

Isikhokelo SePAIA

File Ref: 10/3/P

## **Inkampani iDube TradePort**

Inkampani kaRhulumente wephondo  
equlunqwe phantsi kweShedyuli 3C  
ngokwemigaqo yePFMA

## **Isikhokelo somthetho wePAIA**

Njengoko kunyanzeliswa liCandelo le-14 loMthetho  
wokuPhakanyiswa nokufumaneka koLwazi, 2 ka2000  
(njengoko ulungisiwe)

## ISIKHOKELO SOMTHETHO IPAIA SAKWINKAMPANI IDUBE TRADEPORT

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<b>Isebenza ukusukela ngomhla weyoku:</b>	1 EyoKwindla (March) 2024 1 EyoMsintsi 2025	<b>Umhla wokuhlalutywa kwalomqulu:</b>	28 EyoMdumba (February) 2025 30 EyoThupha 2026	
<b>Inombolo yesisikhokelo</b>	IM-PAIA-001	Izinga lokulungiswa kwesikhokelo	Uhlaziyo olwenziwa yinkampani iDube TradePort minyaka le lwesikhokelo lwezomthetho wokuNyaswa kokuFumaneka kweeNkcukacha iNombolo 2 wama2000, njengoko ulungiswe ngakutsha	

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# 1. IINKCAZELO, ULUHLU LOFINYEZO NEZISHUNQULELO

## Ngokutshiwo kwesisikhokelo, ngaphandle kokuba umxholo ubonisa nto yimbi:

"Umrhumo wofikelelo" uthetha umrhumo omiselweyo ngenjongo yokubonisa ngokutsha nokuphanda nokulungisa kunye nexesha eliziiyure ezimiselweyo, ngokufanelekileyo, zokuphanda nokulungisa ingxelo ukuze ichazwe;

"CEO" ithetha iNgqonyela/iGosa eliyiNtloko lenkampani

"UMgaqo-siseko" uthetha uMgaqo-siseko weRiphabliki yoMzantsi Afrika, ka-1996

"uSekelagosa woLwazi" uthetha iDIO, egunyaziswe liGosa loLwazi ukuzalisekisa lonke uxanduva olubekiweyo ngokwePAIA;

"iDTPC" yinkampani iDube TradePort Corporation;

"iGosa loLwazi" ngumntu oliGosa eliyiNtloko lesiGqeba, okanye igosa elilinganayo, okanye umntu osebenza ngolo hlobo noya kubhekiswa kuye njengeCIO;

"PAIA" ngumthetho wokuPhakanyiswa kokufikeleleka kuLwazi, ka2000 (uMthetho we2, ka2000) njengoko ulungisiwe;

"PFMA" ithetha uMthetho woLawulo lweMali kaRhulumente ongunqo-1 ka1999 njengoko ulungisiwe;

"POPIA" ngumthetho woKhuseleko lweenkcukacha zoMntu onqo-4 ka-2013;

"Umntu ozicelelayo siqu" uthetha umceli ofuna ukufikelela kwirekhodi eneenkcukacha malunga nomceli;

"iQumrhu loLuntu" lithetha

- a) Naliphi na isebe likaRhulumente okanye ulawulo kwisigaba sikaRhulumente sesizwe okanye samaphondo okanye nawuphi na umasipala kwisigaba sezithili; okanye
- b) Naliphi na elinye isebe okanye iziko xa-
  - i. Ukusebenzisa igunya okanye ukwenza umsebenzi ngokoMgaqosiseko okanye ngokomgaqosiseko wephondo; okanye
  - ii. Ukusebenzisa igunya likaRhulumente okanye ukwenza umsebenzi woLuntu ngokwawo nawuphi na omnye umthetho.

"UMLawuli" uthetha uMLawuli woLwazi

"iRekhodi" lithetha ukuthi naluphi na ulwazi olushicilelweyo, nokuba lushicilelwe laphinda lwafakwa elugcinweni ngaluphi na uhlobo oluphantsi kolawulo lweDube TradePort Corporation, kungakhathaliseki nokuba lwenziwe yiDube TradePort okanye ngomnye umntu;

"Isicelo" sithetha isicelo sokufikelela kwiirekhodi zenkampani iDube TradePort Corporation.

"Umceli" uthetha nawuphi na umntu (ngaphandle kwamaziko athile karhulumente okanye igosa elithile) owenza isicelo sokufikelela kwiirekhodi lenkampani i-Dube TradePort kwaye ubandakanya nawuphi na umntu isenzo egameni laloo mntu okanye umceli.

"SAHRC" ithetha iKomishini yamaLungelo oLuntu eMzantsi Afrika.

"Iqela leSithathu" libhekisa kwiirekhodi eyenziwe nguye nawuphi na umntu, engaphelelanga kuRhulumente welizwe langaphandle, umbutho wamazwe ngamazwe okanye iziko laloo Rhulumente, ngaphandle komceli ochaphazelekayo kunye nequmrhu loluntu.

## 2. INJONGO YESI SIKHOKELO SE-PAIA

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UMthetho wokuPhakanyiswa koFikelelo kuLwazi (PAIA) unyanzelisa ukuba kupapashwe isikhokelo/umqulu wePAIA onika iinkcukacha zeerekhodi ezigcinwe lelo qumrhu loluntu ukuze izicelo zolwazi zibe nokulungiselelwa.

iPAIA ifezekisa izibonelelo zesoloty 32 kuMgaqosiseko, elibonelela ngokuba wonke umntu unelungelo lokufikelela kulwazi olugcinwe nguRhulumente okanye oluphethwe ngomnye umntu olufunekayo ukuze kusetyenziswe okanye kukhuselwe naliphi na ilungelo.

