Guide on How to Use the Promotion of Access to Information Act 2 of 2000
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Word of thanks

This **PAIA** Guide would not have been made possible without the hard work and dedication of the **PAIA** Unit staff at the South African Human Rights Commission.

The South African Human Rights Commission would therefore like to thank the following people for their contributions to the drafting and compilation of this Guide:

Rachel Ward, Nokwanda Molefe, Kelly Stone, Jackson Mzila, Thomas Henstra and Fola Adeleke.
Table of contents

Foreword by the Chief Executive Officer ........................................................................................................... 6
Finding your way around the PAIA Guide ........................................................................................................... 7
Useful terms ......................................................................................................................................................... 8
List of abbreviations .......................................................................................................................................... 10
SECTION 1 ....................................................................................................................................................... 11
  1.1. The purpose of this PAIA Guide ................................................................................................................ 12
  1.2. The history of PAIA ...................................................................................................................................... 13
  1.3. The purpose of PAIA and how it can be used ............................................................................................ 14
  1.4. The role of the South African Human Rights Commission .................................................................... 15
SECTION 2 ....................................................................................................................................................... 16
  2.1 Getting started ............................................................................................................................................... 17
  2.2. The PAIA Guide ........................................................................................................................................... 18
    2.2.1 Where to find the guide .......................................................................................................................... 18
  2.3 PAIA Manuals ............................................................................................................................................... 20
    2.3.1 PAIA manuals for public bodies ............................................................................................................. 20
    2.3.2 Where to find the manual of a public body ............................................................................................ 21
    2.3.4 PAIA manuals for private bodies .......................................................................................................... 22
    2.3.4 Where to find the manual of a private body .......................................................................................... 24
    2.3.5 How to comply if you are a private body ............................................................................................... 24
  2.4 Automatically available information held by a public body ............................................................... 25
  2.5 Automatically available information held by a private company or body ............................................. 27
SECTION 3 ....................................................................................................................................................... 28
  3. How do I make a PAIA request? .................................................................................................................... 29
  3.1 Who can make a PAIA request? .................................................................................................................... 29
    3.1.1 How do I fill in a PAIA request form? ..................................................................................................... 30
    3.1.2 Is there a procedure that has to be followed when making a PAIA request? ..................................... 32
  3.2 What is the cost for making a PAIA request? ............................................................................................. 32
    3.2.1 What is the cost for accessing records under PAIA? ............................................................................. 33
3.3 Can an Information Officer help me make a PAIA request? ........................................... 35
3.4 What legal remedies do I have when my PAIA request is denied? ................................. 38
  3.4.1 Legal Recourse against Public Bodies ........................................................................... 39
    3.4.1.1 Who may lodge an internal appeal? ................................................................. 39
    3.4.1.2 When may you lodge an internal appeal? ......................................................... 40
    3.4.1.3 How do I make an internal appeal? ..................................................................... 41
    3.4.1.4 What happens when an internal appeal is lodged after the expiry date of the
        prescribed period? ........................................................................................................ 42
    3.4.1.5 What are the fees for internal appeals? ............................................................... 43
  3.4.2 Legal Recourse against Private Bodies ....................................................................... 43
  3.4.3 What will happen to my case in court? ....................................................................... 44

SECTION 4 ............................................................................................................................... 45
  4.1 When Access to Information may be Refused ............................................................... 46
  4.2 Mandatory v Discretionary grounds for refusing access to information .................. 47
  4.3 Grounds for refusal of access to information ................................................................ 48
    4.3.1 Protection of the privacy of a third party ................................................................. 48
    4.3.2 Protection of commercial information of a third party ........................................... 50
    4.3.3 Protection of confidential information ................................................................. 51
    4.3.4 Protection of the safety of individual and property ............................................... 51
    4.3.5 Protection of information in legal proceedings ...................................................... 52
    4.3.6 Protection of Research Information ..................................................................... 52
    4.3.7 Information which may be refused access to ......................................................... 53
  4.4 Public Interest Override ................................................................................................. 55

SECTION 5 ............................................................................................................................... 56
  5.1 Key references ............................................................................................................... 57
  5.2 PAIA Regulations ......................................................................................................... 57
  5.3 PAIA Amendments ....................................................................................................... 58
  5.4 Amendments to PAIA Regulations ............................................................................. 59
  5.5 Other useful PAIA resources ........................................................................................ 59
Foreword by the Chief Executive Officer

The right of access to information is a unique right within the South African Bill of Rights, and has a distinct history within the work and mandate of the South African Human Rights Commission which was the institution originally set up under the Promotion of Access to Information Act (PAIA) to monitor the realisation of this right.

The formulation of the right of access to information in the South African Constitution is particularly unique as it places an obligation upon both public and private bodies to allow access to records held by them. For private bodies, this is conditioned upon the demonstration that the information is needed for the exercise or protection of other rights.

The PAIA was established to promote the right of access to information and to promote transparency and accountability within both the public and private sectors of society in order to more fully realise South Africa’s goals of an open and participatory democracy.

This PAIA Guide has been developed in fulfilment of the South African Human Rights Commission’s (the Commission) obligation under Section 10 of the PAIA which provides for the Commission to draft and compile a Guide to assist people in using and understanding PAIA to enable the realisation of their right of access to information.

This Guide on How to Use the Promotion of Access to Information Act has been designed to be a guidance tool for individuals, communities and institutions, and is intended to be user-friendly and accessible. This Guide will be made available at various institutions across the country (further details provided in Section 2 of this Guide).

Sincerely,

Kayum Ahmed

CEO, South African Human Rights Commission
Finding your way around the PAIA Guide

Section 1
• Introduction to the PAIA Guide

Section 2
• Where to begin finding the information that you need

Section 3
• How to make a request for access to information

Section 4
• When access to information can/may be refused

Section 5
• Key references and resources for further information

South African Human Rights Commission
## Useful terms

<table>
<thead>
<tr>
<th>Terms</th>
<th>Description</th>
</tr>
</thead>
</table>
| Access fee                         | This is the fee to be paid by the requester to the public or private body from which you are seeking the information, to cover the costs of finding and copying the records you require.  
(For more information on access fees see Section 3 of this Guide). |
| Form A                             | Found on the South African Human Rights Commission’s website, and the websites of various other public institutions. This form is used to request access to information held by a public body.  
(For further information on Form A and requests of access to information to public bodies see Section 3 of this Guide). |
| Form C                             | Also found at the end of the **PAIA** Act, on the South African Human Rights Commission’s website, and the websites of various other private companies. This form is used to request access to information held by a private body.  
(For further information on Form C and requests of access to information to private bodies see Section 3 of this Guide). |
| Guide                              | Refers to this Guide on **PAIA** which has been compiled and published by the South African Human Rights Commission as provided for in Section 10 of PAIA, to assist persons in using and understanding the Act. |
| Information Officer and Deputy Information Officer | The Information Officer (sometimes referred to as IO) is the person who has been authorised by the institution in question to handle **PAIA** requests. For a public body, this is the person who is or is acting as the head of the body. So for a municipality it would be the municipal... |
manager; for a national department it would be the Director General; for a body such as the South African Human Rights Commission it would be the CEO.

The Deputy Information Officer (sometimes referred to as DIO) is the person designated by the Information Officer of a public body to assist the requester in their information request.

**PAIA** does not provide for private bodies to designate a Deputy Information Officer, however it is recommended by the South African Human Rights Commission that they do so for efficiency and convenience.

*(For more information on the roles of Information Officers see Section 3 of this Guide)*.

<table>
<thead>
<tr>
<th>Internal Appeal (Form B)</th>
<th>Requesters would use <strong>PAIA</strong> Form B to appeal a decision made only by the national, provincial or municipal spheres of government regarding access to information. <em>(For further information on internal appeals see Section 3 of this Guide)</em>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juristic person</td>
<td>A company or body which is recognized by law as a single entity or ‘person’ having rights and duties.</td>
</tr>
<tr>
<td>Minister</td>
<td>References to the Minister are in relation to the Minister of Justice and Constitutional Development.</td>
</tr>
<tr>
<td>Natural person</td>
<td>A real person, as opposed to a legal or juristic person such as a corporation (see juristic person above).</td>
</tr>
<tr>
<td>Private body</td>
<td><em>(Also referred to as a private company, institution, or body), this is a natural or juristic person or partnership who is involved or has been involved in any trade, business or profession and only in that capacity.</em></td>
</tr>
<tr>
<td>Public body</td>
<td><em>(Also referred to as a public institution, department, or body), this is any department or institution of the national, provincial and local spheres of government. It also includes any institution that is performing a function or duty of the state at the time at which the record in question was created.</em></td>
</tr>
</tbody>
</table>
Record

Any recorded information regardless of the form, including, for example, written documents, video materials etc. A record requested from a public or private body would refer to a record that was in that body’s possession regardless of whether that body created the record.

Request fee

The cost to be paid for making an access to information request. For an information request to a public body there is a standard fee of R35; for an information request to a private body there is a standard fee of R50.

*(For further information on request fees and the exemptions see Section 3 of this Guide).*

Requester

The requester is the natural or juristic person making an access to information request. A requester also refers to the person who is making the information request on behalf of somebody else.

Third party

This refers to any natural or juristic person who is not the requester of the information, nor the body to whom the information request is made.

List of abbreviations

The following abbreviations are found in this Guide and other commonly used *PAIA* resources:

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIO</td>
<td>Deputy Information Officer</td>
</tr>
<tr>
<td>IO</td>
<td>Information Officer</td>
</tr>
<tr>
<td>ODAC</td>
<td>Open Democracy Advice Centre</td>
</tr>
<tr>
<td>PAIA</td>
<td>Promotion of Access to Information Act 2 of 2000</td>
</tr>
<tr>
<td>PPIA</td>
<td>Protection of Personal Information Act 4 of 2013</td>
</tr>
<tr>
<td>SAHA</td>
<td>South African History Archives</td>
</tr>
<tr>
<td>SAHRC</td>
<td>South African Human Rights Commission</td>
</tr>
</tbody>
</table>
SECTION 1

Introduction...

This section includes:
- The purpose of this **PAIA** Guide;
- The history of **PAIA**;
- The purpose of **PAIA** and how it can be used;
- The role of the South African Human Rights Commission.
1.1. The purpose of this PAIA Guide

This Guide provides information on the Promotion of Access to Information Act (PAIA) 2 of 2000. This PAIA Guide will assist people in making requests for information under the Act, and provide examples on how the Act has been used in the past to advance human rights, by providing:

- An easy to understand overview of PAIA
- A breakdown of how PAIA can be used to advance other human rights
- A list of types of information which can be requested using PAIA
- A step-by-step guide on how to use PAIA to make an information request
- An overview of lessons learnt from past information request and PAIA court cases

This Guide was developed through the collaborative joint experiences of the staff of the SAHRC who have been working with PAIA and assisting people with making requests since 2000.
1.2. The history of PAIA

When the South African Constitution was being drafted in the period following the fall of Apartheid in the 1990s, various organisations and individuals campaigned for the inclusion of a right of access to information. It was hoped that the inclusion of this right in the Bill of Rights - Chapter 2 of the Constitution – would ensure that atrocities such as Apartheid could never again take place as the state and private corporations would be obliged to act in an accountable and transparent manner by providing access to information, and therefore would be unable to hide behind the veil of secrecy which created the conditions under which Apartheid took place.

In 1996 the Constitution of the Republic of South Africa came into force. Section 32 enshrined the right of access to information held by both public and private bodies. This was, at the time, the first piece of law in the world which extended the right of access to information to information held by private bodies. Section 32 also stated that legislation must be enacted which would give effect to the right of access to information by detailing the ways in which information from public and private bodies could be accessed, and by providing further information on the grounds under which a public and private body could refuse access to information.

In 2000 the Promotion of Access to Information Act (PAIA) finally came into law, fulfilling the provision of section 32 of the Constitution for the enactment of legislation on access to information.
1.3. The purpose of PAIA and how it can be used

The purpose of PAIA is to promote the right of access to information, to foster a culture of transparency and accountability in South Africa, and to encourage an open democracy where individuals from all walks of life are empowered to engage with government and participate in decisions which affect their lives.

The right of access to information is a unique right as it enables the realisation of other human rights: this is one of the most important ways in which PAIA can be used.

Provision of government services
- PAIA can be used to empower people with information with which to hold government account on their provision of basic services such as housing, water and sanitation.

Civil and political constitutional rights
- PAIA can be used to gather information which individuals can use for exercising rights such as the right to vote and the right to freedom of assembly.

Discrimination and Equality
- PAIA can be used as an advocacy tool to fight discrimination, such as discrimination on the basis of race, gender, etc, in various public or private bodies.

It is important to note that PAIA cannot be used to obtain records for use during civil or criminal legal proceedings, including after the commencement of such proceedings, and if the production or access to the record for this same purpose is protected by law (see Section 7 of the Act).
1.4. The role of the South African Human Rights Commission

The South African Human Rights Commission (SAHRC) is mandated under PAIA to:

- Promote the right of access to information
- Monitor the implementation of PAIA by public and private bodies
- Make recommendations to strengthen the Act
- Report annually to Parliament

The Protection of Personal Information Act

The Protection of Personal Information Act 4 of 2013 (PPIA) amends PAIA in a number of ways. One of the keys ways in which this Act changes PAIA relates to the role of the SAHRC. Under PPIA the SAHRC’s functions in terms of PAIA will be transferred to the Information Regulator, a new independent body which will be set up to monitor both the PPIA and PAIA, and to handle complaints relating to access to information and the protection of personal information.

However, the SAHRC will still retain its Constitutional obligation to promote, protect and monitor the right of access to information as with all other rights enshrined in the Bill of Rights.
SECTION 2

Where to begin...

This section includes:

- Where to find useful guides and manuals to assist you in making requests for information;
- Who to contact for assistance should you need any;
- What public and private bodies are required to do to assist information seekers;
- Some information is available automatically without even having to make a formal request, this section will provide an overview of where to access this.
2.1 Getting started

The purpose of the *PAIA* Act is to actively promote a society in which the people of South Africa have effective access to information to enable them to more fully exercise and protect all of their rights. But sometimes one may be unsure of where to start or how to actually go about accessing information in the way that the Act prescribes. The Act foresees this problem and actually mandates that certain guides and manuals be published to roadmap the way forward for information seekers. This section will provide an overview of these guides and manuals, the responsibilities of the publishers of these guides and manuals, and, most importantly, where to find them.

Of course, one of the most powerful tools one can use to gain access to information is the formal request for information made in terms of the *PAIA* Act, which this guide will assist you to make. But remember, this is not the only avenue with which to pursue information. Some information is available automatically without even having to make a formal *PAIA* request. In some cases, legislation actually requires both public and private bodies to disclose certain information publicly. This section also provides an overview of where to access this information.

*The Promotion of Access to Information Act is intended to be an empowering piece of legislation that assists all South Africans. It is intended to be a law that is easy to understand and that anyone can use. One does not need a lawyer to make a request for information in terms of this Act. This guide has been published so as to assist South Africans from all walks of life to uphold their constitutionally enshrined rights.*
2.2. The *PAIA* Guide

Section 10 of *PAIA* requires the Commission to compile and publish an easy to understand guide to assist in accessing records and documents and exercising one’s right to information. The guide is sometimes referred to as the ‘Section 10 Guide’.

It provides you with all the information you need to access any records. It also lists the contact details of government departments and institutions that keep records for the state, as well as the contact details of various private companies. The Commission is also required to update this guide at least once every two years.

### 2.2.1 Where to find the guide

This guide is available in all the official languages of South Africa: English, Afrikaans, isiNdebele, isiXhosa, isiZulu, Sepedi, Sesotho, Setswana, isiSwati, Tshivenda and Xitsonga. Copies of the guide can be found at all the Commission’s provincial offices (contact details of the offices can be found at the end of this Guide). In addition, electronic copies are available on the Commission’s website ([www.sahrc.org.za](http://www.sahrc.org.za)) and on the websites of the Open Democracy Advice Centre (ODAC – [www.opendemocracy.org.za](http://www.opendemocracy.org.za)) and the South African History Archives (SAHA – [www.saha.org.za](http://www.saha.org.za)).

**ODAC** is a South African non-government organisation that was set up to promote open democracy by encouraging public and private accountability to the South African people and assist them in realising their human rights. ODAC has embarked on various projects to increase awareness of *PAIA* by South Africans and government institutions. You will find various useful information and links on their website that will assist you in understanding *PAIA*. 
SAHA is also a South African non-government organisation set up as an archive for human rights information, documentation and records. It relates specifically to South Africa’s history of apartheid. SAHA runs a Freedom of Information Programme which has developed various material and guidelines (available on their website) which you may find very useful for understanding PAIA and assisting you in making a PAIA request.

The Guide is also to be made available free of charge for public inspection during office hours at the following places, many of which are defined under the Legal Deposits Act to be places where all South Africa publications must be made available:

- At the office of the head of the national department responsible for government communication: Government Communications and Information Services
- The Library of Parliament, Cape Town
- The South African Library, Cape Town
- Natal Society Library, Pietermaritzburg
- City Library Services, Bloemfontein
- The National Film, Video and Sound Archives, Pretoria
- Every tertiary education institution established by or under laws
Copies of the guide are also available in all official languages at the following offices:

- Office of the information officers of public bodies
- All Magistrates’ offices
- All offices of the Department of Justice and Constitutional Development
- All post offices

### 2.3 PAIA Manuals

In addition to the Section 10 Guide on PAIA to be compiled by the Commission, PAIA also requires every public body, as well as many private bodies, to produce a manual which contains information on how to use PAIA to access their own records.

#### 2.3.1 PAIA manuals for public bodies

Section 14 of PAIA requires all public bodies to publish a manual in at least three official languages that assists information seekers to make requests for information from the body concerned. At the very least, the manual must contain the following useful information:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mandate</td>
<td>The structure and functions of the public body.</td>
</tr>
</tbody>
</table>
### Contact details
The postal and street address, phone and fax number and, if available, the e-mail address of the information officer of the public body, as well as of every deputy information officer of the public body.

### PAIA Section 10 Guide
A description of this Guide compiled by the South African Human Rights Commission and how to access it.

### Categories of records held
Adequate information to assist in facilitating access to a record held by a public body. The public body must therefore describe the subjects on which it holds records, and the categories of records held on each subject.

### Automatically available information
Some information is readily available without a person having to request access in terms of PAIA. The manual of the public body must indicate this information which is readily available.

### Services of the public body
A description of the services available to members of the public from the public body, and how to gain access to those services.

### Public participation
A description of any arrangement or provision for a person to either consult, make representations or participate in or influence the formulation of policy; or the exercise of powers or performance of duties by the public body.

### Recourse
The action you may take if the information officer of the public body refuses to give you access to information.

## 2.3.2 Where to find the manual of a public body

All public bodies must make the manual easily available to you. At the very least, they are required to do so in the following ways:

- By making a copy available at every office of that particular public body during office hours;
By making available the manual on the website, if any, of the public body.

As mentioned above, the **Protection of Personal Information Act 4 of 2013** (POPI) amends **PAIA** in a number of ways. One of these is in relation to Section 14 manuals for public bodies. Under POPI these manuals must no longer be submitted to the South African Human Rights Commission, but must be available online and made available to anyone who requests a copy.

### 2.3.4 PAIA manuals for private bodies

Private bodies are also required to compile a manual. This is in terms of section 51 of the **PAIA**. At present, not all private bodies are actually required to comply with this section. You may find, therefore, that the body from which you wish to request information has no manual to provide you. This does not mean that the body is not subject to **PAIA** generally. You can still make a request for information to this body and they are still required by law to process your request. The procedure for making a request for information in terms of the **PAIA** remains the same, even if the requested party has been exempted from compiling a manual.

