

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 89

03 FEBRUARY 2017

**PROMOTION OF ACCESS TO INFORMATION ACT, 2000**

**DESCRIPTION SUBMITTED IN TERMS OF SECTION 15(1)**

I, Tshililo Michael Masutha, Minister of Justice and Correctional Services, hereby publish under section 15(2) of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000), the descriptions submitted to me in terms of section 15(1) of the said Act by the –

**KWAZULU-NATAL PROVINCIAL GOVERNMENT: DEPARTMENT OF  
COMMUNITY SAFETY AND LIAISON**

As set out in the Schedule



**TSHILILO MICHAEL MASUTHA, MP (ADV)  
MINISTER FOR JUSTICE AND CORRECTIONAL SERVICES**

DEPARTMENT OF COMMUNITY SAFETY AND LIAISON AUTOMATICALLY AVAILABLE RECORDS AND ACCESS TO SUCH RECORDS: (Section 15 of the Promotion of Access to Information Act, 2000 (Act 2 of 2000)) [Regulation 5A]		FORM D
DESCRIPTION OF CATEGORY OF RECORDS AUTOMATICALLY AVAILABLE IN TERMS OF SECTION 15(1)(a) OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000	MANNER OF ACCESS TO RECORDS	
<b>FOR INSPECTION IN TERMS OF SECTION 15(1)(a)(i):</b>		
1. DEPARTMENTAL STRATEGIC PLANS	The records on the website of the department, <a href="http://www.kzncomsafety.gov.za/">http://www.kzncomsafety.gov.za/</a> are available for viewing or downloading without a person having to make such a request in terms of the said Act.	
2. DEPARTMENTAL ANNUAL PERFORMANCE PLAN		
3. ANNUAL REPORTS		
4. EMPLOYMENT EQUITY REPORTS		
5. PUBLISHED RESEARCH REPORTS		
6. APPROVED ORGANIZATIONAL STRUCTURES		
7. BUDGETS		
8. DEPARTMENTAL POLICIES AND PROCEDURE MANUALS		
9. PROMOTION OF ACCESS TO INFORMATION MANUAL		
10. SERVICE CHARTERS		
11. STATEMENT OF COMMITMENT		
12. DEPARTMENTAL EVENTS CALENDAR		
13. COPIES OF SPEECHES BY THE MEC		
14. CIRCULARS OF ADVERTISED POSTS AND SERVICES		
15. DEPARTMENTAL FORMS		
16. STAFF CONTACT DETAILS DIRECTORY		
17. JOURNALS AND MAGAZINES		
18. PROMOTIONAL MATERIAL		
19. DEPARTMENTAL MEDIA STATEMENTS		
<b>FOR PURCHASING IN TERMS OF SECTION 15(1)(a)(ii):</b>		
1. TENDER DOCUMENTS	Records can be purchased at Financial & Accounting Services Office, No. 4 Ground Floor, Department of Community Safety & Liaison, Head Office, 179 Jabu Ndlovu Street, Pietermaritzburg, 3200	
<b>FOR COPYING IN TERMS OF SECTION 15(1)(a)(iii):</b>		
1. DEPARTMENTAL STRATEGIC PLANS.	The records may be inspected at the Department on request, addressed to the Office of the Deputy Information Officer, Department of Community Safety & Liaison, Head Office, 179 Jabu Ndlovu Street, Pietermaritzburg, 3201; Private Bag X 9143, Pietermaritzburg, 3200	
2. DEPARTMENTAL ANNUAL PERFORMANCE PLAN.		
3. ANNUAL REPORTS.		
4. EMPLOYMENT EQUITY REPORTS.		
5. PUBLISHED RESEARCH REPORTS.		
6. APPROVED ORGANIZATIONAL STRUCTURES.		
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16. STAFF CONTACT DETAILS DIRECTORY.		
17. JOURNALS AND MAGAZINES		
18. PROMOTIONAL MATERIAL.		
19. DEPARTMENTAL MEDIA STATEMENTS.		
<b>AVAILABLE FREE OF CHARGE IN TERMS OF SECTION 15(1)(a)(iii):</b>		
1. STAFF CONTACT DETAILS DIRECTORY.	The records may be requested from the Department, addressed to the Office of the Deputy Information Officer, Department of Community Safety & Liaison, Head Office, 179 Jabu Ndlovu Street, Pietermaritzburg, 3201; Private Bag X 9143, Pietermaritzburg, 3200	
2. JOURNALS AND MAGAZINES		
3. PROMOTIONAL MATERIAL.		
4. DEPARTMENTAL MEDIA STATEMENTS.		