Iinjongo zePAIA kukukhuthaza ukungafihli, uxanduva kunye nolawulo olusebenzayo kuwo onke amaqumrhu kaRhulumente nawabucala. Oku ke, kuxhobisa futhi lufundise abantu ukuze baqonde amalungelo wabo ngokwePAIA, abanokuthi bawasebenzise futhi bawakhusele.

Umqulu wePAIA uluncedo eluntwini:

2.1 Jonga ubume beerekhodi ezisenokuba sele zifumaneka kwiDTPC ngaphandle kwesidingo sokungeniswa kwesicelo esisemthethweni wePAIA;

2.2 Qonda indlela yokwenza isicelo sokufikelela kwiirekhodi yeDTPC;

2.3 Ukufikelela kuzo zonke iinkcukacha ezifanelekileyo zoqhagamshelwano zabantu abaya kunceda uluntu ngeerekhodi abazimisele ukufikelela kuzo;

2.4 Ukwazi zonke izisombululo ezifumanekayo kwiDTPC malunga nesicelo sokufikelela kwiirekhodi, phambi kokuba uye kuMlawuli okanye kwiiNkundla;

2.5 Yiba nenkcazo yeenkonzo ezifumanekayo kumalungu oluntu kwiDTPC, kunye nendlela yokufikelela kwezo nkonzo;

2.6 Yiba nenkcaza ngendlela yokusebenzisa iPAIA, njengoko ihlaziye nguMlawuli kunye nendlela yokufumana ulwazi (iinkcukacha);

2.7 Injongo yokusetyenzwa kweencukacha zomntu kunye nenkcaza yeendidi zezifundo zedatha kunye neenkukacha okanye iindidi zolwazi olunxulumene noko;

2.8 Yazi ukuba iDTPC icwangcise ukudlulisela okanye ukuthumela iinkcukacha ngesiqu ngaphandle kweRiphabhlikhi yoMzantsi Afrika kunye nabamkeli okanye iindidi zabamkeli ekunokuthi kuthunyelwe kubo iinkcukacha zomntu; kwaye

2.9 Ukwazi ukuba iDTPC inamanyathelo okhuseleko afanelekileyo aqinisekisa ukhuseleko, imfezeko kunye nokufumaneka kolwazi ngomntu kuqwalaselwe.

### 3. UMYALELO WE-DTPC

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Ukufumana ulwazi oluthe vetshe ngokunxulumene neenjongo zesicwangciso seDTPC, jonga kwiSicwangciso soBuchule seDTPC esifumaneka kwiwebhusayithi (<https://www.dubetradeport.co.za/>).

#### **Isishwankathelo soshwankathelo**

DTPC yiShedyuli 3C yeQumrhu loLuntu lePhondo elisekwe nguRhulumente waKwaZulu-Natal ukuze kuphuhlise iDube TradePort. iDTPC yasekwa phantsi kweSebe loPhuhliso loQoqosho, uKhenketho kunye neMicimbi yokusiNgqongileyo (EDTEA) njengoko igunya layo lithetha ngokuphambili ekuququzeleleni ukukhula koqoqosho kunye nokutsala utyalomali lwexesha elide kwiPhondo. Eli qumrhu lingumsebenzisi woMmandla woQoqosho oKhethekileyo waseDube TradePort kwaye linoxanduva lophuhliso lweziseko zophuhliso olukhulu kwiPhondo, iDube TradePort.

#### **Izigunyaziso zomthetho**

**Umthetho waKwaZulu-Natal weDube TradePort Corporation Act ongunombolo 2 ka2010. (KwaZulu-Natal Dube TradePort Corporation Act 2 of 2010).**

Isigunyaziso sowisomthetho seDTPC sichazwe kuMthetho waKwaZulu-Natal weDube TradePort Corporation Act ongunombolo 2 ka2010. Lo mthetho uvumelayo, uchaza iinjongo zeDTPC ngolu hlobo:

- Ukuphuhlisa iDube TradePort;
- Ukuqalisa okanye ukutyala imali kwiiprojekthi ezinxulumene neDube TradePort;
- Ukuququzelela ukukhula koqoqosho kwiPhondo ngokusebenzisa iDube Tradeport;
- Ukutsala utyalo-mali lwexesha elide kwiPhondo;
- Ukuququzelela ukuthunyelwa kwempahla kwamanye amazwe kunye nokungenisa elizweni ngeDube TradePort; kwaye
- Ngokusebenzisa iBhodi, ukwenza la magunya, imisebenzi kunye nemisebenzi elandelayo:

- Ukuqinisekisa ngocwangciso lobuchule, ukusekwa, ukuyilwa, ukwakhiwa nokusebenza, ulawulo nolawulo lweDube TradePort;
- Ukuzalisekiswa nokufezekisa isiCwangciso esiPhambili soHlumo loqoqosho kwingingqi yeDube TradePort kunye nePhondo
- Lawula iphinde isebenzise izibonelelo zayo ngokuhambelana nenjongo yayo kunye neemfuno zeSicwangciso esiPhambili;
- Chonga, uphuhlise, uthengise kwaye ukhuthaze amathuba otyalomali kwiDube TradePort; kwaye
- Phuhlisa isicwangciso sotyalomali seDube TradePort.