#### Which private bodies do not have to publish an information manual?

The way the Act is worded is to require ALL private bodies to compile a manual. However, this general provision is subject to the Minister’s ability to exempt certain private bodies or categories of bodies from having to publish a manual. At present, the Minister has exempted ALL private bodies from having to compile manuals until 31 December 2015 UNLESS the body falls within the categories detailed below.
The following private companies must compile a PAIA manual if they employ over 50 employees in the following industries or have an annual turnover which is greater than the listed amount:

<table>
<thead>
<tr>
<th>Industry</th>
<th>Annual Turnover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture</td>
<td>R2 million</td>
</tr>
<tr>
<td>Mining and Quarrying</td>
<td>R7 million</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>R10 million</td>
</tr>
<tr>
<td>Electricity, Gas and Water</td>
<td>R10 million</td>
</tr>
<tr>
<td>Construction</td>
<td>R5 million</td>
</tr>
<tr>
<td>Retail and Motor Trade and Repair Services</td>
<td>R15 million</td>
</tr>
<tr>
<td>Wholesale Trade, Commercial Agents and Allied Services</td>
<td>R25 million</td>
</tr>
<tr>
<td>Catering Accommodation and Other Trade</td>
<td>R5 million</td>
</tr>
<tr>
<td>Storage and Communications</td>
<td>R10 million</td>
</tr>
<tr>
<td>Finance and Business Services</td>
<td>R10 million</td>
</tr>
<tr>
<td>Community, Special and Personal Services</td>
<td>R5 million</td>
</tr>
</tbody>
</table>

The Minister also stated that all companies which are not defined as ‘private companies’ under section 1 of the Companies Act 71 of 2008 are required to compile a Section 51 manual.
2.3.4 Where to find the manual of a private body

All private bodies that are required to compile a manual must make the manual easily available to you. At the very least, they are required to do so in the following ways:

- By making a copy available for inspection at every office of that particular private body during office hours. A private body may not charge a fee for inspection;
- By making the manual available on their website.

2.3.5 How to comply if you are a private body

There is useful guidance for information officers of private companies seeking to comply with Section 51 of *PAIA* on the South African Human Rights Commission’s website ([www.sahrc.org.za](http://www.sahrc.org.za)). This includes a downloadable template which information officers can use as a roadmap.

In terms of section 51, the head of a private body must:

- Update any material changes on the manual on a regular basis;
- Make the manual available as prescribed by the Act at the company offices and on their website;
- Must annex a request form (*PAIA* Form C) to the manual and also make request forms available on the website and at all company premises.

The manual must at the very least contain the following information:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact details</td>
<td>The postal and street address, phone and fax number and, if available, the e-mail address of the information officer of the private company body.</td>
</tr>
<tr>
<td>Automatically available information</td>
<td>Some information is readily available without a person having to request access in terms of <em>PAIA</em>. The manual of the private company must indicate this information which is readily available.</td>
</tr>
</tbody>
</table>
The Section 51 Manual must list the categories of records which are available upon request.

Outline the PAIA procedure to be followed to request access to information from the private company (i.e. Form C).

Including the details of the head of the company or the company's CEO (as in terms of PAIA the Information Officer of a private company is usually the CEO or head).

State the requester and access fees applicable in terms of PAIA (see Section 3 for further information).

What remedies are available to requesters if their request for information has been refused.

Any further details relating to requests for access to records.

### 2.4 Automatically available information held by a public body

As mentioned in the introduction to this section, not all information requires a formal request to be accessed. Various public bodies are required by a manner of different laws to make certain information publicly available. Even beyond this, many institutions will disclose further information voluntarily for the sake of transparency, accountability and convenience to the public. In order to promote the voluntary disclosure of information and to facilitate greater access to this information, Section 15 of PAIA requires all public bodies to publish a list, known as the ‘Section 15 notice’ or ‘voluntary disclosure notice’, of all the information that pertains to that body which is available to anyone automatically.
The information officer of a public body is required to develop a voluntary disclosure notice for the public body, and make it available at the offices of the public body as well as publish it in the Government Gazette. The voluntary disclosure notice must be updated every year.

The voluntary disclosure notice contains categories of records and a description of those records that are automatically available:

- For inspection in terms of any legislation other than PAIA;
- For purchase or copying from the public body; and
- From the public body free of charge.

The voluntary disclosure notice must describe how to access the records that are voluntarily disclosed and automatically available. There is no point making a formal request for certain records if those same records have already been voluntarily disclosed and are available automatically. In many instances, a fee is required in order that a formal request be processed and this may take up to 30 days. This may be avoided if you first consult the voluntary disclosure notice and identify whether or not the record you are seeking is available automatically.

Although it is mandatory for a public body to publish a voluntary disclosure notice, it is not ‘voluntary’. The notice is termed a ‘voluntary disclosure notice’ because it gives notice of all the information that has been voluntarily disclosed, not because it is up to the discretion of the information officer as to whether to publish the actual list or not.
2.5 Automatically available information held by a private company or body

Much the same applies to this category of information available automatically as applies to information in the hands of a public body without having to make a formal request. Before making a formal request for information in terms of PAIA which will likely involve a fee and a 30 day waiting period, it is important to ascertain whether this information has already been disclosed and is therefore available automatically without having to make the formal request.

The head of a private body may, on a voluntary and periodic basis, develop a list of information that is automatically available from the private body without you having to make a formal request. This list is called a ‘section 52 notice’ or a ‘voluntary disclosure notice.’

Unlike the situation facing the public body information officer where, in terms of PAIA, he/she must publish a voluntary disclosure notice, an information officer of a private body is not obligated to do so. As PAIA states, he/she “may, on a voluntary basis” publish such a list. This is the major difference between the section 52 notice for private bodies and the section 15 notice for public bodies.

The voluntary disclosure notice of a private body contains categories of records and a description of those records that are automatically available:

- For inspection in terms of any legislation other than PAIA;
- For purchase or copying from the public body; and
- From the public body free of charge.

The voluntary disclosure notice must also describe how to access the records that are voluntarily disclosed and automatically available.
SECTION 3

How to make a request for access to information...

This section includes the following:

- Types of request
- Fees associated with making requests
- The role of the Information Officer
- Legal recourse
3. How do I make a PAIA request?

A request for access to information can be made to both public and private bodies. The person making the request is known as the “requester”, and has a right of access to certain types of records held by both public and private institutions, companies or bodies. PAIA details different ways of accessing information from either a public or private body, and provides at the end of the Act the forms that are to be used by requesters to submit an information request.

<table>
<thead>
<tr>
<th>Type of body</th>
<th>PAIA form</th>
<th>PAIA section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public body</td>
<td>Form A</td>
<td>Section 18</td>
</tr>
<tr>
<td>Private body</td>
<td>Form C</td>
<td>Section 53</td>
</tr>
</tbody>
</table>

Forms should be available on the websites of both public and private entities. They can also be found at each provincial office of the South African Human Rights Commission, as well as on the website at [www.sahrc.org.za](http://www.sahrc.org.za).

3.1 Who can make a PAIA request?

Any person is allowed to make a request under PAIA. The requester may be:

- **Natural person**
  - the person does not have to be a South African citizen or a resident of South Africa

- **Juristic person**
  - such as a business or organisation

- **Person acting on behalf of a natural or justice person**
The requester has a right to access records containing personal information about the requester himself, or about the person on whose behalf the request is being made.

A public body is considered a juristic person and may make a request for access to records held by private bodies, only if the public body is (1) acting in the interests of the public, and (2) if the records are required to fulfil or protect any rights other than those of the public body.

It is important to note that PAIA does not specifically provide for government departments (including national, provincial and municipal branches), and any person or institution that exercises a power or performs a duty in terms of the Constitution, (such as the SAHRC and Office of the Public Protector), or provincial constitution (such as the Western Cape Liquor Licensing Board), to make PAIA requests to other public entities.

### 3.1.1 How do I fill in a PAIA request form?

A request for access to information held by a public or private body is made by completing a PAIA request form and submitting it to the relevant body. The PAIA request must be directed to the Information Officer, Deputy Information Officer or Head of the public or private body, and must use accurate and up-to-date contact details.

In addition to providing details about the relevant body, a prescribed PAIA request form includes the following:

<table>
<thead>
<tr>
<th>Information required</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Details of the requester</td>
<td>Enough information about the requester to make the requester reasonably easy to identify, including the contact details of the requester: postal address, email address, fax</td>
</tr>
<tr>
<td><strong>Details of the record requested</strong></td>
<td>Enough information about the record to make it reasonably easy to identify. Additional paper may be used to detail the request, as long as each additional page is signed and attached to the request form.</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Manner of access to the record</strong></td>
<td>A description of the form or manner in which the record should be provided or made accessible.</td>
</tr>
<tr>
<td><strong>Manner in which to inform requester of access</strong></td>
<td>Manner in which to inform the requester about the decision to grant or deny the request.</td>
</tr>
<tr>
<td><strong>Language choice</strong></td>
<td>When a request is made to a <em>public body</em>, the preferred language in which to receive the record must be provided.</td>
</tr>
<tr>
<td><strong>Capacity of authorised person making request</strong></td>
<td>When a request is made on behalf of someone else, proof of the capacity in which the person making the request must be provided (known as the authorised person).</td>
</tr>
<tr>
<td><strong>Rights concerned</strong></td>
<td>When a request is made to a <em>private body</em>, the requester must state the right that is implicated and explain why the record is required for the exercise or protection of that specific right.</td>
</tr>
</tbody>
</table>

*Requesters who are unable to read or write can make verbal requests to the Information Offices or Deputy Information Officer of a public body, who is then responsible for completing Form A on behalf of the requester.*
3.1.2 Is there a procedure that has to be followed when making a PAIA request?

A requester must be granted access to the records requested, only if he/she has complied with the following procedural requirements:

- The **PAIA** request must be made on the correct form (Form A for public bodies, Form C for private bodies), and addressed to the Information Officer or Deputy Information Officer of the public or private body, or to the Head of the public or private body.

- The **PAIA** request form must be hand-delivered, posted, faxed or sent via email to the public or private body to which the request has been made.

- The records requested are not subject to the refusal grounds provided for under **PAIA**.

3.2 What is the cost for making a PAIA request?

Requesters are required to pay a fee when requesting access to records from both public and private bodies.

The fee for requesting records from a public body is **R35**, while the fee for requesting records from a private body is **R50**.
It is important to note that requesters who are requesting access to their personal information are exempt from paying a fee; however, they are still required to pay access fees.

Requesters who earn less than R14,712 per year (if single) and R27,192 per year (if married or in a life partnership), do NOT have to pay request fees.

### 3.2.1 What is the cost for accessing records under PAIA?

Requesters are also required to pay fees for accessing the records of public and private bodies. This fee covers the costs of searching for the record and copying it.

The breakdown of fees for accessing records of public bodies are:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copy per A4 Page</td>
<td>60 cents</td>
</tr>
<tr>
<td>Printing per A4 page</td>
<td>40 cents</td>
</tr>
<tr>
<td>Copy on a CD</td>
<td>R40</td>
</tr>
<tr>
<td>Transcription of visual images per A4 page</td>
<td>R22</td>
</tr>
<tr>
<td>Copy of a visual image</td>
<td>R60</td>
</tr>
<tr>
<td>Transcription of an audio recording per A4 page</td>
<td>R12</td>
</tr>
<tr>
<td>Copy of an audio recording</td>
<td>R17</td>
</tr>
</tbody>
</table>
Search and preparation of the record for disclosure | R15 per hour or part thereof, excluding the first hour, reasonably required for the search and preparation

The breakdown of fees for accessing records of a private body are:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copy per A4 Page</td>
<td>R1.10</td>
</tr>
<tr>
<td>Printing per A4 page</td>
<td>75 cents</td>
</tr>
<tr>
<td>Copy on a CD</td>
<td>R70</td>
</tr>
<tr>
<td>Transcription of visual images per A4 page</td>
<td>R40</td>
</tr>
<tr>
<td>Copy of a visual image</td>
<td>R60</td>
</tr>
<tr>
<td>Transcription of an audio recording per A4 page</td>
<td>R20</td>
</tr>
<tr>
<td>Copy of an audio recording</td>
<td>R30</td>
</tr>
<tr>
<td>Search and preparation of the record for disclosure</td>
<td>R30 per hour or part thereof, excluding the first hour, reasonably required for the search and preparation.</td>
</tr>
</tbody>
</table>

Note that in the case of both public and private institutions, postage fees have to be paid by the requester for the delivery of their records.
3.3 Can an Information Officer help me make a PAIA request?

When a PAIA request is made to a public body, the Information Officer or Deputy Information Officer must help you where necessary to complete the PAIA forms.

- **Exceptions**

If the Information Officer, Deputy Information Officer, or Head of the public/private body thinks that the collection and reproduction of documents is going to take longer than six hours, he/she must inform the requester, (by formal notice), that one third of the access fee is payable upfront as a deposit.

If the record is not provided in the form requested, the access fee that is charged to the requester must not exceed the fee that would have been charged if access was granted in the form requested. However, this rule does not apply when an alternative form is required because information had to be severed from the record.

If the requester cannot read, view or hear the record in the form held by a public body because of a disability, the public body is required to provide the record into a form that is accessible to the requester. The access fee charged to the requester must not exceed the fee that would have been charged but for the disability.

- **Assistance**

Assistance must be given by Information Officers free of charge.
<table>
<thead>
<tr>
<th>Duties of Information Officers</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assist the requester in completing the PAIA form</td>
<td>When a PAIA request does not follow all of the set requirements detailed in PAIA and on the form, the Information Officer or Deputy Information Officer may NOT refuse the request. Instead, the Information Officer must inform the requester, in writing, that he/she is unable to grant the request because it is incomplete, and offer to help the requester make the necessary changes to the form. If the requester does not respond to the letter or correct the form in a reasonable amount of time, then the Information Officer may refuse the request.</td>
</tr>
<tr>
<td>Provide requester with relevant information where possible</td>
<td>If it would be reasonable and possible to do so, the Information Officer must provide the requester with any other information held by the public body which is also relevant to the request, even if the records were not a part of the original request.</td>
</tr>
<tr>
<td>Transfer request</td>
<td>When a PAIA request is made to the incorrect public body, the Information Officer of that body must transfer the request to the correct public body within 14 days of receiving the request and must inform the requester of the transfer in writing.</td>
</tr>
<tr>
<td>30 days to respond to request</td>
<td>A PAIA request must be responded to by the public or private body within 30 days after receiving the request. The Information Officer may request an extension for a period of no more than 30 days.</td>
</tr>
</tbody>
</table>
additional days, and for specific reasons, which include the request involving (1) a large volume of documents, (2) consultation with other public or private entities, (3) or if the requester has granted the extension in writing. Only one extension is allowed per PAIA request.

<table>
<thead>
<tr>
<th>Grant or deny access</th>
<th>It is the responsibility of the Information Officer to grant or deny access to the records. This decision must be put to the requester in writing.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form of access, access fee and recourse</td>
<td>When a PAIA request is granted, the Information Officer must notify the requester of the form in which access will be given and of the amount of the access fee, which must be paid once access has been given. The notice must also inform the requester that he/she has the right to lodge an internal appeal and application to court against the access fee or against the form in which access will be granted. In addition, the notice must also provide information about time in which an appeal or court application must be filed as well as the procedure that must be followed.</td>
</tr>
<tr>
<td>Denial of request</td>
<td>If a PAIA request is denied, the notice to the requester must state the reasons for refusal, which must be supported by the relevant provisions of PAIA. As with the form or access and amount of access fee, the notice must provide the requester with information regarding his/her right to appeal the decision or to file an application in court.</td>
</tr>
<tr>
<td>Defer release of the record</td>
<td>The Information Officer may decide to</td>
</tr>
</tbody>
</table>
defer the release of a record to a requester in terms of Section 24 of PAIA, if that record is intended to be published within 90 days or if the record is required by law to be published but is yet to be.

PAIA states in Sections 23 and 55 that if an Information Officer is unable to find the particular records requested, or it is believed that they do not exist, the Information Officer must, after ensuring that all reasonable steps have been located to find the record, submit an affidavit to the requester giving notice that the records in question do not exist or cannot be found.

3.4 What legal remedies do I have when my PAIA request is denied?

A requester has the right to take legal steps against the Information Officer, Deputy Information Officer, or Head of the public or private body if the Information Officer decided to:

- Deny access to a record
- Extend the time to respond to a request
- Charge a request fee or an access fee
- Provide access to a record in a form different from the one originally requested.

This section will explain the legal remedies available to requesters who wish to challenge the decisions of the Information Officers.
3.4.1  Legal Recourse against Public Bodies

When a requester is unhappy with a decision made by the Information Officer of a public body, the requester has the right to file an internal appeal. An internal appeal involves a more senior person reviewing the decision of the Information Officer and deciding whether he/she made the correct decision. If the senior person approves of the Information Officer’s decision, then the internal appeal is denied and the original decision regarding the PAIA request is confirmed. If the senior person does not approve of the Information Officer’s decision, then the appeal is granted and the original decision regarding the PAIA request is overturned.

It is important to note that you can only submit an internal appeal to national, provincial and municipal government departments. No internal appeal procedure is available for other public bodies.

The City of Cape Town is an example of a municipal government against which an internal appeal can be submitted. The Road Accident Fund is an example of a public body which is not part of national, provincial or local government, as it is set up by legislation (the Road Accident Fund Act), and therefore an internal appeal cannot be lodged against them.

3.4.1.1.  Who may lodge an internal appeal?

A requester who makes a PAIA request to a national, provincial or municipal public body and is refused access has the right to file an internal appeal. This is done by completing a PAIA Form B and filing it with the national, provincial or municipal public body. A copy of
Form B can be found on the website of the relevant bodies and are also available at every office of the South African Human Rights Commission.

If the internal appeal involves any third party, the public body that has received the internal appeal is responsible for contacting all of the relevant third parties. The requirements for notification and representation are the same as those required for the original PAIA request.

Third parties are also allowed to file internal appeals against the decision made by a public body to grant access to a specific record.

### 3.4.1.2 When may you lodge an internal appeal?

A requester may lodge an internal appeal against the decision of a public body for the following reasons:

- The requester is not satisfied with the fees required for the request.
- The requester is not satisfied with the decision to grant a 30 day extension to the public body to respond to the request.
- The requester is not satisfied when the form in which the records are provided are not the same as the form that was requested, and the requester believes that it would not have been unreasonably burdensome for the public body to provide the records in the requester’s preferred form.
3.4.1.3 How do I make an internal appeal?

An internal appeal must be filed by the requester within 60 days of receiving the refusal for the original PAIA request. This is done by completing a Form B and submitting it to the relevant national, provincial or municipal government department.

<table>
<thead>
<tr>
<th>National Government</th>
<th>If the PAIA request was made to a national department, the requester may file an internal appeal with the Minister of that department.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provincial Government</td>
<td>If the PAIA request was made to a provincial department, the requester may file an appeal to the Member of the Executive Council of that department.</td>
</tr>
<tr>
<td>Municipal Government</td>
<td>If the PAIA request was made to a municipal department, the requester may file an appeal to the mayor of the municipality, or the speaker of the municipality, or any other person designated by the Municipal Council for that specific municipality.</td>
</tr>
</tbody>
</table>

The Form B is submitted to the same Information Officer/Deputy Information Officer who refused the initial request, who is then required to forward it on to a more senior person within the department – usually the Information Officer.
3.4.1.4 What happens when an internal appeal is lodged after the expiry date of the prescribed period?

