

Vol. 623

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**PART 1 OF 2**

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**GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS**

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**DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES**

NO. 449

26 MAY 2017

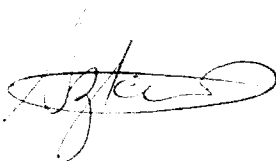
**AGRICULTURAL PESTS ACT, 1983**

(ACT No. 36 OF 1983)

**CONTROL MEASURES RELATING TO FALL ARMYWORM**

I, Senzeni Zokwana, Minister of Agriculture, Forestry and Fisheries, acting under section 6 of the Agricultural Pests Act, 1983 (Act No. 36 of 1983), hereby prescribe the Control Measures set out in the Schedule.

S. Zokwana.

**Minister of Agriculture, Forestry and Fisheries**

## SCHEDULE

### Definitions

1. In these Regulations any word or expression to which a meaning has been assigned in the Act shall have that meaning and, unless the context otherwise indicates—

**“authority”** means any officer of the Department of Agriculture, Forestry and Fisheries in the national, provincial or local sphere of government;

**“notifiable insect”** means the insect as designated in Annexure A;

**“phytosanitary measures”** means those measures, regulations or procedures as provided for under this regulation having the purpose to prevent the introduction or spread of quarantine pests or to limit the economic impact of regulated non-quarantine pests;

**“phytosanitary procedures”** means any official method for implementing phytosanitary measures including the performance of inspections, tests, surveillance or treatments in connection with regulated pests;

**“the Act”** means the Agricultural Pests Act, 1983 (Act No. 36 of 1983).

### Compulsory notification

2. (1) Every user of land within the Republic shall immediately notify the executive officer and/or authority of any occurrence or suspected occurrence of fall armyworm.

(2) Any individual or organization or institution that has for the first time identified or recorded fall armyworm to be present in a pest free area shall immediately report it to the executive officer.



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**Responsibilities of executive officer and /or authority**

3. (1) Upon national pest reporting, the executive officer shall immediately –
- (a) take necessary phytosanitary procedures or action to identify and confirm the presence of fall armyworm in an area;
  - (b) prescribe or specify phytosanitary measures to be complied with by the user of land and/or land owner.
- (2) The executive officer may at any time if he/she deems necessary revoke the measures taken to manage or control fall armyworm.
- (3) Where the user of land cannot meet the obligations on these measures, the executive officer and/or authority may-
- (a) implement appropriate measures to manage fall armyworm.

**Responsibility of user of land**

4. Any user of land must take all reasonable measures as prescribed or specified in the relevant guidelines or action plans to manage and control fall armyworm.

**Issuance of guideline or action plan**

5. The executive officer may, where he/she deems appropriate, issue action plans or guidelines, measures or operational procedures for the implementation of this regulation.

**ANNEXURE A**  
**NOTIFIABLE INSECT**

<b>Scientific Name</b>	<b>Common Name</b>
<i>Spodoptera frugiperda</i>	Fall armyworm

DEPARTMENT OF ECONOMIC DEVELOPMENT

NO. 450

26 MAY 2017



*competition***commission**  
*south africa*

**AMENDED TERMS OF REFERENCE FOR THE GROCERY  
RETAIL SECTOR MARKET INQUIRY**

**May 2017**

## **1. BACKGROUND**

The Competition Commission ("the Commission") initiated a market inquiry into the grocery retail sector in South Africa in terms of Chapter 4A of the Competition Act, No. 89 of 1998 (as amended) ("the Act") because it has reason to believe that there are features of the sector that prevent, distort or restrict competition.

The Commission gave notice in the Government Gazette<sup>1</sup> on 30 October 2015 announcing the establishment of the Grocery Retail Sector Market Inquiry ("the Inquiry") in terms of Section 43B(2) of the Act. In terms of the Notice, the Inquiry was expected to be completed by 29 May 2017.

## **2. AMENDMENT OF THE TERMS OF REFERENCE**

In terms of section 43B(5) of the Act, the Commission may, by way of an amendment to the Terms of Reference, amend the scope of the Inquiry, or the time within which the Inquiry is expected to be completed, by further notice in the Gazette.

Having regard to the comments, submissions and information gathered by the Inquiry to date, the scope of the Inquiry remains unchanged. However, the Commission has decided to amend the completion date to allow for sufficient time hold the public hearings, further consultations with key stakeholders and to compile a report of its investigation. In terms of the amendment, the Inquiry will be completed by **31 March 2018**.

Further details regarding key activities during the final phase of the Inquiry will be communicated on the Commission's website.

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<sup>1</sup> Gazette No. 39347

## DEPARTMENT OF ENVIRONMENTAL AFFAIRS

NO. 451

26 MAY 2017

**MARINE SPATIAL PLANNING FRAMEWORK**

I, Bomo Edith Edna Molewa, Minister of Environmental Affairs, hereby publish South Africa's Marine Spatial Planning Framework for implementation, as set out in the Schedule hereto.



**BOMO EDITH EDNA MOLEWA**  
**MINISTER OF ENVIRONMENTAL AFFAIRS**



## **The Republic of South Africa**

# **National Framework for Marine Spatial Planning in South Africa**

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## **1 Context**

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### **1.1 Purpose of the South African Marine Spatial Planning Framework**

The purpose of this document is to provide the framework for Marine Spatial Planning in South Africa's ocean space. It provides high-level direction for undertaking Marine Spatial Planning in the context of the South African legislation and policies as well as existing planning regimes. It describes the process for the preparation of Marine Area plans and their implementation, in order to ensure consistency in Marine Spatial Planning across the South African ocean space.

The framework will facilitate the development, implementation, monitoring and revision of Marine Area plans. Through this Marine Spatial Planning system, the sustainable development of South Africa's ocean space will be enabled. Marine Spatial Planning will provide the following benefits for the South African nation:

- Facilitate the unlocking of the ocean economy and sustainable ocean economic development;
- Enhance the achievement of societal benefits and strengthen the level of society's interaction with the ocean;
- Promote a healthy marine environment and the sustainable use of marine resources; and
- Contribute to good ocean governance;
- The framework is aimed at guiding the national regulatory authorities as the responsible entities for Marine Area plan preparation and implementation in South Africa.

### **1.2 The Concept of Marine Spatial Planning**

Oceans are fundamental for human well-being and provide valuable ecosystem services. The organisation of the use of the ocean wealth has been through the designation of marine space for human activities such as fisheries and aquaculture, oil and gas exploitation, transport and offshore renewable energy. Such planning and management of human uses in the ocean space has usually been pursued on a sectoral basis. Sectoral regulation has however little or no consideration of policies and plans of other sectors or requirements that may be conflicting or compatible.

In many countries this situation has already caused conflicts among human uses or between the marine environment and human uses, when the effects of human activities on the marine environment are not taken into consideration adequately. Such conflicts affect the ability of the ocean to provide the kind of services upon which humans and emerging economies depend. This single-sector planning and management approach also limits the capacity of decision-makers to pro-actively shape and plan for the future – rather than reacting and navigating into conflict that minimizes the sustainable growth of their countries.

As a response, Marine Spatial Planning is an approach to improving the rational planning, management and governance of ocean space and marine resources. Marine Spatial Planning entails a development planning approach for marine areas by more coherently organizing the use of space to guide single-sector decision-making and provide for

comprehensive, integrated and complementary planning and management. Marine Spatial Planning offers a practical way to address both specific challenges and select appropriate management strategies to maintain a good status of ecosystem health that will, in turn, facilitate the advancement of national and regional economic and socio-cultural development.

Marine Spatial Planning is an emerging process that is being implemented by an increasing number of countries. Initially, Marine Spatial Planning was mainly limited to those countries witnessing mounting conflicts between competing human uses in their ocean space. This includes many European countries but also the United States of America, New Zealand and China. However, Marine Spatial Planning is increasingly being introduced in developing world regions with emerging economies. South Africa is now working with its neighbouring countries, in particular under the Benguela Current Commission and cooperating with other international partners such as the Kingdom of Norway and the Federal Republic of Germany, in developing the necessary capacities to pursue Marine Spatial Planning.

By embracing the application of the Marine Spatial Planning process, South Africa will obtain economic, social, ecological and governance benefits that will contribute to achieving sustainable development and facilitating the reaching of its national development objectives. The process of Marine Spatial Planning in South Africa will promote a culture of good ocean governance and thereby:

- Achieve integration among different objectives and economic sectors;
- Manage competing demands on its ocean space;
- Enable the co-existence of compatible activities wherever possible; and
- Enable co-ordination with terrestrial and coastal planning as much as possible.

## 2 Marine Spatial Planning in South Africa

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### 2.1 Definition of Marine Spatial Planning in South Africa

Marine Spatial Planning is defined in this framework as follows:

Marine Spatial Planning is the governance process of collaboratively assessing and managing the spatial and temporal distribution of human activities to achieve economic, social and ecological objectives.

### 2.2 The Characteristics of South Africa's Marine Spatial Planning Process

The South African Marine Spatial Planning process will reflect the following characteristics:

**Area-based:** focusing on marine spaces that people can understand, relate to and care for;

**Integrated:** across sectors, agencies, entities and departments, and among spheres of government;

**Multi-objective:** maximizing the benefits to all sectors in a sustainable way;

**Participatory and coordinated:** actively involving all relevant stakeholders in the process to ensure a long-term and coordinated support for management;

**Ecosystem-based:** balancing economic, social and ecological goals and objectives toward achieving sustainable development with a focus on maintaining the provision of ecosystem services over time;

**Strategic and future-oriented:** considering alternative means to achieve the desired vision; and

**Continuing and adaptive:** promoting a learning-by-doing approach that enables the acceleration of the planning and implementation quality with growing experience through effective performance monitoring and evaluation.<sup>1</sup>

### 2.3 South Africa's Marine Spatial Planning Vision

South Africa's shared vision within the marine environment for Marine Spatial Planning is:

"A productive, healthy and safe ocean that is accessible, understood, equitably governed and sustainably developed and managed for the benefit of all."

The vision for Marine Spatial Planning in South Africa is supported by a number of principles that set out the key characteristics of Marine Spatial Planning in South Africa. The vision is shared by all organs of state responsible for regulating human use in South Africa's ocean space. The vision balances economic, social and ecological aspirations for South Africa's ocean space.

### 2.4 South Africa's Marine Spatial Planning Principles

South Africa's Marine Spatial Planning principles will guide the preparation of South Africa's marine spatial plans. The principles determine the nature and characteristics of the process and reflect the results to be achieved through Marine Spatial Planning. South Africa's seven principles that will guide Marine Spatial Planning are:

**Sustainable development**

This principle seeks to promote sustainable economic development that is socially and environmentally sustainable and ensures that special consideration is given to ensuring long-term provision of the ocean services provided and required for sustainable economic growth through sustainable use of the ocean space.