### **UMthetho woMmandla woQoqosho oKhethekileyo ongunombolo 16 ka2014**

Ngenyang yeKhala (July) ka2014, iDTPC yanikwa ilayisenisi yokusebenza kuMmandla woPhuhliso loShishino lweDTPC (IDZ). NgeyoMbdumba (February) ka2016, xa kwakwamkelwa imigaqo yeSEZ, eyenza uMthetho weMimandla yoQoqosho eKhethekileyo ongunombolo 16 wowama2014 usebenze, iDTPC yatshintshela kwiSEZ yaza kweyoMnga (December) yoka2016, yakhutshwa ngokusesikweni ngolo hlobo.

### **UkuGqalisela kwiQhinga**

#### **Umbono**

Ukuba lelona qonga elihamba phambili ehlabathini kwimveliso kunye nelothutho lothungelwano lomoya eMazantsi eAfrika elinoqhagamshelo olumgangathweni ophezulu oluhambelana nombono wezixeko ezitsha zale mihla.

#### **Ubuthunywa**

- Ukukhuthaza ukulumisa nokukhulisa uqoqosho oluvulekileyo;
- Ukwenza uphuhliso lwe-Aerotropolis ngokubonelela ngesicwangciso sesithuba esiphambili kunye nezibonelelo;
- Ukutsala nokugcina utyalomali ngokuyilwa nokusebenza koMmandla woQoqosho oKhethekileyo kunye nemimandla yorhwebo enxulumeneyo; kwaye
- Ukukhula kweshishini norhwebo ngolungelelwaniso oluphuculweyo kunye noqhagamshelo olutsha lweenkonzo zomoya zengingqi nezamazwe ngamazwe.

#### **Imilinganiselo**

Ekwenzeni imisebenzi yayo yoshishino, iDTPC izibophelele ekubambeleleni kwiseti ecacileyo yamaxabiso:

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Ukugqwesa kobungcali	Ukuba nomdla wokongeza ixabiso kumsebenzi wobugcisa, uhlala usebenza ngengqibelelo ngendlela esesikweni.
Ubuntu	Ukudala ubudlelwane obuvulelekileyo, obunyanisekileyo, obakhelwe phezu kokuthembana, ukuhlonelana, umanyano, isidima, ubulungisa kunye nokwamkela iyantlukwano.
Ukuxhotyiswa	Ukuqhuba ngokukhuthuleyo utshintsho kwezoqoqosho nezentlalo kubandakanywa bonke abachaphazelekayo.
Ukusungula kunye nobuchule	Ukuphumelela ngamaqela avelisa izinto ezintsha, anobuchule nazilungeleyo
Ukugqwesa kwenkonzo	ngenkonzo egqwesileyo kubaxhasi bethu kunye nabachaphazelekayo

### 3. UKWAKHIWA KWE-DTPC

iDTPC ngoku ikhokelwa liGosa eliyiNtloko lesiGqeba, lixhaswa liQela lesiGqeba esiLawulayo elijongene neenkqubo ezahlukeneyo.

#### ISazobe seDTPC 1

## CORPORATION STRUCTURE

Accounting Authority and Executive Management



<b>Programme 1</b> Administration	<b>Programme 2</b> Cargo	<b>Programme 3</b> Property and SEZ Administration	<b>Programme 4</b> Dube AgriZone	<b>Programme 5</b> Dube iConnect	<b>Programme 6</b> Development Planning and Infrastructure
Executive Hamish Erskine CEO	Executive Mlibo Bantwini	Acting Executive Andile Mnguni	Executive Mlibo Bantwini	Executive Mlibo Bantwini	Executive Owen Mungwe



## 5. IINKCUKACHA ZOQHAGAMSHELWANO EZINGUNDOQO UKUFUMANA ULWAZI LWE-DTPC (ICANDELO 14(A) (B))

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NgokwePAIA, iGosa eliyiNtloko lesiGqeba sokuLawula (iCEO) yequmrhu likaRhulumente lichongwa ngokuzenzekelayo njengeGosa loLwazi eliyiNtloko (CIO). Imisebenzi yeCIO kukubonelela ngesikhokelo sobuchule kwiDTPC kunye nokuqinisekisa ukunikezelwa kwamanyathelo ophuhliso angundoqo ngokuhambelana nesigunyaziso seDTPC ngendlela ethembekileyo, enobuchule nesebenzayo.

### 5.1. IGosa loLwazi eliyiNtloko

linkcukacha zoqhagamshelwano zeCIO zeDTPC zezi zilandelayo:

#### 5.1.1. IGosa eliphethe isigqeba saseDTPC

UMnu. Hamish Erskine Idilesi ye-imeyile: [hamish.erskine@dubetradeport.co.za](mailto:hamish.erskine@dubetradeport.co.za)

### 5.2. AmaSekela eGosa loLwazi eliyintloko

Abafake izicelo kufuneka bazise zonke izicelo kumagosa oLwazi (DIOs). Imisebenzi yeDIO kukulungelelanisa yonke imiba ephathelele nokusebenza okungeyomfihlo, umthetho kunye nokuqhuba izicelo ngokwePAIA.

linkcukacha zoqhagamshelwano zidweliswe ngezantsi:

#### 5.2.1. Umlawuli WeNkonzo Ezimanyanisiweyo

Ms. N Ali Email Address: [Nolufefe.Ali@dubetradeport.co.za](mailto:Nolufefe.Ali@dubetradeport.co.za)

Nks. N Ali Idilesi ye-imeyile: [Nolufefe.Ali@dubetradeport.co.za](mailto:Nolufefe.Ali@dubetradeport.co.za)

OKANYE

#### 5.2.2. Umphathi woLwazi

UNksz. T Wingfield Idilesi ye-imeyile: [Tanya.wingfield@dubetradeport.co.za](mailto:Tanya.wingfield@dubetradeport.co.za)