When an internal appeal is filed after the 60 day period has lapsed, the relevant public body must accept the appeal if good cause is shown for the late lodging. When the relevant public body does not accept the late lodging of an internal appeal, it must provide notice to the person who lodged the appeal.
3.4.1.5 What are the fees for internal appeals?

A requester who makes an internal appeal is required to pay the prescribed fee, if there is any. If the appeal fee is payable upon filing, the decision regarding the appeal may be deferred until the fee is paid.

<table>
<thead>
<tr>
<th>Can I file an application in court against the decision of a public body?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes. If a requester has been unsuccessful with his/her internal appeal against a public body, or if the public body refused to accept the late lodging of an internal appeal, or if the requester has been aggrieved in any way because of a decision made by the public body, the requester may apply to the court for relief by filing an application within 30 days of receiving the decision. A requester or third party may only apply to the courts after the internal appeal process has been concluded.</td>
</tr>
</tbody>
</table>

3.4.2. Legal Recourse against Private Bodies

When a requester is not satisfied by a decision made by the head of a private entity, for example for refusing access, for imposing access fees, or for extending the time period in which the response is due, the requester may apply to court for relief within 180 days of receiving the decision that has caused the grievance. The decision of the private body will be reviewed by a court and a decision will be made by the courts as to whether or not to provide access.

<table>
<thead>
<tr>
<th>Brummer v Minister for Social Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>In this matter the courts stated that the original 30 day period under PAIA in which a requester may apply to the courts if dissatisfied with the decision of an Information Officer was insufficient to serve the cause of justice. It was therefore held that the 30 day time period was invalid and was to be extended to a period of 180 days. This judgment has been</td>
</tr>
</tbody>
</table>
reflected in the new Protection of Personal Information Act which states that there is a time period of 180 days for requesters to submit a complaint to the Information Regulator, after exhausting the PAIA process for gaining access to a personal record.

---

Once the rules and procedures for governing access to information cases has been established by the Rules Board for Courts, all access to information cases will be heard before the Magistrate’s Courts as a court of first instance, as provided for under section 79 of PAIA.

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3.4.3. What will happen to my case in court?

There are several possible outcomes when taking a PAIA case to court. After hearing both sides of the matter, the judge presiding over the case has the power to grant an order that is both fair and equal. This may include an order that: (1) confirms, changes, or removes the decision of a public or private body with respect to the PAIA request; (2) requires the public or private body to take a specific action or to refrain from a specific action; (3) grants an interdict, a declaratory order, specific relief, or compensation; or (4) calls for the payment of particular costs.
SECTION 4

When access to information can/may be refused...

This section includes:

- Balancing the right to access information with other rights
- Mandatory v discretionary grounds for refusal of access
- Grounds for refusal of access to information listed in PAIA
- The public interest test
- Examples and case law
4.1. When Access to Information may be Refused

This section will provide an overview on when access to information may be refused under **PAIA**, and a guide on how to apply the rules that permit an information officer to refuse a request. **PAIA** lists 12 grounds under which access to information may be refused by an information officer of a public or private body, some of which are mandatory and some of which are discretionary (see section 4.2. below for further information). In addition **PAIA** creates a public interest clause which effectively overrides any of the grounds of refusal of access to information, should the public interest in the information be of greater concern. *(See section 4.4 below for further information).*

<table>
<thead>
<tr>
<th>Balancing the right of access to information with other rights</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL RULE</strong></td>
</tr>
<tr>
<td>The right of access to information is found within the Bill of Rights of the South African Constitution and, in order to give effect to this right, access to information should be granted as often as possible.</td>
</tr>
<tr>
<td><strong>EXCEPTION</strong></td>
</tr>
<tr>
<td>Like many other rights contained in the Bill of Rights, the right of access to information can be limited or refused in certain circumstances. <strong>PAIA</strong> was established in large part to detail the grounds under which information requests may be refused, and therefore the right of access to information is limited.</td>
</tr>
</tbody>
</table>
4.2. Mandatory v Discretionary grounds for refusing access to information

PAIA states that in certain circumstances information cannot be disclosed by the information officer. In short, the reasons behind why information cannot be disclosed relate to whether the disclosure of the information would cause more harm than non-disclosure. PAIA therefore lists twelve grounds under which access to information can be refused by the information officer of the public or private body (these 12 grounds will be detailed in section 4.3 below). On the one hand, some of these reasons for non-disclosure are mandatory upon the information officer, meaning that the information officer must not allow access to the information if one of the mandatory grounds for refusal of access to information can be proved. On the other hand, the other grounds for refusal of access to information are what is known as discretionary. This means that the information officer may or may not disclose the information or record in question. Therefore the information officer must apply his/her discretion in assessing whether disclosing the information would cause more harm to the public or private body than non-disclosure, which would violate the requester’s right of access to information.

This is why considering the grounds for not allowing access to information constitutes a balancing of rights, as not disclosing the information requested by an individual would violate the requester’s right to information, whereas, on the other hand disclosing this information may result in a third party’s rights being violated (for example their right to privacy) or a violation of the rights of the public or private body.
4.3. Grounds for refusal of access to information

As stated above there are various grounds under which an access to information request may or must be refused by an Information Officer of a public or private body. These grounds are listed in Chapter 4 of Part 2 for a Public Body, and Chapter 4 of Part 3 for a Private Body in PAIA.

4.3.1. Protection of the privacy of a third party

An Information Officer of a public or private body must not allow access to personal information of a natural person, including a deceased individual (for a definition of “natural person”)
"person" see Useful Terms above). **PAIA** states that in order to protect the right to privacy of a third party who is a natural person, the Information Officer must assess whether releasing the information in question to the requester ‘would involve the unreasonable disclosure of personal information’ (see sections 34 and 63 of **PAIA**).

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Section 1 of **PAIA** provides a broad definition of what information constitutes “personal information”. It includes information relating to sex, pregnancy, and religion, as well as personal correspondence, DNA, fingerprints, and instances where the individual’s name appears in records.

However, the Information Officer must also consider whether or not the personal information in question falls into the following categories of personal information which may be disclosed:

- Personal information of an individual who has given consent for this information to be released;
- Personal information which has already been made public;
- Personal information about a child under the age of 18 where the disclosure of such information is in the best interest of the child, and the requester is the child’s carer (i.e. parent or guardian);
- Personal information of a deceased person to a requester who is the individual’s next of kin, or who has been authorised (written consent) by the next of kin;
- Personal information of a deceased person who has been deceased for a period of more than 20 years;
- Personal information of an individual who is or was an official in a public or private body and where the information relates to their position as an official.
4.3.2. Protection of commercial information of a third party

The Information Officers of public and private bodies must refuse access to information if releasing that information would cause harm to the commercial or financial interests of the business. **PAIA** lists the following commercial information which cannot be disclosed by an Information Officer:

- Trade secrets;
- Financial, commercial, scientific, research or technical information about a third party which, if released, would cause harm to the third party;
- Information which had been supplied in confidence to the third party.

Although there is a general rule to protect the information of the company, a public body is required to operate in a transparent manner. In this regard it must be noted that there are certain instances where commercial information of a company can be released.

**PAIA** Exclusion: Third party records which contain information relating to public safety or environmental risks must be released, even if the release of such information will likely cause harm to the third party. This constitutes public interest information (see section 4.4 below).
4.3.3. Protection of confidential information

*PAIA* provides that an information officer must refuse access to a record if the release of the record will amount to a breach of a duty of confidence owed to a third party in terms of an agreement or contract.

---

**Transnet Ltd and Another v SA Metal Machinery Co**

In this case the courts made a decision on a request for information relating to tender documents, after the tender had been issued. The requested records were made available; however some parts of the requested documents were omitted and the reasons given by the public body was that the record contains commercial information of a third party.

In this case the court held that the confidentiality of the information did not apply because the tender had been awarded and tender documents were therefore public documents. The court further held that releasing the records would not prejudice the company.

The court addressed the issue of the probability of harm. Noting that the tender document was already a public document, releasing the document could not reasonably be expected to harm or disadvantage the company in any way.

*This case is important in interpreting section 36 of PAIA in relation to the protection of confidential information, as this case gave direction on the extent to which a ground for refusal can be applied.*

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4.3.4. Protection of the safety of individual and property

This section states that an information officer must refuse access to a record if the disclosure of the record could reasonably be expected to compromise the safety of an individual or property. This section has a right to privacy aspect to it as it considers the personal life of an individual and their property.
4.3.5. Protection of information in legal proceedings

The purpose of this section is to protect information required in legal and law enforcement processes. This section recognises other legislation governing certain categories of information. In the case of this section the Criminal Procedure Act 51 of 1977 is recognised as the law governing records pertaining to bail proceedings and other law enforcement procedures. Also, this applies to records that are privileged from production. In other words records that are not available to anyone else, other than the person who has the privilege to access those records, for example an attorney who has client privilege. Any records subject to the relationship between an attorney and his/her client are protected under section 40 of PAIA.

Although PAIA acknowledges the existence of other legislation relating to the management and disclosure of information and records, in a situation where the legislation unjustifiably limits the right of access to information and is contrary to the principles of transparency and accountability, PAIA will supersede that law.

4.3.6. Protection of Research Information

An Information Officer of a public or private body must refuse access to records which contain information relating to research which is or will be undertaken by the public or private body in question or a third party. This refusal of access to information is in circumstances where the disclosure of the record will expose the research of the third party or public or private body, the individual or institution carrying out the research, or the subject matter of the research to a serious disadvantage (see sections 43 and 69 of PAIA).
4.3.7. **Information which may be refused access to**

The following categories of information relate to information which an Information Officer may refuse access to, only if they can justify that the information in question falls within the following categories and is not in the public interest to disclose (*for further information on the public interest clause see section 4.4 below*).

4.3.7.1. **South Africa’s defence, security and international relations**

Section 41 of *PAIA* requires an information officer to consider whether the request for information relates to information about the security of South Africa. The information officer may refuse a request if they can prove that it will compromise the safety of South Africa to release the information.

4.3.7.2. **Economic, financial and commercial interest of South Africa**

Section 42 of *PAIA* requires the protection of information of a public body if its disclosure will be harmful to the economic and financial status of the Republic. This ground for refusal is discretionary meaning that the Information Officer will need to take into account the fact that public bodies are mandated under the Constitution of South Africa to be accountable to the public, and that it is therefore only in certain instances that the information may be refused. Further, the Information Officer will need to demonstrate that the disclosure of the information in question will cause harm to the financial and economic interests of South Africa.
4.3.7.3. Operations of public bodies

Section 44 of PAIA gives Information Officers the ability to refuse access to a record if it will hamper the operations of a public body. Section 44 is broad, a number of records listed under operations include:

- Minutes of meetings;
- Records containing advice or opinions;
- Records pertaining to consultations with other bodies;
- Records pertaining to the formulation of policies or recommendations.

The courts have provided further direction on how the section 44 should be applied:

**Minister of Local and Provincial Government v Unrecognised Traditional Leaders Limpopo Province Sekhukhuneland**

The court held that provisions that limit access to information must be interpreted in light of the Constitution. The court applied the purposive approach to interpret section 44(1)(a), meaning that if a record is not held for purposes of formulating polices then such a record should be disclosed.

**President of the Republic of South Africa and Others v the M&G Media Limited**

Constitutional Court shared the same principles as in the case above and stated that if the record requested was not for the formulation of policy the record should be released as such release will not hamper the operations of the public body. The court further held that a public body must demonstrate that the report was originally intended for formulation of policy.
4.3.7.4. “Manifestly frivolous or vexatious requests, or substantial and unreasonable diversion of resources”

An information officer may refuse a request for information if he/she is of the opinion that processing requests will be unreasonably time consuming and lead to waste of resources. In addition, an Information Officer may refuse access to a record if the request is seen to be meaningless or made by a requester to unnecessarily annoy or provoke.

4.4. Public Interest Override

All the protections afforded to information as detailed above falls away if the release of the information is in the public interest. In this way the public interest test overrides all the other grounds of refusal of access to information.

The following test must be applied by an Information Officer of a public or private body before refusing to allow access to information that falls under the categories for non-disclosure listed above. If these conditions are met, then the information must be disclosed on the grounds of public interest.

- Does the information demonstrate a serious breach of a law?
- Do the records in question contain information relating to an imminent and serious public safety or environmental risk?
- Does the public interest in disclosing the information clearly outweigh the potential harm?

*OR*

*AND*
SECTION 5

Key references and other useful information

This section includes:

- A list of the key references used to compile this PAIA Guide;
- A list of other useful PAIA resources.
5.1. Key references

<table>
<thead>
<tr>
<th>Resource</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Promotion of Access to Information Act 2 of 2000</td>
<td>(law)</td>
</tr>
<tr>
<td>Protection of Personal Information Act 4 of 2013</td>
<td>(law)</td>
</tr>
<tr>
<td>PAIA Unpacked (available at <a href="http://www.saha.org.za">www.saha.org.za</a>)</td>
<td>SAHA</td>
</tr>
<tr>
<td>PAIA Resource Kit (available at <a href="http://www.saha.org.za">www.saha.org.za</a>)</td>
<td>SAHA</td>
</tr>
<tr>
<td>The Guide on How to Use the Promotion of Access to Information Act 2 of 2000 (available at <a href="http://www.sahrc.org.za">www.sahrc.org.za</a>)</td>
<td>SAHRC</td>
</tr>
<tr>
<td>PAIA Community Tool Guide (available at <a href="http://www.sahrc.org.za">www.sahrc.org.za</a>)</td>
<td>SAHRC</td>
</tr>
<tr>
<td>PAIA Frontline Staff Manual (available at <a href="http://www.sahrc.org.za">www.sahrc.org.za</a>)</td>
<td>SAHRC</td>
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</table>

5.2. PAIA Regulations

<table>
<thead>
<tr>
<th>Government Notice</th>
<th>Date</th>
<th>Subject and Description</th>
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<tbody>
<tr>
<td>Government Notice: No. R. 1244</td>
<td>22 September 2003</td>
<td>Amendment relating to the availability of the PAIA manuals of public and private bodies.</td>
</tr>
<tr>
<td>Government Notice: No. R. 187</td>
<td>15 February 2002</td>
<td>Amendment to PAIA regarding this Section 10 Guide and the availability of PAIA manuals.</td>
</tr>
</tbody>
</table>
Government Notice: No. R. 233  
9 March 2001  
This Regulation relates to the fees payable for access to records of public and private bodies.

Government Notice No. R. 466  
1 June 2007  
Included forms for Information Officers to follow when publishing voluntary disclosure notices in terms of sections 15 and 52 of PAIA.

5.3. **PAIA Amendments**

<table>
<thead>
<tr>
<th>Government Notice</th>
<th>Date</th>
<th>Subject and Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Notice No. 428</td>
<td>31 March 20004</td>
<td>Amendment to section 92(4) of PAIA to provide for Offences and Penalties for persons who deliberately and wrongfully obstruct a requester’s request for information, for example by destroying records.</td>
</tr>
<tr>
<td>Government Notice No. 96</td>
<td>15 January 2003</td>
<td>Amendment to PAIA to provide for the training of presiding officers in the Magistrates’ Courts to hear PAIA matters.</td>
</tr>
<tr>
<td>Government Notice No. R. 187</td>
<td>15 February 2002</td>
<td>Amendment to PAIA regarding this Section 10 Guide and the availability of PAIA manuals.</td>
</tr>
</tbody>
</table>
5.4. Amendments to *PAIA* Regulations

<table>
<thead>
<tr>
<th>Government Notice</th>
<th>Date</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Notice: No. 1263</td>
<td>11 April 2003</td>
<td>Notice relating to the availability of the <em>PAIA</em> manuals of private bodies.</td>
</tr>
</tbody>
</table>

5.5. Other useful *PAIA* resources

1. Using *PAIA* to Promote Housing Rights, SAHA (available at [www.saha.org](http://www.saha.org)).
2. Accessing Information for Your Community, SAHA (available at [www.saha.org](http://www.saha.org)).
3. Accessing Information in the LGBTI Sector, SAHA (available at [www.saha.org](http://www.saha.org)).
Public Bodies from whom you can access records

Introduction

The following is a fairly comprehensive list of the contact details of Information Officers or designated Deputy Information Officers of Public Bodies within South Africa. Whilst every effort has been made to make the list as exhaustive and accurate as possible, it cannot be guaranteed that each and every detail is correct so please establish with the body that you wish to request information from whether or not the details of the IO or DIO have not in fact changed before any request is made.

Parliament

The following are the contact details of the information officers of the National Assembly and the National Council of Provinces

**National Assembly**

**Information Officer**
Speaker: National Assembly  
Mail address: PO Box 15  
CAPE TOWN  
8000  
Street address: Parliament Building, Room E139, Parliament Street, CAPE TOWN  
Tel: (021) 403-2364/6  
Fax: (021) 403-2371

**National Council of Provinces**

**Information Officer**
Chairperson  
Mail address: PO Box 15  
CAPE TOWN  
8000  
Street address: Parliament Building, Room S14, Parliament Street, CAPE TOWN  
Tel: (021) 403-2110/5/3221  
Fax: (021) 461-9460
6.2 National Government Departments

The following is a list of contact details of the information officers or designated deputy information officers of National Government Departments

**Department in The Presidency**

**Information Officer**
Dr Cassius Reginald Lubisi  
Mail Address: Private Bag X1000, PRETORIA, 0001  
Street Address: The Presidency, Union Buildings, Government Avenue, PRETORIA  
Tel: (012) 300 5354  
Fax: 086 683 5354  
E-mail: informationofficer@po.gov.za  
E-mail: nokukhanya@po.gov.za

**Agriculture, Forestry and Fisheries**

**Information Officer**
Dr Moshibudi Priscilla Rampedi  
Mail Address: Private Bag X250, PRETORIA, 0001  
Street Address: Agriculture Place, Block DA, 1st Floor, 20 Cnr Beatrix Street and Soutpansberg Road, Arcadia, PRETORIA  
Tel: (012) 319 7886  
Fax: (012) 319 7841  
E-mail: DDGForestry@daff.gov.za

**Arts and Culture**

**Information Officer**
Mr Sibusiso Xaba  
Mail: Private Bag X897, PRETORIA, 0001  
Street: Kingsley Centre, 481 cnr Beatrix and Church Streets, Arcadia, PRETORIA  
Tel: 012 441 3027  
Fax: 012 440 4489 / 086 529 6243  
E-mail: Sibusiso.Xaba@dac.gov.za  
E-mail: Judith.Jansen@dac.gov.za

**Basic Education**

**Information Officer**
Mr Chris Leukes  
Mail: Private Bag X895, PRETORIA, 0001  
Street: Sol Plaatje House, 222 Struben Street, Between Andries and Paul Kruger Streets, PRETORIA  
Tel: (012) 357 3712  
Fax: (012) 323 0601  
E-mail: leukes.c@dbe.gov.za

Civilian Secretariat of Police

Ms Jenni Irish-Qhobosheane  
Mail: Private Bag X922, PRETORIA, 0001  
Street: Van Erkom Building, 7th Floor, 217 Pretorius Street, PRETORIA  
Tel: (012) 393 2520  
Fax: (012) 393 2538  
E-mail: irish-qhobosheanej@saps.org.za

Communications

Information Officer  
Ms Rosey Sekese  
Mail: Private Bag X860, PRETORIA, 0001  
Street: Iparioli Office Park, 399 Duncan Street, Hatfield, PRETORIA  
Tel: (012) 427 8167  
Fax: (012) 427 8016  
E-mail: director-general@doc.gov.za