**Spatial efficiency**

This principle seeks to promote the optimal use of marine space by ensuring that activities and infrastructure are able to make the best use of available resources in as coordinated a manner as possible. It also requires that decision-making procedures are designed to minimise negative financial, economic, social or environmental impacts arising from the utilisation of marine space.

**Collaboration and responsible ocean governance**

This principle recognises that working in sectoral and institutional compartments is an inefficient way to manage marine space and other resources. Horizontal and vertical cooperation and integration within government as well as good administration will lead to stronger and more complementary decisions and actions. The principle further requires that decision-making processes should be easily understood by the public, allowing citizens to see the outcomes of decisions and how these may affect their lives and communities.

**Justice, equity and transformation**

This principle recognises that South Africa's ocean space and its resources are a common good and are held in trust by the state for its people and future generations. Marine space should be planned and managed not for the disproportionate benefit of any one group or private interest, but principally as part of the public domain in a manner that addresses the injustices of the past through required transformation.

**Ecosystem and earth system approach**

This principle implies a primary focus on maintaining and, where feasible, restoring ecosystem structure and functioning within a marine area. It includes the recognition that ecosystems are dynamic, changing and sometimes poorly understood.

**Precautionary approach**

This principle suggests that if a decision could cause severe or irreversible harm to society or the environment, in the absence of a scientific consensus that harm would not ensue, the burden of proof falls on those who advocate taking the action, as much as the costs of potential pollution or damage to the environment should be paid by the party responsible for the action that caused the disturbance.

**Adaptive management**

This principle recognises that knowledge of ecosystem functions is deficient and subject to ongoing time and evidence-based research. It requires that planning processes be iterative,

respond to the best available scientific knowledge and flexible to provide for adaptive planning and use of South Africa's ocean space. The principle further requires the effective monitoring and evaluation of the performance of management actions and ecosystem responses.

### **Coherent Planning and Management**

This principle recognises that marine spatial planning in South African ocean space may comprehend existing and emerging activities that have enhanced competition in the ocean space. As sectorial interests increasingly overlap, there is a need to adopt a more holistic approach (MSP) in the development of processes and practices for the sustainable management of the ocean space. The decision making process should take into account the degree of commonality and compatibility of activities in any area or space in the marine environment. These linkages in the different Bioregions in the ocean space should promote a holistic approach to managing the aggregation and accumulation of impacts and its users.

### **Use of Best available science and information:**

The use of best available science / information serves to promote all aspects required for MSP. The efficiency and efficacy of decision-making will be based on the information provided, on environmental and socio-economic data to be used in the planning process.

### **South Africa's Marine Spatial Planning Goals**

South Africa's Marine Spatial Planning goals focus on the desired outcomes of the Marine Spatial Planning process. Along with the vision and principles, they will guide the entire Marine Spatial Planning process, and provide the umbrella for developing the Marine Area Plan objectives.

South Africa's goals for Marine Spatial Planning are:

- **Goal 1: Unlocking the ocean economy**

This goal aims to stimulate the sustainable economic growth of South Africa's marine sectors to increase the ocean contribution to the national Gross Domestic Product, create jobs, and, ultimately, eradicate poverty. It does so by ensuring greater certainty of access to desirable areas for new investments. It seeks to identify compatible uses and reduce conflicts between incompatible uses. It promotes the efficient use of resources and space and improves the capacity to plan for new and changing human activities, including emerging technologies and their associated effects. It also promotes streamlining and improved transparency in permit and licensing procedures for ocean resources.

- **Goal 2: Engaging with the ocean**

This goal builds on South Africa's marine heritage and seeks to strengthen our marine identity. It aims to increase our awareness of the value, opportunities and societal benefits of South Africa's ocean space. It encourages all communities and citizens to engage in education about the sea, good stewardship, and participation in marine management. The goal promotes the identification and improved protection of cultural heritage and social and spiritual values related to ocean use.

- **Goal 3: Ensuring healthy marine ecosystems**

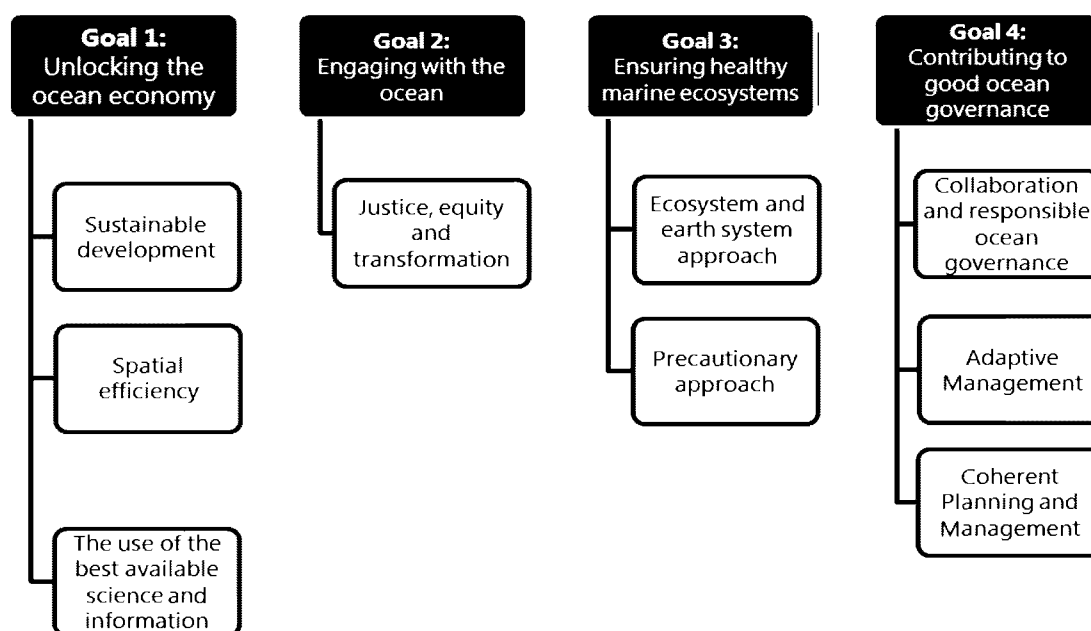
This goal is aimed at protecting, conserving and restoring South Africa's rich marine biodiversity by managing its living and non-living resources in a harmonious manner. It does so by identifying ecologically and biologically important areas and by integrating biodiversity objectives into decision-making. It allows for the identification and reduction of conflicts between human uses and nature, the allocation of space for biodiversity and nature conservation and the reduction of the cumulative effects of human activities on marine ecosystems.

- **Goal 4: Contributing to good ocean governance**

This goal requires a collaborative approach between organs of state relating to the ocean matters, through the establishment of formal and informal relations. It requires that decision-making be underpinned by sound knowledge and adaptive management. It also requires relations to be built with non-state organisations and communities that should be encouraged and enabled to contribute to planning processes as a means to enable effective ocean governance.

## 2.5 The Relationship between the Planning Goals and the Principles

The goals are in line with and cognisant of the principles in the following way so that when seeking to achieve goals it is possible to do so in accordance with the principles set:



## **2.6 The Authority for Marine Spatial Planning in South Africa**

### **2.6.1 Responsibility for Marine Spatial Planning**

Cabinet has designated the Department of Environmental Affairs as the lead Department for Marine Spatial Planning in South Africa. In this capacity, the Department of Environmental Affairs will collaborate with all relevant national authorities that have a mandate relating to marine planning and management through a governmental Working Group that will develop Marine Spatial Planning and steer and oversee the Marine Spatial Planning process. This includes having lead responsibility for the preparation of this National Framework and for Marine Area Plans

This National Marine Spatial Planning Working Group is constituted of representatives from the departments administering the following key functions and regulatory responsibility for human use activities in South Africa's ocean space:

- Defence;
- Energy;
- Environmental Affairs;
- Agriculture, Forestry and Fisheries;
- Mineral Resources;
- Tourism; and
- Transport.
- Rural Development and Land Reform;
- Planning, Monitoring and Evaluation;
- Science and Technology;
- Telecommunications.

The Department of Environmental Affairs supports the work of the National Working Group, through the provision of technical assistance. The Department of Environmental Affairs will also facilitate reporting on behalf of the National Working Group to the Directors-General Marine Spatial Planning Committee and the Ministerial Committee on Marine Spatial Planning. These committees are to be constituted by the representatives from the departments administering the following functions:

- Defence
- Energy,
- Environmental Affairs;
- Agriculture Forestry and Fisheries,
- Mineral resources,
- Planning ,Monitoring and Evaluation
- Rural Development and Land Reform,
- Tourism,
- Telecommunications,
- Transport,
- Science and Technology.

This Marine Spatial Planning Framework and the Marine Area plans will be submitted to the two committees for approval. The Ministerial Committee on Marine Spatial Planning will give final approval for the Marine Area Plans. The Committees will similarly deal with decisions on conflict resolution, trade-offs, and other matters relating to the marine spatial planning process. The Ministerial Committee on Marine Spatial Planning therefore has final authority over the adoption and implementation of Marine Spatial Planning in South Africa and will approve the Marine Area Plans and facilitate the resolution of any inter-departmental disagreements.

Sectoral organs of state will bear responsibility for the implementation of the Marine Area Plans on the basis of the sectoral spatial and temporal management actions stipulated as per their existing mandates and under existing legislation. Sectoral planning and decision-making in terms of licensing and other management measures will be consistent with the Marine Area Plans. Where a marine spatial planning decision has been taken on geographic use in an area, that decision does not automatically grant vested rights to any person or preclude them from complying with the relevant sector legislation. The implementation of the Marine Area plans builds on the Constitutional principle of cooperative governance.

The Marine Spatial Planning Act will set in place governance, enforceability and accountability arrangements appropriate for and relating to Marine Spatial Planning, the integrated preparation, implementation, monitoring and revision of the Marine Area plans.

### 2.6.2 Legislative context

The South African Exclusive Economic Zone is managed by several sectoral legislations and policies. South Africa is also a signatory to several international declarations, treaties, conventions and agreements that have informed some of the current legislation. The need to introduce and implement Marine Spatial Planning in South Africa is derived from this legislative context and the need for a workable framework to implement our laws. This includes Chapter 3 and Section 24 of Constitution of the Republic of South Africa, 1996 which stipulates the following:

- Section 41 of Chapter 3 of Constitution – Cooperative Governance<sup>2</sup> states that spheres of government must:

- (h) co-operate with one another in mutual trust and good faith by –
  - (i) fostering friendly relations;
  - (ii) assisting and supporting one another;
  - (iii) informing one another of, and consulting one another on, matters of common interest;
  - (iv) co-ordinating their actions and legislation with one another;
  - (v) adhering to agreed procedures; and
  - (vi) avoiding legal proceedings against one another.