### 5.3 UNdlunkulu weDTPC

#### Idilesi Yeposi

PO Box 57757:  
King Shaka Airport  
4407

#### Idilesi yesitalato:

29° South  
7 Umsinsi Junction  
La Mercy  
Kwazulu-Natal

Inombolo yomnxeba:

+27 32 814 0000

Iwebhusayithi: [www.dubetradeport.co.za](http://www.dubetradeport.co.za)

Inombolo yefekisi:

+27 32 814 0100

## 6. UKUCELA-MNGENI KWISIGQIBO KUNYE NEZISOBULULO EZIFUMANEKAYO

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Umceli (okanye umntu wesithathu, ukuba uyasebenza) unokusiphikisa isigqibo seCIO ngezi zizathu zilandelayo:

- Ithenda okanye intlawulo yomrhumo wesicelo;
- Ithenda okanye intlawulo yedipozithi;
- Umrhumo wofikelelo ekufuneka uhlawulwe ugqithise kakhulu;
- Indlela yokufikelela enikiweyo;
- Ukwaliwa kwesicelo;
- Ukwandiswa kwexesha elingafanelekanga elithathiweyo ukuphendula isicelo sofikelelo;
- Ukusilela ukuveza iirekhodi;
- Ukwamkelwa kwesicelo sokufikelela kwirekhodi;
- Ukungavumi ukwamkela isicelo sokurhoxisa imirhumo.

### **Imbuyekezo ekhoyo ihamba ngale ndlela:**

#### **6.1. Isibheni sangaphakathi**

Oku akusebenzi njengoko inkcazo yeZiko loLuntu kwiPAIA ayiyibandakanyi iDTPC kolu didi.

#### **6.2. Inqubo yokukhalaza kuMlawuli woLwazi**

6.2.1. Isikhalazo kuMlawuli kufuneka sifakwe phakathi kweentsuku ezili-180 zokufumana isigqibo kwiDTPC.

6.2.2. Umceli unokufaka isikhalazo kuMlawuli ukuba akonelisekanga sisigqibo seCIO kwezi meko zilandelayo:

- Ukwala isicelo sokufikelela; okanye
- Yandisa ixesha lokujongana nesicelo; okanye
- Nika ufikelelo ngohlobo oluthile.

6.2.3. Umntu wesithathu angafaka isikhalazo kuMlawuli ukuba akonelisekanga sisigqibo seCIO sokwamkela isicelo sofikelelo.

Izikhhalazo eziya kuMlawuli kufuneka zenziwe ngokubhaliweyo kwaye ifom yesikhhalazo kufuneka igcwaliswe (mhlawumbi ngesandla okanye kwi-intanethi). Ifomu yesikhhalazo, iFomu 5, inokukhutshelwa kwiwebhusayithi yoMlawuli (<https://www.justice.gov.za/infocreg/>).

### 6.3. Inkqubo yokuya kwiNkundla

6.3.1. Isicelo esiya eNkundleni kufuneka sifakwe phakathi kweentsuku ezili-180 zokufunyanwa kwesigqibo esivela kwiDTPC okanye kwiRegulator (umqondisi).

6.3.2. Umceli okanye umntu wesithathu unokufaka isicelo enkundleni kuphela soncedo olufanelekileyo ukuba akonelisekanga sisigqibo seCIO kwezi meko zilandelayo:

- Ukwala isicelo sokufikelela;
- Imirhumo ehlawulwayo
- Yandisa ixesha lokujongana nesicelo; okanye
- Nika ufikelelo ngohlobo oluthile.

## 7. UFUMANA NJANI UKUFIKELELA KWISIKHOKELO SE-PAIA

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Umqulu wePAIA uya kufumaneka kwiwebhusayithi ye-Information Regulator (<https://www.justice.gov.za/infocreg/>). Ukuba unayo nayiphi na imibuzo malunga noku nceda uqhagamshelane ne-Information Regulator ngqo apha:

### UMlawuli woLwazi

Idilesi yendawo:  
JD House  
  
27 Stiemans Street  
Braamfontein  
Johannesburg  
2001

Idilesi yeposi:  
PO Box 31553  
  
Braamfontein  
Johannesburg  
2017

Imeyile: [PAIACompliance@infocregulator.org.za](mailto:PAIACompliance@infocregulator.org.za)

Umqulu uyafumaneka kwiDTPC. Nceda uthumele nayiphi na imibuzo kwiSekela leGosa loLwazi kule dilesi ingasentla.

## 8. IINDIDI ZEEREKHODI EZIGCINWE YI-DTPC

Isolotywa lomqulu lisebenza njengesalathiso kwiirekhodi eziphethwe yiDTPC ukuze kube lula ukwenza isicelo ngokwePAIA. Nangona kunjalo, qaphela ukuba into yokuba udidi okanye umxholo udweliswe kuso esisikhokelo ayithethi ukuba isicelo sokufikelela kwiirekhodi ezinjalo siya kuvunywa. Zonke izicelo zofikelelo ziya kuphononongwa, ngokwemeko nganye, ngokungqinelana nezibonelelo zePAIA.

Iindidi zeerekhodi ezenziwe kwiDTPC zihlelwe ngolu hlobo ludweliswe ngezantsi:

- Ngokwesicwangciso sefayile yembalelwano, iifayile zenkxaso yeqhinga, imisebenzi engundoqo kunye neenkqubo zokusebenza; kwaye
- IShedyuli yoLawulo lweeRekhodi zezinye iirekhodi.

