenzisana kokufunda ukude ngokuxhumana,ukufinyelela ngokushesha ku-Inthanethi kanye nezinsiza eziqondene nekhaya(DTH).

Ukuphathwa kwemithombo yesathelayithi

- Izikhungo zocingo zamasathelayithi ezintathu.
- Ukuqashwa kwemisakazo yesiboniso samasathelayithi.

Amathuba okuphatha

I-Sentech inemithombo namakhono okufinyela kuzidingo zamakhasimende ngokuphathelene nezinsiza zamathuba okuphatha, ikakhulukazi kumkhakha womsakazo nokuthumela ngocingo lomoya.

Izinsiza

- Ukuhlela nokusebenzisa imiphambo yokusakaza kaZwelonke neyezizwe ngezizwe.

AmaBhizinisi ezinsiza kuxhumana eziningi

I-Sentech izawusebenzisa izindawo zokuxhumana ukunikeza izinsiza zamabhizinisi ze-e-kanye nokuxhumana ngocingo okwengezwe izinga.

Izinsiza

- Izinxazuiulo ezakhelwe zalungela amakhasimende.
- Amathuba okuhlanganyela .

Ezobuchwepheshe

- Isathelayithi .
- Ifayibha yokubuka .
- Ukuxhumana ngocingo .
- Ukwethulwa kwezomhlaba zamadijiti

Amabhizinisi amazwe ngamazwe

I-Sentech yanikezwa ilayisensi yokwenza umsebenzi woCingo phakathi kwabasebenzi bocingo abanamalaysensi baseNingizimu Afrika kanye nebamazwe ngamazwe. Inkampani isebenzisa ubuchwepheshe obuphambili obutholalalayo ukwethula izinsiza.

Ukulondwa kwezenhlalakahle

I-Sentech ibambe iqhaza emisebenzimi eminingi enhlobonhlobo efakelela nezikimu zemifundaze kanye nemisebenzi yokuthuthukisa umphakathi .

1. ISINGENISO

Isigaba sama-32 somthethosisekelo weRephabuliki yaseNingizimu Afrika, wenombolo ye-108 we-1996 ("umThethosisekelo") unikeza :

- i) **Omunye nomunye ilungelo lokufinyelela :**
 - a) Kunoma yiluphi ulwazi oluqukethwe ngumbuso; kanye
 - b) Nolwazi kuphela oluphethwe ngomunye umuntu nolufuneka ekusebenziseni noma ekuvikeleni noma yimaphi amalungelo .

- ii) **Umthetho kaZwelonke kumele umiswe ukuze unikeze ukusebenza kulamalungelo, futhi unganikeza ukulinganiswa komuntu ukunciphisa izinkinga zezimali nezokuphatha zombuso.**

UmThetho wokuQhubekisa ukuFinyelela oLwazini ("UmThetho ") waqiniswa ngo Februwari- 2002 ukuze kusebenze isigaba sama-52 somthethosisekelo , ngalokho loku kunikeza umphumela kumalungelo womthethosisekelo okufinyelela kunoma yiluphi ulwazi oluphethwe ngumbuso kanye nanoma yiluphi ulwazi oluphethwe ngomunye umuntu noludingekayo ukuzilungiselela nokuvikela noma yimaphi amalungelo lapho isicelo senziwe kulandelwa lo mThetho, inhlango yangasese noma yomphakathi isicelo esifakwe kuyo iyaphoqeleka ukuthi ikhiphe lolu lwazi , ngaphandle kwalapho umThetho ukubeka obala ukuthi ulwazi kumele lukhishwe .UmThetho ubeka indlela yokwenza yezindaba ezifunekayo ezihambisana nalesi sicelo.

Lo mThetho waqala ukusebenza ngomhlaka -9 kuMashi we- 2001 ngaphandle kwezigaba ze-10, 14, 16 nesama- 51 okuyizigaba ezaqala ukusebenza ngomhlaka -15 kuFebruwari we- 2002.

2. NGUBANI ONGACELA ULWAZI NGOKULANDELA UMTHETHO.

Noma ngubani ofuna ulwazi ukuze azijwayeze noma avikele amalungelo athile angacela ulwazi kunoma yiyiphi inhlango yangasese .Isigaba sama- 50 somThetho sikubeka obala ukuthi :

- i) Ocelayo kumele anikezwe imvume yokufinyelela kunoma yimaphi amarekhodi enhlangano yangasese uma -
 - a) Irekhodi lelo lidingeka ukuzejwayeza noma ukuvikela noma yimaphi amalungelo ;
 - b) Loyo muntu ehambisana nezidingo zokwenza kuloku okuhambisana nesicelo sokufinyelela amarekhodini ; kanye
 - c) Nokufinyelela erekhodini okungenqatshelwa ngokulandela noma yisiphi isesekelo/isizathu esiqukethwe ukwenqatshelwa okuhlobene nesahluko sesi-4 sale Ngxenye.

3. INKOMBA YABACELAYO UKUTHI BANGAWUSEBENZISA KANJANI UMTHETHO

Inkomishani yamaLungelo esiNtu ihlele umhlahlandlela oqukethe ulwazi oludingwa ngunoma ngubani onesifiso sokuzilungiselela noma yiliphi ilungelo elibekwa phambili wumThetho nokuThuthukisa ukuFinyelela ulwazi. Inkomba ingatholakala ekhelini noma iwebhusayidi elandelayo.

Inkomishani yamaLungelo esiNtu
Private Bag 2700
Houghton
2041
Ucingo: 011 484-8300
IFeksi: 011 484-0582
I-Webhusayidi: www.sahrd.org.za

4 IZINDLELA ZOKUTHOLA UKUFINYELELA

4.1 Imininingwane yokuXhumana

Noma yimuphi umuntu onesifiso sokucela ulwazi e-Sentech (Proprietary) Limited, ngokulandela umThetho nokuThuthukisa ukuFinyelela uLwazi ("umThetho") kumele axhumane nesisebenzi sikaHulumeni solwazi kuleminingwane yokuxhumana elandelayo :

Ikheli lePosi

Mnu Dingane Dube
Isisebenzi SoLwazi
Private Bag X06
Honeydew
2040

Ikheli leNdawo

Augusta House
Fourways Golf Park
Roos Street
Fourways
Isifunda sase-Gauteng

Ucingo: (011) 691-7009
I-Feksi: (011) 691-7111
I-e-meyili: dubed@sentech.co.za
I-webhusayidi: www.sentech.co.za

4.2 Amafomu okufinyelela abekiwe

Ngokulandela isigaba sama - 53, isicelo sokufinyelela erekhodini le-Sentech (Pty) Ltd kumele lenziwe emafomini abekiwe athunyelwa e-Sentech (Pty) Ltd ekhelini ,efeksini noma ekhelini likagesi elinikezwe ngenhla .Ifomu lidinga ukuthi ocelayo anikeze okulandelayo:

- Ulwazi olwanele oluzokwenza ukuthi isisebenzi solwazi sikwazi ukubona ofake isicelo;
- Ulwazi olwanele oluzokwenza ukuthi isisebenzi solwazi sikwazi ukubona amarekhodi acelwayo ;
- Ifomu lokufinyelela elidingwayo;
- Ikheli lokuposa noma inombolo yefeksi yocelayo ;
- Ukuboniswa /ukuchazwa kwelungelo okumele lilungiselelwe noma livikelwe ;
- Incazelo yokuthi kungani irekhodi lidingeka ukuze kulungiselelwe noma kuvikelwe lelo lungelo ;
- Indlela ocelayo afisa ukuthi atshelwe ngesinqumo sesicelo, uma kungendlela engezayo ngaphezu kwesaziso esibhaliwe kanye

- Nalapho isicelo senzelve omunye umuntu ,isethulo noma ubufakazi bobukhulu besicelo socelayo ,ukuze kweneliseke isiSebenzi sikaHulumeni soLwazi.

Ukuze ubone isibonelo sefomu lesicelo bheka isengezo –A esikulo mbhalo .Abacelayo kumele baqaphele ukuthi ulwazi njengoba luhlelwe ngenhla kumele lunikezwe,uma loko kwehluleleka lesi senzo sizothatha isikhathi eside ngenkathi inhlango yangasese isacela lolu lwazi olwengeziwe .izikhathi ezibekiwe azingeke ziqale kuze kutholakale ulwazi olufanele lunikezwa ngocelayo kunhlangano yangasese .

4.3 Izinkokhelo ezibekiwe

Ukukhokhwa kwezimali kuyalawulwa ngokulandela isigaba sama-54 somThetho .UmThetho wokuLawula unikeza izinhlobo ezimbili zezinkokhelo :

- Inkokhelo yokucela : Lena inkokhelo engaphindiselwa kumuntu yokuhlela ekhokhwa yibo bonke abacelayo ngaphandle kwabacela ulwazi ngabo .Ikhokhwa ngaphambi kokuba okudingekayo kwamukelwe ;
- Izindleko zokufinyelela : Lezi zikhokhwa yibo bonke abacelayo kuphela uma ngabe ukufinyelela sekuvunyelwe .Le nkokhelo ibekelwe ukuphinde ikhokhele izinhlangano zangasese izindleko nokufuna amarekhodi nokuwalungiselela ukuwethulela ocelayo .

I-Sentech (Proprietary) Limited ingakwazi ukubamba irekhodi kuze kube yilesikhathi inkokhelo yesicelo kanye nengxenywe yenkokhelo (lapho ifuneka khona) ikhokhwe.Isheduli yezimali ezibekiwe ifakiwe njengesengezo –B kulo mbhalo .

4.3.1 Ocelayo uma kungeyena ozicelelayo

IsiSebenzi sikaHulumeni soLwazi kumele sinikeze isaziso esibhaliwe kocelayo uma kungeyena ozocelayo . Inkokhelo yokucela ikhokhwa ngaphambi kokuba kuqhutshekwe kubhekwe isicelo.

Uma umbono wesiSebenzi sikaHulumeni solwazi kuwukuthi ukufuna irekhodi ,noma ukulungiselela irekhodi ukuze lethulwe kuzodinga amahora adlula abekiwe ,isiSebenzi sikaHulumeni soLwazi singadinga ukuthi ocelayo akhokhe ingxenywe yenkokhelo ,engeke ibe ngaphezu kwengxenywe yesithathu yezindleko zokufinyelela ekhokhwa uma isicelo sinikeziwe .Uma isicelo senqatshiwe ,ingxenywe yenkokhelo kumele iphindiselwe kocelayo.

Isaziso esinikezwa yisiSebenzi sikaHulumeni soLwazi kumele seluleke ocelayo ukuthi unelungelo lokufaka isicelo sokuyeka ukukhokha izindleko zokucela noma ingxenywe ,kanye futhi neseluleko sendlela yokwenza loku.

4.3.2 Ozicelela ngokwakhe

Ozicelela ngokwakhe uchazwa ngokulandela umThetho njengocelayo ofuna ukuFinyelela kumarekhodi aqukethe ulwazi ngocelayo.

Ozicelelayo akalindelekile ukukhokha inkokhelo yokucela ,kepha ulindelekile ukukhokha imali yokufinyelela uma imvume inikeziwe ,kodwa akudingeki ukuthi akhokhe ingxenye yemali ngaphambi kokunikezwa irekhodi.