- Section 24 of the Constitution states that:

“Everyone has the right:

- (a) to an environment that is not harmful to their health or well-being; and



- (b) to have the environment protected for the benefit of present and future generations, through reasonable legislative and other measures that:
  - (i) prevent pollution and ecological degradation;
  - (ii) promote conservation; and
  - (iii) secure ecological sustainable development and use of natural resources while promoting justifiable economic and social development.”

South Africa’s Constitution is progressive in nature, reflecting recent international debates around sustainable development that envisage environmental protection in the context of socio-economic development.

### **2.6.3 Both the environmental legislation and specific economic sectoral legislation of South Africa already provide for coordinated and integrated spatial planning. Policy context**

South Africa is pursuing three broad policy initiatives that authorize and support the Marine Spatial Planning process.

Firstly, South Africa’s National Development Plan 2030 identifies certain priorities relevant to the marine environment. These include developing strategies to increase off-shore renewable energy sources, off-shore oil and gas and investing in marine engineering initiatives. The New Growth Path sits alongside the National Development Plan and provides the framework for South Africa’s economic policy and is the driver of the country’s jobs strategy. It seeks to promote growth and employment from new opportunities such as the green economy, exports of goods and services to growing African markets, offshore oil and gas and the identification of realistic and sustainable options for diversification of the economy.

Government has also recently articulated a nine point plan setting out priorities for implementation by 2019 (end of the electoral cycle). This is in direct response to the low economic growth levels currently experienced by the South African economy. The nine point plan is aimed at boosting economic growth and contributing to job creation. The identified priorities are:

- Revitalisation of agriculture and agro-processing value chain;
- Advancing beneficiation, adding value to our mineral wealth;
- More effective Implementation of Industrial Policy Action Plan ;
- Unlocking the potential of Small, Medium and Micro-sized Enterprises (SMMEs), Co-operatives, township and rural enterprises;
- Resolving the energy challenge;
- Stabilising the labour market;
- Scaling-up private sector investment ;
- ***Growing the Ocean Economy;***

- Cross cutting reform to boost and diversify the economy through investment in science & technology, water & sanitation, transport infrastructure, broadband connectivity & state owned companies

## **2.7 Land-sea interface**

Activities taking place on land and in the sea can have impacts on both terrestrial and marine environments. The coast and estuaries are highly valued environments, as well as social and economic assets. The marine area plan boundaries will extend up to the high water-mark while terrestrial planning boundaries generally extend to the low water-mark. Coastal Management activities and priorities extend beyond the high water –mark.

In the development of Marine Area plans coastal management and land-use planning authorities must be informed and properly consulted to ensure that harmonisation of plans is achieved. Coastal Planning legislation and policy documents already include policies addressing coastal and estuarine planning. Marine policy guidance and plans will seek to complement rather than replace these, recognising that both systems may adapt and evolve over time; Liaison and consultation between respective responsible authorities for terrestrial and marine planning, including plan development, implementation and review will help ensure, for example, that developments in the marine environment are supported by the appropriate infrastructure on land and reflected in terrestrial development plans. Sharing the evidence base and data where relevant and appropriate will also assist in ensuring consistency in the data used in making decisions and planning.

## **2.8 Trans-national Planning**

Marine Area Plans will take into consideration Marine Spatial Planning in South Africa's neighbouring countries Namibia, Mozambique and France to align planning and management at a trans-national scale. The Benguela Current Convention and the Nairobi Convention provide the appropriate regional mechanisms and international legal instruments to coordinate trans-national planning.

### 3 South Africa's Ocean Space

The following sections may have social, economic and/or environmental implications that will need to be considered within the individual Marine Area Plans.

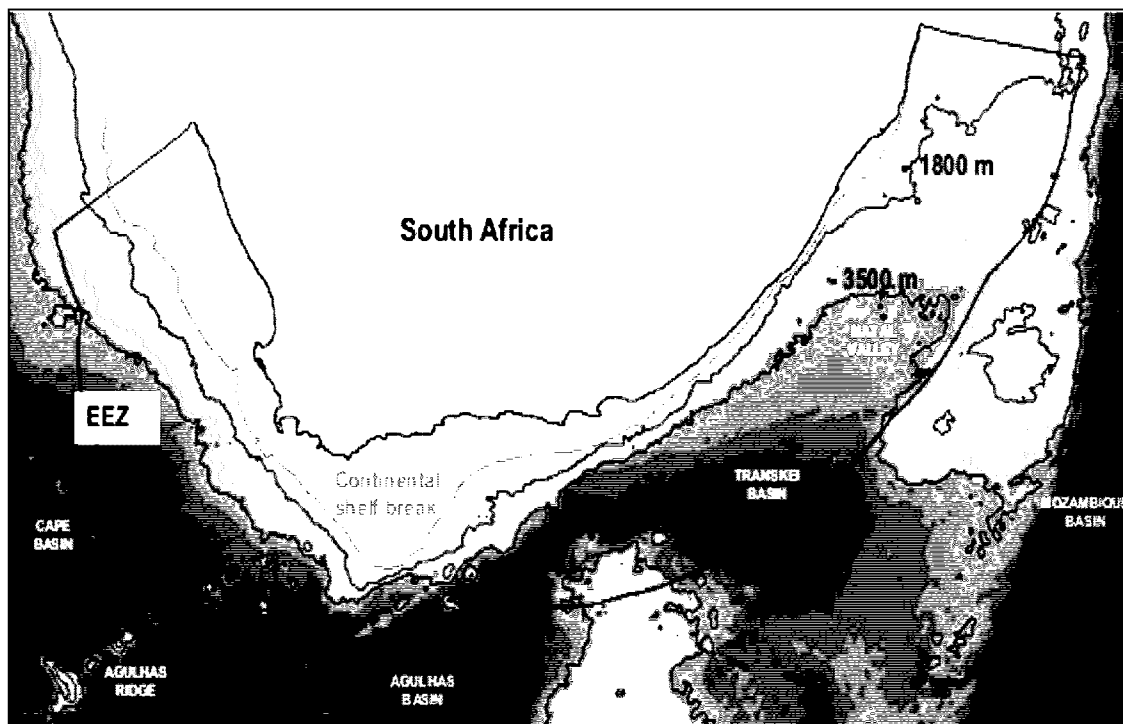
#### 3.1 Natural Characteristics of South Africa's Ocean Space

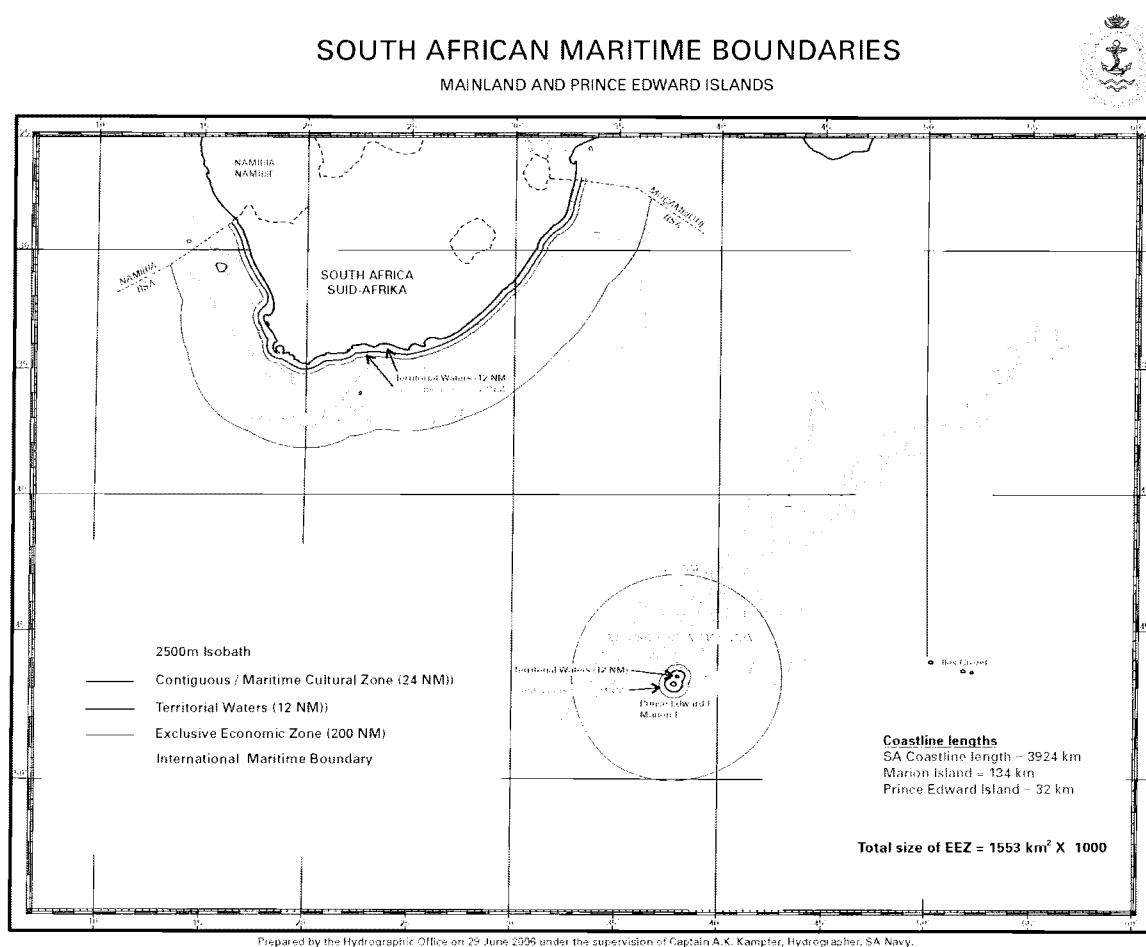
South Africa is a maritime nation bordered by the ocean on three sides – to the west, south and east. South Africa's coastline is approximately 3 924 km.<sup>3</sup> It stretches from the Namibian border on the West Coast to the Mozambique border on the East Coast. South Africa's land territory includes the Prince Edward and Marion Islands that are located in the Southern Ocean.