Isebe	Isishwankathelo seeNdidi zeeRekhodi
Ezomabhalane/ulawulo (Administration)	lingxelo zoNyaka UkuSebenza kunye neziCwangciso zeQhinga Imigaqo-nkqubo IziCwangciso zokuSebenza Iirekhodi zoCwangciso lweMpembelelo yoQoqosho olukhulu Iirekhodi zoLawulo lwe-Asethi Uhlahlo-lwabiwomali neerekhodi zokunika iNgxelo Iirekhodi zoLawulo lweNtengo Iirekhodi zekhonthakthi Iirekhodi zezempilo noKhuseleko Iirekhodi zeCSI Iirekhodi zoLawulo loLwazi Iirekhodi zeFleet kunye neeHambo Iirekhodi zokuThengisa noNxibelelwano Iirekhodi zabasebenzi Iirekhodi zempilo Iirekhodi zoLawulo loMngcipheko Iirekhodi zoMthetho Iirekhodi ze-ICG

Uphuhliso lweCargo kunye neeRekhodi zokuSebenza (Cargo Development and Operations Records)	Iirekhodi zokhuseleko kunye nokhuseleko Iirekhodi zokusebenza Iirekhodi zogcino Iirekhodi zezoThutho noLungiselelo
Ipropati yoRhwebo (Property Commercial)	Iirekhodi zolawulo lwezibonelelo Iirekhodi zolawulo lokuqeshisa Iirekhodi zokurenta Iirekhodi zophuhliso lwepropati Iirekhodi zePotfoliyo yoMhlaba
Ii-asethi kunye neeRekhodi	

zokuSebenza (Assets and Operations Records)	lirekhodi zokhuseleko lirekhodi zoLawulo lwee-asethi Amaziko, ubunjini kunye neerekhodi zoLondolozo
AgriZone	lirekhodi zenkonzo ye-AgriZone lirekhodi zokusebenza Amanyathelo efama azinzileyo iNkqubo zoQeqesho lirekhodi zoLawulo lwaManzi lirekhodi zokujonga umhlaba kunye nokubuyisela kwisimo sangaphambili Ugcino kunye neerekhodi zobuGcisa lirekhodi ze-AgriLab lirekhodi zoPhando noPhuhliso lirekhodi zaselaboratri
Dube iConnect	lirekhodi zenkxaso yokusebenza lirekhodi zentengiso kunye nophuhliso lweMveliso lirekhodi zoLawulo lweProjekthi lirekhodi zeBhili kunye nezindululo
UCwangciso loPhuhliso kunye neZiseko zoPhuhliso (Development Planning and Infrastructure )	Ukufunyanwa kwamarekhodi oMhlaba - iitayitile kunye nezivumelwano Izicwangciso, iziFundo kunye neeNgxelo lirekhodi zoLawulo lokusingqongileyo lirekhodi zokucwangcisa lirekhodi zobugcisa iirekhodi zeGIS lifayile zeProjekthi lirekhodi zomgangatho wokwakha kunye nokwakhiwa Izicwangciso zobuNjineli kunye nemizobo
I Utyalomali (Investments)	Ukukhuthazwa kotalomali kunye neerekhodi zomtsalane lirekhodi zevenkile enye lirekhodi zoHlahlelo lweCandelo lirekhodi zoLawulo lweNkqubo

	lirekhodi zophando
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## 9. IIREKHODI EZIFUMANEKAYO NGAPHANDLE KOMNTU KUFUNKA ISICELO SOKUFIKELELA, NGOKWECANDELO LE-15(2) LOMTHETHO.

lirekhodi ezithile zinokufikelelwa ngokuthe ngqo kwiwebhusayithi esemthethweni ye-DTPC ethi: <https://www.dubetradeport.co.za/> kwaye uyakhuthazwa ukuba uyithathele ingqalelo le ndlela phambi kokuba ufake isicelo.

Kananjalo akuyomfuneko ukuba imirhumo yesicelo ihlawulwe, nangona kunjalo iintlawulo ezimiselweyo zofikelelo kunye nokuveliswa kwakhona kusengafuneka.

Inknukacha zamarekhodi	
Udidi lweerekhodi	
Izinto zokuThengisa	Amanqaku eendaba Iincwadana Ukukhutshwa kweendaba Iifoto
Iincwadi zenkampani Idtpc	Iingxelo zoNyaka IziCwangciso zoBuchule IziCwangciso zokuSebenza zoNyaka Isatifikethi seBBBEE PAIA Manual ImiGaqo yokuSetyenziswa kweeKomiti ezahlukeneyo
Ithenda	Umgaqonkqubo woLawulo lweNtengo Inkqubo yeZibheno zangaphakathi – RFP Ukuthengwa kwempahla kuRhulumente - iMiqathango Jikelele yeSibhambathiso Iintengiso Amabhaso kunye nokuRhoxiswa Uluhlu lweethenda ezifunyenweyo Isivumelwano sokuGqithiselwa kweNkcukacha ngokomthetho iPOPIA
Imisbenzi efanekayo	Iingcaciso ngeMisebenzi / Iintengiso zeMisebenzi

## 10. INKQUBO YOKUFIKELELA KWIINGXELO EZIGCINWE YI-DTPC

### 10.1. Ulwazi olubalulekileyo olubandakanya iifunzo zePOPIA

Isoloty 18 lomthetho wePAIA lichaza inkqubo emayilandelwe ukwenza isicelo sokufikelela kulwazi olugcinwe yiDTPC. Isoloty 23(1) lePOPIA likwabonelela ngenkqubo yokufikelela kulwazi lomntu. Indlela yokufikelela kulwazi lomntu ngokwesoloty 23 lePOPIA kufuneka ihambelane nesoloty 18 lePAIA.