Cooperative Governance

Information Officer  
Mr Elroy Africa  
Mail: Private Bag X804, PRETORIA, 0001  
Street: 87 Hamilton Street, Arcadia, PRETORIA  
Tel: (012) 334 0676  
Fax: (012) 321 4537  
E-mail: elroy@cogta.gov.za  
PrudenceH@cogta.gov.za

Correctional Services

Information Officer  
Mr Thomas Swabihi Moyane  
Mail: Private Bag X136, PRETORIA, 0001  
Street: Poyntons Building, cnr Church and Schubart Streets, West Block, PRETORIA
Tel:  (012) 307 2000
Fax:  (012) 328 6149

Defence

Information Officer
Mr Mziwonke Dlabantu (Acting)
Mail: Private Bag X910, PRETORIA, 0001
Street: Defence Headquarters, Armscor Building, cnr Delmas Avenue and Nossob Streets, Erasmusrand, PRETORIA
Tel:  (012) 355 6218 /5568
Fax:  (012) 355 5564
E-mail: cfo@dod.gmail.com
Tel:  (012) 355 6219 / 6220
Fax:  (012) 347 7445
Cell:  083 838 8890
E-mail: Shareen.Chuene@dod.mil.za

Economic Development

Information Officer
Prof Richard Levin
Mail: Private Bag X84, PRETORIA, 0001
Street: The Dti, Block A, 3rd Floor, 77 Meintjies Street, Sunnyside, PRETORIA
Tel:  (012) 394 3799
Fax:  086 556 2052
E-mail: rlevin@economic.gov.za

Energy

Information Officer
Ms Nelisiwe Magubane
Mail: Private Bag X19, ARCADIA, 0007
Street: 75 Meintjes and Schoeman Streets, PRETORIA
Tel:  (012) 444 4062
Fax:  (012) 444 4505
E-mail: dineo.moraile@energy.gov.za

Environmental Affairs

Information Officer
Ms Nosipho Ngcaba
Mail: Private Bag X447, PRETORIA, 0001
Street: Fedsure Forum Building, North Tower, 315 cnr Pretorius and van der Walt Streets, PRETORIA
Tel: (012) 310 3960
Fax: (012) 322 4832
E-mail: nngcaba@environment.gov.za
E-mail: mmotjela@environment.gov.za

Health

Information Officer
Ms Malebona Precious Matsoso
Mail: Private Bag X828, PRETORIA, 0001
Street: Civitas Building, cnr Andries and Struben Streets, PRETORIA
Tel: (012) 395 9150
Fax: (012) 395 9019
E-mail: MatsoP@health.gov.za

Higher Education and Training

Information Officer
Mr Gwebinkundla Qonde (Acting)
Mail: Private Bag X893, PRETORIA, 0001
Street: 123 Schoeman Street, PRETORIA
Tel: (012) 312 6350
Fax: (012) 323 0291
Mail: Private Bag X893, PRETORIA, 0001
Tel: (012) 312 5555
Email:mncwabe.s@doe.gov.za

Home Affairs

Information Officer
Mr Mkuseli Apleni
Mail: Private Bag X114, PRETORIA, 0001
Street: 270 cnr Petroleum and Maggs Streets, Waltloo, PRETORIA
Tel: 012 810 8120 / 6421
Fax: 012 810 7307

Human Settlements

Deputy Information Officer
Mr Johan Minnie
Mail: Private Bag X644, PRETORIA, 0001
Street: Govan Mbeki House, 240 Walker Street, Sunnyside, PRETORIA
Tel: (012) 421 1778
Fax: (012) 421 1701  
Cell: 082 337 1133  
E-mail: johanm@dhs.gov.za

International Relations and Cooperation

Information Officer  
Mr Jerry Matthews Matjila (Acting)  
Mail: Private Bag X152, PRETORIA, 0001  
Street: 460 Soutpansberg Road, Rietondale, PRETORIA  
Tel: (012) 351 0204  
Fax: (012) 328 2242

Justice and Constitutional Development

Deputy Information Officer  
Ms Marlyn Raswiswi  
Mail: Private Bag X81, PRETORIA, 0001  
Street: Momentum Building, 329 cnr Pretorius and Prinsloo Streets, PRETORIA  
Tel: (012) 315 1730  
Fax: (012) 357 8004  
E-mail: mraswiswi@justice.gov.za

Labour

Information Officer  
Mr Nkosinathi Nhleko  
Mail: Private Bag X117, PRETORIA, 0001  
Street: Laboria House, 215 Schoeman Street, PRETORIA  
Tel: (012) 309 4988  
Fax: (012) 320 6084  
E-mail: nkosinathi.nhleko@labour.gov.za  
E-mail: tiny.kwape@labour.gov.za

Military Veterans

Information Officer  
Mr Tshepe Motumi  
Mail: Private Bag X910, PRETORIA, 0001  
Street: Denel Irene Campus, Nelmapius Drive, Centurion, PRETORIA  
Tel: (012) 671 1212  
Fax: (012) 671 1108  
E-mail: tsepe.motumi@dod.mil.za

South African Human Rights Commission
Mineral Resources

Information Officer
Dr Thibedi Ramontja
Mail: Private Bag X59, PRETORIA, 0001
Street: Trevenna Campus, Building 2C, 4th Floor, cnr Meintjes and Schoeman Streets, Sunnyside, PRETORIA
Tel: (012) 444 3880
Fax: (012) 341 2228

Performance Monitoring and Evaluation

Director-general
Dr Sean Phillips
Mail: Private Bag X1000, PRETORIA, 0001
Street: Union Buildings, Government Avenue, PRETORIA
Tel: (012) 308 1901
Fax: (012) 300 5707
Cell: 079 511 4387
E-mail: sean@po.gov.za
caroline@po.gov.za

Public Enterprises

Information Officer
Mr Tshediso Matona
Mail: Private Bag X15, HATFIELD, 0028
Street: Infotech Building, Suite 301, 1090 Arcadia Street, Hatfield, PRETORIA
Tel: (012) 431 1084
Fax: (012) 342 8431 / 1040
Email: Miriam.morogae@dpe.gov.za

Public Service and Administration

Director-general
Mr Mashwahle Diphofa
Mail: Private Bag X916, PRETORIA, 0001
Street: Batho Pele House, 116 Proes Street, PRETORIA
Tel: (012) 336 1183 / 1000
Fax: (012) 336 1831 / 7802
Email: mosibudi@dpsa.gov.za

Public Works
Information Officer
Mrs Mandisa Fatyela
Mail: Private bag X65, PRETORIA, 0001
Street: Public Works House, cnr Church and Bosman Streets, PRETORIA
Tel: (012) 406 1170
Fax: (012) 310 5185 / (021) 461 2115
Email: mandisa.fatyela@dwp.gov.za

Rural Development and Land Reform

Information Officer
Mr Mdu Shabane
Mail: Private Bag X833, PRETORIA, 0001
Street: Old Building, 184 cnr Jacob Mare and Paul Kruger Streets, PRETORIA
Tel: (012) 312 8503
Fax: (012) 323 6072
Email: dkhan@ruraldevelopment.gov.za

Science and Technology

Information Officer
Dr Phil Mjwara
Mail: Private Bag X894, PRETORIA, 0001
Street: DST Building, Building no. 53, CSIR South Gate Entrance, Meiring Naude Road, Brummeria, PRETORIA
Tel: (012) 843 6815
Fax: (012) 349 1037

Social Development

Information Officer
Mr Vusimuzi Madonsela
Mail: Private Bag X901, PRETORIA, 0001
Street: HSRC Building, 134 Pretorius Street, North wing, PRETORIA
Tel: (012) 312 7647
Fax: 086 214 7107

State Security

Information Officer
Ms Yogeeta Dheda
Mail: Private Bag X424, PRETORIA, 0001
Street: 17 Trevena Street, Tourism House, Sunnyside, PRETORIA
Tel: (012) 444 6000

South African Human Rights Commission
Trade and Industry

Information Officer
Mr Lionel October
Mail: Private Bag X84, PRETORIA, 0001
Street: the dti, Block A 3rd Floor, 77 Meintjies Street, Sunnyside, PRETORIA
Tel: (012) 394 3075
Fax: (012) 394 0323

Traditional Affairs

Information Officer
Prof Muzamani Charles Nwaila
Mail: Private Bag X804, PRETORIA, 0001
Street: 1 Pencadia Building, 3rd Floor, 509 Pretorius Street, PRETORIA
Tel: (012) 336 5824 / 5825
Fax: (012) 336 5952
E-mail: charlesn@cogta.gov.za
AnnaM@cogta.gov.za

Transport

Information Officer
Mr Mangisi George Mahlalela
Mail: Private Bag X193, PRETORIA, 0001
Street: Forum Building, 159 Struben Street, PRETORIA
Tel: (012) 309 3698
Fax: (012) 328 5926
E-mail: PhenyaM@dot.gov.za

Water Affairs

Information Officer
Mr Maxwell Sirenya
Mail: Private Bag X313, PRETORIA, 0001
Street: Sedibeng Building, 185 Schoeman Street, PRETORIA
Tel: (012) 336 8803 336 6696
Fax: (012) 336 8850 336 8850

South African Human Rights Commission
E-mail: tloubatlai@dwa.gov.za or central@dwa.gov.za

**Government Communication and Information System (GCIS)**

**Information Officer**
Mr Keitumetse Shadrack Semakane
Mail: Private Bag X745, PRETORIA, 0001
Street: Midtown Building, 356 Prinsloo Street, PRETORIA
Tel: (012) 314 2299
Fax: (012) 328 7447
Cell: 082 570 5262
E-mail: keitu@gcis.gov.za

**Independent Complaints Directorate**

**Information Officer**
Mr Francois Beukman
Mail: Private Bag X941, PRETORIA, 0001
Street: City Forum Building, 114 Vermeulen Street, PRETORIA
Tel: (012) 399 0026
Fax: (012) 399 0144
E-mail: fbeukman@icd.gov.za

**National Treasury**

**Information Officer**
Mr Lungisa Fuzile
Mail: Private Bag X115, PRETORIA, 0001
Street: 40 Church Square, PRETORIA
Tel: (012) 315 5904
Fax: (012) 328 5145
E-mail: juanita.jansen@treasury.gov.za

**Public Administration Leadership and Management Academy**

**Information Officer**
Prof Solly Mollo
Mail: Private Bag X759, PRETORIA, 0001
Street: ZK Matthews Building, 70 Meintjes Street, Sunnyside, PRETORIA
Tel: (012) 441 6100
Fax: (012) 441 6046
E-mail: lekoa.mollo@palama.gov.za

**South African Police Service**

*South African Human Rights Commission*
Information Officer
Maj Gen Riah Phiyega
Mail: Private Bag X923, PRETORIA, 0001
Street: Lehae la Sars Building, 299 Bronkhorst Street, New Muckleneuk, Brooklyn, PRETORIA
Tel: (012) 422 4000
Fax: (012) 422 6848

South African Revenue Service
Information Officer
Mr Oupa Magashula
Mail: Private Bag X923, PRETORIA, 0001
Street: Lehae la Sars Building, 299 Bronkhorst Street, New Muckleneuk, Brooklyn, PRETORIA
Tel: (012) 422 4000
Fax: (012) 422 6848

Sport and Recreation South Africa
Information Officer
Mr Mokiditloa Eliakim (Alec) Moemi
Mail: Private Bag X896, PRETORIA, 0001
Street: Regent Place, 66 Queen Street, PRETORIA
Tel: (012) 304 5274 / 5149
Fax: 086 637 0999 086 644 9769
E-mail: sumayya@srsa.gov.za

Statistics South Africa
Information Officer
Pali Lehohla
Mail: Private Bag X44, PRETORIA, 0001
Street: De Bruyn Park, 170 Andries Street, PRETORIA
Tel: (012) 310 8075
Fax: (012) 321 7343
E-mail: palil@statssa.gov.za

Women, Children and People with Disabilities
Information Officer
Dr Nonhlanhla Mkhize
Mail: Private Bag X931, PRETORIA, 0001
Street: 36 Hamilton Street, Arcadia, PRETORIA
Tel: (012) 300 5570

South African Human Rights Commission
6.3 Provincial Departments

The following is a list of contact details of the information officers or designated deputy information officers of Provincial Government Departments

6.3.1 Mpumalanga

**Office of the Premier**

**Information Officer**
Mr Thulani Mdakane
Mail: Private Bag X11291, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 2, Riverside Park Extension 2, NELSPRUIT
Tel: (013) 766 2121
Fax: (013) 766 2500
E-mail: jrabodila@mpg.gov.za

**Agriculture, Rural Development and Land Administration**

**Information Officer**
Ms Nelisiwe Sithole
Mail: Private Bag X11219, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 6, 2nd floor, Riverside Park, Extension 2, NELSPRUIT
Tel: (013) 766 6020
Fax: (013) 766 8429
E-mail: sitholenl@mpg.gov.za

**Community Safety, Security and Liaison**

**Information Officer**
Mr Thulani Sibuyi
Mail: Private Bag X11269, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 4, Riverside Park, NELSPRUIT
Tel: (013) 766 4471
Fax: (013) 766 4600
E-mail: sibuyist@mpg.gov.za

**Co-operative Governance and Traditional Affairs**
Information Officer
Mr David Mahlobo
Mail: Private Bag X11304, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 6, Riverside Park, Extension 2, NELSPRUIT
Tel: (013) 766 6237
Fax: (013) 766 8425
Cell: 082 805 9429
E-mail: ILSetlogelo@mpg.gov.za
E-mail: mahlobod@mpg.gov.za

Culture, Sport and Recreation

Information Officer
Ms Sindisiwa Mjwara
Mail: Private Bag X1243, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 5, Riverside Park, Extension 2, NELSPRUIT
Tel: (013) 766 5032
Fax: (013) 766 5575
Cell: 071 685 2297
E-mail: amTopham@mpg.gov.za
E-mail: smjwara@mpg.gov.za

Economic Development, Environment and Tourism

Information Officer
Mr Rabeng Tshukudu
Mail: Private Bag X11215, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 4, Riverside Park, Extension 2, NELSPRUIT
Tel: (013) 766 4179
Fax: (013) 766 4613
Cell: 082 413 8378
E-mail: jmarakala@mpg.gov.za
E-mail: hodeconomic@mpg.gov.za

Education

Information Officer
Ms Mahlasedi Mhabane
Mail: Private Bag X11341, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 5, Riverside Park, Extension 2, NELSPRUIT, 1201
Tel: (013) 766 5520
Fax: (013) 766 5577
E-mail: L.brits@education.mpu.gov.za
p.moosa@education.mpu.gov.za

South African Human Rights Commission
Finance

Information Officer
Mr Mandla Mazibuko
Mail: Private Bag X11305, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 4, Riverside Park, Extension 2, NELSPRUIT
Tel:   (013) 766 4572
Fax:   (013) 766 4604
E-mail: mazibukom@mpg.gov.za

Health

Information Officer
Dr Johnson Jerry Mahlangu
Mail: Private Bag X11285, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 3, Riverside Park, Extension 2, NELSPRUIT
Tel:   (013) 766 3031
Fax:   (013) 766 3463
E-mail: pauleckm@social.mpu.gov.za

Social Development

Information Officer
Ms Ningi Mlangeni (Acting)
Mail: Private Bag X11285, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 3, Riverside Park, Extension 2, NELSPRUIT
Tel:   (013) 766 3082
Fax:   (013) 766 3465
E-mail: centien@social.mpu.gov.za

Human Settlements

Information Officer
Mr David Dube
Mail: Private Bag X11328, NELSPRUIT, 1200
Street: 7 Government Boulevard, Building 6, Riverside Park, Extention 2, NELSPRUIT
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Fax: (040) 608 4249
E-mail: enyameka.tokwe@edu.ecprov.gov.za

Finance

Information Officer
Mr Qonda Kalimashe (Acting)
Mail: Private Bag X0029, BISHO, 5605
Street: Office of MEC for Finance, 2nd Floor, Tyamzashe Building, BISHO
Tel: (040) 609 5612
Fax: (040) 635 1156
E-mail: phelisa.madlokazi@treasury.ecprov.gov.za

South African Human Rights Commission
Human Settlements

Information Officer
Mr Gaster Sharpley
Mail: Private Bag X31008, Cambridge, EAST LONDON, 5206
Street: Steve Tshwete Building, 31 / 33 Phillip Frame Road, Chiselhurst, EAST LONDON
Tel: (043) 711 9778
Fax: (043) 711 9784
E-mail: zizop@echousing.gov.za

Safety and Liaison

Information Officer
Mr Tenjiwe Hobongwana (Acting)
Mail: Private Bag X0057, BISHO, 5605
Street: Old Commissioner Building, Independence Avenue, BISHO
Tel: (040) 609 2425
Fax: (040) 609 2908
E-mail: thotyelwa.mpetsheni@safety.ecprov.gov.za

Local Government and Traditional Affairs

Information Officer
Mr Stanley Khanyile
Mail: Private Bag X0035, BISHO, 5605
Street: Tyamzashe Buildings, Room 2188, Civic Square, Phalo Avenue, BISHO
Tel: (040) 609 5656
Fax: (040) 639 2163
E-mail: stanley.khanyile@dhlgta.cape.gov.za

Roads and Public Works

Information Officer
Mr Bongani Gxilishe
Mail: Private Bag X0022, BISHO, 5605
Street: Office of MEC for Public Works, No. 5 Qasana Building, Independence Avenue, BISHO
Tel: (040) 609 4487
Fax: (040) 639 2733
E-mail: zukiswa.ngwane@dpw.cape.gov.za

Transport

Information Officer
Mr Linda Sali (Acting)
Mail: Private Bag X0057, BISHO, 5605
Street: Old Commissioner Building, Independence Avenue, BISHO
Tel: (043) 604 7415 / 7400
Fax: 086 646 6735
E-mail: angie.majongile@dot.ecprov.gov.za

**Social Development**

**Information Officer**
Mr Dalindyebo Maxengwana (Acting)
Mail: Private Bag X0039, BISHO, 5605
Street: Office of the MEC for Social Development, Dukumbana Building, 1st Floor, Independent Avenue, BISHO
Tel: (040) 608 9134
Fax: (040) 608 9253
E-mail: bongiwe.mpompo@socdev.ecprov.gov.za

**Sport, Recreation, Arts and Culture**

**Information Officer**
Ms Bongiwe Nobongoza (Acting)
Mail: Private Bag X0020, BISHO, 5605
Street: Office of MEC for Sport, Recreation, Arts and Culture, Wilton Zimasile Mkwayi Building, 5 Eales Street, KING WILLIAMSTOWN
Tel: (043) 604 4020 / 4019
Fax: (043) 642 5309
E-mail: xoliswa.tshetsha@srac.ecprov.gov.za

**Health**

**Information Officer**
Dr Siva Pillay
Mail: Private Bag X0038, BISHO, 5605
Street: Dukumbana Building, BISHO
Tel: (040) 608 1111
Fax: 086 666 7760
E-mail: smpillay@telkom.net

**6.3.2 Northern Cape**
Office of the Premier

Mr Justice Bekebeke
Mail: Private Bag X5016, KIMBERLEY, 8300
Street: JW Sauer Building, 6th Floor, cnr Roper and Quinn Streets, KIMBERLEY
Tel: 053 838 2950
Fax: 053 838 2502
E-mail: dcole@ncpg.gov.za

Social Development

Mr Vuyisile Ngesi
Mail: Private Bag X2068, MMABATHO, 2735
Street: Tirelo Building, West wing, 3rd Floor, Albert Luthuli Drive, MMABATHO
Tel: (018) 388 2040 / 2041
Fax: (018) 384 5521