The International Hydrographic Organisation indicates South Africa's hydrographic survey status of the coastal waters between 0 and 200 m as 70% adequately surveyed and 30% requiring resurvey. Waters deeper than 200 m have not been systematically surveyed and 88% is reflected as unsurveyed.<sup>4</sup>

#### Map: South Africa's Existing Mainland Exclusive Economic Zone<sup>5</sup>

*(The continental shelf break (200m) is shown in red and the 1800m and 3500m contours are shown in brown and blue respectively.)*





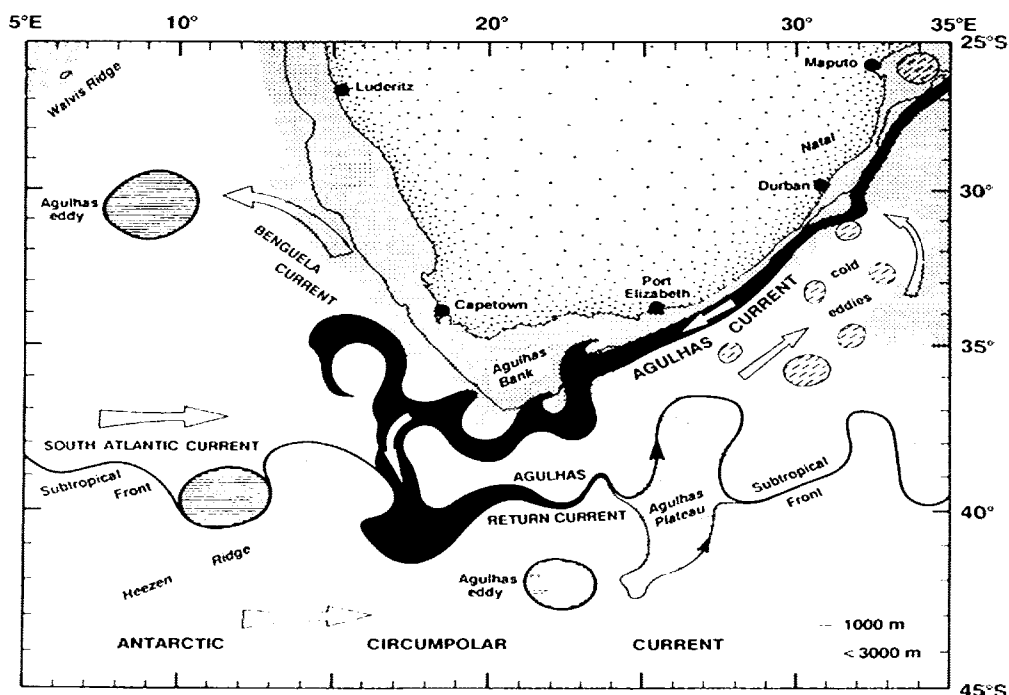
The ocean environment around Southern Africa is one of the most varied in the world. The strong oceanographic variability and in particular the contrasts in temperature, productivity and dissolved oxygen content of the ocean are reflected in the general division of South African marine biodiversity into three broad biogeographic regions (excluding the Prince Edward Island Group) namely, the cool temperate West Coast, the warm temperate South-East Coast and the subtropical East Coast.

South Africa displays high levels of marine biodiversity. Ten thousand species of marine plants and animals have been recorded in South Africa, that is almost 15% of the global marine species diversity. Plants and animals are generally distributed according to the distinctive physical characteristics of the different regions. There are recent indications of shifts in the distribution of species such as kelp ecosystems expanding south-eastwards. This may well be due to ongoing climate change that will need to be taken into consideration during the MSP process. The marine environment along the West Coast is characterised by cold upwelled waters and has low species diversity and large populations of some species.

The South-East Coast is a transition region between the cool dry West Coast and the warm moist East Coast, and shows characteristics of both areas. The marine environment here has a high biological diversity and moderate productivity. The East Coast becomes increasingly

warm, humid and tropical northwards. The marine biodiversity on the East Coast is characterised by increasing species diversity and smaller species populations.<sup>6</sup> The high productivity of the West Coast allows for large volume offshore commercial fisheries and inshore small scale and recreational fishing. Towards the East Coast the low productivity but higher species diversity allows for small scale and recreational fishing but is not suitable for large offshore commercial fishing.

**Map: South African Coastline Currents<sup>7</sup>**



South Africa has sharply contrasting currents on the West and East coasts. On the West Coast, in the Benguela Current System, ocean and wind interactions bring nutrients from deep waters to the surface where sunlight stimulates photosynthesis and the production of phytoplankton, increasing the overall volume of animal and plant productivity. These areas of upwelling are found where the wind is strongest and where the continental shelf is narrowest and deepest. This forms the basis of a complex food web. Sea surface temperatures in the Benguela ecosystem are typically between 13 °C and 15 °C.

On the East Coast, the Agulhas Current System becomes established between Southern Mozambique and Durban. This warm western boundary current flows strongly southward along the East Coast, bringing nutrient-poor tropical water from the equatorial region of the Western Indian Ocean. The waters are typically blue and clear, with low nutrient levels but very diverse biota from the rich Indo-Pacific region. Coral reefs, mangroves and high river input from sources along the East Coast characterise the shelf waters. The coastline and adjoining interior has a higher rainfall than the West Coast as heat and moisture are transferred from the ocean to the atmosphere.<sup>8</sup>

The Agulhas Bank (South-East Coast), off southern South Africa, is an intermediate environment between the cool Benguela Current in the west and the warm Agulhas Current in the east. The Agulhas Bank is shallower than 150 m in the east and slopes gently towards the

south. Sea surface temperatures over most of the Agulhas Bank are generally 16–17 °C in winter and 20–21 °C in summer. Concentrations of nutrients over the Agulhas Bank are not as high as on South Africa's west coast but are sufficient to support a productive marine community. The region is an important nursery and transit area for whales, such as the southern right and humpback whales that migrate to South Africa from the Southern Ocean.

In 1948 South Africa annexed the Prince Edward Island Group that lies south-east of South Africa. The Prince Edward Island Group is westernmost of islands that form the Kerguelen Province that also includes Îles Crozet, Îles Kerguelen (France) and Heard and McDonald Islands (Australia). Both Marion Island and Prince Edward Island are shield volcanoes that rise from depths of some 5 000 m. They are linked by a saddle, where the water depth is about 200 m. Sea surface temperatures around the islands range from 4–7 °C. South Africa has jurisdiction over a considerable Exclusive Economic Zone surrounding this area, comprising some 473 380 km<sup>2</sup>. The International Hydrographic Organisation indicates Prince Edward Islands Hydrographic survey status of the coastal waters between 0 and 200 m as 30% adequately surveyed and 70% unsurveyed. Waters deeper than 200 m have not been systematically surveyed and 70% is reflected as unsurveyed.<sup>9</sup>

## **4 Human Uses in South Africa's Ocean Space**

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### **4.1.1 History of Human Use**

Historically the two prevalent human uses of South Africa's ocean environment have been the harvesting of marine living resources and maritime transport. The Southern Cape coast contains archaeological remains such as shell middens, rock art and fish traps that demonstrate clearly that marine resources have been exploited for a long time. Important archaeological sites such as Klasies Cave and Pinnacle Point have achieved international renown. Shell middens have provided evidence that shell fish formed part of the diet of our early ancestors and some scholars believe that shells were used as early forms of ornamentation. Many fish traps (vywers) are still to be found along the Southern Cape inter-tidal zone. Traditional fish traps are also actively used by coastal communities along the Northern KwaZulu-Natal coast.

The importance of the ocean adjacent to South Africa as a maritime transport route has been demonstrated from as early as the fifteenth century by the Portuguese voyages of exploration. There is also some evidence of Arab and Chinese seafaring traders to the region that pre-dates this. Attempts were made to establish a trade route between Europe and the Indies. The eventual establishment of this trade route underpinned the European colonisation of South Africa. Until the opening of the Suez Canal in 1869, the only viable sea route between Europe and the markets and colonies of the East was the route around Southern Africa. The significance of this route is demonstrated by the more than 2 700 identified historical ship wrecks off the coast. These wrecks include vessels from 37 different nations.

The 20th century saw an exponential growth in both the intensity and range of exploitation of the marine environment. While the consumption of marine living resources and maritime transport remain significant modern uses of the ocean environment, other new uses have emerged. These include the extraction of minerals, oil and gas, eco-tourism, increased deep-water fishing and innovative methods of energy production. Coastal states like South Africa

increasingly have economies that are almost completely dependent on accessing import and export sea trade routes.

#### 4.1.2 Harvesting of Marine Living Resources

The South African fishing industry is well established and is a net exporter of fishery products. Most of South Africa's fisheries are considered to be fully utilised and high-value fisheries such as abalone, rock lobster and line fish are seen as overexploited.

The fisheries sector contributes roughly 0,1% of the GDP, that is small, even by agricultural standards. The total output is estimated at 600 000 tons, worth about R6 billion. It is estimated that the direct employment in the industry constitutes approximately 27 000 jobs (16 000 in the primary sector and 11 000 in the secondary and tertiary sectors), while an additional 81 000 people are indirectly employed in industries that are at least partially dependent on the fishing sector.<sup>10</sup>

The productive waters of the West Coast support a variety of commercially exploited marine life, including hake, anchovy, sardines, horse mackerel, tuna, snoek, rock lobster and abalone. Along the east coast, squid, line fish and a wide range of intertidal resources provide an important source of food and livelihood for coastal communities. Almost 50% of South African marine resources are fully exploited, with a further 15% overexploited, including commercial species such as West Coast rock lobster and Indian Ocean yellow-fin tuna populations. Of equal concern is the number of species of which the current stock status is uncertain.<sup>11</sup>

The deep-sea hake fishery lands the highest value catch, contributing 44% to the total revenue of South African fisheries. In the 1960s, the demersal trawl fishery contributed as much as 90% of South Africa's overall fish landings by value. The hake catches have significantly declined from landings of over 300 000 tonnes to just over 150 000 tonnes annually. This lower level of catch has shown no sign of increase over the last ten years.

The west coast rock-lobster (crayfish) fishery of South Africa is considered to be one of the oldest fisheries of the country, dating back to at least 1875 when the first commercial processing plant was established. The west coast rock lobster is the most important commercial species in South Africa and its fishery is one of the most important fisheries in South Africa due its high value of more than R260 million rand a year of which 98% is exported and earns important foreign exchange currency. The fishery is also considered to be one of South Africa's oldest and is an important provider of direct (1300) and indirect (2800) employment, most of them along the South African West Coast where impoverished communities live. The annual commercial landings of rock lobster have decreased since the 1960s, indicating that the high landings during earlier years were not sustainable. The 2011/2012 total allowable catch was 2 260 tonnes. Currently the South African harvestable rock-lobster biomass is estimated to be approximately 5% of pre-exploitation levels and the spawning biomass approximately 20% of pre-exploitation levels.<sup>12</sup>

Aquaculture of marine species commenced in the 1950s and has continued to grow within South Africa, with the successful farming of the introduced black mussel in Saldanha Bay, oysters in Knysna and abalone along the West Coast. Aquaculture permits have also been issued for prawns and seaweeds. Research indicates that certain fin fish species (e.g. salmon and dusky kob) are ideal candidates for successful aquaculture ventures and experimental farming of Norwegian salmon and turbot has been undertaken.<sup>13</sup>

#### **4.1.3 Maritime Transport**

There are an estimated 580 vessels in South Africa's waters every day (see fig below), of which many are laden tankers carrying in excess of 30 million tonnes of crude oil. Additionally over 11 000 ships visit South Africa's ports annually.