5. AMAREKHODI ATHOLAKALAYO NGOKULANDELA EMINYE IMITHETHO

I-Sentech izolandela yonke imithetho kanye nemiyalo bese igqizelela ukubusa kahle okufanele nokubeka yonke imibhlobo

Lena elandelayo imiThetho esemqoka ehambisana ne-Sentech:

- UmThethosisekelo weRephabuliki yaseNingizimu Afrika ,wenombolo-3 we-1994
- UmThetho wokuKhuphula ubulungisa ,wenombolo –3 we- 2000
- UmThetho wokuKhuphula ukulinganisa nokuVikela ukuBandlulula okuNgafanele ,wenombolo – 4 we- 2000
- UmThetho weZimo eziyiSisekelo sokuQasha wenombolo – 4 we-200
- UmThetho weZimo zokuQashwa wenombolo –75 we- 1997
- UmThetho wezoKusakaza wenombolo – 4 we-1999
- UmThetho wokuncintisana wenombolo -61 we-1973
- Umthetho wezokuXhumana ngoGesi nokulandela ezokuthengisa ,wenombolo – 25 we- 2002
- UmThetho wezinto eziyiNgozi wenombolo –15 we-1973
- UmThetho we-ICASA wenombolo -13 we 2000
- UmThetho weziPhathimandla wokuSakaza okuziMele wenombolo –153 we-1993
- UmThetho wokuSebenza kwabaSebenzi wenombolo – 66 we-1995
- UmThetho wokulinganisa ukuQashwa wenombolo - 55 we- 1998
- UmThetho woKwehluka nokuThuthukisa iziNsiza kuXhumana
- UmThetho wokuPhepha nokuSebenza ngezeMpilo ,wenombolo –85 we- 85 we 1993
- UmThetho wemiYalo eKhetwayo nokuZuzwayo wenombolo-2 we- 2000
- UmThetho wokuThuthukisa ukuFinyelela uLwazi wenombolo -2 we- 2000
- UmThetho wokuPhathwa kweZimali zomPhakathi wenombolo –1 we-1999
- UmThetho we-Sentech wenombolo -63 we-1996
- UmThetho oLungisiwe we-Sentech wenombolo - 44 we-1999
- UmThetho wokuThuthukisa amakhono wenombolo –97 we-1998
- UmThetho weziNdaba eziphathelene nomKhathiwombolo –84 we-1993
- UmThetho oLungisiwe wokuXhumana ngeziCingo wenombolo – 4 we- 2001
- Umthetho wezokuXhumana ngoCingo wenombolo -103 we- 1996

6. AMAREKHODI EZINDABA KANYE NEZINHLOBO

Incazelo yamarekhodi ezindaba eziphethwe kulezi zingxenye lapho lezi zindaba zihlelwe khona .

6.1 Amalungu onobhala benkampani
Imithetho yenkampani
Izitifiketi zamaSheya/zokuhlukaniselana

6.2 Ezomthetho

- Izincwadi zobunikazi
Amarekhodi empahla /izindlu
- 6.3 EzokuSebenza ngabaSebenzi**
Izinqubomgomo kanye nendlela yokwenza
Amarekhodi okuqashwa ngokulingana
- 6.4 UkuThenga nokuThengisa**
Ukushicilela
Imikhiqizo kanye nezinsiza
- 6.5 Izindaba zokuLinganisela**
Ilayisensi lezinsiza zezinsizakuxhumana eziningi
Ilayisensi yokuvumelana nokuThwala kwabaThwalayo
Ilayisensi yokunikeza isiboniso sokuSakaza
Ilayisensi yokuhlanganisa okungaphezulu
- 6.6 EzeZimali**
Imibiko wonyaka ngonyaka

Isisebenzi sikahulumeni solwazi sizawubhekela isigaba sesi-9 somThetho ukuthatha isinqumo sokuthi anikeze yini ulwazi oludingekayo.

7. INDLELA YOKUTHATHA IZINQUMO

- 7.1 Ngokulandela isigaba sama-55, isisebenzi solwazi sizothatha izinyathelo zonke ukuthola irekhodi eliceliwe .Uma irekhodi lingakwazi ukutholakala noma lingekho , isisebenzi sikahulumeni solwazi kumele sazise ocelayo ngokusebenzisa incwadi yesifungo noma ukuqinisekisa ukuthi akukwazeki ukufinyelela kumarekhodi.Loku kuthathwa ngokuthi ukwenqatshelwa uma kunjalo , noma le rekhodi okutholakala ukuthi ocelayo kumele anikezwe ukufinyelela kulo uma isicelo kungenzeka ukuba sivunyelwe.
- 7.2 Isigaba sama-56 sinikeza ukuthi isisebenzi sikahulumeni solwazi kumele ezinsukwini ezingama –30 ekutholeni isicelo esiqediwe ngemfanelo azise ocelayo nngesinqumo sokuthi isicelo siyanikezwa noma cha ,uma isicelo:
- Sinikeziwe –isaziso kumele sisho inkokhelo yokufinyelela edingekayo ukufaka isicelo enkantolo ukuphikisana nale nkokhelo ,kanye nendlela ukufinyelela okuzonikezwa ngayo;
 - Ukwenqatshelwa – isaziso kumele sifakelele izizathu ezanele zokuthatha isinqumo , kuhlanganiswe nezimiso ezifanele zomThetho okuthenjelwe kuwo,nokunikeza izindlela zenqubo okumele zilandelwa uma ocelayo efisa ukufaka isicelo enkantolo ukulwisa isinqumo.
- 7.3 Isisebenzi sikahulumeni solwazi singongeza isikhathi sezinsuku ezingama-30 ngesikhathi esingeqile ezinsukwini ezingama 30 uma :

- Isicelo kungesamarekhodi amaningi noma sidinga ukufuna phakathi kwamarekhodi amaningi.
- Isicelo sidinga ukufuna amarekhodi asemahhosisini ahlukene enhlanganao yangasese engekho edolobheni elilodwa ;
- Ukuxhumana phakathi kwezingxenywe zenhlango yangasese, noma nenye inhlango yangasese edingekayo ; noma
- Imvume yocelayo kuloko kwandiswa kwesikhathi .

Ocelayo kumele aziswe ezinsukwini ezingama –30 zokuqala ngokubhalelwa ngaloku kwengezwa kwesikhathi , kufakelelwa nezizathu zaloko , kanye nenqubo esetshenziswayo , uma ocelayo efisa ukufaka ukuphikisa loku kwandiswa kwesikhathi . Ukuhluleka kwesisebenzi sikaHulumeni ukuphendula ngesikhathi sezinsuku ezingama –30 kuqethe ukwenqatshelwa kwesicelo.

- 7.4 Isigaba sama-59 sinikeza ukuthi isisebenzi sikaHulumeni solwazi singanikeza /singanceda ngerekhodi bese sinikeza imvume yokufinyelela kulezo zingxenywe kuphela lapho umthetho ungavimbela ukufinyelela .

Uma ukufinyelela kuvunyelwe , ukufinyelela kumele kunikezwe ngesimo esivumelekile esidinga ngocelayo , noma uma ocelayo engaboniswa ukhetho lwakhe , uzoyithola ngesimo okungesifanele ngombono wesiSebenzi sikaHulumeni solwazi.

8. ABANYE ABANTU

Uma isicelo kungeserekhodi eliphathelene nomunye umuntu isiSebenzi sikaHulumeni solwazi kumele sithathe zonke izinyathelo ezifanele ukwazisa loyo muntu wesithathu ngesicelo sakhe . Loku kumele kwenziwe ezinsukwini ezingaba ngama –21 emva kokuthola isicelo leso . Indlela loku okwenziwa ngayo kumele kube ngeshesha kakhulu yokutholakalayo , kodwa uma kwethulwa ngomlomo , isiSebenzi sikaHulumeni solwazi kumele emva kwaloko anikeze lowo muntu omunye isiqinisekiso esibhaliwe salesi saziso . Umuntu omunye angakwazi ezinsukwini ezingama –21 emva kwaloko ukwenza isifanekiso enhlanganweni yangasese ukuthi kungani isicelo senqatshelwa , noma ngakwelinye icala anikeze imvume ebhaliwe ekuvezeni lelo rekhodi . Omunye umuntu kumele elulekwe ngesinqumo esithathwe yisiSebenzi sikaHulumeni solwazisokunikeza noma sokunqabela isicelo bese aphinde alulekwe ngamalungelo akhe okuphikisa isinqumo ngokufakela isicelo enkantolo ezinsukwini ezingama –30 emva kwesaziso.

9. ISISEKELO SOKWENQTSHELWA KWESICELO

Uma kungekho ukulandelwa kwesigaba sama-50, isicelo singanqatshelwa ngokulandela esisodwa sezisekelo ezibekwe ngokulandela umthetho ; okusho ukuthi :

- 9.1 Isigaba sama-63 somThetho sokuvikela ukuveza ngokungaboneleli ulwazi lwabantu lwemvelo lomunye umuntu kwabacelayo . Loku kufakelelea ulwazi lwabantu asebeshonile . Kodwa isigaba 63(2) siyakunikeza ukungafakelwa kuloku.

9.2 Isigaba sama- 64 siyasho ukuthi isicelo kumele sibonwe uma siphathelene namarekhodi aqukethe ulwazi lomunye umuntu oluphathelene :

- Nokuhwebelana okuyimfihlo ;
- Nolwazi lwezobuchwepheshe ,lwezamabhizinisi ezimali ,noma lwesayensi lapho ukuveza kungabanga ubungozi kwezamabhizinisi noma uthando lwezezimali lomunye umuntu,noma
- Ulwazi olunikeziwe ngomunye umuntu njengemfihlo ,ukuvezwa kwalo okungabeka omunye umuntu esimweni esibi kumakontileki kanye nakwezinye izingxoxo ,noma ukubandlulula komunye umuntu kwezamabhizinisi .

Ulwazi kumele kodwa ,lukhishwe uma luphathelene nemiphumela yomkhiqizo ekuhlolweni kwendawo ,ukuveza okungabonisa ukuphepha komphakathi okweqile noma ubungozi endaweni yabo.

9.3 Isigaba sama-65 sivimbela ukuvezwa kolwazi uma loku kuvezwa kuzofakelela ukwepulwa kwanoma yimuphi umsebenzi oyimfihlo okumele unikezelwe omunye umuntu ngokulandela ukuvumelana okuthile.

9.4 Ngokulandela isigaba sama-66 inhlango yangasese kumele yenqabele isicelo sokufinyelela erekhodini lenhlango lokuveza okuthile lingalindelwa :

- Ukufaka engozini impilo ,noma ukuphepha kwenvelo yomuntu ;
- Ukubandlulula noma ukwenza ngokungafanele ukuphepha kwebhilidi ,isakhiwo noma uhlelo olufakela kodwa luphinde lungayibophezeli ohlelweni lwekhompyutha noma lokuxhumana ,indlela yokuthutha noma ngabe yimuphi omunye umuntu .
- Inhlango yangasese nayo futhi ingenqabela isicelo sokufinyelela olwazini esingenza kube nobandlululo ezindleleni zokwenza ,ezinhlelweni ,ezinhlelweni zokwakha kanye nasezindleleni zokwenza ,ukuze kuvikeleke umuntu ngamunye ngokulandela noma ngokubona isikimu/ uhlelo lokuvikela noma ukuphepha komphakathi

9.5 Isigaba sama-67 sinikeza imvume yokwenqabela isicelo uma irekhodi linemfihlo/kungelisemqoka ekukhiqizweni ,ekuhambiseni icala ,ngaphandle kokuthi umuntu athole lesi simo uvunyelwa ngokubeka imithetho ethile .

9.6 Isigaba sama –68 siphathelene namarekhodi aqukethe ulwazi ngezihlangano zangasese ngokwazo ,ngaphandle kwezimo eziphathelene nokuthi isicelo asivumelekile noma siyakhethwa .I- Sentech ingakwazi ukunqabela ukufinyelela emarekhodini :

- Aqukethe izimfihlo zokuthengisa kwe-Sentech;
- Aqukethe ulwazi ngezimali ,ngezibhizinisi ,ezesayensi noma ezobuchwepheshe ukuvezwa kwazo okungabangela ubungozi kwezibhizinisi nezezimali zase-Sentech;

- Aqukethe ulwazi ,oluveziwe olungalindelekile ngokufanele ukubeka inhlangotho yangasese esimweni esibi ekwenzeni amakontilaki noma ukuxoxisana ,noma ukubandlulula i- Sentech kumincintiswano yezamabhizinisi; noma
- Aqukethe izinhlelo zekhompuyutha okungeze-Sentech.