Sport, Arts and Culture

Mr Wonders Viljoen
Mail: Private Bag X5018, KIMBERLEY, 8300
Street: Kimberlite Building, 162 George Street, KIMBERLEY
Tel: (053) 838 9102
Fax: (053) 831 3635
Cell: 083 448 9151
E-mail: cfortune@agri.ncape.gov.za

Cooperative Governance, Human Settlement and Traditional Affairs

Information Officer
Mr Neo Maneng
Mail: Private Bag X5005, KIMBERLEY, 8300
Street: JS du Plooy Building, 9 Cecil Sussman Road, KIMBERLEY
Tel: 053 830 9581
Fax: 053 831 4832
Cell: 083 671 7986
E-mail: nmaneng@ncpg.gov.za

Education

Information Officer
Mr Ohentse Stander  
Mail: Private Bag X5023, KIMBERLEY, 8300  
Street: 156 Barkley Road, Homestead,  
KIMBERLEY  
Tel: (053) 830 7176  
Fax: (053) 830 7177  
E-mail: ostander@ncpg.gov.za

Agriculture, Land Reform and Rural Development

Information Officer  
Mr Ali Diteme  
Mail: Private Bag X5018, KIMBERLEY, 8300  
Street: Kimberlite Building, 162 George Street,  
KIMBERLEY  
Tel: 053 838 9106  
Fax: 053 832 4328  
Cell: 083 452 9851  
E-mail: aliditeme@ncpg.gov.za

Environment and Nature Conservation

Information Officer  
Mr Denver van Heerden  
Mail: Private Bag X6010, KIMBERLEY, 8300  
Street: Metlife Towers, 4th Floor, cnr Market Square and Stead Streets,  
KIMBERLEY  
Tel: (053) 807 7305  
Fax: (053) 807 7367

Health

Information Officer  
Dr Deon Theys (Acting)  
Mail: Private Bag X5049, KIMBERLEY, 8300  
Street: Executive Offices, Kimberley Hospital Complex, Du Toitspan Road,  
KIMBERLEY  
Tel: (053) 830 2102  
Fax: (053) 833 4394

Finance, Economic Affairs and Tourism

South African Human Rights Commission
**Information Officer**
Mr Patrick Seboko
Mail: Private Bag X5054, KIMBERLEY, 8300
Street: Post Office Building, 9th Floor, Market Square, Knight and Stead Streets,
KIMBERLEY
Tel: (053) 839 4002
Fax: (053) 832 6805

**Roads and Public Works**

**Information Officer**
Mr Kholekile Nogwili
Mail: PO Box 3132, KIMBERLEY, 8301
Street: No. 9 Stockroos Road, Square Hillpark, Floors Hostel, KIMBERLEY
Tel: (053) 839 2241
Fax: (053) 839 2291

**Social Services and Population Development**

**Information Officer**
Ms Elizabeth Botes
Mail: Private Bag X6110, KIMBERLEY, 8300
Street: Mimosa Complex, Barkly Road, Homestead, KIMBERLEY
Tel: 053 874 9298
Fax: 053 871 1062

**Sport, Arts and Culture**

**Information Officer**
Mr Patrick Montwedi
Mail: Private Bag X6091, KIMBERLEY,
Street: New Park, 1 Albertyn Street,
KIMBERLEY
Tel: (053) 831 4152
Fax: (053) 833 1454
Cell: 082 611 0929
E-mail: pmontwedi@ncpg.gov.za
6.4 Municipalities

The following are the contact details of the information officers of the municipalities, organized by province

6.4.1 Kwa Zulu Natal Municipalities

Abaqulusi Local Municipality

Mr Bonga Evert Ntanzi
Mail: PO Box 57, VRYHEID, 3100
Street: cnr High and Mark Street, VRYHEID
Tel: (034) 982 2230 (does not exist)
Fax: (034) 980 9637
E-mail: municipalmanager@abaqulusi.gov.za

Amajuba District Municipality

Mr Bheki Vincent Mbatha (Acting)
Mail: Private Bag X6615, NEWCASTLE, 2940
Street: Unit B9356, Amajuba Building, Main Street, Section 1, Madadeni, NEWCASTLE
Tel: (034) 329 7204
Fax: (034) 314 3756
E-mail: mtiyasm@amajuba.gov.za

Big Five False Bay Local Municipality

Mr Apion Ndlomo
Mail: PO Box 89, HLUHLUWE, 3960
Street: 163 Zebra Street, Library Building, HLUHLUWE
Tel: (035) 562 0040
Fax: (035) 562 0988
dlomo@bigfivefalsebay.co.za

Dannhauser Local Municipality

Mr Bonginkosi Nkosi
Mail: Private Bag X1011, DANNHAUSER, 3080
Street: 8 Church Street, DANNHAUSER
Tel: (034) 621 2666

South African Human Rights Commission
Fax: (034) 621 3114  
Email: municipalmanager@dannhauser.gov.za

**Edumbe Local Municipality**

Mr Tizi Mkhize  
Mail: Private Bag X308, PAULPIETERSBURG, 3180  
Street: 10 Hoog Street, PAULPIETERSBURG  
Tel: (034) 995 1650  
Fax: (034) 995 1192  
E-mail: mkhizetizi@edumbe.gov.za

**Emadlangeni Local Municipality**

Mr Velaphi Moses Kubeka  
Mail: PO BoX 11, UTRECHT, 2980  
Street: 34 Voor Street, UTRECHT  
Tel: (034) 331 3041  
Fax: (034) 331 4312  
Email: stephaniej@emadlangeni.gov.za

**Emnambithi - Ladysmith Municipality**

Mr Nhlanhla Joshua Mdekhane  
Mail: PO Box 29, LADYSMITH, 3370  
Street: 221 Murchison Street, LADYSMITH  
Tel: (036) 637 6563  
Fax: (036) 631 1400 / 086 215 3054  
E-mail: smassyn@ladysmith.co.za

**Endumeni Local Municipality**

Mr Thulani Biela  
Mail: Private Bag X2024, DUNDEE, 3000  
Street: 64 Victoria Street, DUNDEE  
Tel: (034) 212 2121  
Fax: (034) 212 3856  
E-mail: bielatp@endumeni.gov.za

**Ethekwini Metropolitan Municipality**

"South African Human Rights Commission"
Mr Sibusiso Sithole
Mail: PO Box 1014, DURBAN, 4000
Street: City Hall, 251 Anton Lembede Road, DURBAN
Tel: (031) 311 2130 / 2132
Fax: (031) 311 2170
E-mail: metroceo@durban.gov.za

Greater Kokstad Local Municipality

Mr Felix T Nxumalo
Mail: PO Box 8, KOKSTAD, 4700
Street: 75 Hope Street, KOKSTAD
Tel: (039) 797 6601
Fax: (039) 727 5501
E-mail: felix.nxumalo@kokstad.org.za

Hibiscus Coast Local Municipality

Mr Sibusiso Wycliff Mkhize
Mail: PO Box 5, PORT SHEPSTONE, 4240
Street: 10 Corner Street, PORT SHEPSTONE
Tel: (039) 688 2021
Fax: (039) 686 8227
E-mail: mm@hcm.gov.za

Hlabisa Local Municipality

Mr Themba Vusumuzi Mkhize
Mail: PO Box 387, HLABISA, 3937
Street: Lot 808 off Masson Street, HLABISA
Tel: (035) 838 8504
Fax: (035) 838 1944

Ilembe District Municipality

Mr Mike Newton
Mail: PO Box 1788, KWADUKUZA, 4450
Street: Ilembe House, 59-61 Mahatma Ghandi Street, KWADUKUZA
Tel: (032) 437 9501
Fax: (032) 437 9588
E-mail: mike.newton@ilembe.gov.za
Imbabazane Local Municipality

Mr Mthetheleli Moses Ndlela
Mail: PO Box 750, ESTCOURT, 3310
Street: Sobabili Road, Ntabamhlophe Area, ESTCOURT
Tel: (036) 353 0693 / 0681
Fax: (036) 353 6661

Impendle Local Municipality

Mr Sibusiso Mabasa
Mail: Private Bag X512, IMPENDLE, 3227
Street: 21 Masahleni Street, IMPENDLE
Tel: (033) 996 0771
Fax: (033) 996 0852
E-mail: sibusiso.ngcobo@impendle.gov.za

Indaka Local Municipality

Mr Sinatra K Khumalo
Mail: Private Bag X70113, WASBANK, 2920
Street: 2748 A Section, Ekuvukeni, WASBANK
Tel: (034) 261 1000
Fax: (034) 261 2035
E-mail: sinatra.khumalo@indaka.local.gov.za

Ingwe Local Municipality

Mr Sibonelo Ncube (acting)
Mail: PO Box 62, GREIGHTON, 3263
Street: Greighton Road, GREIGHTON
Tel: (039) 833 1038
Fax: (039) 833 1539
E-mail: ncubes@ingwe.gov.za

Izingolweni Local Municipality

Mr Mandla Mabece
Mail: PO Box 108, IZINGOLWENI, 4260
Street: N2 Harding Main Road, Opposite Izingolweni Taxi Rank, IZINGOLWENI
Jozini Local Municipality

Mr Bongumas Ntuli
Mail: Private Bag X28, JOZINI, 3969
Street: Circle Street, Bottomtown, JOZINI
Tel: (035) 572 1269
Fax: (035) 572 1423
E-mail: bntuli@jozini.org.za

KwaDukuza Local Municipality

Mr Nhlanhla Joshua Ndakane
Mail: PO Box 72, KWADUKUZA, 4450
Street: 14 Chief Albert Luthuli Street, KWADUKUZA
Tel: (032) 437 5003
Fax: (032) 437 5051
E-mail: nhlanhlam@kwadukuza.gov.za

KwaSani Local Municipality

Mr Sibusiso Patrick Gwacela
Mail: PO Box 43, HIMEVILLE, 3256
Street: 32 Arbuckle Street, HIMEVILLE
Tel: (033) 702 1060
Fax: (033) 702 1148

Mandeni Local Municipality

Mr Lulamile Mapoloba
Mail: PO Box 144, MANDENI, 4490
Street: 2 Kingfisher Road, MANDENI
Tel: (032) 456 8234
Fax: (032) 456 2504
E-mail: ceo@mandeni.gov.za

Maphumulo Local Municipality
Mr Sibusiso Majola (acting)
Mail: Private Bag X9205, MAPHUMULO, 4470
Street: R74 Sakhuxolo Skills Centre, MAPHUMULO
Tel: (032) 481 2047
Fax: (032) 481 2053
E-mail: sibusiso@maphumulo.gov.za

Mbonambi Local Municipality

Mr s Malime Lubi (acting)
Mail: PO Box 96, KWAMBONAMBI, 3915
Street: 25 Bredell Street, KWAMBONAMBI
Tel: (035) 580 1421
Fax: (035) 580 1141
E-mail: lubia@mbonambi.gov.za

Mkhambathini Local Municipality

Mr Deven Pillay
Mail: Private Bag X04, CAMPERDOWN, 3720
Street: 18 Old Main Road, CAMPERDOWN
Tel: (031) 785 9307 / 06
Fax: (031) 785 2121
E-mail: mm@mkhambathini.gov.za

Mooi Mpofana Local Municipality

Mr Muzi Madlala
Mail: PO Box 47, MOOI RIVER, 3300
Street: 10 Clanghton Terrace, MOOI RIVER
Tel: (033) 263 7740(not available)
Fax: (033) 263 1127

Msinga Local Municipality

Mr Fanosi Bethuel Sithole
Mail: Private Bag X530, TUGELA FERRY, 3010
Street: R33 Main Road, TUGELA FERRY
Tel: (033) 493 0761
Fax: (033) 493 0757
E-mail: khetiwe.ziqubu@msinga.org.za

Msunduzi Local Municipality

Mr Thokozani Maseko (Acting)
Mail: Private Bag X321, PIETERMARITZBURG, 3200
Street: 333 Church Street, AS Chetty Building, PIETERMARITZBURG
Tel: (033) 392 2013 (busy)
Fax: (033) 392 2397

Mthonjaneni Local Municipality

Mr Frederick Els
Mail: PO Box 11, MELMOTH, 3835
Street: 21 Rheinholb Street, MELMOTH
Tel: (035) 450 2082
Fax: (035) 450 3224
E-mail: mmeltc@mweb.co.za

Mtubatuba Local Municipality

Mr Siyabonga S Ntuli
Mail: PO Box 52, MTUBATUBA, 3935
Street: Lodge 105, Inkosi Mtubatuba Road, MTUBATUBA
Tel: (035) 550 0069
Fax: (035) 550 0060
E-mail: ntulisr@mtubatuba.org.za

Ndwedwe Local Municipality

Ms Thembekile Cibane
Mail: Private Bag X503, NDWEDWE, 4342
Street: P100 Road, NDWEDWE
Tel: (032) 532 1089
Fax: (032) 532 1071 / 1234
E-mail: mm@ndwendwe.gov.za

Newcastle Local Municipality

Mr Kebone Masange (Acting)
Mail: Private Bag X6621, NEWCASTLE, 2940
Nkandla Local Municipality

Mr Enock M Ngonyama
Mail: Private Bag X161, NKANDLA, 3855
Street: Lot 292, Maree Road, NKANDLA
Tel: (035) 833 2000
Fax: (035) 833 0920
E-mail: m.ngonyama@nkandla.org.za

Nongoma Local Municipality

Mr Bonga Ntamzi
Mail: PO Box 84, NONGOMA, 3950
Street: Lot 103, Main Street, NONGOMA
Tel: (035) 831 7504
Fax: (035) 831 3152
E-mail: manager@nongomo.org.za

Nquthu Local Municipality

Mr Bonginkosi Paul Gumbi
Mail: Private Bag X5521, NQUTHU, 3135
Street: 83 Mdlalose Street, NQUTHU
Tel: (034) 271 6103 (no answer)
Fax: (034) 271 6111

Ntambanana Local Municipality

Mr Phiwamandla Raymond Mnguni
Mail: Private Bag X20066, EMPANGENI, 3880
Street: Buchanana Main Road, EMPANGENI
Tel: (035) 792 7093
Fax: (035) 792 7094
E-mail: mgunir@ntambanana.org.za

Okhahlamba Local Municipality

South African Human Rights Commission
Ms Zakhona Margaret Ndlela  
Mail: PO Box 71, BERGVILLE, 3350  
Street: 10 Broadway Street, BERGVILLE  
Tel: (036) 448 1076 (no answer)  
Fax: (036) 448 1986

**Richmond Local Municipality**

Mr Sbu Sithole  
Mail: Private Bag X1028, RICHMOND, 3780  
Street: 57 Shepstone Street, RICHMOND  
Tel: (033) 212 2155  
Fax: (033) 212 4183

**Sisonke District Municipality**

Mr Nhlanhla Maxwell Mabaso  
Mail: Private Bag X501, IXOPO, 3276  
Street: 40 Main Street, IXOPO  
Tel: (039) 834 8700  
Fax: (039) 834 1750  
E-mail: mabasom@sisonkedm.gov.za

**Ubulhlebezwe Local Municipality**

Mr Hennie Jacob (Acting)  
Mail: PO Box 132, IXOPO, 3276  
Street: 29 Margaret Street, IXOPO  
Tel: (039) 834 2074 (number changed and the new one not available)  
Fax: (039) 834 1168

**Ugu District Municipality**

Mr Luvuyo Mahlaka  
Mail: PO Box 33, PORT SHEPSTONE, 4240  
Street: 28 Connor Street, PORT SHEPSTONE  
Tel: (039) 688 5704  
Fax: (039) 682 1720

**Ulundi Local Municipality**
Ms Sibuyiselwe Angela Buthelezi
Mail: Private Bag X17, ULUNDI, 3838
Street: cnr Princess Magogo and King Zwelithini Streets, ULUNDI
Tel: (035) 874 5810 (busy)
Fax: (035) 874 5831

Umdoni Local Municipality

Mr Dhanpalan Naidoo
Mail: PO Box 19, SCOTTBURGH, 4180
Street: cnr Airth and Williamson Streets, SCOTTBURGH
Tel: (039) 976 1202
Fax: (039) 976 2194
ddnaidoo@umdoni.gov.za

Umgungundlovu District Municipality

Mr Sibusiso Khuzwayo
Mail: PO Box 3235, PIETERMARITZBURG, 3200
Street: 242 Langalibalele Street, PIETERMARITZBURG
Tel: (033) 897 6763 / 50 (no answer)
Fax: (033) 394 5512

Umhlabuyalingana Local Municipality

Mr Sibusiso Emmanuel Bukhosini
Mail: Private Bag X901, KWANGWANASE, 3973
Street: Thengane Main Road, KWANGWANASE
Tel: (035) 592 0665 no answer
Fax: (035) 592 0672

Umhlathuze Local Municipality

Mr Nkosinathi Nhleko (Acting)
Mail: Private Bag X1004, RICHARDS BAY, 3900
Street: 5 Mark Strauss Street, RICHARDS BAY
Tel: (035) 907 5491 / 5492 no answer
Fax: (035) 907 5451
Umlalazi Local Municipality

Mr Chris Gerber
Mail: PO Box 37, ESHOWE, 3815
Street: Hutchinson Street, ESHOWE
Tel: (035) 473 3342 (not available)
Fax: (035) 474 2809

Umngeni Local Municipality

Mr Sandile Hector Buthelezi
Mail: PO Box 5, HOWICK, 3290
Street: cnr Sonne and Bick Street, HOWICK
Tel: (033) 239 9210
Fax: (033) 330 4183

Umshwati Local Municipality

Mr Vincent Cebekulu
Mail: Private Bag X29, WARTBURG, 3233
Street: Umshwati Main Road, New Handover, WARTBURG
Tel: (033) 502 0282
Fax: (033) 502 0305 / 0286
E-mail: vincentc@umshwati.gov.za

Umtshezi Local Municipality

Ms Nonhlanhla Njoko
Mail: PO Box 15, ESTCOURT, 3310
Street: Victoria Street, Civic Building, ESTCOURT
Tel: (036) 342 7801 (call later)
Fax: (036) 352 5829

Umvoti Local Municipality

Mr Bongani Xulu
Mail: PO Box 71, GREYTOWN, 3250
Street: 41 Bell Street, GREYTOWN
Tel: (033) 413 9215
Fax: (033) 417 1393
E-mail: mm@umvoti.gov.za
Umzimkhulu Local Municipality

Mr Zilephanzi Sikosana
Mail: PO Box 53, UMZIMKHULU, 3297
Street: 169 Main Street, UMZIMKHULU
Tel: (039) 259 5331
Fax: (039) 259 0223
E-mail: zsikosana@umzimkhululm.gov.za

Umzinyathi District Municipality

Mr Sipho Nicholas Dubazana
Mail: PO Box 1965, DUNDEE, 3000
Street: 39 Victoria Street, Princess Magogo Building, DUNDEE
Tel: (034) 219 1512 (no answer)
Fax: (034) 218 1940

Umziwabantu Local Municipality

Mr Sazi Mpele
Mail: Private Bag X1023, HARDING, 4680
Street: Murchison Street, HARDING
Tel: (039) 433 1205
Fax: (039) 433 1208
sazi@umziwabantu.org.za

Umzumbe Local Municipality

Dr Justice Ngesi (Acting)
Mail: PO Box 561, HIBBERDENE, 4220
Street: Sipho Funa Road, Umthwalume, HIBBERDENE
Tel: (039) 972 0005
Fax: (039) 972 0099

Uphongolo Local Municipality

Mrs Fatima Weden (acting)
Mail: PO Box 191, PONGOLA, 3170
Street: 61 Martin Street, PONGOLA
Tel: (034) 413 1223
Fax: (034) 413 1706  
E-mail: angelkzn8249@hotmail.com