Ninety-eight percent of South Africa's exports are conveyed by sea. The turnover from South Africa's harbour activities in the 2009/10 financial year was R12.6 billion. South Africa recently acquired and installed 19 new container handling cranes in its ports. South Africa's commercial ports handle over 430 million tonnes of varied cargo types each year. Richard's Bay is South Africa's largest cargo volume port handling in excess of 80 million tonnes of cargo annually. Durban is South Africa's largest port in terms of value of cargo handled as well as the number of vessels docking per year.<sup>14</sup> Container traffic is predominantly routed through Durban, with 2.5 million twenty foot equivalent units ("TEUs") passing through the port. Cape Town moved just under 700 000 TEUs and Port Elizabeth almost 400 000 TEUs in the 2008/09 financial year.

#### **4.1.4 Marine Mining**

In 1908 diamonds were discovered along the southern Namibian coast. In 1925 diamonds were discovered near Port Nolloth. In 1926 rich deposits were discovered near Alexander Bay and the then South African government commenced mining operations along this coast. In the early 1950s prospecting for off-shore diamonds commenced. Today off-shore mining of diamonds along the South African West Coast is an important industry. In 1997, alluvial and marine diamonds comprised approximately ten percent of South Africa's total diamond yield with marine diamonds specifically comprising 0.35% (nearly U\$6 million). Marine diamond mining contributes 0.0026% to South Africa's annual GDP.<sup>15</sup> In 1994, the then South African Department of Minerals and Energy established a grid network of marine mineral concession zones on the West Coast of South Africa (from the Orange River mouth to just south of Saldanha Bay), extending from the high-water mark seawards to 500 m depth.

Internationally the off-shore exploration for hard minerals is on the increase and it is to be expected that the exploitation of South Africa's non-living marine resources will also increase. Deposits of two minerals important for the production of fertiliser (potassium and glauconite) are widely found in South Africa's Exclusive Economic Zone. Currently the costs of extraction remain prohibitive in the context of available terrestrial resources. However, as terrestrial resources diminish and technology improves these deposits may become economically viable.

#### **4.1.5 Offshore Oil and Gas**

The Geological Survey of South Africa conducted the first organised search for fossil fuels in South Africa in the 1940s. Initially all searches were land based. The first off-shore well was drilled in 1969 and gas and condensate was discovered in the Pletmos basin (between Plettenberg Bay and Mossel Bay). Currently the Pletmos basin contains two undeveloped gas fields and a further six gas discoveries. The Bredasdorp basin has been the focus of most seismic and drilling activity since 1980. The South African part of the Orange bank and shelf also contain oil and gas deposits that have not yet been developed. Currently there are over



300 off-shore exploration wells in the South African Exclusive Economic Zone. Developments in off-shore drilling technology increase the likelihood of industry growth.<sup>16</sup>

The focussed exploration work off the South Coast resulted to oil and gas discoveries and hence the commencement of production operations by Soekor (now PetroSA) in 5 fields; namely FA-EM, Oribi-Oryx, Sable, South Coast Gas and FO Production Fields in Block 9. Of these fields, FA-EM, South Coast and FO fields that are predominantly gas fields are active and producing gas. This gas is sent to the PetroSA's Gas-to-Liquids plant in Mossel-Bay. Besides the discoveries made off the South Coast, gas discovery was also made off the West Coast in Ibhubesi Gas Field. No production operations and/or development of the field have commenced yet.

Exploration work inclusive of the geophysical surveys, evaluation and reprocessing of historical data, environmental impact assessment studies for potential drilling work and production operations, etc. are continuing in/for various blocks where there are granted rights and/or permits.

#### **4.1.6 Municipal and Industrial Waste Water Discharge into the Ocean**

The discharge of waste water into the ocean environment in South Africa is generally comprised of municipal waste water (domestic sewage), industrial waste water and storm water flow. There are over 60 licenced pipelines that discharge effluent along the South African coast. Twenty discharge domestic sewage, 30 discharge industrial wastes and ten discharge mixed effluent.<sup>17</sup> In South Africa disposal of sewage into the marine environment ranges from preliminary treated sewage, to secondary treated effluent discharges in the surf zone and estuaries, to untreated sewage from informal settlements occurring in storm water runoff.<sup>18</sup> South Africa discharges approximately 66 million litres of domestic sewage into the marine environment on a daily basis.<sup>19</sup> The primary sources of industrial waste water discharged are oil refineries, chemical, textile, paper and pulp industries, aluminium smelters, coastal mining and fish processing plants.<sup>20</sup> South Africa discharges approximately 230 million litres of industrial waste<sup>21</sup> and approximately 360 million litres of mixed effluent on a daily basis.<sup>22</sup>

Storm water runoff from urban areas is difficult to control or predict. It is heavily dependent on rainfall that is collected and channelled from non-porous surfaces into outlets onto beaches or rocks. Both Cape Town and Durban have over 100 storm water outlets in their immediate urban area. The runoff often contains heavy metals, oil residues, nutrients and pathogenic microorganisms. The first storm water flow of the rainy season is normally the most contaminated.<sup>23</sup> Large amounts of plastics are also introduced into the marine environment during storm water deposits.

#### **4.1.7 Ocean Cultural and Social Use**

South Africans engage in a wide variety of consumptive and non-consumptive uses of marine resources and the marine environment. Coastal tourism has been estimated as generating approximately 13.5 billion rand to the South African economy annually.<sup>24</sup> The true value to South Africa's citizens of enjoying access to and use of thousands of kilometres of pristine

coastline is incapable of calculation. Recreational fishing is a popular activity in South Africa with approximately 500 000 active sports fishermen. The value of recreational fishing is difficult to quantify but it contributes substantially to the South African economy.<sup>25</sup> Boat-based whale watching alone is estimated to contributing some R37 million to Gross Domestic Product. Diving is another popular recreational activity, as are sun-bathing, swimming and picnicking. Some religious groupings use the coastal environment for performance of activities and ceremonies. Many South Africans also gather sea water for medicinal purposes. The imagery of the sea is deeply embedded in the beliefs, poetry and songs of coastal communities.

Tourism marine activities that can be further developed include the following:

- Development of water-based recreation and activities – with particular focus on the previously disadvantaged individual market;
- Maximising the dynamic sea waters to promote and develop "active tourism" including recreational and competitive surfing, kite-surfing, boogie-boarding;
- Development of boating – as a sport and leisure activity in SA;
- Development of sailing/ yachting – as a sport and leisure activity;
- Development of tall ship industry – as a sport and leisure activity; and
- Development of recreational and sporting: swimming (leisure and life-skill) and diving.

Tourism has a major environmental impact in many coastal areas that are particularly vulnerable to pressures associated with its growth. The relationship existing between tourism and environment is best qualified as a relation of mutual dependence.

Coastal communities benefit from tourism through the creation of employment opportunities, the raising of revenue, the development of infrastructure, improvements in health and safety conditions and enhancements of aesthetic standards. However, mass tourism has been accused of being one of the main causes of severe ecological losses in coastal areas. Large tourism developments have dramatically altered not only the visual aspect of many coasts around the world but also the natural dynamics of coastal ecosystems.

#### **4.1.8 Biodiversity Management**

South Africa has been at the forefront of environmental management and the establishment of protected areas in Africa, and was the first African country to establish a marine protected area. The IUCN (2012) defines conservation as "the management of human use of the biosphere so that it may yield the greatest sustainable benefit to the present generation while maintaining its potential to meet the needs and aspirations of future generations." Environmental management and protection therefore can be seen as an activity for the benefit of people, and is a positive concept that embraces protection, sustainable utilisation, restoration, and enhancement of the natural environment (Robinson 1989).

Land-based spatial management includes the conservation purposes as a legitimate category of use within planning, and it is therefore necessary to align this way of thinking into the ocean space to ensure appropriate representation, especially within the coastal region where land and sea planning initiatives will interact. Biodiversity management is broader than just

conservation however, and includes many tools that emanate from different pieces of legislation across different sectors that will be involved in MSP going forward, providing an opportunity for all sectors to contribute to sustainable development in South Africa's ocean space. Good biodiversity management underpins a healthy economy.

#### 4.1.9 Emerging Ocean Resource Usage

Ocean energy could potentially be derived from the various characteristics of the ocean. For example, the rise and fall of waves could be converted into hydraulic pressure by mechanical compression devices. Such pressure could drive a turbine generator to produce electricity, while the tidal variation, sea current and different thermal (temperature) layers in the ocean could also be used for energy production. The main reason why these energy sources are not currently being harnessed is that no reliable technology exists that can economically generate electricity. Various companies are testing systems internationally to develop technically viable solutions. Once technical reliability has been proven, cost-effectiveness in relation to other solutions will have to be established. Research surveys of the Agulhas Current on the east coast of South Africa and of wave energy have proved the technical feasibility of extracting significant large-scale renewable energy from the Agulhas current and waves.<sup>26</sup>

The world's focus on the production of renewable energy includes initiatives such as off-shore wind farms, tidal energy farms and even the use of the chemical composition of sea water to generate energy. Initiatives are also underway to consider methods by which the ocean seabed can be used for carbon storage.

The exploitation of marine resources continues to expand in ways that are not always predictable. South Africa is a water scarce country and plans have been made to explore the large scale use of desalinated sea water. Recently there has been a significant increase in the aquaculture industry. Marine tourism has also increased significantly, particularly in areas such as boat-based whale watching and shark diving excursions.

Many countries are prioritising the research of technologies aimed at resource exploitation, deep sea exploration and marine biology. Focussed research is also being conducted on marine reproduction technologies, fine processing of marine biological resources, exploration and extraction of marine pharmaceuticals from marine organisms and the exploitation of chemical resources in sea water.

The harvesting of seaweed is a growing industry worldwide. Seaweed can be used for carbon sequestration and may be able to play a role in reducing the impacts of ocean acidification. Seaweed also contains a natural gum used as an additive, binder and emulsifier for foods, pharmaceuticals, beverages and the cosmetic industry.<sup>27</sup> Commercial cultivation of seaweed is now taking place in over 35 countries and it is estimated to be a \$5.5-6 billion industry. South Africa does not currently cultivate seaweed on a large scale. In 2002 about 2 000 tonnes of brown seaweeds was collected from beaches and exported for alginate extraction, 500 tonnes of kelp was collected to produce an extract that is used as a plant growth stimulant and some kelp was also collected for feeding abalone.<sup>28</sup>

Both the manner and extent of human exploitation of marine living and non-living resources has increased rapidly in the past 50 years. Various user groups that did not previously affect one another now find themselves often competing for the use of similar areas of the marine environment. It is also increasingly evident that the marine environment itself is being affected by human uses in ways that were not previously anticipated. This has placed a responsibility

on countries to manage their marine resources in a more coherent manner. States are increasingly seeking to formulate management approaches that optimise marine resource usage in balance with the need to conserve these resources for future generations and ensure that they meet their ocean conservation responsibilities. Such approaches seek to integrate the planning efforts of sectoral stakeholders to ensure sustainable use of marine resources and the protection and conservation of ocean ecosystems. Marine Spatial Planning is one of these new approaches.