Kungalandelwi okungenhla ,ulwazi kumele lukhishwe uma luphathelene nemiphumela yomkhiqizo noma ukuhlola indawo ,ukuveza okungaveza ubungozi bokuphepha okwedlule komphakathi noma indawo.

- 9.7 Isigaba sama-69 sivimbela ukuvezwa kolwazi ngocwaningo lapho ukuveza kungabeka obala umuntu wesithathu ,umuntu owenza ucwaningo elwenzela omunye umuntu ,noma umongo wocwaningo okubeka ebubini .Ukuvezwa kokubhekela lolo cwano olubhekene ne-Sentech siqu sayo.

Kungalandelwi noma yisiphi isimiso esethulwe ngenhla ,isigaba –70 sinikeza ukuthi irekhodi kumele livezwe uma ukuvezwa kwalo :

- Kuzoveza ubufakazi obubonisa ukungqubuzana noma ukwehluleka ukulandela umThetho ,okusemqoka kanye nokuphepha komphakathi okufanele noma ubungozi bendawo kanye;
- Nokuthi uma ngabe uthando lomphakathi luveza ngokusobala ukwedlula ukuziphatha .

10 AMALUNGELO OKUPHIKISA ISINQUMO

Ocelayo onganelisekile ngokunqatshelwa ukunikezwa isisebenzi sikaHulumeni silwazi ukufinyelela olwazini angakwazi ezinsukwini ezingama –30 ngesaziso ukuthi acele ukuba isinqumo sakhe siguqulwe .Noma kunjalo omunye umuntu onganelisekile yisinqumo seSisebenzi sikaHulumeni solwazi sokunikeza imvume yesicelo angakwazi ngezinsuku ezinagama –30 emva kwesaziso ngesinqumo ,ukufaka isicelo enkantolo sokusiguqula .

Kumele kuqashelwe ukuthi ngokungalandeli isimiso ngasiphi somthetho ,inkantolo ingahlola amarekhodi aphahekayo .Akekho amarekhodi angahlala angaboniswa inkantolo noma kusekelwe nganoma yini .Inkantolo ayikwazi kodwa ukuveza okuqokethwe ngamarekhodi.

Inkantolo inawo amandla okunikeza noma yiyiphi imvume efanele nelinganayo ,efakelela :

- Ukuqinisekisa ,ukulungisa noma ukubekela eceleni isinqumo seSisebenzi sikaHulumeni solwazi;
- Ukudinga isiSebenzi sikaHulumeni solwazi ukuthi sense okuthile ,noma siyeke ukuthatha isimo njengoba kuboniswe yinkantolo ngesikhathi esibekiwe;
- Ukunikeza incwadi yomthetho evimbelayo ,yesikhashana noma efanele eyenqabela ,enika imvume noma enikeza isinqephezelo noma imali yezindleko.

PRESCRIBED FORM TO BE COMPLETED BY A REQUESTER**FORM B****REQUEST FOR ACCESS TO RECORDS OF PRIVATE BODY**

--

(Section 53(1) of the Promotion of Access to Information Act, No 2 of 2000)

(Regulation 4)

A. Particulars of Private Body

The Head:

B. Particulars of Person requesting access to the record

- | |
|--|
| <p>(a) <i>The particulars of the person who requests access to the records must be recorded below.</i></p> <p>(b) <i>Furnish an address and/or fax number. <input type="checkbox"/> A <input type="checkbox"/> Each information must be sent.</i></p> <p>(c) <i>Proof of the capacity in which the request is made, if applicable, must be attached.</i></p> |
|--|

Full Name and Surname: _____

Identity Number: _____

Postal Address: _____

Telephone Number: _____ Fax Number: _____

E-mail address: _____

Capacity in which request is made, when made on behalf of another person:

C. Particulars of person of whose behalf request is made:

<p><i>This section must be completed only if a request for information is made on behalf of another person</i></p>
--

Full names and Surname: _____

Identity Number: _____

D. Particulars of Record:

- (a) *Provide full particulars of the record to which access is requested, including the reference number if that is known to you, to enable the record to be located.*
- (b) *If the provided space is inadequate please continue on a separate folio and attach it to this form. The requester must sign all the additional folios*

1. Description of the Record or relevant part of the record:

2. Reference number, if available: _____

2. Any further particulars of the record:

E. Fees:

- (a) *A request for access to a record, other than a record containing personal information about yourself, will be processed only after a request fee has been paid.*
- (b) *You will be notified of the amount of the request fee.*
- (c) *The fee payable for access to a record depends on the form in which the access is required and the reasonable time required to search for and prepare a record.*
- (d) *If you qualify for exemption of the payment of any fee, please state the reason therefore.*

Reason for exemption of payment of the fee:

F. Form of Access to the Record:

If you are prevented by a disability to read, view or listen to the record in the form of access provided for in 1 to 4 hereunder, state your disability and indicate in which form the record is required.

07140000

Disability: 	Form in which record is required:
--------------------------------	--

Mark the appropriate box with an "X"

NOTES:

- (a) *Your indication as to the required form of access depends on the form in which the record is available.*
- (b) *Access in the form requested may be refused in certain circumstances. In such a case you will be informed if access will be granted in another form.*
- (c) *The fee payable for access to the record, if any, will be determined partly by the form in which access is requested.*

1. If the record is in written or printed form:

<input type="checkbox"/>	<input type="checkbox"/>
Copy of record *	Inspection of record

2. If the record consists of visual images:

(This includes photographs, slides, video recordings, computer-generated images, sketches, etc.)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
View the images	Copy of the images *	Transcription of the images*

3. If the record consists of recorded words or information which can be reproduced in sound:

<input type="checkbox"/>	<input type="checkbox"/>
Listen to the soundtrack (audio cassette)	Transcription of soundtrack * (written or printed document)

4. If the record is held on computer or in an electronic or machine-readable form:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Printed copy of record	Printed copy of information derived from the record *	Copy in computer readable form * (stiffy or compact disc)

<p>* If you requested a copy or transcription of a record (above), do you wish the copy or transcription to be posted to you? A postal fee is payable.</p>	<p>YES</p>	<p>NO</p>
--	------------	-----------

G. Particulars of right to be exercised or protected:

If the provided space is inadequate, please continue of a separate folio and attach it to this form
The requester must sign all the additional folios

Indicate which right is to be exercised or protected: _____

1. Explain why the requested record is required for the exercising or protection of the aforementioned right:

H. Notice of decision regarding request for access:

You will be notified in writing whether your request has been approved/denied. If you wish to be informed thereof in another manner, please specify the manner and provide the necessary particulars to enable compliance with your request.

How would you prefer to be informed of the decision regarding your request for access to the record?

Signed at _____ this _____ day of _____ 200__

SIGNATURE OF REQUESTER/PERSON
ON WHOSE BEHALF REQUEST IS MADE

06J40000

ISENGEZO B**INGXENYE 2****INKOKHELO MAYELANA NEZINHLANGANO ZANGASESE**

- | | | |
|-----|---|--------|
| 1. | Inkokhelo yekhophi lokuchasisisa ngokomthetho 9(2)(c) liyi-
Ekhophini ngalinye lekhasi eliwubukhulu be- A4
nengxenye yalo. | R1-10 |
| 2. | Inkokhelo yokukhiqiza okuthintekayo emthethweni we-11(1)
ngokulandelayo: | |
| | a) Elinye nelinye ikhophi elikhiqizwayo eliwubukhulu bekhasi
eliyi-A4 noma ingxenye yalo; | |
| | b) Elinye nelinye ikhophi elishicilelwe eliwubukhulu
bekhasi eliyi -A4 noma ingxenye yalo elitholakala
ekhmpyutheni noma kuzimo zikagezi noma ukufundwa
ngomshini; | |
| | c) Uma ufuna isimo ikhophi eliyisimo sokufundelka
ngekhompyutha - | |
| | i) Ediskini eyisitifi | R7-50 |
| | ii) Ediskini lekhompekthi | R70-00 |
| | d) i) uma ufuna ukuchazwa kwezimo ezibonwayo,
ikhasi noma ingxenye yalo ewubukhulu be- A4- | R40-00 |
| | ii) ikhophi lezimo ezibonwayo | R60-00 |
| | e) i) uma ufuna ukubhalwa kwerekhodi lokuzwa,
lobukhulu bekhasi obuyi-A4-nengxenye yalo | R20-00 |
| | ii) ikhophi yerekhodi lokuzwa | R30-00 |
| 3. | Inkokhelo yesicelo ekhokwa ngocelayo ngaphandle
kokuthi ocelayo kunguyena ,ophathekayo emthethweni 11(2) | R50-00 |
| 4. | Inkokhelo yokufinyelela okukhokhwa ngocelayo ephatheke
emthethweni - 11(3) njengokulandelayo: | |
| 4.1 | (a) enye nenyekhophi ekhiqizwayo ewubukhulu bekhasi
eli- A4-noma ingxenye yayo | R1-10 |
| | (b) Ikhophi ngayinye ewubukhulu bekhasi eli-A4-lekhasi
noma ingxenye esekhompuyutha noma ezimweni
zokufunda ngomshini | R0-75 |
| | (c) Uma ufuna ikhophi eliyisimo sokufundeka ngekhompuyutha | |
| | i) Ediskini eyisitifi | R7-50 |
| | ii) Ediskini lekhompekthi | R70-00 |

- | | | |
|-------|--|--------|
| d) i) | uma ufuna ukuchazwa kwezimo ezibonwayo, ikhasi noma ingxenye yalo ewubukhulu be- A4- | R40-00 |
| ii) | ikhophi lezimo ezibonwayo | R60-00 |
| e) i) | uma ufuna ukubhalwa kwerekhodi lokuzwa, lobukhulu bekhasi obuyi-A4-nengxenye yalo | R20-00 |
| ii) | ikhophi yerekhodi lokuzwa | R30-00 |
| f) | Ukufuna nokulungisa irekhodi ukuthi livezwe lhora ngalinye noma ingxenye yehora edingekayo ngokufanele ukufuna nokulungisa) | R30-00 |

4.2 Ngezinjongo zesiGaba-54(2) somThetho, okulandelayo siyasetshenziswa:

- a) Amahora ayisithupha okumele adlule ngaphambi kokuba ingxenye ikhokhwe; and
- b) Ingxenye yesithathu yenkokhelo yokufinyelela iyakhokhwa njengengxenye yocelayo.

4.3 Imali yokuposa yangampela iyakhokhwa uma ngabe irekhodi kumele liposelwe ocelwayo.

**SENTECH LTD
REGISTRATION NUMBER 1990/001791/06**

INFORMATION MANUAL

**IN TERMS OF SECTION 57 OF THE PROMOTION OF ACCESS
TO INFORMATION ACT 2 OF 2000**

SCOPE OF MANUAL

This manual has been prepared in respect of Sentech Limited.

BACKGROUND

Sentech is a commercially operated, state-owned enterprise with its own board of directors comprising of non-executive directors and executive directors.

For decades, Sentech has been at the leading edge of communication technology, pioneering the provision of broadcast signal distribution services. Sentech is the largest signal distributor for broadcasting in Africa, transmitting programmes for customers such as the SABC, e-tv, M-Net, CNN and the BBC to audiences across the continent.

Sentech is also becoming a force in the telecommunications and multimedia industries, offering a range of high-end services such as International Telephony, Business Communications solutions, Data and Multicasting services to organisations in Africa and to Telecommunications Operators globally.

Sentech deploys the latest satellite and terrestrial based technology using IP based protocols for the services offered.

Sentech offers network design and establishment, which includes frequency planning, coverage prediction, site construction, and the commissioning of transmitter stations for broadcasting customers in Africa and abroad.