**Uthungulu District Municipality**

Mr Bonginkosi Biyela  
Mail: Private Bag X1025, RICHARDS BAY, 3900  
Street: Mangosuthu Buthelezi House, Kruger Rand Street, CBD, RICHARDS BAY  
Tel: (035) 799 2501  
Fax: (035) 789 1641  
E-mail: sceo@uthungulu.co.za

**Vulamehlo Local Municipality**

Mr Msizi Zulu  
Mail: Private Bag X5509, SCOTTBURGH, 4180  
Street: 77 Dududu Main Road, SCOTTBURGH  
Tel: (039) 974 0450 / 0553  
Fax: (039) 974 0432  
E-mail: msizi@benturnet.co.za

**Zululand District Municipality**

Mr Johan de Klerk  
Mail: Private Bag X76, ULUNDI, 3838  
Street: 400 Ngangane Street, ULUNDI  
Tel: (035) 874 5503  
Fax: (035) 874 5589  
Email: mm@zululand.org.za

**6.4.2 Gauteng Municipalities**

**City of Johannesburg Metropolitan Municipality**

Mr Trevor Fowler  
Mail: PO Box 1049, JOHANNESBURG, 2000  
Street: Metropolitan Centre, 1st Floor Council Chamber Wing, 158 Loveday Street, Braamfontein, JOHANNESBURG  
Tel: (011) 407 7300  
Fax: (011) 403 1012  
E-mail: citymanager@joburg.org.za
City of Tshwane Metropolitan Municipality

Mr Oupa Nkwane (Acting)
Mail: PO Box 440, PRETORIA, 0001
Street: Munitoria Building, 2nd Floor, Vermeulen Street, PRETORIA
Tel: (012) 358 4904 / 0976
Fax: (012) 358 1112
E-mail: ninetteb@tshwane.gov.za

Ekurhuleni Metropolitan Municipality

Mr Khaya Ngema
Mail: Private Bag X1069, GERMISTON, 1400
Street: EGSC Building, cnr Cross and Roses Streets, GERMISTON
Tel: (011) 999 0863
Fax: (011) 999 1811
E-mail: khaya.ngema@ekurhulni.gov.za

Emfuleni Local Municipality

Mr Sam Shabalala
Mail: PO Box 3, VANDERBIJLPARK, 1900
Street: cnr Klasie Havenga and Frikkie Meyer Boulevard, VANDERBIJLPARK
Tel: (016) 950 5102
Fax: (016) 950 5030
E-mail: amanda@emfuleni.gov.za

Lesedi Local Municipality

Mr Piet van der Heever
Mail: PO Box 201, HEIDELBERG, 1438
Street: cnr HF Verwoerd and Louw Street, HEIDELBERG
Tel: (016) 340 4305
Fax: (016) 340 4394
E-mail: mm@lesedilm.co.za
<table>
<thead>
<tr>
<th>Municipality</th>
<th>Name</th>
<th>Mail</th>
<th>Street</th>
<th>Tel</th>
<th>Fax</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Meraf</strong></td>
<td><strong>Merafong Local Municipality</strong></td>
<td>Mr Elias Leseane</td>
<td>PO Box 3, CARLETONVILLE, 2500</td>
<td>(018) 788 9506</td>
<td>(018) 787 3859</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>No 3 Halite Street, CARLETONVILLE, 2499</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Midvaal Local Municipality</strong></td>
<td>Mr Albert De Klerk</td>
<td>PO Box 9, MEYERTON, 1960</td>
<td>cnr Mitchel and Junious Street, MEYERTON</td>
<td>(016) 360 7411</td>
<td>(016) 362 2794</td>
<td><a href="mailto:mm@midvaal.gov.za">mm@midvaal.gov.za</a></td>
</tr>
<tr>
<td><strong>Mogale City Local Municipality</strong></td>
<td>Mr Dan Mashitisho</td>
<td>PO Box 94, KRUGERSDORP, 1740</td>
<td>cnr of Commissioner and Market Street, KRUGERSDORP</td>
<td>(011) 951 2013</td>
<td>(011) 951 2547</td>
<td><a href="mailto:mm@mogalecity.gov.za">mm@mogalecity.gov.za</a></td>
</tr>
<tr>
<td><strong>Randfontein Local Municipality</strong></td>
<td>Adv Seepanya Mogale</td>
<td>PO Box 218, RANDFONTEIN, 1760</td>
<td>cnr Sutherland and Pollock Street, RANDFONTEIN</td>
<td>(011) 411 0309 / 0052</td>
<td>(011) 693 1736</td>
<td></td>
</tr>
<tr>
<td><strong>Sedibeng District Municipality</strong></td>
<td>Mr Yunus Chamda</td>
<td>PO Box 471, VEREENIGING, 1930</td>
<td>Corner of Beaconsfield and Leslie Streets, VEREENIGING</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
West Rand District Municipality

Mr David Mokoena (Acting)
Mail: Private Bag X033, RANDFONTEIN, 1759
Street: cnr Sixth and Park Street, RANDFONTEIN
Tel: (011) 411 5221
Fax: (011) 411 5172
E-mail: asegopolo@wrdm.gov.za

Westonaria Local Municipality

Mr Thabo Ndlovu (Acting)
Mail: PO Box 19, WESTONARIA, 1780
Street: cnr of Neptune and Saturn Street, WESTONARIA
Tel: (011) 278 3001
Fax: (011) 753 4176
E-mail: tndlovu@westonaria.gov.za

6.4.3 Eastern Cape Municipalities

Alfred Nzo District Municipality

Mr Maxwell Moyo
Mail: Private Bag X511, MOUNT AYLIFF, 4735
Street: Alfred Nzo Municipality, Erf 1400, Ntsizwa Street, MOUNT AYLIFF
Tel: (039) 254 5002
Fax: (039) 254 0343 / 0818

Amahlathi Local Municipality

Mr King Socikwa
Mail: Private Bag X2, STUTTERHEIM, 4930
Street: cnr Hill and Maclean Street, STUTTERHEIM
Tel: (043) 683 1100
Fax: (043) 683 1127
Email: socikwa.b@yahoo.com
Amathole District Municipality

Mr Mvuyo Molokoti
Mail: PO Box 320, EAST LONDON, 5200
Street: 40 Cambridge Street, EAST LONDON
Tel: (043) 701 5157
Fax: (043) 701 0337

Baviaans Local Municipality

Mr Jama Vumazonke
Mail: PO Box 15, WILLOWMORE, 6445
Street: 42 Wehmeyer Street, WILLOWMORE
Tel: (044) 923 1004
Fax: (044) 923 1122
Email jama@baviaan.gov.za

Blue Crane Route Local Municipality

Mrs Delchine Sauls
Mail: PO Box 21, SOMERSET EAST, 5850
Street: 67 Nojoli Street, SOMERSET EAST
Tel: (042) 243 1333
Fax: (042) 243 0633
Email delchinesauls@bcrm.gov.za

Buffalo City Metropolitan Municipality

Mr Andile Fani (Acting)
Mail: PO Box 134, East London, 5200
Street: cnr North and Oxford Streets, Trust Centre, EAST LONDON
Tel: (043) 705 1045
Fax: (043) 743 1941

Cacadu District Municipality

Mr Ted Pillay
Mail: PO Box 318, PORT ELIZABETH, 6000
Street: 32 Govan Mbeki Avenue, PORT ELIZABETH
Camdeboo Local Municipality

Mr Monde Gerald Langbooi
Mail: PO Box 71, GRAAFF-REINET, 6280
Street: 12 Church Square, GRAAFF-REINET
Tel: (049) 807 5700
Fax: (049) 892 4319/049 892 2166
Email: danielse@camdeboo.gov.za

Chris Hani District Municipality

Mr Moppo Mene
Mail: PO Box 7121, QUEENSTOWN, 5320
Street: 15 Bells Road, QUEENSTOWN
Tel: (045) 808 4610
Fax: (045) 838 1582
E-mail: mmene@chrishanidm.gov.za

Elundini Local Municipality

Mr Khayalethu Gashi
Mail: PO Box 1, MACLEAR, 5480
Street: 1 Seller Street, MACLEAR
Tel: (045) 932 1085
Fax: (045) 932 1777

Engcobo Local Municipality

Mr Mandlonke Jiqo (Acting)
Mail: PO Box 24, ENGCOBO, 5050
Street: 58 Union Street, ENGCOBO
Tel: (047) 548 5601
Fax: (047) 548 1078

Gariep Local Municipality
Mr Thembinkosi Mawonga
Mail: PO Box 13, BURGERSDORP, 9744
Street: Jan Greyling Street, BURGERSDORP
Tel: (051) 653 0595
Fax: (051) 653 0742
Email: thembinkosi@gariep.gov.za

Greater Kei Local Municipality

Mr Chris Mbekela
Mail: Private Bag X2, KOMGA, 4950
Street: 17 Main Street, Engine Garage, KOMGA
Tel: (043) 831 1028
Fax: (043) 831 1483 / 1306
Email: dseheri@greaterkeilm.gov.za

Ikwezi Local Municipality

Mr Thandekile Mnyimba
Mail: PO Box 12, JANSENVILLE, 6265
Street: 34 Main Street, JANSENVILLE
Tel: (049) 836 0021 / 0192
Fax: (049) 836 0105

Inkwanca Local Municipality

Mr Galliode Sgojo
Mail: PO Box 1, MOLTENO, 5500
Street: 39 Smit Street, MOLTENO
Tel: (045) 967 0021 / 0176
Fax: (045) 967 0467
Email: galliode.sgojo@gmail.com

Umzimvubu Local Municipality
Mr Thobela Gladstone Notha
Mail: Private Bag X9020, MOUNT FRERE, 5090
Street: 813 Main Street, MOUNT FRERE
Tel: (039) 255 0166
Fax: (039) 255 1893

**Intsika Yethu Local Municipality**

Mr Zamxolo Shasha
Mail: Private Bag X1251, COMFIMVABA, 5380
Street: 201 Main Street, COMFIMVABA
Tel: (047) 874 8700
Fax: (047) 874 0010 / 0237
Email: shashaz@intsikayethu.gov.za

**Inxuba Yethemba Local Municipality**

Mr Mzwandile Sydney Tantsi
Mail: PO Box 24, CRADOCK, 5880
Street: 1 J.A Calata Street, CRADOCK
Tel: (048) 801 5000
Fax: 044 881 1421

**King Sabatha Dalindyebo Local Municipality**

Mr Zizamele Manqanqeni
Mail: PO Box 45, MTHATHA, 5099
Street: Munitata Building, Sutherland Street, MTHATHA
Tel: (047) 501 4239
Fax: (047) 532 5198
Email: ksd@ksd.org.za

**Kou-Kamma Local Municipality**

Mr Sabelo Nkuhlu
Mail: Private Bag X011, KAREEDOUW, 6400
Street: 5 Keet Street, KAREEDOUW
Kouga Local Municipality

Mr Sydney Fadi
Mail: PO Box 21, JEFFERY'S BAY, 6330
Street: 33 Da Gama Road, Kouga, JEFFERY'S BAY
Tel: (042) 200 2200
Fax: 086 529 6303
E-mail: sfadi@kouga.gov.za
chayward@kouga.gov.za

Lukhanji Local Municipality

Mr Professor Bacela
Mail: Private Bag X7111, QUEENSTOWN, 5320
Street: 70 Cathcart Road, QUEENSTOWN
Tel: (045) 807 2600
Fax: (045) 807 2733

Makana Local Municipality

Mr Terry Myalato
Mail: PO Box 176, GRAHAMSTOWN, 6140
Street: Church Square, Makana Municipality, GRAHAMSTOWN
Tel: (046) 603 6131
Fax: (046) 622 9700
Email: tmyalato@makana.gov.za

Maletswai Local Municipality

Mr Patrick Nonjola
Mail: Private Bag X1011, ALIWAL NORTH, 9750
Street: cnr Buckly and Somerset Street, ALIWAL NORTH
Tel: (051) 634 1739
Fax: (051) 634 1504

Matatiele Local Municipality

Dr Tshepang Nakin
Mbhashe Local Municipality

Mr Momwabisi Somana
Mail: PO Box 25, INDUTYWA, 5000
Street: 3 Kiddley Street, INDUTYWA
Tel: (047) 489 5800
Fax: (047) 489 1137
Email: bhedla.amani@yahoo.com

Mbizana Local Municipality

Mr Nzimeni Lawrence Mambila
Mail: PO Box 12, BIZANA, 4800
Street: 51 Main Street, BIZANA
Tel: (039) 251 0917
Fax: (039) 251 0917
E-mail: mambilal@mbizana.gov.za

Mhlontlo Local Municipality

Mrs Yolisa Ndima
Mail: PO Box 31, QUMBU, 5180
Street: 96 Church Street, QUMBU
Tel: (047) 553 7021
Fax: (047) 553 0189
Email: ynndima@life.com

Mnquma Local Municipality

Mr Ngamela Pakade
Mail: PO Box 36, BUTTERWORTH, 4960
Street: Topblyth Street, BUTTERWORTH
Ndlambe Local Municipality

Mr Rolly Dumezweni
Mail: PO Box 13, PORT ALFRED, 6170
Street: 47 Campbell Street, PORT ALFRED
Tel: (046) 624 1140
Fax: (046) 624 1254 or 086 729 6421
Email: rdumezweni@ndlambe.gov.za

Nelson Mandela Bay Metropolitan Municipality

Mr Elias Ntoba (Acting)
Mail: PO Box 116, PORT ELIZABETH, 6000
Street: City Hall, 1st Floor, Market Square, Govan Mbeki Avenue, PORT ELIZABETH
Tel: (041) 506 3404
Fax: (041) 506 2422
Email: mm@mandelametro.gov.za

Ngqushwa Local Municipality

MR Namhla Mjo (Acting)
Mail: PO Box 539, PEDDIE, 5640
Street: Erf 313 Main Road, PEDDIE
Tel: (040) 673 3095
Fax: (040) 673 3771
Email: nosiphoy@nqushwamun.co.za

Nkonkobe Local Municipality

Mr Khanyile Christian Maneli
Mail: PO Box 36, FORT BEAUFORT, 5720
Street: 8 Somerset Street, FORT BEAUFORT
Ntabankulu Local Municipality

Mr Sindile Tantsi
Mail: PO Box 234, NTABANKULU, 5130
Street: 85 Main Street, NTABANKULU
Tel: (039) 258 0056
Fax: (039) 258 0173

Nxuba Local Municipality

Mr Mlamli Bongco
Mail: Private Bag X350, ADELAIDE, 5760
Street: Market Square, ADELAIDE
Tel: (046) 684 0034
Fax: 086 536 0415
Email cagasiehiwo@yahoo.com
cagas@nxuba.gov.za

Nyandeni Local Municipality

Mrs Nomandela
Mail: Private Bag X504, LIBODE, 5160
Street: B. Nomandela Drive, Municipality Building, LIBODE
Tel: (047) 555 0161
Fax: (047) 555 0073

OR Tambo District Municipality

Mr Bruce Kannemeyer
Mail: Private Bag X6043, MTHATHA, 5099
Street: OR Tambo District Municipality House, Nelson Mandela Drive, MTHATHA
Tel: (047) 501 7050
Fax: (047) 532 6518
E-mail: ayandaw@ortambodm.org.za

Port St Johns Local Municipality

South African Human Rights Commission
Mr Zola Hewu  
Mail: PO Box 2, PORT ST JOHNS, 5120  
Street: Erf 257 Main Street, PORT ST JOHNS  
Tel: (047) 564 1207 / 1208  
Fax: (047) 564 1206

Qaukeni Local Municipality

Mr Mluleki Fihlani  
Mail: PO Box 14, FLAGSTAFF, 4810  
Street: 135 Main Street, FLAGSTAFF  
Tel: (039) 252 0131  
Fax: (039) 252 0279  
Email mfihlani@ihlm.gov.za

Sakhisizwe Local Municipality

Mr Thembeni Samuel  
Mail: PO Box 26, CALA, 5455  
Street: Erf 458, Mthatha Road, CALA  
Tel: (047) 877 0167  
Fax: (047) 877 0000

Senqu Local Municipality

Mr Mxolisi Yowa  
Mail: PO Box 18, LADY GREY, 9755  
Street: 19 Murray Street, LADY GREY  
Tel: (051) 603 0012  
Fax: (051) 603 0445  
Email: yawam@senqu.gov.za

Sunday's River Valley Local Municipality

Ms Vuyo Zitumane  
Mail: PO Box 47, KIRKWOOD, 6120  
Street: 23 Middle Street, Sunday’s River Valley, KIRKWOOD  
Tel: (042) 230 7750  
Fax: (042) 230 0069
Tsolkwana Local Municipality

Mr Similo Dayi
Mail: PO Box 21, TARKASTAD, 5370
Street: 12 Murray Street, TARKASTAD
Tel: (045) 846 0033
Fax: (045) 846 0025
Email: similo.dayi@lgnet.org.za
Yolisa.marepula@lgnet.org.za

Ukhahlamba District Municipality
(Joe Gqabi District Manucipality)

Mr Zolile Williams
Mail: Private Bag X102, BARKLEY EAST, 9786
Street: cnr Cole and Graham Streets, BARKLEY EAST
Tel: (045) 979 3006
Fax: (045) 979 3028
Email: mm@gdm.gov.za

Emalahleni Local Municipality

Mr Gerad Dejager
Mail: PO Box 23, LADY FRERE, 5410
Street: 37 Indwe Road, LADY FRERE
Tel: (047) 878 0020
Fax: (047) 878 0112
Cell: 083 500 2396
E-mail: dejagerg@emalahlenilm.gov.za

6.4.4 Limpopo Municipalities

Aganang Local Municipality

Mrs Ellen Mashakwe
Mail: PO Box 990, JUNO, 0748
Street: cnr Gilead and Knobel Hospital Roads, Moletjie Ceres Village, KOLOTI

South African Human Rights Commission
Ba-Phalaborwa Local Municipality

Dr Stimela S. Sebashe
Mail: Private Bag X01020, PHALABORWA, 1390
Street: cnr Nelson Mandela Drive and Selati Road, PHALABORWA
Tel: (015) 780 6302
Fax: (015) 781 7228
E-Mail: sebashe01@gmail.com

Bela-Bela Local Municipality

Mr Sam Ngoetjana Bambo
Mail: Private Bag X1609, BELA-BELA, 0480
Street: Chris Hani Drive, BELA-BELA
Tel: (014) 736 8052
Fax: (014) 736 8087
E-mail: munmanager@belabela.gov.za

Blouberg Local Municipality

Mr Kenny Machovani (Acting)
Mail: PO Box 1593,
SENWABARANWA, 0790
Street: 2nd Building Mogwadi,
Senwabanwa Road,
SENWABARANWA
Tel: (015) 505 7133
Fax: (015) 505 0296

Capricorn District Municipality

Mr Ngoako Molokomme
Mail: PO Box 4100, POLOKWANE, 0700
Street: 41 Biccard Street, POLOKWANE
Tel: (015) 294 1076
Fax: (015) 291 4297
E-Mail: Molokommen@cdm.org.za

South African Human Rights Commission
Elias Motswaledi Local Municipality

Ms Maggie Mtsweni  
Mail: PO Box 48, GROBLERSDAL, 0470  
Street: 2 Grobler Avenue, GROBLERSDAL  
Tel: (013) 262 3056  
Fax: (013) 262 2547  
E-mail: mmtsweni@emlm.gov.za