## **5 Developing Marine Area Plans**

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### **5.1 South Africa's Marine Areas**

For the purposes of implementing Marine Spatial Planning and making it manageable and sufficiently relevant for detailed planning, South Africa's ocean space will be divided into smaller bio-geographic marine areas that will serve as planning units. To delineate these Marine Areas, South Africa will undertake a separate analysis that will provide the basis for the Marine Area Plan development and the subsequently described steps, in particular the national data-gathering exercise, thus taking into account knowledge gained during this exercise about, for example, habitat boundaries and the distribution of existing uses.

The landward boundary of Marine Spatial Planning and hence the Marine areas is the high water-mark and the seaward boundary of the Marine Areas will be the outer limit of South Africa's Exclusive Economic Zone (200 nm) or its continental shelf where this extends beyond the Exclusive Economic Zone.

### **5.2 Timeline for Preparing Marine Area Plans**

South Africa's Marine Area plans will be prepared sequentially. This will allow effort to be focused on one Marine Area at a time, and also mean that the experience gained from preparing each plan can be used in improving the preparation (or review) of subsequent plans. In determining the order in which the plans will be prepared, an initial assessment will be made of the priorities for each marine area, taking into account environmental pressures, human uses and development opportunities.

Given that this will be South Africa's first experience of conducting Marine Spatial Planning, the first plan will allow the Marine Spatial Planning process to be fine-tuned for application in the subsequent plans.

International experience suggests that a period of two to four years is needed for the preparation of a marine spatial plan. Sufficient time will be needed to ensure a robust process, particularly for the preparation of the first Marine Area plan. A period of two to three years should be anticipated for preparing the first plan, with a possible compression of plan preparation for the subsequent plans.

In the interests of facilitating a rapid preparation of plans, a relatively streamlined Marine Spatial Planning process will be adopted, focusing on key elements, as outlined below.

This will be the first generation of South Africa's Marine Area plans. With this in mind, and also taking into account the extensive nature of the Marine Areas and the relatively low

density of use in most areas, a more strategic approach to planning will be adopted at this stage, in which broad patterns of use are proposed, with more detailed levels of planning and management being determined where possible. This high-level approach will facilitate the rapid introduction of Marine Spatial Planning.

### 5.3 National Marine Spatial Planning Data-gathering

As a preliminary measure to preparing the Marine Area plans, a data-gathering activity relating to the whole of South African marine space will be conducted. Data and information will inform the identification of specific biogeographic marine areas for the purpose of planning. Information that will be called upon from each sector department for each plan are unlikely to relate only to the specific Marine Areas, and may cover larger areas, possibly at a national or supra-national scale; this is especially so when data relates to marine ecosystem processes or wide-ranging maritime activities. Eventually sector departments will be required to submit sector plans which will be used to inform or review the marine area plans as required.

It will therefore be beneficial to compile existing data in a central repository that can be drawn upon as necessary for each Marine Area plan. This will also have the advantage of making more efficient use of data-gathering and management resources.

An inventory will be drawn up listing the issues for which data will be sought. Consideration will be given to at least the following categories of information:

Environmental conditions and assets;

- Geological, oceanographic, chemical and other physical features, such as seabed geology, bathymetry, currents, and up-welling areas;
- Important biological and ecological areas, such as habitats, areas of important and vulnerable species and high biodiversity, spawning areas, migration routes, etc.;
- Environmental trends;
- Climate change data and projections;
- Marine protected areas;
- Human maritime activities;
- Jurisdictional and administrative boundaries, including existing spatial designations;
- Commercial fishing grounds, indicating type of gear used;
- Recreational activities, such as boating, surfing and fishing;
- Ports and shipping, including shipping lanes, type and volume of traffic, anchorages and port activities;
- Mining and dredging, including sand and gravel extraction and disposal areas;
- Energy production, including oil and gas exploration and installations and offshore renewables;
- Pipelines and cables, for energy supply and telecommunications;
- Military training areas; and
- Cultural heritage, including shipwrecks, sites of historic importance and coastal areas of landscape value social distribution of economic activities.

In drawing up this inventory, regard will also be had to sectoral priorities, as indicated in 4. Data gathering efforts will thus be focused on issues of current policy importance to South Africa.

The emphasis will be upon gathering the best-available, spatial data, indicating the geographical and temporal distribution of marine conditions and activities. This will be supplemented by other forms of data, such as statistical information relating to environmental and socio-economic conditions and the economic value of maritime activities.

Information will be provided primarily by government bodies that are already responsible for collecting much of the relevant data. These will include relevant departments as well as national statutory bodies.

Spatial data will be harmonised and integrated as much as possible into a dedicated geodatabase. This will build upon the Ocean and Coast Information Management System currently being developed by the Department for Environmental Affairs. Datasets will then be incorporated into a geographic information system. This will allow the production of maps indicating such things as environmentally sensitive areas, natural resources, intensity of maritime uses and potential areas of opportunity and conflict. This exercise has already commenced and will continue to be carried out during the first year of implementation of this Framework, while the planning process is initiated simultaneously.

## **5.4 The Process for Preparing the Marine Area Plans**

The Marine Area plans will be prepared through a series of well-defined steps based upon international experience. However, the steps described below are of an indicative nature and present guidance rather than prescriptions. Consideration will be given in particular to the adaptation of these steps to the governance and planning practices of South Africa.

The process will also be fine-tuned through experience, with further adaptations made as necessary as the authorities proceed from the preparation of one plan to the next.

### **5.4.1 Establishing an inter-departmental approach**

The Department of Environmental Affairs, is the lead authority for Marine Spatial Planning in South Africa, and therefore for the preparation of the Marine Area plans. The Department of Environmental Affairs will coordinate the National Working Group that will oversee the Marine Area Planning process. The National Working Group comprises of representatives of organs of state with regulatory responsibility for human use activities in South Africa's ocean space. This group will meet at regular intervals, and will have the following roles and responsibilities.

- To oversee and guide the preparation of the Marine Area plans;
- To manage the technical team (Marine Area Planning Group) responsible for the practical preparation of the Marine Area plans;
- To recommend approval of the final drafts of the Marine Area plans to the Director-General Committee on Marine Spatial Planning; the Ministerial Committee on Marine Spatial Planning as described in paragraph 2.7.1.;
- To implement the Marine Area plans and monitor and evaluate their performance; and

- To review the Marine Spatial Planning preparation process and revise the Marine Area plans on a cyclical basis.

To assist in the practical preparation of the Marine Area plans, the National Working Group will establish a dedicated Marine Area Planning Group. This will be a dedicated team that will carry out the planning process for each marine area as indicated by the steps below. It will comprise representatives of the key sectoral priorities for the marine area in question, scientific and data management experts and those with other skills and interests as necessary. The Marine Area Planning Group may set up further technical teams as necessary, to focus on specific tasks, such as analysing the marine area's conditions and activities and managing data and mapping. The Marine Area Planning Group will report to the National Working Group.

The National Working Group will as detailed above report to the Directors General Committee on Marine Spatial Planning and the Ministerial Committee on Marine Spatial Planning has the final authority over the implementation of Marine Spatial Planning in South Africa.

#### **5.4.2 Engaging with Stakeholders**

The preparation of any marine spatial plan involves the participation of representatives of groups and organisations that will be affected by the plan. This is because they can provide information and ideas, assist in discussion between marine interests and contribute to the implementation of the plan. It is important that participants are brought in at an early stage in plan preparation and that they continue to be involved throughout the MSP process. They may be involved through meetings and workshops, through being invited to respond to draft versions of a plan, and by other methods as appropriate.

Stakeholders will be brought actively into the plan-making process, including, for example, representatives of key sectoral interests, non-governmental organisations, coastal authorities and community groups.

#### **5.4.3 Setting marine area objectives**

The preparation of the plan will begin with setting the objectives for the marine area that the plan is intended to achieve. These will conform to the vision, goals and principles of the national framework. However, they will be more detailed, relating to the more specific needs of the marine area. They should cover a range of economic, social and environmental issues, reflecting the priorities for conservation and development that are most important for the marine area. In drawing up the objectives, careful reference will be made to the natural characteristics and the human use activities of the marine area, as indicated in sections 3 and 4 of the framework. It is likely that in the first round of Marine Area plans, the objectives will be relatively small in number. The objectives may include specific targets to be met for certain marine activities.

The objectives will be achieved during a planning period of 20 years.

Characteristics of good objectives are that they are 'SMART': specific, measurable, achievable, relevant, and time-bound.

<b>Specific</b>	Is the objective concrete, detailed, focussed and well defined?	Does the objective define an outcome?
<b>Measureable</b>	Can we measure what we want to do?	Can the objective be expressed as a quantity?
<b>Achievable</b>	Can the objective be attained with a reasonable amount of effort and resources?	Can we get it done? Do we have or can we get the resources to attain the objective?  Does sufficient knowledge, authority and capability exist?
<b>Relevant</b>	Will this objective lead to a desired goal?	Has the management intervention yielded the desired result?
<b>Time-bound</b>	When will we accomplish the objective?	Is a start and finish date clearly defined?

The objectives will be drawn up by the Marine Area Planning Group, with each organisation represented being invited to propose objectives in line with its interests. A coherent and achievable set of objectives should then be agreed by the National Working Group. These should be communicated publicly, along with information about the preparation of the plan, and stakeholder response invited. The objectives may need to be revised in the light of responses.

#### 5.4.4 Defining current and possible future conditions

All available information that is relevant to the preparation of the plan will then be gathered and organized. This exercise will be conducted with close reference to the marine area objectives, so that effort is not wasted on drawing together information that will not assist in meeting those objectives or will not be used in the MSP process.

An inventory of the required information will be drawn up. Information for each category will then be sought, especially from the National Marine Spatial Planning Data-gathering Activity; data relevant to the marine area will be extracted from this source. This will be supplemented with additional relevant information, especially at the scale of the marine area in question and more localised levels within it. The data-providers referred to in 5.3 and stakeholders will be approached for information that they may be able to provide. Any new spatial data will be incorporated into the Ocean and Coast Information Management System.