Signal Distribution Business

Broadcast Services

- Terrestrial broadcasting coverage to 98% of broadcasters in South Africa.
- Satellite distribution for linking both radio and television terrestrial transmission networks through our C-Band and Ku-Band Capacity.
- Planning, construction, upgrading and maintenance of transmitter stations.
- Business broadcast and datacasting.

Satellite Services

Sentech utilises the latest satellite-based communication tools to provide turnkey solutions.

Products available include SenCom, offering Business Television, Datacasting, Interactive Distance Learning, fast Internet access and Direct to Home (DTH) Services.

Satellite resources managed

- Three satellite teleports.
- Satellite transponder leases.

Facilities management

Sentech has the skills and resources to meet the needs of customers regarding facilities management services, particularly in the broadcast and wireless field.

Services

- Planning and implementation of broadcast networks, nationally and internationally.

Multimedia Business

Sentech will operate network facilities to provide e-commerce and value added telecommunication services.

Services

- Tailormade solutions for customers.
- Partnership opportunities.

Technology

- Satellite.
- Optical fibre.
- Wireless.
- Digital Terrestrial transmission

International Business

Sentech has been licenced to carry international telephony between licenced operators in South Africa and abroad. The company utilises the best available technology to deliver the services.

Social Investment

Sentech is involved in various projects including bursary schemes and community development projects.

1. INTRODUCTION

Section 32 of the Constitution of the Republic of South Africa, no 108 of 1996 ("the Constitution") provides:

- i) **Everyone has the right of access to:**
 - a) any information held by the state; and
 - b) only information that is held by another person and that is required for the exercise or protection of any rights.
- ii) **National Legislation must be enacted to give effect to this right, and may provide for personable measures to alleviate the administrative and financial burden on the state.**

The Promotion of Access to Information Act ("The Act") was enacted on February 2002 to give effect to section 52 of the constitution, thus giving effect to the constitutional rights of access to any information held by the state and any information that is held by

another person and that is required for the exercise or protection of any rights where a request is made in terms of this Act, the private or public body to whom the request is made is obliged to release the information, except where the Act expressly provides that the information must be released. The Act sets out the requisite procedural issues attached to such request.

The Act came into effect on 9 March 2001 with the exception of sections 10, 14, 16 and 51 which sections were brought into operation on 15 February 2002.

2. WHO MAY REQUEST INFORMATION IN TERMS OF THE ACT.

Any person who requires information for the exercise or protection of any rights may request information from or private body. Section 50 of the Act states that:

- i) A requester must given access to any record of a private body if-
 - a) that record is required for the exercise or protection of any rights;
 - b) that person complies with the procedural requirements in this relating to a request for access to that record; and
 - c) access to that record is not refused in terms of any ground for refusal contents related in chapter 4 of this Part.

3. GUIDE FOR THE REQUESTERS ON HOW TO USE THE ACT

The Human Rights Commission has prepared a guideline containing information required by any person who wishes to exercise any right contemplated in the Promotion of Access to Information Act. The guide can be obtained at the following address or website.

The Human Rights Commission
Private Bag 2700
Houghton
2041
Telephone: 011 484-8300
Fax: 011 484-0582
Website: www.sahrd.org.za

4 PROCEDURE FOR OBTAINING ACCESS

4.1 Contact Details

Any person who wishes to request any information from Sentech (Proprietary) Limited, in terms of the Promotion of Access to Information Act ("the Act") should contact the information officer the contact details are as follows:

Postal Address
Mr Dingane Dube
The Information Officer
Private Bag X06
Honeydew
2040

Physical Address
Augusta House

Fourways Golf Park
Roos Street
Fourways
Gauteng Province

Telephone: (011) 691-7009
Fax: (011) 691-7111
E-mail: dubed@sentech.co.za
website: www.sentech.co.za

4.2 Prescribed Access Form

In terms of section 53, a request for access to a record of Sentech (Pty) Ltd must be made on the prescribed form to Sentech (Pty) Ltd the address, fax or electronic mail address given above. The form requires the requester to provide the following:

- Sufficient information to enable the Information Officer to identify the requester;
- Sufficient information to enable the Information Officer to identify the records requested;
- The form of access required;
- The requester's postal address or fax number;
- Identification of the right sought to be exercised or protected;
- An explanation on why the record is required to exercise or protect that right;
- The manner in which the requester wishes to be informed of the decision on the request, if in a manner in addition to written notifications, and
- If the request is made on behalf of a person, the submission or proof of the capacity in which the requester makes the request, to the satisfaction of the Information Officer.

For a specimen of the request form see Annexure A to the manual. Requesters must note that all the information as listed above should be provided, failing which the process will be delayed while the private body requests such additional information. The prescribed time periods will not commence until all pertinent information has been furnished on the private body by the requester.

4.3 Prescribed fees

Payment of fees is regulated in terms of section 54 of the Act. The Regulations to the Act provide for two types of fees:

- Request fee: This is a non-refundable administration fee paid by all requesters with the exclusion of personal requesters. It is paid before the required is considered;

- Access fee: This is paid by all requesters only when access is granted. This fee is intended to re-imburse the private body for the costs involved in searching for a record and preparing it for delivery to the requester.

Sentech (Proprietary) Limited may withhold a record until the request fee and deposit (if applicable) have been paid. A schedule of the prescribed fee is attached as Annexure B to the manual.

4.3.1 Requester other than personal requester

The Information Officer must give written notice to a requester other than a personal requester for the request fee and amount to be paid before the request may be further processed.

If in the Information Officer's opinion the search for a record, or preparation of the record for disclosure will require more than the prescribed hours, the Information Officer may require the requester to pay a deposit, not being more than one third of the access fee that would be payable if the request is granted. If the request is declined, the deposit must be repaid to the requester.

The notice given by the Information Officer must advise the requester that s/he has a right to apply for a waiver of the payment of the requester fee or deposit, and also advise of the procedure of the.

4.3.2 Personal requester

A personal requester is described in terms of the Act as a requester seeking Access to a record containing information about the requester.

A personal requester is not liable to pay a request fee, is liable for payment of access fee in the event of a request being granted, but may not be required to pay a deposit before the granting of the record.

5. RECORDS AVAILABLE IN ACCORDANCE WITH OTHER LEGISLATION

Sentech will comply with all Acts and regulations will enforce good corporate governance and will keep all the required documents.

The following are the major Acts that apply to Sentech:

- The Constitution of the Republic of South Africa, no. 3 of 1994
- The Promotion of Administrative Justice Act, no. 3 of 2000
- Promotion of Equality and Prevention of Unfair Discrimination Act, no. 4 of 2000
- Basic Conditions of Employment Act no.75 of 1997
- Broadcasting Act no. 4 of 1999
- Competition Act no. 61 of 1973
- Electronic Communications and Transaction Act no. 25 of 2002
- Hazardous Substances Act no. 15 of 1973
- ICASA Act no. 13 of 2000
- Independent Broadcasting Authority Act 153 of 1993
- Labour Relations Act no. 66 of 1995
- Employment Equity Act no. 55 of 1998

- Media Development & Diversity Act
- Occupational Health and Safety Act, number 85 of 1993
- Preferential Procurement Regulations Act number 2 of 2000
- Promotion of Access to Information Act no.2 of 2000
- Public Finance and Management Act no. 1 of 1999
- Sentech Act, number 63 of 1996
- Sentech Amendment Act no. 44 of 1999
- Skills development Act no. 97 of 1998
- Space Affairs Act no.84 of 1993
- Telecommunication Amendment Act no.4 of 2001
- Telecommunications Act, number 103 of 1996

6. RECORDS SUBJECTS AND CATEGORIES

A description of the subjects of the records held and the categories in which these subjects are classified.

- 6.1 Company Secretarial**
Company statutes
Share certificates
- 6.2 Legal**
Title deeds
Property records
- 6.3 Human Resources**
Policies and procedures
Employment equity records
- 6.4 Sales and Marketing**
Publications
Products & services
- 6.5 Regulatory Affairs**
Multimedia services licence
Carrier of Carriers licence
Broadcasting Signal Distribution licence
Uplink licence
- 6.6 Finance**
Annual Reports

The Information Officer will take into consideration section 9 of the Act to decide on whether to provide the required information.

7. DECISION MAKING PROCESS

- 7.1 In terms of section 55, the Information Officer will take all reasonable steps to find a record that has been requested. If the record cannot be found or does not exist, the information officer must notify the requester by way of affidavit or affirmation that it is not possible to give access to the record. This is deemed to be a refusal of the request if, however, the record is later found the requester must be given access if the request would otherwise have been granted.
- 7.2 Section 56 provides that the Information Officer must within 30 days of receipt of a correctly completed request notify the requester of the decision as to whether or not to grant the request, if the request is:
- Granted - the notification must state the applicable access fee required to apply to court against such fee, and the form in which access will be given;
 - Declined – the notification must include adequate reasons for the decision, together with the relevant provisions of the Act relied upon, and provide the procedure to be followed should the requester wish to apply to court against the decision.
- 7.3 The Information Officer may extend the period of 30 days by a further period not exceeding 30 days if:
- The request is for a large number of records or requires a search through a large number of records;
 - The request requires a search of records located in a different office of the private body not situated in the same city;
 - Consultation between divisions of the private body, or with another private body is required, or
 - The requester consents to the extension.

The requester must be notified within the initial 30-day period in writing of the extension, together with reasons therefore, and the procedure involved should the requester wish to apply to court against the extension. The Information Officer's failure to respond to the requester within the 30-day period constitutes a deemed refusal of the request.

- 7.4 Section 59 provides that the Information Officer may sever a record and grant access only to that portion which the law does not prohibit access to.

If access is granted, access must be given in the form that is reasonably required by the requester, or if the requester has not identified a preference, in a form reasonably determined by the Information Officer.

8. THIRD PARTIES

If the request is for a record pertaining to a third party the Information Officer must take all reasonable steps to inform that third party of the request. This must be done within 21 days of receipt of the request. The manner in which this is done must be in the fastest means reasonably possible, but if orally, the Information Officer must thereafter give the third party a written confirmation of the notification.

The third party may within 21 days there after either make representation to the private body as to why the request should be refused, alternatively grant written consent to the disclosure of the record. The third party must be advised of the decision taken by the Information Officer on whether to grant or decline the request and must also be advised of his/her/its rights to appeal against the decision by way of application to court within 30 days after the notice.

9. GROUNDS FOR REFUSAL OF A REQUEST

Non compliance with section 50, the request may be declined in accordance with one of the prescribed grounds in terms of the Act, namely:

- 9.1 Section 63 of the Act prohibits the unreasonable disclosure of the personal information of natural person third parties to requesters. This includes the personal information of deceased persons. However section 63(2) does provide exception to this.
- 9.2 Section 64 states that a request must be realised if it relates to records containing third party information pertaining to:
- Trade secrets;
 - Financial commercial, scientific or technical information where disclosure would be likely to cause harm to the commercial or financial interest of that third party, or
 - Information supplied in confidence by the third party the disclosure of which could reasonably be expected to put the third party at a disadvantage in contractual or other negotiations, or prejudice the third party in commercial competition.

The information must, however, be released if it pertains to the results of product or environmental testing, the disclosure of which would reveal a serious public safety or environmental risk.

- 9.3 Section 65 prohibits disclosure of information if such disclosure would constitute a break of any duty of confidentiality owed to a third party in terms of any agreements.
- 9.4 In terms of section 66, a private body must refuse a request for access to a record of the body of disclosure could reasonably be expected to:
- Endanger the life or physical safety of an individual;
 - Prejudice or impair the security of a building, structure or system, including but not limited to a computer or communication system, means of transport or any other party.
 - The private body may also refuse a request for access to information which would prejudice methods, systems, plans or procedures, for the protection of an individual in accordance or with witness protection scheme or the safety of the public.

