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**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

# IMPORTANT

## Information

### from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.



#### GPW Business Rules

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
2. Notices can only be submitted in Adobe electronic form format to the email submission address [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za). This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines – [www.gpwonline.co.za](http://www.gpwonline.co.za))
7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za))
8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za).

**DISCLAIMER:**

Government Printing Works reserves the right to apply the 25% discount to all Legal and Liquor notices that comply with the business rules for notice submissions for publication in gazettes.

National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)

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**GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS**

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**DEPARTMENT OF HEALTH**

NO. 1169

25 NOVEMBER 2015

**NATIONAL HEALTH ACT, 2003 (ACT NO. 61 OF 2003)****INVITATION TO ALL SUITABLE PERSONS TO SUBMIT THEIR APPLICATIONS FOR APPOINTMENT AS OMBUD IN TERMS OF SECTION 81(1) OF THE NATIONAL HEALTH ACT (ACT NO. 61 OF 2003) AS AMENDED**

In terms to Section 81 (1) of the National Health Act (Act No. 61 of 2003) as amended, the Minister of Health must by notice in the *Gazette*, and in two or more nationally circulating newspapers in the Republic, invite applications from suitably qualified persons for appointment as an Ombud.

The Department hereby invites those who are suitably qualified to submit their applications for appointment as an Ombud to the Director-General as per the requirements below:

**Requirements:** • A postgraduate degree in Health, Social Sciences or Public Health or equivalent NQF 8 • At least 8-10 years' applicable experience at Senior Management level (5 years must have been at SMS level in the public service) • Broader knowledge and understanding of the National Health Act • Knowledge of health research and information systems • Knowledge of Government objectives • Proven leadership skills • Knowledge of public health regulations • Knowledge of service delivery frameworks • Knowledge of National Development Plan (NDP) goals • Good communication skills (written and verbal) with managers, private sector organisations, international organisations, Office of the Auditor-General, provinces and other departments, as well as the public at large • Goal orientation • Customer focus • Honesty and integrity • Problem-solving and analysis skills • Planning and organising skills • The ability to function well under pressure • A high degree of autonomy in problem-solving • Expertise in good governance analysis and design of solutions • Decision-making skills • Management skills at strategic leadership level • A high level of liaison and negotiation skills appropriate for this broad level.

**Duties:** The successful candidate will ensure consistency and fairness in conducting investigations as well as the expedient resolving of complaints relating to prescribed norms and standards, including amongst others, the following responsibility areas: • Summon any person to appear before him/her to give evidence under oath or affirmation, or to produce document on the matter being investigated • Submit reports on investigations and recommend appropriate remedial actions to the Chief Executive Officer (CEO), in order to ensure the safety of users of public health services • Make available findings and recommendations of investigations to the complainant or the respondent or both, as the case may be • Report on the activities of his/her office to the Minister of Health • Report to the appropriate authority maladministration and any other act which constitutes an offence or which is prejudicial to public health services • Conduct comprehensive analysis of patterns and trends regarding norms and standards complaints, as well as recommend early warning systems to mitigate future risks • Raise awareness on the existence of and services provided by the Office of Ombudsperson.

**Enquiries:** Ms VM Rennie, tel. (012) 395-8503

The Department of Health is registered with the Department of Labour as a designated Employer and the filling of the above post will be in line with the Employment Equity Act (including people with disabilities). All short-listed candidates for SMS posts will be subjected to

a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

**Note:** Applications should be submitted on form Z83, obtainable from any Public Service Department, and should be accompanied by a CV (previous experience must be comprehensively detailed) and certified copies of qualification certificates (including Senior Certificate/Grade 12 certificate regardless of the qualification requirement indicated in the advert), service certificates, ID and driver's licence. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to fill the post. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within 3 months of the closing date, candidates may regard their applications as unsuccessful. The Department will not be liable where applicants use incorrect/no reference numbers on their applications.

**Applications received in response to the adverts published in the following newspapers will still be considered therefore, those who have already submitted their applications should not re-submit: Sowetan (14 July 2015), The Star (14 July 2015), Sunday Times (19 July 2015), Rapport (19 July 2015) and City Press (19 July 2015).**

**Applications should be forwarded to the Director-General, National Department of Health, Private Bag X828, Pretoria 0001. Hand-delivered applications may be submitted at Reception (Brown Application Box), Civitas Building, corner of Thabo Sehume (formerly known as Andries) and Struben Streets, Pretoria, for attention: Mr Sindile Sodladla.  
Closing date: 21 December 2015**





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