This information will be used to define the current and possible future conditions of the Marine Area, depending on the objectives of the Marine Area, including:

- A description of the key environmental features of the area; trends and projections of certain environmental indicators in response to human activities and climate change;
- A description of maritime activities in the marine area, categorised by sector, with associated socio-economic data;



- An outline of sectoral growth and development plans over the plan period (20 years);
- The distribution of environmental assets and maritime activities;
- Existing and potential areas of spatial conflict (between human uses, and between human uses and the environment) and opportunity; and
- A description of relevant land-sea and cross-border issues including socio-economic data of adjacent land areas.

Spatial data will be used to produce a GIS-based set of maps for the marine area, with layers illustrating current conditions and possible conflicts and complementarities as appropriate.

#### **5.4.5 Identifying key issues**

The information supplied about the marine area will assist the working group in defining a set of key issues that the plan will address. These issues should also focus on the marine area objectives. They may include such things as the need to protect important habitats and species, opening up areas for the development of certain sectors and finding solutions to potential competition for space. The issues should be limited in number, taking into consideration the capacity to address them satisfactorily in the first planning cycle.

#### **5.4.6 Designing alternative spatial scenarios**

In developing the set of key issues, it may be helpful to consider spatial scenarios for the marine area. Spatial scenarios are visions of how an area may look in the future if alternative values, e.g., economic development or marine conservation, as well as future climate change scenarios, are emphasised. They may be drawn up on the basis of trends of environmental conditions and economic activities, projected forwards, and by envisaging desired futures. Alternative spatial scenarios may be devised, giving priority to different approaches to the use of marine space and the development of maritime activities. This should lead to the selection of a preferred spatial scenario for the area that is most in line with objectives. This preferred spatial scenario can then inform the definition of the key issues that must be addressed in the plan.

#### **5.4.7 Developing and evaluating management actions**

A number of alternative management actions will then be developed for addressing each key issue. These alternatives will be based upon appropriate management actions for the issue in question. Different alternatives for a particular issue may involve different management actions or variations of the same action. For example, enabling the expansion of mineral extraction whilst ensuring protection of an important habitat may be achieved by careful environmental management practices or by the establishment of a protected area; different versions of each of these management actions could be considered, such as alternative locations, scales for and management regimes of a protected area.

The full range of possible management actions should be considered at this stage, such as:

- Comprehensive zoning, indicating permitted and preferred uses in discrete zones covering the entire Marine Area;
- Individual spatial allocations, such as priority areas, safety zones, seasonal closures, concession areas, areas designated for environmental or cultural purposes;

- Temporal measures, such as areas closed during marine mammal breeding seasons or after sunset to improve compliance monitoring and to reduce the risk of collisions with ships;
- Identify the following measures to be taken up in the relevant sectors:
  - ✓ Incentives, such as tax concessions or grants for developments in certain zones;
  - ✓ Disincentives, such as higher taxes or stricter EIA requirements outside specified zones;
  - ✓ Regulatory measures such as licence and permit fees, effluent discharge fees, user pays royalties, quotas;
  - ✓ Technical measures, such as providing information to assist developers; and
  - ✓ Awareness-raising, education and training for professionals and the public.

The proposed management actions may reflect certain trade-offs between marine interests. The management actions for addressing each issue will then be evaluated. Evaluation criteria will be developed for this purpose, such as:

- The implications of the management action on other interests and for the Marine Area objectives as a whole;
- The capacity to mitigate any negative consequences of the management action;
- The regulatory measures needed in order to implement and enforce the management action;
- The financial cost of the management action and the feasibility of securing financing;
- The anticipated timescale of the management action;
- The acceptability of the management action to stakeholders and the public;
- The likely degree of success of the action; and
- Compatibility with other management actions and regulatory regimes.

When developing these criteria, close consideration will be given to the guiding principles for Marine Spatial Planning outlined in section two of this framework. A matrix will be drawn up in which different management actions and their performance against the evaluation criteria can be set alongside each other and compared.

It is important, when evaluating the management actions, that a distinction is drawn between actions that can be directly brought into effect by the plan, and those that can only be brought into effect by additional means, such as agreements or sectoral licensing. Options that are quickly achievable are likely to be rated more highly.

The Working Group will then select the preferred management action(s) for each issue, considering the compatibility of the actions selected. Where selected actions rely upon measures that the plan will not have the competency to introduce, it will be necessary to consider carefully the practical implementation of the measures concerned, and provide appropriate signposting and guidance within the Marine Area plan. The authorities that will play a role in implementing the options will be clearly identified.

Where a marine spatial planning decision has been taken on geographic use in an area, authorisations/permits/permissions and any other decisions required for the undertaking of

such activities in that area will be made in terms of the relevant sector legislation, taking into account the goals and principles in this Marine Spatial Planning Framework.

#### **5.4.8 Preparing the draft Marine Area plan**

The Working Group will then oversee the preparation of an initial, draft version of the Marine Area plan. This will be primarily for the purpose of inter-departmental, international and stakeholder consultation. The draft Marine Area plan will include the following elements:

- A summary of the national framework and an outline of the process being undertaken for preparing the plan;
- The Marine Area principles, goals, objectives and vision;
- A description of the Marine Area, including its outer boundaries, inner administrative boundaries and biophysical features;
- A description of the current and projected uses of the Marine Area;
- The key issues arising out of the assessment of the Marine Area;
- The management actions for addressing each of the key issues, including a statement about the authorities responsible for their implementation;
- A provisional timeline for delivering the Marine Area plan's proposed outcomes; and
- Funding requirements and a provisional financial plan.

In preparing the Marine Area plan, good use will be made of the most effective forms of communication, including maps and graphics as appropriate. The plan will be written in an accessible and concise style.

The draft Marine Area plan will be first agreed upon by the National Working Group and then made available to stakeholder groups, inviting their response (the second stage of stakeholder engagement). A deadline for responses will be set, giving sufficient time for proper consultation.

#### **5.4.9 Reviewing and approving the Marine Area Plan**

Consultation responses will be collated in a report to be presented to the Working Group. Consideration will be given to revising the plan in line with consultation comments and suggestions; this will include cross-departmental discussion both within and outside of the National Working Group to resolve any incompatibilities that may arise at this stage.

A reasoned response will be made to consultation responses, either to revise the plan accordingly, or to provide an explanation of why the plan cannot be revised in the way suggested. A report will be circulated to communicate this reasoning.

A revised version of the plan will then be prepared for agreement within the National Working Group. In addition to the points covered in the draft Marine Area plan, the final plan will include a full implementation plan, setting out the management actions needed to achieve the MSP objectives and the bodies that will have responsibility for these actions. Particular attention will be given to issues where integration with other planning regimes and international cooperation is needed.

The revised Marine Area plan, agreed by the National Working Group, will then be submitted for final approval by Ministerial Committee on Marine Spatial Planning via the Directors-General Committee on Marine Spatial Planning.

Following approval, the final version of the plan will be made widely and publicly available, including online

#### **5.4.10 Implementing the Marine Area Plan**

The National Working Group will oversee implementation of the Marine Area plan, as set out in the Implementation Plan. Implementation of the plan's provisions will mostly lie with those organs of state responsible for the regulation of marine activities. They will retain their regulatory powers, but will exercise them consistent with the relevant Marine Area Plan.

Depending on the nature of the management actions set out in the plan, this will involve such things as:

Communicating the provisions of the Marine Area plan across government and to stakeholders, including permissions and restrictions introduced by spatial allocations, and the precise coordinates of those allocations;

Informing government departments with maritime responsibilities of the need to exercise licensing and other powers in accordance with the Marine Area plan;

Securing government funding for public conservation and development actions identified in the plan;

Working with maritime industries to facilitate private investment in development opportunities identified in the plan;

Educating users to comply with the management actions and any good practice guidelines indicated in the plan;

Carrying out surveillance and inspections and taking enforcement action in relation to specific maritime activities as prescribed in the plan;

Negotiating with representatives of activities that are out of compliance to develop mutually agreeable solutions; and

Taking action where necessary to penalise violations and ensure future compliance.

To increase the success of compliance and enforcement, it is important that the provisions of the plan are clearly understandable, indicating what needs to be done, by whom and by when. The Marine Spatial Planning process will only be effective if it includes effective enforcement. However, this is a long-term process, and may involve shifts in behaviour of marine user groups.

A timeline for detailed implementation of the plan's proposals will be established as part of the Implementation Plan. This will distinguish between management actions that can be implemented swiftly, in the first year following plan approval, and those that require longer-term attention, that may be dependent on funding streams or initiatives from third parties.

#### **5.4.11 Monitoring and evaluating the Marine Area Plan**

To assess the extent to which the plan is successful in meeting its objectives and producing the desired results, the National Working Group will establish a process of monitoring the extent to which the plan's proposed management actions are being implemented. This will

include determining whether the sectoral regulation of marine activities is being carried out in accordance with the plan.

Some management actions can be monitored directly, such as the establishment of protected areas or the construction of offshore infrastructure. It is likely that other aspects of the plan will need to be monitored through selected indicators, such as the presence of certain species as an indicator of wider biodiversity.

A monitoring schedule will be developed, setting out the optimal parameters that will need to be observed to ensure proper coverage of the plan. These will be chosen as the key performance indicators that should be relevant and measurable. Baseline data will be gathered to provide a starting point for measuring performance.

The schedule will also set out the frequency of monitoring and the bodies that will have responsibility for monitoring different aspects of the plan. This will have regard to the resources available for monitoring, and will keep the elements of monitoring to a reasonable number. Where possible, monitoring data collected for other regulatory or management purposes will be drawn upon. The National Working Group will coordinate the results and publish an annual monitoring report that will be publicised and made publicly available.

Evaluation will involve taking a considered judgement on the plan's performance. This will be carried out in the light of the monitoring results by the National Working Group, in collaboration with scientists and stakeholders as appropriate. An analysis will be undertaken of the aspects of the plan that have been successfully implemented, those that have only been partially implemented, and those where little progress has been made. This will lead to recommendations for addressing any proposed management actions of the plan where more attention is needed. This evaluation will be included in the annual monitoring report.

Evaluation may also highlight the need for improved knowledge about the marine environment and the interactions of human activities upon each other and the environment. It may therefore lead to recommendations regarding the need for applied research to inform plan revision.

#### **5.4.12 Revising the marine area plans**

Following the principle of adaptability, once a Marine Area plan has been approved, consideration may be given at any stage to making amendments to the plan. This may be considered necessary if, for example:

- Monitoring and evaluating the plan brings to light any shortfall in the plan's performance;
- Environmental conditions undergo an unexpected change; and
- Opportunities for development unexpectedly diminish or arise.