- 9.5 Section 67 mandates the refusal of a request if the record is privileged from production in legal proceedings, unless the person entitled to the privilege has waived the privilege.
- 9.6 Section 68 pertains to records containing information about the private body itself and unlike the other provisions pertaining to decline of a request, is not mandatory, but rather discretionary. Sentech may refuse access to a record:
- Contains trade secrets of Sentech;
 - Contains financial, commercial, scientific or technical information the disclosure of which would be likely to cause harm to the commercial or financial interest of Sentech;
 - Contains information which, if disclosed, could reasonably be expected to put the private body at a disadvantage in contractual or other negotiations, or prejudice Sentech in commercial competition; or
 - Consist of a computer program owned by Sentech.

Notwithstanding the above, the information must be released if it pertains to the results of product or environmental testing, the disclosure of which would reveal a previous public safety or environmental risk.

- 9.7 Section 69 prohibits the disclosure of information about research where the disclosure is likely to expose the third party, the person conducting the research on behalf of the third party, or the subject matter of the research to serious disadvantage. Disclosure is discretionary of such research pertains to Sentech itself.

Notwithstanding any of the above-mentioned provisions, section 70 provides that a record must be disclosed if its disclosure would:

- Reveal evidence of a substantial contravention of or failure to comply with the law, imminent and serious public safety or environmental risk; and
- If the public interest in the disclosure clearly outweighs the norm.

10 RIGHTS OF APPEAL

A requester that is dissatisfied with the Information Officer's refusal to grant access to any information may, within 30 days of notification if the decision apply to co for relief. Likewise a third party dissatisfied with the Information Officer's decision to grant a request may, within 30 days of notification of the decision, apply to court for relief.

It should be noted that notwithstanding any provision in this Act, the court might examine the record(s) in question. No record may be withheld from the court on any grounds. The court may not, however, disclose the contents of the records(s).

The court is empowered to grant any order that is just and equitable, including:

- Confirming, amending or setting aside the Information Officers decision;

PRESCRIBED FORM TO BE COMPLETED BY A REQUESTER

FORM B

REQUEST FOR ACCESS TO RECORDS OF PRIVATE BODY

(Section 53(1) of the Promotion of Access to Information Act, No 2 of 2000)

(Regulation 4)

A. Particulars of Private Body

The Head:

B. Particulars of Person requesting access to the record

- (a) *The particulars of the person who requests access to the records must be recorded below.*
 - (b) *Furnish an address and/or fax number in the Republic to which information must be sent.*
 - (c) *Proof of the capacity in which the request is made, if applicable, must be attached.*

Full Name and Surname: _____ ANNEXURE A _____

Identity Number: _____

Postal Address: _____

Telephone Number: _____ Fax Number: _____

E-mail address: _____

Capacity in which request is made, when made on behalf of another person:

C. Particulars of person of whose behalf request is made:

This section must be completed only if a request for information is made on behalf of another person

Full names and Surname: _____

Identity Number: _____

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D. Particulars of Record:

- (a) *Provide full particulars of the record to which access is requested, including the reference number if that is known to you, to enable the record to be located.*
- (b) *If the provided space is inadequate please continue on a separate folio and attach it to this form. The requester must sign all the additional folios*

1. Description of the Record or relevant part of the record:

2. Reference number, if available: _____

2. Any further particulars of the record:

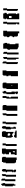
E. Fees:

- (a) *A request for access to a record, other than a record containing personal information about yourself, will be processed only after a request fee has been paid.*
- (b) *You will be notified of the amount of the request fee.*
- (c) *The fee payable for access to a record depends on the form in which the access is required and the reasonable time required to search for and prepare a record.*
- (d) *If you qualify for exemption of the payment of any fee, please state the reason therefore.*

Reason for exemption of payment of the fee:

F. Form of Access to the Record:

If you are prevented by a disability to read, view or listen to the record in the form of access provided for in 1 to 4 hereunder, state your disability and indicate in which form the record is required.



Disability: <hr/> <hr/> <hr/>	Form in which record is required: <hr/> <hr/> <hr/>
---	---

Mark the appropriate box with an "X"

NOTES:

(a) *Your indication as to the required form of access depends on the form in which the record is available.*

(b) *Access in the form requested may be refused in certain circumstances. In such a case you will be informed if access will be granted in another form.*

(c) *The fee payable for access to the record, if any, will be determined partly by the form in which access is requested.*

1. If the record is in written or printed form:

Copy of record *	Inspection of record

2. If the record consists of visual images:
 (This includes photographs, slides, video recordings, computer-generated images, sketches, etc.)

View the images	Copy of the images *	Transcription of the images*

3. If the record consists of recorded words or information which can be reproduced in sound:

Listen to the soundtrack (audio cassette)	Transcription of soundtrack * (written or printed document)

4. If the record is held on computer or in an electronic or machine-readable form:

Printed copy of record	Printed copy of information derived from the record *	Copy in computer readable form * (stiffy or compact disc)

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ANNEXURE B**PART 2****FEES IN RESPECT OF PRIVATE BODIES**

- | | | |
|-----|---|--------|
| 1. | The fee for a copy of the manual as contemplated in regulation 9(2)(c) is for every photocopy of an A4-size page or part thereof. | R1-10 |
| 2. | The fees for reproduction referred to in regulation 11(1) are as follows: | |
| | a) for every photocopy of an A4-size page or part thereof; | |
| | b) for every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form; | |
| | c) for a copy in a computer-readable form on- | |
| | i) stiffy disc | R7-50 |
| | ii) compact disc | R70-00 |
| | d) i) for a transcription of visual images, for an A4-size page or part thereof | R40-00 |
| | ii) for a copy of Visual Images | R60-00 |
| | e) i) for a transcription of an audio record, for an A4-size page or part thereof | R20-00 |
| | ii) For a copy of an audiorecord | R30-00 |
| 3. | The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is | R50-00 |
| 4. | The access fees payable by a requester referred to in regulation 11(3) are as follows: | |
| 4.1 | (a) for every photocopy of an A4-size page or part thereof | R1-10 |
| | (b) for every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form | R0-75 |
| | (c) for a copy in a computer-readable form on | |
| | i) stiffy disc | R7-50 |
| | ii) compact disc | R70-00 |
| | d) i) for a transcription of visual images for an A4-size page or part thereof | R40-00 |



- | | |
|--|--------|
| ii) for a copy of visual images | R60-00 |
| e) i) for a transcription of an audio record
for an A4-size page or part thereof | R20-00 |
| ii) for a copy of an audio record | R30-00 |
| f) To search and prepare the record for disclosure
for each hour or part of an hour reasonably
required for such search and preparation) | R30-00 |

4.2 For purposes of section 54(2) of the Act, the following applies:

- a) six hours as the hours to be exceeded before a deposit is payable; and
- b) one third of the access fee is payable as a deposit by the requester.

4.3 The actual postage is payable when a copy of a record must be posted to a requester.

**SENTECH LTD
NOMBORO YA NTSARISO 1990/001791/06**

BUKU YA MAHUNGU

**HI KU LANDZA XIYENGE XA 57 XA NAWU WO TLAKUSA KU
FIKELELEKA KA MAHUNGU WA 2 WA 2000**


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XIKOPU XA BUKU

Buku leyi yi lulamisiwile hi ku yimela Sentech Limited.

MANGHENELO

Sentech i bindzu leri fambisiwaka hi mfumo leri nga ni huvo ya rona ya valawuri leyi nga ni wa valawuri-ntsongo na wa valawuri-nkulu.

Ku ringana makume ya malembe, Sentech yi rhangе emahlweni eka thekinoloji ya mbulavurisano, laha yi kondletelaka mintirho ya swikombiso swa vuhaxi. Sentech i xikombiso lexikulu xa vuhangalasi bya vuhaxi eAfrika, laha yi haxaka minongonoko ya vaxavi vo fana na SABC, e-tv, M-Net, CNN na BBC eka vayingiseri etikweninkulu hinkwaro.

Nakambe Sentech i murhangeri eka thelekhomunikhexini na vumaki bya swihangalasi laha yi nyikaka mintirho ya kahle yo fana na Riqingho ra Matiko ya misava, swintshunxo swa Mbulavurisano wa Mabindzu, Datara na Mintirho ya Vuhaxi byo h!aya eka minhlangano eAfrika na Vatirhisi va Thelekhomunikhexini emisaveni hinkwayo.

Sentech yi tirhisa tisatelayiti ta xiyimo xa le henhla na thekinoloji ya misava hinkwayo leyi tirhisaka mintwanano ya IP eka mintirho leyi yi endlaka.

Sentech yi tumbuluxa mimphasano ni vutumbuluxi, leswi katsaka na vupulani bya magandlati ya radiyo, minkumbetelo ya vuhaxi, ku endlwa ka mintirho no nyika switichi swa vaxavi va vuhaxi eAfrika ni le matikweni ya le ndzhandzeni.

Bindzu ra Xikombiso xa Vuhangalasi

Mintirho ya Vuhaxi

- Vuhaxi bya le misaveni hinkwayo bya 98% wa vahaxi eAfrika-Dzonga.
- Vuhangalasi bya satelayiti lebyi hlanganisaka mimphasano ya vuhaxi bya radiyo ni thelevhixini hi ku tirhisa Vuswikoti bya C-Band na Ku-Band.
- Vupulani, vumaki, ku antswisiwa no hlayisa switichi swa vuhaxi.
- Vuhaxi bya mabindzu na vuhaxi bya mahungu.

Mintirho ya Satelayiti

Sentech yi tirhisa switirho swa mbulavurisano swa ximanguva-lawa ku endla mintirho ya xiyimo xa le henhla.

Swikumiwa leswi nga kona swi katsa SenCom, leswi endlaka Thelevhixini ya Bindzu, Vuhaxi bya Mahungu, Dyondzo ya Nghingiriko wa le Kule, ku kumeka ka xihatla ka inthanete na Mintirho leyi Kongomisiweke Ekaya (Direct to Home Services).

Ku lawuriwa ka swipfuno swa satelayiti

- Tithelepote tinharhu ta satelayiti.
- Tikontiraka ta satelayiti ta thirasiponda.

Mafambisele ya Switirhisiwa

Sentech yi na vuswikoti ni swipfuno swo fikelela swilaveko swa vaxavi hi mayelana ni mintirho ya mafambisele ya switirhisiwa, ngopfu-ngopfu eka xiyenge xa vuhaxi ni wayalese.

Mintirho

- Vupulani na ku tirhisiwa ka mimphasano ya vuhaxi ematikweni hinkwawo.

Bindzu ra Swihangalasa-mahungu

Sentech yi ta tirhisa switirhisiwa swa mimphasano ku endla mintirho ya bindzu ya-e ni mintirho yo engetela wa thelekhomunikhexini.

Mintirho

- Swintshunxo leswi kongomisiweke eka vaxavi.
- Mintirho yo tirhisana.

Thekinoloji

- Satelayiti.
- Tinsinga to vona.
- Wayalese.
- Vuhaxi bya Xidijiti bya Misava hinkwayo

Mabindzu ya Matiko hinkwawo

Sentech yi na mpfumelelo wo endla ntirho wa tiqingho exikarhi ka vatirhisi lava nga ni mpfumelelo eAfrika-Dzonga ni le ndzhandzheni. Khamphani yi tirhisa thekinoloji ya xiyimo xa le henhla ku endla mintirho leyi.

Vuvekisi bya Vaaki

Sentech yi na tiphurojeke to tala ku katsa ni swikimu swa basari ni tiphurojeke to hluvukisa vaaki.