Ephraim Mogale Local Municipality

Mr Makoko Lekola  
Mail: PO Box 111, MARBLE HALL, 0450  
Street: 13 Ficus Street, MARBLE HALL  
Tel: (013) 261 8400  
Fax: (013) 261 2985  
Cell: 082 411 7552  
Email: mlekola@emogale.gov.za

Fetakgomo Local Municipality

Ms Motlanalo Lebepe  
Mail: PO Box 818, APEL, 0739  
Street: Stand No. 1, Mashung Ga-Nkwana, FETAKGOMO  
Tel: (015) 622 8001  
Fax: (015) 622 8015  
E-mail: motlanalo@webmail.co.za

Greater Giyani Local Municipality

Mr Gezani Isaac Masingi  
Mail: Private Bag X9559, GIYANI, 0826  
Street: BA 59/2 Giyani Main Road, Opposite Nkensani Hospital, GIYANI  
Tel: (015) 811 5542  
Fax: (015) 812 1407  
E-Mail: masingigi@greatergiyani.gov.za

Greater Letaba Local Municipality
Mr Pandelani Isaac Mutshinyali
Mail: PO Box 36, MOJADJISKLOOF, 0835
Street: Civic Centre, 44 Botha Street, MOJADJISKLOOF
Tel: (015) 309 8738
Fax: (015) 309 9419
Cell: 083 697 1729

Greater Sekhukhune District Municipality

Mr Samson Makunyane
Mail: Private Bag X8611, GROBLERSDAL, 0470
Street: 3 Wes Street, GROBLERSDAL
Tel: (013) 262 7308
Fax: (013) 262 4303

Greater Tubatse Local Municipality

Mr Lemon Phala
Mail: PO Box 206, BURGERSFORT, 1150
Street: Eddy Sediba Street, GREATER TUBATSE
Tel: (013) 231 1123
Fax: (013) 231 7251
E-mail hphala@tubase.gov.za

Greater Tzaneen Local Municipality

Mr Masiye Mankabidi
Mail: PO Box 24, TZANEEN, 0850
Street: Civic Centre, 38 Agatha Street, TZANEEN
Tel: (015) 307 8002
Fax: (015) 307 8049
E-mail: masiye.mankabidi@tzaneen.gov.za

Lepelle-Nkumpi Local Municipality

South African Human Rights Commission
Mr Jerry Ramaphakela (Acting)
Mail: Private Bag X07, CHUENESPOORT, 0745
Street: BA 170 LEBOWAKGOMO, 0737
Tel: (015) 633 4508
Fax: (015) 633 6896

Lephalale Local Municipality

Mr Bob Naidoo
Mail: Private Bag X136, LEPHALALE, 0555
Street: cnr Joe Slovo and Douwater Avenue, LEPHALALE
Tel: (014) 762 1409
Fax: (014) 763 5662
E-Mail: Bob.naidoo@lephalale.gov.za

Makhado Local Municipality

Mr Mutshinyali
Mail: Private Bag X2596, LOUIS TRICHARDT, 0920
Street: Civic Centre, cnr Erasmus and Krogh Streets, MAKHADO
Tel: (015) 519 3003
Fax: (015) 516 5084
E-mail: municipal.manger@makhado.gov.za

Makhudutamaga Local Municipality

Mr Phamaga Morebodi
Mail: Private Bag X434, JANE FURSE, 1085
Street: Stand 1 Groblersdal Road, JANE FURSE
Tel: (013) 265 1177 / 1262
Fax: (013) 265 1076

Maruleng Local Municipality

Mr Refilwe Jonath Ramothwala
Mail: PO Box 627, HOEDSPRUIT, 1380
Street: 64 Springbok Street, HOEDSPRUIT
Tel: (015) 793 2409
Fax: (015) 793 2341

Modimolle Local Municipality

Mr Ngwako Jacob Moago (Acting)
Mogalakwena Local Municipality

Mr Willy Kekana
Mail: PO Box 34, MOKOPENE, 0600
Street: 54 Retief Street, MOKOPENE
Tel: (015) 491 9604
Fax: (015) 491 9638
E-mail: kekanasw@mogalakwena.gov.za

Molemole Local Municipality

Mr Chabane Ike Tjebane (Acting)
Mail: Private Bag X44, MOGWADI, 0715
Street: 303 Church Street, MOGWADI
Tel: (015) 501 0243
Fax: (015) 501 0419

Mookgophong Local Municipality

Mr Neisieni Peter Magwala
Mail: Private Bag X340, MOOKGOPHONG, 340
Street: Cnr Sixth Avenue and Nelson Mandela Street, MOOKGOPHONG
Tel: (014) 743 6600
Fax: (014) 743 2434
mephoka@gmail.com

Mopani District Municipality

Mr Tim Maake
Mail: Private Bag X9687, GIYANI, 0826
Street: Old Government Building, GIYANI
Tel: (015) 811 6300
Fax: (015) 812 4302
E-Mail tim@mopani@gov.za
Musina Local Municipality

Mr Ntshabele Abram Luruli
Mail: Private Bag X611, MUSINA, 0900
Street: 21 Irwin Street, MUSINA
Tel: (015) 534 6181
Fax: (015) 534 2513
E-mail: musinamm@limpopo.co.za

Mutale Local Municipality

Mr Thiathu Godfrey Netshanzhe
Mail: Private Bag X1254, MUTALE, 0956
Street: New Municipal Building, Next to Manenu Battalion Building, MUTALE
Tel: (015) 967 9601 / 9602
Fax: (015) 967 9654

Polokwane Local Municipality

Mr Sam Mabotja (Acting)
Mail: PO Box 111, POLOKWANE, 0700
Street: cnr Landros Marais and Bodenstein Streets, POLOKWANE
Tel: (015) 290 2102
Fax: (015) 290 2106
E-mail: samm@polokwane.gov.za

Thabazimbi Local Municipality

Mr Ntswane
Mail: Private Bag X530, THABAZIMBI, 0380
Street: 7 Rietbok Street, THABAZIMBI
Tel: (014) 777 1525
Fax: (014) 777 1531

Thulamela Local Municipality

Mr Makondelele Helton Mathivha
Mail: Private Bag X5066, THOHOYANDOU, 0950
Street: Thohoyandou Civic Centre, THOHOYANDOU
Tel: (015) 962 7589
Fax: (015) 962 4169
E-mail: mathivhamh@thulamela.gov.za

Vhembe District Municipality

Mr Muthotho Sigidi
Mail: Private Bag X5006, THOHOYANDOU, 0950
Street: Old Parliament, Government Complex, Tusk Venda Street,
THOHOYANDOU
Tel: (015) 960 2009
Fax: (015) 962 5276
E-Mail makumulem@vhembe.gov.za copy to ramugumop@vhembe.gov.za

Waterberg District Municipality

Mr Mokopane Letsoalo
Mail: Private Bag X1018, MODIMOLLE, 0510
Street: Harry Gwala Street, MODIMOLLE
Tel: (014) 718 3321 / 3320
Fax: (014) 717 2931
E-mail: mletsoalo@waterberg.gov.za

6.4.5 Free State Municipalities

Dihlabeng Local Municipality

Mr Thabiso Tsoaedi
Mail: PO Box 551, BETHLEHEM, 9700
Street: 9 Muller Street, BETHLEHEM
Tel: (058) 303 5732
Fax: (058) 303 4703
Email: municipalmanager@dihlabeng.co.za

Fezile Dabi District Municipality

Mrs Lindi Moloibeli
Mail: PO Box 10, SASOLBURG, 1947
Street: John Vorster Road, SASOLBURG
Kopanong Local Municipality
Mr Lebohang Moletsane
Mail: PO Box 23, TROMPSBURG, 9913
Street: 20 Louw Street, TROMPSBURG
Tel: (051) 713 9203
Fax: (051) 713 0292
Email: mmsec@kopanong.gov.za

Lejweleputswa District Municipality
Ms Nontsikelelo Aaron
Mail: PO Box 2163, WELKOM, 9460
Street: Jan Hofmeyer and Tempest Street, WELKOM
Tel: (057) 391 8906
Fax: (057) 391 8970

Letsemeng Local Municipality
Mr Itumeleng Pooe
Mail: Private Bag X3, KOFFIEFONTEIN, 9986
Street: 7 Groot Trek Street, KOFFIEFONTEIN
Tel: (053) 205 9206
Fax: (053) 205 0144

Mafube Local Municipality
Mr Isaac Radebe
Mail: PO Box 2, FRANKFORT, 9830
Street: 64 JJ Hadebe Street, FRANKFORT
Tel: (058) 813 9702 (not working, not even ringing)
Fax: (058) 813 9702

Maluti a Phofong Local Municipality
Mr Ratolo Stephen Kau

South African Human Rights Commission
Mail: Private Bag X805, WITSIESHOEK, 9870
Street: Moremoholo and Motloung Street, Setsing Complex, PHUTHADITJHABA
Tel: (058) 718 3762
Fax: (058) 713 0812

**Mangaung Metropolitan Municipality**

Mr Sandile Joseph Msibi
Mail: PO Box 3704, BLOEMFONTEIN, 9300
Street: Bram Fischer Building, 2nd Floor, Nelson Mandela Drive and Markgraff Street, BLOEMFONTEIN
Tel: (051) 405 8621 (not even ringing)
Fax: (051) 405 8101
E-mail: nthabiseng.matsoake@mangaung.co.za

**Mantsopa Local Municipality**

Ms Selbi Silepe
Mail: PO Box 64, LADYBRAND, 9745
Street: 38 Joubert Street, LADYBRAND
Tel: (051) 924 0654
Fax: (051) 924 0020
Email: veronicav@mantsopa.co.za

**Masilonyana Local Municipality**

Mr Mohanwe Mpakane
Mail: PO Box 8, THEUNISSEN, 9410
Street: cnr Theron and Le Roux Street, THEUNISSEN
Tel: (057) 733 0106
Fax: (057) 733 2217

**Matjhabeng Local Municipality**

Mr German Rematebane
Mail: PO Box 708, WELKOM, 9460
Street: 319 Stateway, WELKOM
Tel: (057) 391 3359
Fax: (057) 357 4393
Email: mm@matjhabeng.co.za
Metsimaholo Local Municipality

Mr Kato Simon Motsoeneng
Mail: PO Box 20, ZASTRON, 9950
Street: Hoof Street, ZASTRON
Tel: (051) 673 9603 / 9602
Fax: (051) 673 1550

Moqhaka Local Municipality

Mr Simon Moqwathi
Mail: PO Box 302, KROONSTAD, 9500
Street: Hill Street, KROONSTAD
Tel: (056) 216 9104
Fax: (056) 216 9105

Motheo District Municipality

Mr Henk Boshoff (Acting)
Mail: PO Box 3667, BLOEMFONTEIN, 9300
Street: Provideaumus Building, 184 Nelson Mandela Drive, BLOEMFONTEIN
Tel: (051) 407 3363 (not even ringing)
Fax: 086 536 3027
E-mail: sellor@motheo.co.za
E-mail: whboshoff@motheo.co.za

Nala Local Municipality

Mr Chris Mokomela
Mail: Private Bag X15, BOTHAVILLE, 9660
Street: 8 Preller Street, BOTHAVILLE
Tel: (056) 514 9204
Fax: (056) 515 3922
Email: witumelo@fscopta.gov.za

Naledi Local Municipality

Mrs (acting) Nomthandazo Sikagdi
Mail: Private Bag X1, DEWETSDORP, 9940
Street: 13 Brand Street, DEWETSDORP
Tel: (051) 541 0012
Fax: (051) 541 0556
Email: thandi@naledimun.co.za

**Ngwathe Local Municipality**

Advocate Thabo Mokoena
Mail: PO Box 359, PARYS, 9585
Street: Liebenburg Street, PARYS
Tel: (056) 816 2703
Fax: (056) 811 2046
Email: jordaanr@ngwathe.co.za

**Nketoana Local Municipality**

Mr Lekgetho Isaac Mokgatlhe
Mail: PO Box 26, REITZ, 9810
Street: Church Street, REITZ
Tel: (058) 863 2811
Fax: (058) 863 1567
Email: limokgatlhe@fsn.co.za

**Phumelela Local Municipality**

Ms Muhle Joyce Mthembu
Mail: Private Bag X5, VREDE, 9835
Street: 52 Kuhn Street, VREDE
Tel: (058) 913 8314
Fax: (058) 913 3601

**Setsoto Local Municipality**

Mr Tsepiso Ramakarani
Mail: PO Box 116, FICKSBURG, 9730
Street: 27 Voortrekker Street, FICKSBURG
Tel: (051) 933 9302
Fax: (051) 933 9363
Email: manager@setsoto.co.za

*South African Human Rights Commission*
Thabo Mofutsanyana District Municipality

Advocate Thebgo Muloi
Mail: Private Bag X810, WITSIESHOEK, 9870
Street: Old Parliament Building, 1 Mampoi Street, PHUTHADITJHABA
Tel: (058) 718 1036 / 1089
Fax: (058) 718 1034
Email: Loraine.tm@lg.fs.gov.za

Tokologo Local Municipality

Mr Lewa Mofokeng
Mail: Private Bag X46, BOSHOFF, 8340
Street: Market Square, Voortrekker Street, BOSHOFF
Tel: (053) 541 0014
Fax: (053) 541 0360
Email: sonoml@gmail.com

Tswelopele Local Municipality

Mr Kelehole Mothale
Mail: PO Box 3, BULTFONTEIN, 9670
Street: 3 Bosman Street, BULTFONTEIN
Tel: (051) 853 1111
Fax: (051) 853 1332
Email: motlhalek@tswelopele.org

Xhariep District Municipality

Mr Lucas Mkhwane
Mail: Private Bag X136, TROMPSBURG, 9913
Street: 20 Louw Street, TROMPSBURG
Tel: (051) 713 9304
Fax: (051) 713 0461
skaza@xhariep.gov.za

6.4.6 Northern Cape

Dikgatlong Local Municipality
Mr Johannes Eilerd
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Tel : 053 531 0671
Fax : 053 531 0624
E-mail : eilerd@lantic.net

Ms Isaac Visser
Mail : PO Box 42, DE AAR, 7000
Street : 45 Voortrekker Street, DE AAR
Tel : 053 632 9100
Fax : 053 631 0105
E-mail : visser@emthanjeni.co.za

Mr Thabo Nosi
Mail : Private Bag X6088, KIMBERLEY, 8300
Street : 51 Drakensberg Avenue, Carters Glen, KIMBERLEY
Tel : 053 838 0911
Fax : 053 861 1538

Mr Atlholang Gaborone
Mail : Private Bag X1522, KURUMAN, 8460
Street : cnr of Voortrekker and School Street, KURUMAN
Tel : 053 712 9333
Fax : 053 712 3581

Mr Cornelius Joachim
Mail : PO Box 1001, KATHU, 8446
Street : Civic Centre, cnr of Hendrick van Eck and Frikkie Meyer Road, KATHU
Tel : 053 723 2261
Fax : 053 723 2021

South African Human Rights Commission
Hamtam local municipality

Mr Ivan Valentein (Acting)
Mail : Private Bag X14, CALVINIA, 8190
Street : Hope Street, CALVINIA
Tel : (027) 341 8542
Fax : 027 341 8501
E-mail: municipalmanager@hantam.gov.za

Joe morolong local municipality

Ms Paballo Sampson
Mail : Private Bag X117, MOTHIBISTAD, 8474
Street : D320 Cardington Road, MOTHIBISTAD
Tel : (053) 773 9308
Fax : 053 773 9350

John Taolo Gaetsewe District Municipality

Mr Sipho Sebusho
Mail : PO Box 1480, KURUMAN, 8460
Street : 4 Federal Mynbou Street, KURUMAN
Tel : (053) 712 8700
Fax : (053) 712 2502

Kai Garib local municipality

Mr Johny Mackay
Mail : Private Bag X6, KAKAMAS, 8870
Street : Kai Garib Local Municipality, 11 Avenue, KAKAMAS
Tel : 054 431 6328
Fax : 054 461 6401

Kamiesburg local municipality

Mr Gert Maarman
Mail : Private Bag X200, GARIES, 8220
Street : 22 Main Street, GARIES
Tel : 027 652 8011
Fax : 027 652 8001
E-mail : gertm@kamiesberg.gov.za

South African Human Rights Commission

Kareeberg local municipality

Mr Zolile Dingile
Mail : PO Box 10, CARNARVON, 8925
Street : Hanau Street, CARNARVON
Tel : 053 382 3012
Fax : 053 382 3142
E-mail : zolile.dingile@lgnet.org.za

Karoo hoogland local municipality

Mr Lious Nothnagel
Mail : Private Bag X03, WILLISTON, 8920
Street : No. 1 Herbst Street, WILLISTON
Tel : (053) 391 3063
Fax : (053) 516 2183
E-mail : karooadmin@telkomsa.net

Kgatelopele local municipality

Ms Poppy Mlambo-Izquierdo-Rodriguez
Mail : PO Box 43, DANIELSKU1, 8405
Street : Barker Street 222, DANIELSKU1
Tel : 053 384 8600
Fax : 053 384 0326

Khai ma local municipality

Mr Petrus Jacobus Baker
Mail : PO Box 108, POFADDER, 8890
Street : New Street, POFADDER
Tel : 054 933 1000
Fax : 054 933 0252
E-mail : boet@khaima.gov.za

Khara hais local municipality

Willen Jacobus Benjamin Engelbrecht
Mail : Private Bag X6003, UPINGTON, 8800
Street : Market Street, UPINGTON
Tel : 054 338 7001
Fax : 054 338 7351
E-mail : manager@kharahais.gov.za

South African Human Rights Commission
Kheis local municipality

Ms Peresa Scheepers (Acting)
Mail : Private Bag X2, GROBLERSHOOP, 8850
Street: Orania Street, GROBLERSHOOP
Te :054 833 9500
Fax :054 833 9509

Magareng local municipality

Mr Shedrick Mere
Mail : PO Box 10, WARRENTON, 8530
Street : Magrieta Prinsloo Street, WARRENTON
Tel : (053) 497 3111
Fax : (053) 497 4514

Mier local municipality

Mr Ivan Van Wyk (Acting)
Mail : PO Box 178, MIER, 8811
Street : 63 Loubosweg, MIER
Tel : (054) 531 0019
Fax : (054) 531 0019
E-mail :miermun@lantic.net

Nama-khoi local municipality

Ms Madelaine Brand
Mail : PO Box 17, SPRINGBOK, 8240
Street : Namakhoi Street, SPRINGBOK
Tel : (027) 718 8101
Fax : (027) 712 1635
E-mail :springbok@namakhoi.org.za

Namakwa district municipality

Mr Jannie Loubser (Acting)
Mail : Private Bag X20, SPRINGBOK, 8240
Street : Van Riebeeck Street, SPRINGBOK
Tel : (027) 712 8000
Fax : (027) 712 8040
E-mail: janniel@namakwa-dm.gov.za

**Phokwane Local Municipality**

Mr Moeketsi Dichaba  
Mail: Private Bag X3, HARTSWATER, 8570  
Street: 24 Hertzog Street, HARTSWATER  
Tel: (053) 474 9700  
Fax: (053) 474 1768  
E-mail: pule@phokwane.gov.za

**Pixley Ka Seme District Municipality**

Mr Maccollan Jack  
Mail: Private Bag X1012, DE AAR, 7000  
Street: Culvert Road, DE AAR  
Tel: (053) 631 0891  
Fax: (053) 631 2529

**Renosterburg Local Municipality**

Mr Mzamo Mtubu  
Mail: PO Box 112, PETRUSVILLE, 8770  
Street: 555 School Street, PETRUSVILLE  
Tel: (053) 663 0041  
Fax: (053) 663 0180  
E-mail: mzamo.mtubu@lgnet.org.za