Umceli nguye nawuphi na umntu owenza isicelo sokufikelela kwirekhodi yeDTPC kwaye kulo mba, iPAIA yohlula phakathi kweentlobo ezimbini zabafaki zicelo zokufikelela kulwazi oko kutsho: Umceli weenkukacha (umxholo wedatha) kunye noMnye umceli.

Umntu ozicelelayo buqu ngumxholo wedatha othi, abonelele ngobungqina obaneleyo besazisi, afune ukufikelela kwirekhodi eneenkcukacha zobuqu malunga nomxholo wedatha.

Ngokuxhomekeke kumalungiselelo ePAIA kunye nePOPIA, iDTPC iya kubonelela ngolwazi oluceliweyo, okanye inike ufikelelo kuyo nayiphi na irekhodi malunga neenkukacha zobuqu zedatha ngexesha elifanelekileyo, (ngentlawulo emiselweyo, ukuba ikhona) kwaye ngendlela efanelekileyo kwaye ifomathi kunye nemo eqondakalayo ngokubanzi. Umrhumo omiselweyo wokuphinda kuveliswe iinkukacha zobuqu eziceliweyo ziya kubizwa yiDTPC.

Umntu okwicandelo loMnye umfakisicelo unelungelo lokucela ukufikelela kulwazi oluphathelele kumaqela esithathu. Nangona kunjalo, iDTPC ayinyanzelekanga ukuba inike ufikelelo ngaphambi kokuba umceli afezekise iimfuno zokufikelela kulwazi ngokwePAIA nePOPIA.

## **10.2. Ukuqaliswa kwesicelo sePAIA**

Imimiselo kunye nesoloty 18 loMthetho lifuna ukuba umenzi wesicelo anike olu lwazi lulandelayo:

- linkcukacha zomntu ocela ukufikelela kwiirekhodi;
- Ifom okanye indlela yokufikelela efunwayo njengoko kumiselwe kwisoloty 29;
- linkcukacha zengxelo eceliweyo ukufikelela kuyo;
- linkcukacha zoqhagamshelwano zomceli (idilesi yeposi/inombolo yefeksi/idilesi ye-imeyile);
- linkcukacha zolwimi zerekhodi eliceliweyo;
- Ukuba umfakisicelo ucela ulwazi egameni lomnye umntu, isikhundla eso isicelo senziwa ngaso kufuneka sichazwe;
- Ukuba umceli unqwenela ukwaziswa ngesigqibo ngayo nayiphi na indlela, ukongeza kwisaziso esibhaliweyo, umzekelo ngomnxeba, oku kufuneka kuboniswe; kwaye
- Isalathiso esibonisa ofaka isicelo ukuba unqwenela ukwaziswa njani ngesigqibo malunga nesicelo sokufikelela kwiirekhodi ezichaphazelekayo.
- Abafake izicelo abangakwaziyo ukufunda okanye ukubhala bangenza izicelo zomlomo kwiDIO ekufuneka igcwalise ifom yesicelo yomceli ize inike ofake isicelo ikopi.
- Iya kuzama iDTPC ukunika ufikelelo ngohlobo oluceliweyo ngaphandle kokuba oku kuya kuphazamisana nokusebenza kakuhle kweDTPC. Yona iDTPC iya kunika ingqwalasela ekugcinweni kweerekhodi kunye nokophulwa kwelungelo lokushicilela xa kusetyenzwa. Imirhumo yokufikelela iya kubalwa ngokwendlela umceli ebeyicelile ngayo ingxelo.
- Umceli kufuneka ahlawule intlawulo emiselweyo phambi kokuba kuqhutywe nayiphi na inkqubo.

## **10.3. Amanyathelo alandelwayo kwisicelo sePAIA**

La manyathelo alandelwayo kufuneka alandelwe xa kusenziwa isicelo sofikelelo kwiirekhodi:

### **INYATHELO 1: ISICELO**

Ukuba umntu ufuna ukufikelela kulwazi olugcinwe yiDTPC, ifom yesicelo (iFomu 2) kufuneka igcwaliswe ize ingeniswe kwiCIO (iinkcukacha zinokufunyanwa kwiDTPC's PAIA Manual). Umceli kufuneka kwakhona abonise ukuba ufuna ikopi yerekhodi okanye ukuba ufuna ukuhlola irekhodi kwindawo yeDTPC.

Yona iDIO kufuneka incedise ofaka isicelo ngesicelo sokufikelela ukuqinisekisa ukuba isicelo siyahambelana neemfuno zoMthetho. Ayinakusala isicelo iDIO ukuba asigqitywanga ngokupheleleyo okanye ngokuchanekileyo. I-DIO iya kumazisa ofaka isicelo ngeSaziso sokunqongophala kweNkqubo ngenjongo yakhe yokwala isicelo. Kwimeko enjalo, ofaka isicelo anganikezela ngeenkukacha ezithe vetshe malunga nesicelo.

Njengoko kufunwa nguMthetho, umrhumo wesicelo kufuneka ukhapse isicelo solwazi/iinkcukacha ukuba asiphumi kumceli wobuqu okanye kwiqela elixolelweyo.