1. MANGHENELO

Xiyenge xa 32 xa Vumbiwa bya Riphaboliki ra Afrika-Dzonga, no 108 xa 1996 ("the Constitution") xi vula leswaku:

- i) **Munhu un'wana ni un'wana u ni mfanelo yo fikelela:**
 - a) mahungu hinkwawo lama hlayisiweke hi mfumo; ni
 - b) mahungu lama hlayisiweke hi munhu un'wana lawa ya lavaka ku tirhisiwa ku hlayisa kumbe ku sirhelela timfanelo tin'wana.
- ii) **Nawu wa Rixaka wu fanele ku bohiwa ku nyika mfanelo leyi matimba no tlhela wu nyika tindlela to twisiseka ku antswisa xiphiso xa vulawuri ni ku pfumaleka ka timali eka mfumo.**

Nawu wo Tlakusa ku Fikeleleka ka Mahungu ("The Act") wu sungule ku tirha hi Nyenyenyani 2002 ku nyika matimba xiyenge xa 52 xa vumbiwa, laha hi le tihelo swi nyikeke timfanelo ta vumbiwa to fikelela mahungu hinkwawo lama hlayisiweke hi mfumo ni mahungu hinkwawo lama hlayisiweke hi munhu un'wana lawa ya lavekaka ku kota ku ya tirhisa kumbe ku sirhelela timfanelo hinkwato laha xikombelo xi endliwaka hi ku landza Nawu lowu, vanhu va phurayivhete ni ntlawa wa vaaki lowu ku endliwaka xikombelo eka wona wu fanele ku humesa mahungu, handle ka loko Nawu wu hlamusela leswaku mahungu a ya fanelangi ku humesiwa. Nawu wu hlamusela swilaveko swa timhaka ta maendlele lama fambelanaka ni xikombelo xexo.

Nawu wu sungule ku tirha hi siku ra 9 Nyenyankulu 2001 handle ka swiyenge swa 10, 14, 16 na xiyenge xa 51 leswi sunguleke ku tirhisiwa hi siku ra 15 Nyenyenyani 2002.

2. XANA I MANI A NGA ENDLAKA XIKOMBELO HI KU LANDZA NAWU.

Munhu un'wana ni un'wana loyi a lavaka mahungu leswaku a ya tirhisa kumbe a sirhelela timfanelo tin'wana a nga kombela mahungu ni le eka ntlawa wa phurayivhete. Xiyenge xa 50 xa Nawu xi vula leswaku:

- i) Mukomberi u fanele ku nyikiwa mpfumelelo wo kuma rhekhodi yin'wana ni yin'wana ya ntlawa wa phurayivhete loko-
 - a) rhekhodi yi laviwa ku yi tirhisa kumbe ku sirhelela timfanelo hinkwato;
 - b) munhu yoloye a landzelela swilaveko swa maendlele lawa ya fambelanaka ni xikombelo xo kuma mpfumelelo wa rhekhodi; no
 - c) va mpfumelelo wa rhekhodi leyi wu nga arisiwi hi ku landza swivangelo swin'wana swo alela vundzeni leswi fambelanaka ni swa kavanyisa ka 4 ka Xiphemu lexi.

3. XILETELO XA VAKOMBERI HI MATIRHISELE YA NAWU

Khomixini ya Timfanelo ta Vanhu yi lulamise xiletelo lexi nga ni mahungu lawa ya laviwaka hi vanhu hinkwawo lava tsakelaka ku tirhisa mfanelo yin'wana ni yin'wana leyi langutiweke eka Nawu wo Tlakusa ku Fikeleleka ka Mahungu. Xiletelo xa kumeka eka adirese kumbe webusayiti leyi landzelaka.

Khomixini ya Timfanelo ta Vanhu
Private Bag 2700
Houghton
2041
Riqingo: 011 484-8300
Fekisi: 011 484-0582
Webusayiti: www.sahrd.org.za

4 ENDELELO RO KUMA MPFUMELELO

4.1 Vuxokoxoko byo Tihlanganisa

Munhu un'wana ni un'wana loyi a tsakelaka ku endla xikombelo xa mahungu hinkwawo eka Sentech (Proprietary) Limited hi ku landza Nawu wo Tlakusa ku Fikeleleka ka Mahungu ("the Act") u fanele ku tihlanganisa ni mutirhi wa mahungu hi ku tirhisa vuxokoxoko byo tihlanganisa lebyi landzelaka:

Adirese ya Poso
Nkul. Dingane Dube

Mutirhi wa Mahungu
Private Bag X06
Honeydew
2040

Adirese ya Xiviri
Augusta House
Fourways Golf Park
Roos Street
Fourways
Xifundzankulu xa Gauteng

Riqingho: (011) 691-7009
Fekisi: (011) 691-7111
E-mail: dubed@sentech.co.za
webusayiti: www.sentech.co.za

4.2 Fomo ya Mpfumelelo leyi Lerisiweke

Hi ku landza xiyenge xa 53, xikombelo xa mpfumelelo wo kuma rhekhodi ya Sentech (Pty) Ltd xi fanele ku endliwa eka fomo leyi lerisiweke ya Sentech (Pty) Ltd hi ku tirhisa adirese, fekisi kumbe poso ya xilekitironi leyi nyikiweke laha ehenhla. Fomo yi lava leswaku mukombera a nyika leswi landzelaka:

- Mahungu lama eneleke ku pfuna Mutirhi wa Mahungu ku tiva mukombera;
- Mahungu lama eneleke ku pfuna Mutirhi wa Mahungu ku kuma tirhekhodi leti komberaweke;
- Xivumbeko xa mpfumelelo lowu laviwaka;
- Adirese ya poso kumbe nomboro ya fekisi;
- Ku tiva mfanelo leyi faneleke ku tirhisiwa kumbe ku sirheleriwa;
- Nhlamuselo ya leswaku hikwalaho ka yini rhekhodi yi laveka ku yi tirhisa kumbe ku sirhelela mfanelo yoleyo;
- Ndlela leyi muendli wa xikombelo a tsakelaka ku tivisiwa hi xibohe xa xikombelo, loko a tsakela ndlela yin'wana ku engetela eka switiviso leswi tsariweke, ni
- Loko xikombelo xi endliwa hi ku yimela munhu, nyiketo kumbe vumbhoni bya xiyimo lexi mukombera a endlaka xikombelo a r ika xona leswi nga ta enerisa Mutirhi wa Mahungu.

Ku kuma xikombiso xa fomo ya xikombelo vona Xitandzhaku xa A xa buku. Vakombera va fanele ku tsundzuka leswaku mahungu hinkwawo lawa ya longoloxiweke laha ehenhla ya fanele ku nyikiwa, laha loko va tsandzeka swi nga ta hlwerisa endlelo loko ntlawa wa phurayivehete wa ha lavisisa mahungu man'wana. Minkarhi leyi lerisiweke yi nge sunguli ku fikela loko mahungu hinkwawo ya nyikiwile hi mukombera eka ntlawa wa phurayivehete.

4.3 Tihakelelo leti lerisiweke

Ku hakeriwa ka tihakelelo ku lawuriwa hi ku landza xiyenge xa 54 xa nawu. Swinawana swa Nawu swi nyika tinxaka timbirhi ta tihakelelo:

- Hakelelo ya xikombelo: Leyi i hakelelelo ya vulawuri leyi nga tlherisiweki leyi hakeriwaka hi vakomberi hinkwavo handle ka vakomberi lava kombelaka hi voxo. Yi hakeriwa ku nga si langutiwa xikombelo;
- Hakelelo ya mpfumelelo: Hakelelo leyi yi hakeriwa hi vakomberi hinkwavo endzhaku ka loko va nyikiwe mpfumelelo. Hakelelo leyi i yo ririsa ntlawa wa phurayivhete eka tihakelelo leti wu ti tirhiseke ku lava rhekhodi no lulamisa leswaku yi rhumeriwa eka mukomberi.

Sentech (Proprietary) Limited yi nga ala ni rhekhodi ku fikela loko hakelelo ya xikombelo ni diphoziti (loko swi fanerile) swi hakeriwa. Xedulu ya tihakelelo leti lerisiweke yi ngenhisiwile tani hi Xitandzhaku xa eka buku.

4.3.1 Mukomberi ematshan'wini ya xikombelo xa munhu

Mutirhi wa Mahungu u fanele ku nyika xitiviso lexi tsariweke eka mukomberi ematshan'wini ya munhu loyi a endlaka hi hakelelo ya xikombelo ni ntsengo lowu faneleke ku hakeriwa ku nga si lulamisiwa xikombelo.

Loko hi ku vona ka Mutirhi wa Mahungu ku lava rhekhodi kumbe ku yi lulamisa leswaku yi humesiwa swi ta lava ku tlula tiawara leti lerisiweke, Mutirhi wa Mahungu a nga kombela mukomberi ku hakela diphoziti leyi nga ta va yi nga ri ehenhla ka n'we xa nharhu xa hakelelo ya mpfumelelo leyi nga ta hakeriwa loko xikombelo xi amukeriwa. Loko xikombelo xi nga amukeriwi, diphoziti yi fanele ku tlheriseriwa eka mukomberi.

Xitiviso lexi nyikiweke hi Mutirhi wa Mahungu xi fanele ku tsundzuxa mukomberi leswaku u ni mfanelo yo ala ku hakela hakelelo ya xikombelo kumbe diphoziti no tlhela xi n'wi tsundzuxa hi endlelo leri.

4.3.2 Munhu loyi a endlaka xikombelo

Munhu loyi a endlaka xikombelo u hlamuseriwa hi ku landza Nawu tani hi munhu loyi a lavaka mpfumelelo wo kuma rhekhodi leyi nga ni mahungu ya mukomberi.

Munhu loyi a endlaka xikombelo u fanele ku hakela hakelelo ya xikombelo loko xikombelo xa yena xi ta amukeriwa, kambe a nga languteriwangi ku hakela diphoziti loko a nga si amukela rhekhodi.

5. TIRHEKHODI LETI NGA KONA HI KU LANDZA MILAWU YIN'WANA

Sentech yi landzelela Milawu ni swinawana hinkwaswo leswi nga ta lawula mafambisele ya kahle ya nhlngano no hlayisa matsalwa hinkwawo lawa ya lavekaka.

Leyi i milawu ya nkoka leyi tirhisiwaka eka Sentech:

- Vumbiwa bya Riphabuliki ra Afrika-Dzonga, no. 3 bya 1994
- Nawu wo Tlakusa Mafambisele ya Vululami, no. 3 wa 2000
- Nawu wo Tlakusa Ndzingano no Sivela Xihlawuhlalu xa Rixaka, no. 4 wa 2000
- Nawu wa Swiyimo swa Masungulo swa Ntirho no.75 wa 1997
- Nawu wa Vuhaxi no. 4 wa 1999
- Nawu wa Mphikizano no. 61 wa 1973
- Nawu wa Mbulavurisano wa Xilekitironi ni Minxavelano no. 25 wa 2002
- Nawu wa Minchumu leyi nga ni Khombo no. 15 wa 1973
- Nawu wa ICASA no. 13 wa 2000
- Nawu wa Vulawuri bya Vuhaxi lebyi Tiyimeleke 153 wa 1993
- Nawu wa Vuxaka bya Vatirhi no. 66 wa 1995
- Nawu wa Ndzingano wa Ntirho no. 55 wa 1998
- Nawu wa Nhluvukiso wa Swihangalasa-mahungu no Hambana
- Nawu wa Rihanyu ni Vuhlayiseki bya le Ntirhweni, nomboro 85 wa 1993
- Nawu wa Swinawana swa Mintsakelo yo Xava nomboro 2 of 2000
- Nawu wo Tlakusa ku Fikeleleka ka Mahungu no.2 wa 2000
- Nawu wa Mafambisele ya Timali ta Mfumo no. 1 of 1999
- Nawu wa Sentech, nomboro 63 wa 1996
- Nawu wo Hundzuluxiwa ka Sentech no. 44 wa 1999
- Nawu wa Nhluvukiso wa Vuswikoti no. 97 wa 1998
- Nawu wa Timhaka ta Swihaha-mpfhuka (Space Affairs) no.84 wa 1993
- Nawu wo Hundzuluxiwa ka Thelekhomunikhaxini no.4 wa 2001
- Nawu wa Thelekhomunikhaxini, nomboro 103 wa 1996

6. TIRHEKHODI TA TIDYONDZO NI MINKHETEKANYO

Nhlamuselo ya tirhekhodi ta tidyondzo leti hlayisiweke ni minkhetekanyo leyi ti avanyisiweke hi yona.