**Richtesveld Local Municipality**

Mr Joseph Joe Cloete  
Mail: Private Bag X113, PORT NOLOTH, 8280  
Street: Main Road, PORT NOLOTH  
Tel: (027) 851 1111  
Fax: (027) 851 1101  
E-mail: joecloete@richterveld.gov.za

**Siyancuma Local Municipality**

Mr Ronnie Stadhouer  
Mail: PO Box 27, DOUGLAS, 8730

*South African Human Rights Commission*
South African Human Rights Commission

South African Human Rights Commission

Street : Civic Centre, Charl Cilliers Street, DOUGLAS
Tel : (053) 298 1810
Fax : (053) 298 3141

Siyanda District Municipality

Mr Eric Ngxanga
Mail : Private Bag X 6039, UPINGTON, 8800
Street : cnr Hill and Le Roux Street, UPINGTON
Tel : (054) 337 2800
Fax : (054) 337 2888

Siyathemba Local Municipality

Mr Gert Bessies (Acting)
Mail : PO Box 16, PRIESKA, 8940
Street : Victoria Street, PRIESKA
Tel : (053) 353 5300
Fax : (053) 353 1386

Sol Plaatje Local Municipality

Mr Goolam Akharwaray
Mail : Private Bag X5030, KIMBERLEY, 8300
Street : Jan Smuts Boulevard, KIMBERLEY
Tel : (053) 830 6911 / 6100
Fax : (053) 833 1005

Thembelihle Local Municipality

Mr Gladwin Niewenhuizen (Acting)
Mail : Private Bag X3, HOPETOWN, 8750
Street : Church Street, HOPETOWN
Tel : (053) 203 0005 / 0008
Fax : (053) 203 0490
E-mail : gladwin.niewenhuizen@lgnet.org.za

Tsantsabane Local Municipality

Rev Moses Moshia Moselane
Mail : PO Box 5, POSTMASBURG, 8420
Street : 13 Springbok Street, POSTMASBURG
Tel : (053) 313 7300

South African Human Rights Commission
Fax: (053) 313 1602
E-mail: tsantsabane.mm@lgnet.org.za

Ubuntu Local Municipality

Mr Martin Fillis
Mail: Private Bag X329, VICTORIA WEST, 7070
Street: 78 Church Street, VICTORIA WEST
Tel: (053) 621 0026
Fax: (053) 621 0368
E-mail: mfillis@mweb.co.za

Umsobomvu Local Municipality

Mr Amos China Mpela
Mail: Private Bag X6, COLESBERG, 9795
Street: 21A Church Street, COLESBERG
Tel: (051) 753 0777
Fax: (051) 753 1918
E-mail: mpela@umsobomvumun.co.za

6.4.7 Western Cape Municipalities

Beavort West Local Municipalities

Mr Jafta Booysen
Mail: Private Bag X582, BEAUFORT WEST, 6970
Street: Donkin Street 112, BEAUFORT WEST
Tel: 023 414 8100 / 8020
Fax: 023 414 8105
E-mail: jaffie@beaufortwestmun.co.za

Bergrivier Local Municipality

Ms Christa Liebenberg
Mail: PO Box 60, PIKETBERG, 7320
Street: 13 Church Street, PIKETBERG
Tel: 022 913 1126
Fax: 022 913 1380

Bitou Local Municipality
Mr Lonwabo Ngoqo
Mail: Private Bag X1002, PLETtenberg Bay, 6600
Street: 1 Sewell Street, PLETtenberg Bay
Tel: 044 501 3000
Fax: 044 533 6161

**Breede Valley Local Municipality**

Mr Allen Paulse
Mail: Private Bag X3046, Worcester, 6849
Street: Baring Street, Worcester
Tel: 023 348 2600
Fax: 023 347 3671
E-mail: apaulse@bvm.gov.za

**Cape Agulhas Local Municipality**

Mr Reynald Stevens
Mail: PO Box 51, Bredasdorp, 7280
Street: 1 Dirkie Uys Street, Bredasdorp
Tel: 028 425 5500
Fax: 028 425 1019

**Cape Wineland District Municipality**

Mr Michael Mgajo
Mail: PO Box 100, Stellenbosch, 7599
Street: 46 Alexander Street, Stellenbosch
Tel: 021 888 5100 / 086 126 5263
Fax: 021 887 3451

**Cederberg Local Municipality**

Mr Gerrit Matthyse
Mail: Private Bag X2, Clanwilliam, 8135
Street: 2A Voortrekker Street, Clanwilliam
Tel: 027 482 8000
Fax: 027 482 1933

**Central Karoo District Municipality**
Mr Stefanas Jooste (Acting)
Mail: Private Bag X560, BEAUFORT WEST, 6970
Street: 63 Donkin Street, BEAUFORT WEST
Tel: 023 449 1000
Fax: 023 415 1253

City of Cape Town Metropolitan Municipality

Mr Achmat Ebrahim
Mail: Private Bag X9181, CAPE TOWN, 8000
Street: Civic Centre, Podium Block, 6th Floor, 12 Hertzog Boulevard, CAPE TOWN
Tel: 021 400 1330
Fax: 021 400 1332

Drakenstein Local Municipality

Dr Sidima Terrence Kabanyane
Mail: PO Box 1, PAARL, 7622
Street: Berg Boulevard, PAARL
Tel: 021 807 4500 / 4799
Fax: 021 872 1547

Eden District Municipality

Mr Morne Hoogbaard (Acting)
Mail: PO Box 12, GEORGE, 6530
Street: 54 York Street, GEORGE
Tel: 044 803 1445
Fax: 086 555 6303

George Local Municipality

Mr Gerald Ras (Acting)
Mail: PO Box 19, GEORGE, 6530
Street: The Old Town Hall Building, cnr York and Market Street, GEORGE
Tel: 044 801 9111
Fax: 044 873 3776

Hessequa Local Municipality
Mr Johan Jacobs  
Mail: PO Box 29, RIVERSDALE, 6670  
Street: Van den Berg Street, RIVERSDALE  
Tel: 028 713 8001  
Fax: 028 713 3146

Kannaland Local Municipality

Mr Kenneth Ronnie de Lange  
Mail: PO Box 30, LADISMITH, 6655  
Street: 32 Church Street, LADISMITH  
Tel: 028 551 1023  
Fax: 028 551 1766  
E-mail: charese@kannaland.co.za

Knysna Local Municipality

Mr Johnny Douglas  
Mail: PO Box 21, KNYSNA, 6570  
Street: 5 Clyde Street, KNYSNA  
Tel: 044 302 6302  
Fax: 044 302 6333

Laingsburg Local Municipality

Mr Pedro Williams  
Mail: Private Bag X4, LAINGSBURG, 6900  
Street: 2 Van Riebeeck Street, LAINGSBURG  
Tel: 023 551 1019  
Fax: 023 551 1019

Langerberg Local Municipality

Mr Soyisile Andreas Mokweni  
Mail: Private Bag X2, ASHTON, 6715  
Street: 28 Main Street, ASHTON  
Tel: (023) 615 8001  
Fax: (023) 615 1510

Matzikama Local Municipality

Mr Dean O’Neill  
Mail: PO Box 98, VREDENDAL, 8160  
Street: 37 Church Street, VREDENDAL

South African Human Rights Commission
Mossel Bay Local Municipality
Dr Michelle Gratz
Mail: Private Bag X29, MOSSEL BAY, 6500
Street: 101 Marsh Street, MOSSEL BAY
Tel: (044) 606 5000
Fax: (044) 606 5062

Oudtshoorn Local Municipality
Mr Noel Pietersen
Mail: PO Box 255, OUDTSHOORN, 6620
Street: 69 Voortrekker Road, OUDTSHOORN
Tel: (044) 203 3005
Fax: (044) 203 3042
E-mail: anel@oudtmun.gov.za

Overberg District Municipality
Mr Dominic van der Heever
Mail: Private Bag X22, BREDASDORP, 7280
Street: 26 Long Street, BREDASDORP
Tel: 028 425 1157
Fax: 028 425 1014

Overstrand Local Municipality
Mr Coenie Groenewald
Mail: PO Box 20, HERMANUS, 7200
Street: 1 Magnolia Street, HERMANUS
Tel: 028 313 8909
Fax: 086 568 9726

Prince Albert Local Municipality
Ms Yolita Fortuin
Mail: Private Bag X53, PRINCE ALBERT, 6930
Street: 33 Church Street, PRINCE ALBERT
Tel: (023) 541 1320
Fax: (023) 541 1321
Saldanha Bay Local Municipality

Mr James Fortuin
Mail : Private Bag X12, VREDENBURG, 7380
Street: 12 Main Street, VREDENBURG
Tel : 022 701 7097
Fax : (022) 715 1518

Stellenbosch Local Municipality

Mr David Daniel
Mail : PO Box 17, STELLENBOSCH, 7599
Street: Plein Street, STELLENBOSCH
Tel : 021 808 8025
Fax : 021 808 8026

Swartland Local Municipality

Mr Joggie Scholtz
Mail : Private Bag X52, MALMESBURY, 7299
Street: 1 Church Street, MALMESBURY
Tel : (022) 487 9400
Fax : (022) 487 9440

Swellendam Local Municipality

Mr Marvin Steenkamp (Acting)
Mail : PO Box 20, SWELLENDAM, 6740
Street : 49 Voortrek Street, SWELLENDAM
Tel : (028) 514 8500
Fax : (028) 514 2694

Theewaterskloof Local Municipality

Mr Stan Wallace
Mail : PO Box 24, CALEDON, 7230
Street : 6 Plein Street, CALEDON
Tel : (028) 214 3300
Fax : (028) 214 1289

West Coast District Municipality
Mr Henry Prins  
Mail : PO Box 242, MORREESBURG, 7310  
Street : 58 Long Street, MORREESBURG  
Tel : 022 433 8400  
Fax : 086 692 6113  
E-mail: hfprins@wcdm.co.za

Witzenberg Local Municipality

Mr David Masson  
Mail : PO Box 44, CERES, 6835  
Street: 50 Voortrekker Road, CERES  
Tel : 023 316 1854  
Fax : 023 316 1877  
E-mail : david@witzenberg.gov.za

6.4.8 Mpumalanga Municipalities

Albert Luthuli Local Municipality

Mr Vusumuzi Nelson Mpila  
Mail: PO Box 24, CAROLINA, 1185  
Street: 28 Kerk Street, CAROLINA  
Tel: (017) 843 4026  
Fax: 017 843 4001

Bushbuckridge Local Municipality

Mr Canzi Jabez Lisa  
Mail: Private Bag X9308,  
BUSHBUCKRIDGE, 1280  
Street: R533 Graskop Road, Opposite ANC  
Regional Office, BUSHBUCKRIDGE  
Tel: 013 799 1857  
Fax: 013 799 2107

Dipaleseng Local Municipality

Mr Joshua Bhutibhuti Maseko (Acting)  
Mail: Private Bag X1005, BALFOUR, 2410  
Street: cnr Johnny Mokoena Drive and  
Themba Shozi Street, BELFOUR  
Tel: 017 773 2031

South African Human Rights Commission
Fax: 017 773 0169 / 086 690 1305
E-mail: susan.mofokeng@yahoo.com

**Ehlanzeni District Municipality**

Adv Hugh Mbatha
Mail: PO Box 3333, NELSPRUIT, 1200
Street: 8 van Niekerk Street, NELSPRUIT
Tel: 013 759 8655
Fax: 013 755 3157
E-mail: hmbatha@ledc.co.za

**Emakhazen Local Municipality**

Mr Oscar Nkosikhona Nkosi
Mail: PO Box 17, BELFAST, 1100
Street: 25 Scheepers Street, BELFAST
Tel: (013) 253 1121
Fax: (013) 253 2440

**Emalahleni Local Municipality**

Mr Adam Engelbrecht (Acting)
Mail: PO Box 3, WITBANK, 1035
Street: Civic Centre, Mandela Street, WITBANK
Tel: (013) 690 6911
Fax: 013 690 6207

**Gert Sibande District Municipality**

Mr Mbuleleni Ambrose Ngcobo
Mail: PO Box 550, SECUNDA, 2302
Street: cnr Lawrence Muller and Howard Streets, SECUNDA
Tel: 017 620 3120
Fax: 017 631 1607
E-mail: marinda.booth@gsibande.gov.za

**Govan Mbeki Local Municipality**

Dr Lenkwane Henry Mathunyane
Fax:017 634 8818
Mail: Private Bag X1017, SECUNDA, 2303

*South African Human Rights Commission*
Street: Horwood Street, SECUNDA
Tel: 017 620 6279

**JS Moroka (Dr) Local Municipality**

Ms Monica Mathala Mathebela
Mail: Private Bag X4012, SIYABUSWA, 0472
Street: A2601/3 Bongimfundo Street,
SIYABUSWA
Tel: (013) 973 1101 / 1270
Fax: (013) 973 0974
E-mail: mathebelam@moroka.gov

**Lekwa Local Municipality**

Mr Jabu Sindane
Mail: PO Box 66, STANDERTON, 2430
Street: cnr Mbonani Mayisela and Dr Beyers Naude Street, STANDERTON
Tel: (017) 712 9628
Fax: (017) 712 6808

**Mbombela Local Municipality**

Ms Nora Mthembu (Acting)
Mail: PO Box 45, NELSPRUIT, 1200
Street: Civic Centre, 1 Nel Street, NELSPRUIT
Tel: (013) 759 2001

**Mkhondo Local Municipality**

Mr Khayelihle Emmanuel Mpungose
Mail: PO Box 23, PIET RETIEF, 2380
Street: cnr Market and De Wet Street, PIET RETIEF
Tel: (017) 826 8103
Fax: 086 542 1173

**Msukaligwa Local Municipality**

Mr Thami Dlamini
Mail: PO Box 48, ERMELO, 2350
Street: cnr Taute and Church

South African Human Rights Commission
South African Human Rights Commission

Street, ERMELO
Tel: (017) 801 3504
Fax: (017) 801 3851

**Nkangala District Municipality**

Mr Tenane Charles Makola
Mail: PO Box 437, MIDDELBURG, 1050
Street: 2A Walter Sisulu Street, MIDDELBURG
Tel: (013) 249 2000
Fax: (013) 249 2087

**Nkomazi Local Municipality**

Mr Robert Mkhatshwa
Mail: Private Bag X101, MALELANE, 1320
Street: 9 Park Street, MALELANE
Tel: 013 790 1134
Fax: 013 790 0886

**Pixley Ka Seme Local Municipality**

Mr Willy James Mngomezulu
Mail: Private Bag X9011, VOLKRUST, 2470
Street: cnr Laingsnek and Joubert Street, VOLKRUST
Tel: (017) 734 6100 / 6101
Fax: (017) 735 3004 / 086 630 2209
E-mail: mayor@pixleykaseme.co.za

**Steve Tshwete Local Municipality**

Mr Willem Fouche
Mail: PO Box 14, MIDDELBURG, 1050
Street: cnr Walter Sisulu and Wanderers Street, MIDDELBURG
Tel: 013 249 7263
Fax: 013 243 2550

**Thaba Chweu Local Municipality**

Mr Terrence Mokale
Mail: PO Box 61, LYDENBURG, 1120

South African Human Rights Commission
Street: cnr Central and Viljoen Street, LYDENBURG
Tel: (013) 235 7004
Fax: (017) 235 1108

**Thembisile Local Municipality**

Mr Vusi Kubeka
Mail: Private Bag X4041, EMPUMALANGA, 0458
Street: Stand 24 Kwaggafontein C, EMPUMALANGA
Tel: 013 986 9115
Fax: 013 986 0984

**Umjindi Local Municipality**

Ms Sbongile Florence Mnisi
Mail: PO Box 33, BARBERTON, 1300
Street: cnr General and De Villiers Street, BARBERTON
Tel: (013) 712 8719
Fax: (013) 712 8888

**Victor Khanye Local Municipality**

Mr Sonnyboy Riba (Acting)
Mail: PO Box 6, DELMAS, 2210
Street: cnr Samuel and Van der Walt Streets, DELMAS
Tel: (013) 665 6000 / 3333 / 2939
Fax: (013) 665 2913

**6.4.9 North West Municipalities**

**Bonjala Platinum District Municipality**

Mr Ashmar Khuduge (Acting)
Mail: PO Box 1993, RUSTENBURG, 0300
Street: cnr Beyers Naude and Fatima Bhayat Drive, RUSTENBURG
Tel: 014 590 4502
Fax: 014 597 0306
Cell: 079 249 9004
E-mail: ingridk@bojanala.gov.za
Bophirima District Municipality

Mr Albert Kekesi
Mail: PO Box 21, VRYBURG, 8600
Street: 21 De Kok Street, VRYBURG
Tel: 053 928 1404
Fax: 053 927 2401
E-mail: kekesia@bophirima.co.za

City of Matlosana Local Municipality

Mr SG Mabuda (Acting)
Mail: PO Box 99, KLERKSDORP, 2570
Street: cnr Braamfisher and OR Tambo Streets, KLERKSDORP
Tel: 018 487 8009
Fax: 018 464 1780
Cell: 082 673 1906
E-mail: confidence@klerksdorp.org

Ditsobotla Local Municipality

Mr Tshiamo Letlhogile
Mail: PO Box 7, LICHTENBURG, 2740
Street: cnr Nelson Mandela Drive and Transvaal Street, LICHTENBURG
Tel: 018 632 6955
Fax: 018 632 5247
Cell: 082 386 4345
E-mail: letlhogilet@ditsobotla.co.za

Greater Taung Local Municipality

Mr Mpho Mofokeng (Acting)
Mail: Private Bag X1048, TAUNG, 8580
Street: Taung Station, Main Road, opposite Taxi Rank, TAUNG
Tel: (053) 994 9405
Fax: (053) 994 3917

Kagisano Local Municipality

Mr Mothusi Oagile
Kenneth Kaunda (Dr) District Municipality
Mr Simon Sebolai (Acting)
Mail: Private Bag X5017, KLERKSDORP, 2570
Street: Civic Centre, Patmore Road, ORKNEY
Tel: (018) 473 8016
Fax: (018) 473 2938
E-mail: munman@kaundadistrict.gov.za

Kgetleng rivier local municipality
Mr Samuel Khote
Mail: PO Box 66, KOSTER, 0348
Street: cnr Smuts and De Wet Street, KOSTER
Tel: 014 543 2004
Fax: 014 543 2480

Lekwa-teemana local municipality
Mr Motlaletsemang Andrew Makuapane
Mail: PO Box 13, CHRISTIANA, 2680
Street: cnr Robyn and Dirkie Street, CHRISTIANA
Tel: 053 441 2206
Fax: 053 441 3735

Madibeng local municipality
Mr Joseph Bosielo
Mail: PO Box 106, BRITS, 0250
Street: 53 Vanvelden Street, BRITS
Tel: 012 318 9360
Fax: 012 318 9203
E-mail: munman@madibeng.gov.za

Mafikeng local municipality

South African Human Rights Commission
Mr Bonolo Modise (Acting)
Mail: Private Bag X63, MMABATHO, 2735
Street: cnr University Drive and Hector Peterson Street, MAFIKENG
Tel: (018) 389 0111
Fax: (018) 384 4830

Mamsusa local municipality

Mr Ruben Gincane
Mail: PO Box 5, SCHWEIZER-RENEKE, 2780
Street: 28 Schweizer Street, SCHWEIZER-RENEKE
Tel: (053) 963 1331
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Maquassi hills local municipality

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South African Human Rights Commission
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**Moses Kotane local municipality**

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**Rustenburg Local Municipality**

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**Tlokwe local municipality**

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**Tswaing local municipality**

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