## **INYATHELO 2: UKUQINISEKISA NOKUVUMELWA**

I-DIO iyasifumana kwaye iqinisekise ukuba ulwazi olufunekayo luyafumaneka kwiDTPC. Isicelo ke siyamkelwa, sikhatywe okanye sidluliselwe kwicandelo elifanelekileyo ukuze bafumane ulwazi olufunekayo. Isicelo sofikelelo siya kuvunywa ngaphandle kokuba sinokurhoxiswa okanye saliwe ngenxa yezizathu zokwaliwa ezikhankanywe kwiSahluko sesine (4) seSahlulo 2 soMthetho. Isaziso siya kukhutshwa ukwazisa umceli ngenlawulo yokufikelela (ukuba uyahlawulwa); ubume besicelo; kwaye unike umceli inombolo yesicelo (iFomu 3).

## **INYATHELO 3: UKUSEBENZA KWENGCACISO**

Ukuba isicelo samkelwe, iDTPC iya kuqokelela kwaye ilungiselele ulwazi kwaye ibale iindleko ezifanelekileyo ezibandakanyekayo.

## **INYATHELO 4: ISAZISO SOKUGQIBELA**

Umceli uya kwaziswa ngokugqitywa kwesicelo nangentlawulo engekahlawulwa ehlawulwa kwiDTPC.

## **INYATHELO 5: INTLAWULO NOKUNIKEZWA**

Nje ukuba intlawulo ifunyenwe (njengoko kuchaziwe kwiNyathelo 4) (kubandakanywa nenkqubo yokuhlawula kwiNyathelo 1), ulwazi luya kukhutshwa kumceli.

### **10.4. Cela lingqwalasela**

#### **IZIZATHU ZOKWALIWA KWESICELO SENGQWALASELA**

Imihlaba yokwala ichazwe kwiSigaba sesibini seSahluko sesine kwaye ibandakanya ukhuseleko olusisinyanzelo lwe:

- Imfihlo yomntu wesithathu ongumntu wendalo;
- Iirekhodi ezithile zeNkonzo yeRhafu yoMzantsi Afrika;
- Ulwazi lwezorhwebo lomntu wesithathu;
- Ulwazi oluthile oluyimfihlo kunye nolunye ukhuselo lolunye ulwazi oluthile, lomntu wesithathu;
- Ukhuseleko lwabantu, kunye nokhuseleko lwepropathi;
- Iirekhodi ezinelungelo kwimveliso kwiinkqubo zomthetho;
- Imidla yoqoqosho kunye nentlalontle yezemali yeRiphabhliki kunye nemisebenzi yorhwebo yamaqumrhu karhulumente;
- Uphando lomntu wesithathu, kunye nokukhuselwa kolwazi lophando lwequmrhu loluntu; okanye
- Ulwazi oluthile malunga nokusebenza kwamaqumrhu karhulumente; kwaye
- Izicelo ezibonakala zibubudenge okanye ezicaphukisayo okanye eziya kukhokelela kuphambuko olukhulu nolungekho ngqiqweni lwemithombo.

#### **UDIZO OLUNYANZELEKILEYO KWIMIDLA YOLUNTU**

Ngaphandle kwawo nawaphi na amanye amalungiselelo kwiPAIA, iCIO kufuneka inike isicelo sofikelelo kwirekhodi yeDTPC ukuba:

Ukubhengezwa kwirekhodi kuya kubonisa ubungqina bokuba:

- Ukwaphulwa okumandla, okanye ukusilela ekuthobeleni umthetho; okanye
- Umngcipheko wokhuseleko loluntu olusemnyango okanye omandundu; kwaye
- Umdlala woluntu ekubhengezweni kwirekhodi ubodlula ngokucacileyo umonakalo oxelwe kumalungiselelo ekuthethwa ngawo.

### **10.5. Ubungakanani bexesha lokujongana neZicelo**

I-DTPC iya kuba nelungelo leentsuku ezingamashumi amathathu zokwenza isigqibo ngesicelo.

I-DTPC iya kwazisa umceli ukuba kufuneka kwandiswe ixesha, izizathu zolo lwandiso olunjalo njengoko kuchaziwe kwisolotya 26(1) lomthetho wePAIA.

## **11. UMRHUMO OBEKIWEYO**

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Imirhumo emiselweyo ichazwe kwiSihlomelo B seMimiselo yePAIA.

**linkcukacha zeAkhawunti yeBhanki yeDTPC:**

Ibhanki: ABSA

Uhlobo lwe-Akhawunti: Current Account Public Sector

Inombolo yeakhawunti: 4056873817

IHowudi yeSebe: 632005

Isalathisi: PAIA nefani yoMceli

Ubungqina bentlawulo kufuneka buthunyelwe kwiDIO ngaphambi kokuba nasiphi na isicelo siqwalaselwe kwaye kwakhona sivele kwisiteyitimenti sebhanki yeDTPC (iinkcukacha zoqhagamshelwano ngaphakathi kwencwadana yeDTPC). Ubungqina bentlawulo kufuneka buhambe kunye nefom yesicelo.

## 12. UKUSEBENZA KOLWAZI LOBUQU

### 12.1. Injongo yokwenziwa koLwazi loBuqu yiDTPC

I-DTPC ijongana nenkcazelo yobuqu yezifundo zedatha ephantsi kolawulo lwayo ngokuzalisekisa okanye iphumeze izibophelelo zayo ezisemthethweni phantsi koMthetho waKwaZulu-Natali weDube TradePort Corporation Act ongunombolo 2 ka-2010 kunye noMthetho weMimandla eYodwa yezoQoqosho ongunombolo 16 ka2014, nangokuthobela eminye imithetho efanelekileyo efana noLuntu. UMthetho woLawulo lweMali 1 ka1999, iMimiselo kaNondyabo weSizwe, uMthetho woBudlelwane bezaBasebenzi wama66 ka1995 kunye noMthetho weeMeko eziSisiseko zeNgqesho wama75 ka1997, ukukhankanya ezimbalwa. Uluhlu olupheleleyo lwemithetho esebenzayo eDube TradePort ibhalwe kwitheyibhile yethala leencwadi elisemthethweni.