- 6.1 Vutsalani bya Khamphani**
Milawu ya khamphani
Tisetifikhethi ta tixere
- 6.2 Nawu**
Mintsariso ya mintwanano
Tirhekhodi ta rifuwo
- 6.3 Swipfuno swa Vatirhi**
Tipholisi ni maendlelo
Tirhekhodi ta ndzingano wa ntirho
- 6.4 Minxavo ni Minxaviso**
Matsalwa
Swikumiwa ni mintirho
- 6.5 Timhaka ta Milawu**
Layisense ya mintirho ya Swihangalasa-mahungu
Layisense ya varhwali va Mindzhwalo
Layisense ya Vuhangalasi bya Xikombiso xa Vuhaxi
Layisense ya Xihangalasa-mahungu (Uplink)

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6.6 Timali Swiviko swa Lembe

Mutirhi wa Mahungu u ta tekela enhlokweni xiyenge xa 9 xa Nawu ku boha leswaku u fanele ku nyika mahungu lawa ya lavekaka.

7. ENDLELO RO ENDLA SWIBOHO

7.1 Hi ku landza xiyenge xa 55, Mutirhi wa Mahungu u ta teka magoza lawa ya faneleke ku kuma rhekhodi leyi komberiwewe. Loko rhekhodi yi nga kumeki kumbe yi nga ri kona, mutirhi wa mahungu u fanele ku tivisa mukomberi hi ku tirhisa afidavhiti kumbe xitiyisiso leswaku a swi koteki ku nyika mpfumelelo wa rhekhodi. Leswi swi nga vuriwa leswaku i ku alela xikombelo, kambe hambu swi ri tano, loko rhekhodi yi kumeka endzhaku mukomberi u fanele ku nyikiwa mpfumelelo loko swi vula leswaku xikombelo a xi ta amukeriwa.

7.2 Xiyenge xa 56 xi vula leswaku Mutirhi wa Mahungu u fanele ku tivisa mukomberi hi xiboho ku nga si hela 30 wa masiku endzhaku ko amukela xikombelo lexi tatiweke kahle loko swi ta koteka kumbe swi nga koteki ku va xikombelo xi amukeriwa, loko xikombelo xi:

- Amukeriwile – xitiviso xi fanele ku boxa hakelelo leyi lavekaka leyi faneleke ku endla xikombelo xo ala ku hakela hakelelo leyi ni ndlela leyi mpfumelelo wu nga ta nyikiwa hi yona;
- Aleriwile – xitiviso xi fanele ku katsa swivangelo leswi ringaneke swa xiboho swin'we ni swilaveko swa Nawu leswi faneleke no nyika endlelo leri faneleke ku landzeleriwa loko mukomberi a tsakela ku endla xikombelo xo lwa ni xiboho.

7.3 Mutirhi wa Mahungu a nga engetela masiku ya 30 hi masiku man'wana lawa ya nga hundzeki 30 loko:

- Xikombelo xi ri xa tirhekhodi to hlaya kumbe xi lava leswaku ku langutiwa tirhekhodi to hlaya;
- Xikombelo xi lava leswaku ku langutiwa tirhekhodi leti kumekaka etihofisini to hambana ta ntlawa wa phurayivhete lowu kumekaka edorobeni rin'wana;
- Ku fanele ku tsundzuxaniwa exikarhi ka swiyenge swa ntlawa wa phurayivhete kumbe ntlawa wa phurayivhete wun'wana, kumbe
- Mukomberi a pfumela leswaku ku engeteriwa nkarhi.

Mukomberi u fanele ku tivisiwa emasikwini ya 30 yo sungula hi ku tsala hi ku engeteriwa ka nkarhi swin'we ni swivangelo swa kona ni endlelo leri nga ta landzeleriwa loko mukomberi a tsakela ku endla xikombelo ekhoto xo ala leswaku ku engeteriwa nkarhi. Loko Mutirhi wa Mahungu a tsandzeka ku

hlamula mukomberi ku nga si hela 30 wa masiku leswi swi ta vula leswaku xikombelo a xi amukeriwangi.

- 7.4 Xiyenge xa 59 xi vula leswaku Mutirhi wa Mahungu a nga humesa rhekhodi no nyika mpfumelelo ntsena eka xiphemu lexi nga aleriweki hi nawu.

Loko ku nyikiwa mpfumelelo leswi swi fanele ku endliwa hi ndlela leyi tsakeriwaka hi mukomberi kumbe loko mukomberi a nga boxangi ntsakelo wa yena, hi ndlela leyi voniwaka yi fanerile hi Mutirhi wa Mahungu.

8. MINTLAWA YIN'WANA

Loko xikombelo xi ri xa rhekhodi leyi khumbhaka ntlawa wun'wana, Mutirhi wa Mahungu u fanele ku teka magoza lawa ya faneleke ku tivisa ntlawa wun'wana hi xikombelo lexi. Leswi swi fanele ku endliwa ku nga si hela 21 wa masiku endzhaku ko amukela xikombelo lexi. Leswi swi fanele ku endliwa hi xihatla hi laha swi nga kotekaka hi kona, kambe loko swi endliwa hi nomo, Mutirhi wa Mahungu u fanele endzhaku a nyika ntlawa wun'wana xitiviso xa xitiyisiso lexi tsariweke. Ntlawa wun'wana wu nga endla nyiketo ku nga si hela 21 wa masiku eka ntlawa wa phurayivhete leswaku hikwalaho ka yini xikombelo xi aleriwa, kumbe wu nyika nhlamuselo leyi tsariweke hi ku humesiwa ka rhekhodi. Ntlawa wun'wana wu fanele ku tsundzuxiwa hi xiboho lexi tekiweke hi Mutirhi wa Mahungu loko wu ta amukela kumbe ku alela xikombelo no tlhela wu n'wi tsundzuxa hi timfanelo ta yena to rila hi ku endla xikombelo ekhoto ku nga si hela 30 wa masiku endzhaku ko humesiwa ka xitiviso.

9. SWIVANGELO SWO ALELA XIKOMBELO

Loko ku nga landzeleriwangi xiyenge xa 50, xikombelo xi nga aleriwa hi ku landza swivangelo swin'wana swa Nawu, xikombiso:

- 9.1 Xiyenge xa 63 xa Nawu xi ala leswaku ku boxiwa hi ndlela yo kala yi nga twisiseki mahungu ya vanhu van'wana eka mukomberi. Leswi swi katsa mahungu ya vanhu lava loveke. Kambe hambu swi ri tano Xiyenge xa 63(2) xa swi pfumelela.

- 9.2 Xiyenge xa 64 xi vula leswaku xikombelo xi fanele ku aleriwa loko xi fambelana ni tirhekhodi leti nga ni mahungu ya mintlawa yin'wana hi mayelana ni:

- Swihundla swa mabindzu;
- Timali ta mabindzu, mahungu ya xisayense kumbe ya xithekiniki laha loko ya boxiwa ya nga vangaka ku onheka ka mabindzu kumbe mintsakelo ya timali ya mintlawa yin'wana; kumbe
- Mahungu lama nyikiweke hi ntlawa wun'wana lawa ya nga onhelaka ntlawa wun'wana eka tikontiraka ni minkanerisano kumbe ku ya hi nghohe eka mphikizano wa ntlawa wa bindzu.

Mahungu ya fanele ku humesiwa loko ya fambelana ni mimbuyelo ya vuhlayiseki bya xikumiswa kumbe ya ri ni khombo eka mbangu.

- 9.3 Xiyenge 65 xi yirisa ku humesa mahungu loko ku humesiwa koloko ku ta tlula xihundla xa ntlawa wun'wana hi ku ya hi mintwanano yin'wana.

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9.4 Hi ku landza xiyenge xa 66, ntlawa wa phurayivhete wu nga ala xikombelo xo kuma rhekhodi ya ntlawa loko ku kumeka ku nga:

- Nghenisa vutomi kumbe vuhlayiseki bya munhu ekhomyeni;
- Ya hi nghohe kumbe ku sivela vuhlayiseki bya muako, xivumbeko kumbe sisiteme ku katsa ni khompiyuta kumbe sisiteme ya mbulavurisano, vutleketli kumbe rifuwo rin'wana;
- Tindlela ta ringhohe, tisisiteme, tipulani kumbe maendlele ya vusirheleri bya vanhu hi ku landza xikimu xa ku sirhelela timbhoni kumbe vuhlayiseki bya vaaki.

9.5 Xiyenge xa 67 xi nyika matimba yo alela xikombelo loko rhekhodi yi fanerile ku va yi humesiwa ekhoto, ehandle ka loko munhu loyi a nga ni mfanelo a tlurile mfanelo.

9.6 Xiyenge xa 68 xi vulavula hi tirhekhodi leti nga ni mahungu ya ntlawa wun'wana ematshan'wini ya swilaveko swin'wana swo alela xikombelo, leswi a swi bohi kambe i swo tihlawulela. Sentech yi nga alela mpfumelelo wo kuma rhekhodi loko rhekhodi yi ri ni:

- Mahungu ya timali, mabindzu, xisayense na mahungu ya xithekiniki, laha ku humesiwa ku nga onhaka mintsakelo ya timali ya Sentech.
- Mahungu lawa loko yo humesiwa ya nga onhelaka ntlawa wun'wana eka minkanerisano yin'wana ya tikontiraka kumbe yin'wana; kumbe
- Nongonoko wa khompiyuta wa Sentech.

Ematshan'wini ya leswi nga laha ehenhla, mahungu lawa ya faneleke ya humesiwa ya fambelana ni mbuyelo wa xikumiwa kumbe nkambelo wa mbangu, ku humesiwa loku nga ta va ni vuhlayiseki bya nkoka kumbe khombo eka mbangu.

9.7 Xiyenge xa 69 xi sivela ku humesiwa ka mahungu ya ndzavisiso laha ku humesiwa ku nga paluxaka ntlawa wun'wana, munhu loyi a endlaka ndzavisiso hi ku yimela ntlawa wun'wana kumbe nhlokohaka ya ndzavisiso. Ku humesiwa i ko tihlawulela i ka ndzavisiso lowu wu fambelanaka na Senetch.

Ematshan'wini ya swilaveko leswi boxiweke laha ehenhla, xiyenge xa 70 xi vula leswaku rhekhodi yi fanele ku humesiwa loko ku humesiwa ku ta:

- Humesa vumbhoni byo tlula nawu kumbe ku tsandzeka ku fambisana ni nawu, vuhlayiseki bya vaaki kumbe khombo ra mbangu; na
- Loko ntsakelo wa vaaki eku humesiweni ka rhekhodi ku hundza khombo.

10. TIMFANELO TO RILA

Muendli wa xikombelo loyi a nga enerisiweki hi ku ala ka Mutirhi wa Mahungu ku n'wi nyika mpfumelelo wo kuma mahungu man'wana, a nga endla xikombelo ekhoto ku nga si hela 30 wa masiku ku humesiwile xitiviso xa xiboho.

Ku fanele ku tekeriwa enhlokweni leswaku ehandle ka xilaveko xin'wana eka Nawu lowu, khoto yi fanele ku lavisisa rhekhodi (tirhekhodi) leyi ku vulavuriwaka hi yona. A ku na rhekhodi leyi nga yirisiwaka ekhoto hambu loko ku ri ni swivangelo swo karhi. Kambe hambu swi ri tano, khoto a yi nge boxi vundzeni bya rhekhodi (tirhekhodi).

Khoto yi nyikiwe matimba yo nyika xileriso xin'wana ni xin'wana lexi amukelekaka no va kahle ku katsa no:

- Tiyisisa, ku hundzuluxa kumbe ku veka etlhelo xiboho xa Mutirhi wa Mahungu;
- Lava leswaku Mutirhi wa Mahungu a teka goza rin'wana, kumbe ku n'wi alela tani hi laha swi voniweke hakona hi khoto enkarhini wo karhi;
- Ku nyika xiyiriso kumbe xintshunxo xo karhi, xileriso xa xihlambanyo kumbe ndziriso; kumbe tihakelo.

FOMO LEYI LERISIWEKE LEYI FANELEKE KU TATIWA HI MUKOMBERI

FOMO YA B
XIKOMBELO XA MPFUMELELO WA TIRHEKHODI TA NTLAWA WA PHURAYIVHETE

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(Xiyenge xa 53 (1) xa Nawu wo Tlakusa ku Fikeleleka ka Mahungu, No 2 wa 2000)

(Xinawana xa 4)

A. Vuxokoxoko bya Ntlawa wa Phurayivhete

Mufambisi

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

B. Vuxokoxoko bya Munhu loyi a Lavaka Mpfumelelo wa rhekhodi

- (a) Vuxokoxoko bya munhu loyi a lavaka mpfumelelo wa tirhekhodi byi fanele ku tsariwa laha ehansi.
- (b) Tsala adirese na/kumbe nomboro ya fekisi ya Riphabuliki leyi rhekhodi yi faneleke ku rhumeriwa eka yona.
- (c) Ku fanele ku nameketiwa vumbhoni bya xiyimo lexi rhekhodi yi endliwaka eka xona loko swi fanerile.

XITANDZHAKU XA A

Vito ni

Xivongo:.....
.....

Nomboro ya

Pasi:.....
.....

Adirese ya

Poso:.....
.....

Nomboro ya Riqingho:..... Nomboro ya

Fekisi:.....

Adirese ya E-

mail:.....
.....

Xiyimo lexi xikombelo xi endliwaka eka xona loko xi endliwa hi ku yimela munhu un'wana:

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

C. Vuxokoxoko bya munhu loyi a kombelaka ku endleriwa xikombelo:

Xiyenge lexi xi fanele ku tatiwa ntsena loko xikombelo xa mahungu xi endliwa hi ku yimela munhu un'wana

Vito ni
 Xivongo:.....

Nomboro ya Pasi:

D. Vuxokoxoko bya Rhekhodi:

- (a) *Nyika vuxokoxoko lebyi heleleke bya rhekhodi leyi komberiweke ku katsa ni nomboro ya xiyelaniso loko u yi tiva ku pfuneta ku kumeka ka rhekhodi.*
- (b) *Loko xivandla lexi nyikiweke xi nga ringanangi yana emahlweni eka papila rin'wana kutani u ri nameketa eka fomo leyi. Mukomberi u fanele ku sayina mapapila yo engetela hinkwawo.*

1. Nhlamuselo ya Rhekhodi kumbe xiphemu xa rhekhodi lexi faneleke:

2. Nomboro ya xiyelaniso loko yi ri kona:.....

2. Vuxokoxoko byin'wana bya rhekhodi:

E. Tihakelelo:

- (a) *Xikombelo xa mpfumelelo wa rhekhodi ehandle ka rhekhodi leyi nga ni mahungu ya munhu xi ta lulamisiwa ntsena endzhaku ko hakela hakelelo ya xikombelo.*
- (b) *U ta tivisiwa hi ntsengo wa hakelelo ya xikombelo.*
- (c) *Hakelelo ya mpfumelelo leyi nga ta hakeriwa ya rhekhodi yi ta ya hi xivumbeko lexi mpfumelelo wu laviwaka hi xona ni nkarhi wo twisiseka lowu lavekaka ku lava no lulamisa rhekhodi.*
- (d) *Loko u nga fanelangi ku hakela hakelelo, u komberiwa ku boxa xivangelo.*

Xivangelo xo kala ndzi nga hakeli hakelelo:

F. Xivumbeko xa Mpfumelelo wa Rhekhodi:

Loko u nga koti ku hlaya hikwalaho ko lamala, ku kala u nga koti ku vona kumbe ku yingisela rhekhodi hi xivumbeko xa mpfumelelo lexi nyikiweke eka 1 ku fika eka 4 laha ehansi, boxa ku lamala ka wena no kombisa xivumbeko lexi rhekhodi yi laviwaka hi xona.

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Ku lamala	Xivumbeko lexi rhekhodi yi laviwaka hi xona
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<p>Fungha xibokisana lexi faneleke hi ku tirhisa "X"</p> <p>TINOTO:</p> <p>(a) <i>Xikombiso xa wena xa xivumbeko lexi rhekhodi yi laviwaka hi xona swi ta lawuriwa hi xivumbeko lexi rhekhodi yi kumekaka hi xona.</i></p> <p>(b) <i>Mpfumelelo hi xivumbeko lexi komberiwaka wu nga aleriwa eka swiyimo swin'wana. Eka xiyimo lexi, u ta tivisiwa loko mpfumelelo wu ta nyikiwa hi xivumbeko xin'wana.</i></p> <p>(c) <i>Hakelelo leyi nga ta hakeriwa ku kuma mpfumelelo wa rhekhodi loko swi laveka yi ta bohiwa hi xivumbeko lexi mpfumelelo wu laviwaka hi xona.</i></p>
--

1. Loko rhekhodi yi ri hi xivumbeko xo tsariwa kumbe xo purintiwa:		
	Khopi ya rhekhodi	Nkambelo wa rhekhodi

2. Loko rhekhodi yi ri na swifaniso leswi voniwaka: (Leswi swi katsa swifaniso, tisilayidi, minkandziyiso ya vhidiyo, swifaniso swa khompiyuta, mimpfampfarhuto, sw. sw.)				
	Vona swifaniso		Khopi ya swifaniso	Nkopiso wa swifaniso

3. Loko rhekhodi yi ri na marito lama kandziyisiweke kumbe mahungu lawa ya nga encenyetiwa hi ku tirhisa mpfumawulo:			
	Yingisela rhekhodi (odiyo khasete)		Nkopiso wa rhekhodi* (lowu tsariweke kumbe tsalwa leri purintiweke)

4. Loko rhekhodi yi hlayisiwe eka khompiyuta kumbe hi xivumbeko xa xilekitironi kumbe xo hlayiwa hi muchini:					
	Khopi leyi purintiweke		Khopi leyi purintiweke ya mahungu yo huma eka rhekhodi		Khopi ya xivumbeko xo hlayiwa hi khompiyuta* (sitifi kumbe xitlanga tirhekhodi)

Loko u komberile khopi kumbe nkopiso wa rhekhodi (laha ehenhla), xana u tsakela leswaku khopi ya wena kumbe nkopiso wu rhumeriwa eka wena?	INA	E-E
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Ku fanele ku hakeriwa hakelelo ya poso.

G. Vuxokoxoko bya mfanelo leyi faneleke ku tirhisiwa kumbe ku sirheleriwa:

Loko xivandla lexi nyikiweke xi nga ringanangi, u komberiwa ku ya emahlweni eka papila rin'wana kutani u ri nameketa eka fomo leyi
Mukomberi u fanele ku sayina mapapila hinkwawo yo engetela

Kombisa leswaku i mfanelo yihi leyi faneleke ku tirhisiwa kumbe ku sirheleriwa:.....
.....
.....

1. Hlamusela leswaku hikwalaho ka yini rhekhodi leyi komberiwaka yi laveka ku yi tirhisa kumbe ku sirhelela mfanelo leyi boxiweke laha ehenhla:
.....
.....
.....

H. Xitiviso xa xiboho hi mayelana ni xikombelo xa mpfumelelo:

U ta tivisiwa hi ku tsala leswaku xana xikombelo xa wena xi amukeriwile/a xi amukeriwangi. Loko u tsakela ku tivisiwa hi ndlela yin'wana, u komberiwa ku boxa ndlela ya kona no nyika vuxokoxoko lebyi faneleke ku pfuneta ku swi fambelanisa ni xikombelo xa wena.

Xana u ta tsakela ku tivisiwa hi xiboho hi mayelana ni xikombelo xa wena xa mpfumelelo wa rhekhodi?
.....
.....
.....

Yi sayiniwile e.....hi.....siku
ra.....200....

NSAYINO WA MUKOMBERI/
MUNHU LOYI A N'WI YIMELEKE

XITANDZHAKU XA B**XIPHEMU XA 2****TIHAKELELO TA MINTLAWA YA PHURAYIVHETE**

1. Hakelelo ya khopi ya buku tani hi laha swi anakanyiweke eka xinawana xa 9(2)(c) i R1-10 eka khopi yin'wana ni yin'wana ya mpimo wa pheji ya A4 kumbe xiphemu xa yona.
2. Tihakelelo to tlhela ku kopiwa leti hlamuseriweke eka xinawana 11(1) hi leti landzelaka:
 - a) khopi yin'wana ni yin'wana ya mpimo wa pheji ya A4 kumbe xiphemu xa yona;
 - b) khopi yin'wana ni yin'wana leyi purintiweke ya mpimo wa pheji ya A4 kumbe xiphemu xa yona lexi hlayisiweke eka khompiyuta kumbe hi xilekitironi kumbe xivumbeko xo hlayiwa hi muchini;
 - c) khopi ya xivumbeko xo hlayiwa hi khompiyuta eka-
 - i) xihlayisa tirhekhodi R7-50
 - ii) xichaya tirhekhodo R70-00
 - d) i) ku kopisa swifaniso leswi voniwaka, swa pheji ya mpimo wa A4 kumbe xiphemu xa yona R40-00
ii) khopi ya Swifaniso leswi Voniwaka R60-00
 - e) i) ku kopisa rhekhodi yo yingisela, ya pheji ya mpimo wa A4 kumbe xiphemu xa yona R20-00
ii) khopi ya rhekhodi yo yingisela R30-00
3. Hakelelo ya xikombelo leyi hakeriwaka hi mukomberi, ematshan'wini ya xikombelo xa munhu, leyi hlamuseriweke eka xinawana xa 11(2) i R50-00
4. Tihakelelo ta mpfumelelo leti hakeriwaka hi mukomberi leti hlamuseriweke eka xinawana xa 11(3) hi leti landzelaka:
 - 4.1 (a) khopi yin'wana ni yin'wana ya mpimo wa pheji ya A4 kumbe xiphemu xin'wana R1-10
 - (b) tikhopi hinkwato leti purintiweke ta mpimo wa pheji ya A4 kumbe xiphemu xa yona lexi hlayisiweke eka khompiyuta kumbe hi xivumbeko xa xilekitironi kumbe lexi nga hlayiwaka hi muchini R0-75
 - (c) khopi ya xivumbeko xo hlayiwa hi khompiyuta leyi nga eka
 - i) xihlayisa tirhekhodi R7-50
 - ii) xichaya tirhekhodo R70-00

-
- | | |
|--|--------|
| d) i) ku kopisa swifaniso leswi voniwaka
pheji ya mpimo wa A4 kumbe xiphemu xa yona | R40-00 |
| ii) khopi ya swifaniso leswi voniwaka | R60-00 |
| e) i) ku kopisa rhekhodi yo yingisela
pheji ya mpimo wa A4 kumbe xiphemu xa yona | R20-00 |
| ii) khopi ya rhekhodi yo yingisela | R30-00 |
| f) Ku lava no lulamisa rhekhodi leyi faneleke ku humesiwa
awara yin'wana ni yin'wana kumbe xiphemu xa awara lexi
laviwaka eku laviweni koloko ni ndzulamiso) | R30-00 |
- 4.2 Ku ya hi swikongomelo swa xiyenge xa 54(2) xa Nawu, ku ta landzeleriwa endlelo leri:
- a) tiawara ta tsevu tani hi tiawara leti nga tluriwaka loko ku nga si hakeriwa diphoziti; na
 - b) hakelelo ya mpfumelelo ya n'we xa nharhu yi hakeriwa tani hi diphoziti hi mukomberi.
- 4.3 Hakelelo ya xiviri xa poso yi hakeriwa loko khopi ya rhekhodi yi fanele ku poseriwa mukomberi.
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