Iindidi zabantu kunye neenkampani ekungafuneka iinkcukacha zabo ziveziwe

<b>Iindidi zabantu kunye neenkampani ekungafuneka iinkcukacha zabo ziveziwe</b>	<b>Ulwazi loBuqu olunokusetyenzwa</b>
Iinkcukacha zomntu ophilayo	Igama nefani, iinkcukacha zoqhagamshelwano, indawo yokuhlala, yeposi, okanye idilesi yeshishini, isazisi esisodwa/inombolo yesazisi kunye nembalelwano eyimfihlo njalonzalo

Umntu ngokuchazwa ngokomthetho	Amagama abantu ekuqhagamshelwana nabo, Igama lequmrhu elisemthethweni, idilesi yendawo neposi, linkcukacha zoqhagamshelwano, iinombolo zobhaliso, iinombolo ze-akhawunti njalonzalo.
Abacebisi	Igama lomntu ekuqhagamshelwana naye, igama lequmrhu, idilesi yendawo kunye nePosi, kunye neenkukacha zoqhagamshelwano, inombolo yobhaliso.
Ababoneleli ngenkonzo abacetywayo kunye nabaNxibelelwano	Amagama abantu ekuqhagamshelwana nabo, amagama equmrhu, amagama abalawuli kunye nabaninizabelo, idilesi yendawo neposi kunye neenkukacha zoqhagamshelwano, iinkcukacha zemali, inombolo yobhaliso, amaxwebhu esiseko, iinkcukacha ezinxulumene nerhafu, abatyikityi abagunyazisiweyo, ukuxhotyiswa kwabamnyama kwezoqoqosho ngokubanzi (B-BBEE) isimo, amaqumrhu amanyeneyo, izicwangciso zoshishino njalonzalo
Abasebenzi/amalungu eKomiti	Isini, ukukhulelwa, ubume bomtshato, uhlanga, ubudala, ulwimi, ulwazi lwemfundo (iziqinisekiso), ulwazi lwemali, imbali yengqesho, iinombolo zesazisi, idilesi yendawo, idilesi yeposi, iinkcukacha zoqhagamshelwano, irekhodi lolwaphulo-mthetho, intlalontle kunye namalungu osapho, ezonyango, ubuzwe, uhlanga. okanye imvelaphi yentlalontle, impilo yomzimba okanye yengqondo, ukukhubazeka, ulwazi lwebhayometriki, ubudlelwane bobuchwephesha kunye neembekiselo njalonzalo.

12.3. Abamkeli okanye iindidi okanye abamkeli abanokunikezelwa kubo iinkcukacha zobuqu

12.3.1. I-DTPC inokubonelela ngeenkukacha zobuqu zeZifundo zeDatha kubasebenzi beDTPC, njengenxalenye yokuphumeza isigunyaziso sayo esisemthethweni.

12.3.2. I-DTPC inokubonelela ngeenkukacha zobuqu zeZifundo zeDatha kubaboneleli beenkonzo ababonelela ngeenkonzo kwiDTPC.

12.4. Ukuhamba okucwangcisiweyo okunqumla imida kolwazi lomntu

12.4.1 I-DTPC ayinalo uqukuqelo olucwangcisiweyo lokunqumla imida lweenkcukacha zobuqu.

12.4.2 I-DTPC ifune ukukhululwa nguMlalwuli woLwazi kwiinkonzo zokugcina i-Dube iConnect.

12.5. Inkcazelo ngokubanzi yeeNkonzo zoKhuseleko loLwazi

12.5.1 I-DTPC inesebe le-ICT, elineqela leMigaqo-nkqubo kunye nemilinganiselo ekhoyo yokukhusela ulwazi lweDTPC.

## 13. UKUFUMANEKA KOMQULU WE-PAIA (ICANDELO 14(3))

13.1. Esi sikhokelo siyawukwenziwa sifumaneka ngeelwimi ezintathu ezisemthethweni.

13.2. Esi sikhokelo sifumaneka kwezi ndawo zilandelayo:

UNdlunkulu weDTPC (ngeeyure zomsebenzi 08:00 - 16:30)

29°South

7 Umsinsi Junction La Mercy

KwaZulu-Natal, 4399

Iwebhusayithi yeDTPC: [www.dubetradeport.co.za](http://www.dubetradeport.co.za); kwaye

KuMlawuli woLwazi ngesicelo.

13.3. Umrhumo wekopi yencwadana yemigaqo, njengoko kuchaziwe kwiSihlomele B seMigaqo, uya kuhlululwa ngokwefotokopi nganye yobungakanani obuyi-A4 eyenziweyo.

## **14. UKUHLAZIYA UMQULU WE-PAIA (ICANDELO LE-14 (2))**

I-DTPC iya kuthi, ukuba kukho imfuneko, ihlaziye kwaye ipapashe le ncwadana yemigaqo rhoqo ngonyaka.

## **15. IZIHLOMELO**

Ifomu 1 - Isicelo seKopi yesiKhokelo kwiGosa leNgcaciso

Ifomu 2 - Isicelo sokuFikelela kwiRekhodi

Ifomu 3 - IsiPhumo sesiCelo neseMali eHlawulwayo

Ifomu 4 - Ifomu yangaPhakathi yesiBheni