Marine Area Plans should be revised regularly to allow for new knowledge and data about the marine areas and to take account of changing priorities for the protection and use of marine resources. The NWG will carry out any necessary analysis to support the proposed amendments and propose suitable changes to the Marine Area plan. The proposed amendment, with full reasoning, will be submitted to the Directors-General Committee on Marine Spatial Planning and the Ministerial Committee on Marine Spatial Planning for approval. Once approved, amendments will be incorporated into an amended version of the plan that will be publicised and made publicly available.

The steps outlined above will be a cyclical process, allowing the Marine Area Plans to be revised regularly. Revision will also allow the planning process to be improved in the light of experience, so that the process becomes more rigorous and effective with each cycle. It will also be possible to concentrate in more detail on certain aspects of the plans in subsequent cycles; for example, it may be desirable to develop more specific allocations and provisions for heavily-used areas, within the context of more strategic levels of planning for the marine areas as a whole.

The revision of each plan will thus build on the previous version of the plan, capitalising on improved data availability, growing experience of integrating sea uses through a range of planning measures and lessons learned from developing a Marine Spatial Planning system for South Africa. A revised plan will adapt, change, add to or replace the provisions of its predecessor plan as necessary – in line with the principle to continue what is working, and stop doing what is not working.

## End notes

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<sup>2</sup> Section 41 of Chapter 3 of the Constitution and Section 24 of the Constitution

<sup>3</sup> South African Navy – Chapter 2, The South African Maritime Environment at p14 available from or [www.navy.mil.za/SANGP100/SANGP100\\_CH02.pdf](http://www.navy.mil.za/SANGP100/SANGP100_CH02.pdf).

<sup>4</sup> IHO C-55 [http://www.iho.int/iho\\_pubs/CB/C-55/surveys.html](http://www.iho.int/iho_pubs/CB/C-55/surveys.html)

<sup>5</sup> Lombard, A.T., Strauss, T., Harris, J., Sink, K., Dr Attwood, C., and Dr Hutchings, L. South African National Spatial Biodiversity Assessment 2004, Technical Report Volume 4: Marine Component, at p19

<sup>6</sup> Republic of South Africa, Department of Environmental Affairs and Tourism (2008), South Africa's National Programme of Action for Protection of the Marine Environment from Land-based Activities, First Edition, Cape Town at p2-4

<sup>7</sup> Peterson and Stramma, (1991), *Upper Level Circulation in the South Atlantic Ocean*, Prog. Oceanogr, vol 26

<sup>8</sup> Op cit Lombard et al at p7

<sup>9</sup> IHO C-55 [http://www.iho.int/iho\\_pubs/CB/C-55/surveys.html](http://www.iho.int/iho_pubs/CB/C-55/surveys.html)

<sup>10</sup> DAFF Annual Report 2013-14 at p25

<sup>11</sup> Ibid at p25

<sup>12</sup> Ibid pp6-7

<sup>13</sup> Ibid p9

<sup>14</sup> South Africa Year Book 2010/11 Chapter 23: Transport at pp530-535

<sup>15</sup> Op Cit Atkinson, L. & Sink, K. (2008), *User profiles for the South African offshore environment* at p11

<sup>16</sup> Petroleum Agency South Africa, History of exploration and production, available at <http://www.petroleumagency.co.za/Promotion/ExplorationHistory.aspx>

<sup>17</sup> Information obtained from [www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm](http://www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm)

<sup>18</sup> Op Cit South Africa's National Programme of Action for Protection of the Marine Environment at pp2-26

<sup>19</sup> Information obtained from [www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm](http://www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm)

<sup>20</sup> Op Cit South Africa's National Programme of Action for Protection of the Marine Environment at pp2-31

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<sup>21</sup> Information obtained from  
[www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm](http://www.bcb.uwc.ac.za/envfacts/facts/marinepollution.htm)

<sup>22</sup> Information obtained from  
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<sup>23</sup> Op Cit South Africa's National Programme of Action for Protection of the Marine Environment at pp2-34

<sup>24</sup> Department of Environmental Affairs, *The value of the coast: sustainable coastal livelihoods programme*

<sup>25</sup> Martin and Nielsen, *Creation of a New Fisheries Policy in South Africa: The Development Process and Achievements*, , p1 available at  
<http://www.ifm.dk/reports/3.PDF>

<sup>26</sup> South Africa Year Book 2010/11 Chapter 8 Energy at p186

<sup>27</sup> Bureau of Agricultural Research: Philippines available at  
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<sup>28</sup> Op cit Troell et al



## DEPARTMENT OF HEALTH

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# health

Department:  
Health  
**REPUBLIC OF SOUTH AFRICA**

## **GUIDELINES FOR THE LICENSING OF RESIDENTIAL AND DAY CARE FACILITIES FOR PEOPLE WITH MENTAL AND/OR INTELLECTUAL DISABILITIES**

Interested persons are requested to submit comments in writing, both on compact disc and hard copy, on the proposed guidelines within 45 calendar days of publication of this notice to the following address:

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**Director-General: Health**

## **EXECUTIVE SUMMARY**

Mental Health care users require access to community based mental health services to ensure their recovery and/or attainment of their life goals and potential.

The development of community based mental health residential and day care services and facilities are promoted by the Mental Health Care Act, 2002 (Act No. 17 of 2002) as well as the National Mental Health Policy Framework and Strategic Plan 2013-2020. The development of these services and/or facilities contributes to the successful re-integration of mental health care users into their respective communities and minimises stigma associated with mental illness.

Residential and Day care services and/or facilities for persons with mental illness or intellectual disability have been predominantly provided by non-governmental organisations. These organisations were registered by the National Department of Social Development, licensed by the Provincial Department of Health and funded by either the Provincial Departments of Health and Social Development, and at times by both.

Previously, licensing procedures have been determined by Provinces, based on their interpretation of relevant legislation. This guideline serves to provide norms and standards for the licensing and monitoring of licenses issued to residential and day care facilities and/or services for mental health care users.

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## INTRODUCTION

- 1.1 The Mental Health Care Act, 2002 (Act No. 17 of 2002), promotes the provision of community based care, treatment and rehabilitation services. It also obliges persons who provide care, treatment and rehabilitation services to provide such services in a manner that facilitates community care of mental health care.
- 1.2 The General Regulations to the Mental Health Care Act, 2002 further defines which organisations should be licensed, how it should be done and the conditions attached to it.
- 1.3 This guidelines serves to outline:-
  - (a) the Norms and Standard for community based mental health facilities;
  - (b) procedure for license application;
  - (c) criteria for evaluation for licensing applications; and
  - (d) the monitoring of compliance to licensing agreement.

## DEFINITIONS

Unless the context indicates otherwise, and for the purposes of these Guidelines:-

- 2.1 **Applicant** means a person or organization that is applying to provide a mental health service or operate a residential or day care facility;
- 2.2 **Accessibility** means the environment; including information that should be accessible and easily understood by people with disabilities and should comply with basic Health and Safety regulations;
- 2.3 **Care** means the holistic provision of mental health care users' physical, psychological and material needs where they are unable to provide these for themselves in order to live quality life;

- 2.4 **Caregiver** means any person who provides care to a person with a disability;
- 2.5 **Care and rehabilitation centres** means health establishments for the care, treatment and rehabilitation of people with intellectual disabilities;
- 2.6 **Care and Supervision** means any one or more of the following activities provided by a care giver or facility to meet the needs of mental health care users:-
- (a) Assistance in dressing, grooming, bathing and other personal hygiene;
  - (b) Assistance with taking medication;
  - (c) Central storing and/or distribution of medication as stipulated by the South African Pharmacy Council;
  - (d) Support users in accessing necessary health care service;
  - (e) The implementation of measures to ensure the safety and security of users;
  - (f) Supervision of programmes and activities for users;
  - (g) Maintenance and/or supervision of users' assets or property; and
  - (h) Monitoring weight, blood pressure and glucose level, body temperature, food intake and or special diets.
- 2.7 **Community based care** means a care that is provided outside of institutional and hospital settings, as near as possible to the places where people live, work and study;
- 2.8 **Community health worker** refers to any lay worker whose primary function is to promote basic health or the delivery of basic health services within the home or community based facility;
- 2.9 **Day care** (sometimes referred to as partial care) means services that offer daytime activities which include amongst others, socialisation, stimulation and skills development;
- 2.10 **Facility** means a building or structure which is ordinarily used in the course of providing services;
- 2.11 **Health establishment** means institutions, facilities, buildings or places where persons receive care, treatment, rehabilitative assistance, diagnostic or therapeutic

interventions or health services and includes facilities such as community health and rehabilitations centres, clinic, hospitals and psychiatric hospitals;

- 2.12 **Integration** refers to a process that brings people with and without disabilities together in shared physical settings such as school or other social or community undertakings where meaningful social interactions can be fostered to ensure that people just not only live in but are also members of their respective communities;
- 2.13 **Manager** means a person who is responsible for the day-to-day management of the residential and or day care facility;
- 2.14 **Mental health care user for the purposes of this guideline, means** a person receiving care, treatment and rehabilitation services or using a health service at a health establishment aimed at enhancing the mental health status of this person;
- 2.15 **Mental Health care practitioner** means a psychiatrist or registered medical practitioner, nurse, occupational therapist, psychologist or social worker who has been trained to provide prescribed mental health care, treatment and rehabilitation services;
- 2.16 **Mental illness:** means a positive diagnosis of a mental health related illness in terms of accepted diagnostic criteria made by a mental health care practitioner authorised to make such diagnosis;
- 2.17 **People with Disabilities/Persons with Disabilities** include those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others;
- 2.18 **Psychiatric hospital** means a health establishment that provides care, treatment and rehabilitation services for users with mental illness only;

- 2.19 **Psycho-social rehabilitation** refers to a mental health services that bring together approaches from the rehabilitation and the mental health fields, combining pharmacological treatments, skills training, and psychological and social support to clients and families in order to improve their lives and functional capabilities;
- 2.20 **Rehabilitation** means a process that facilitates an individual attaining an optimal level of independent functioning;
- 2.21 **Resident** refers to a person with a disability residing in a residential facility;
- 2.22 **Standard** means a minimum measures or levels at which a service provider has to operate and has a time, cost, quality, equity or quantity dimension and refers to quantitative and qualitative statements that describe and constitute acceptable or adequate performance or resources;
- 2.23 **Severe or profound intellectual disability** means a range of intellectual functioning extending from a partial self-maintenance under close supervision together with limited self-protection skills in a controlled environment through limited self care and requiring constant aid and supervision, to severely restricted sensory and motor functioning and requiring nursing care;
- 2.24 **Social Integration** refers to the abilities of the people with disabilities and on the “environmental” barriers that they experience, to make full integration into society possible. Social integration is the key measure by which one can assess whether people with psychiatric and intellectual disabilities enjoy their full rights and are treated equally to all other citizens;
- 2.25 **Volunteer** refers to a person who works for an organisation without being paid; and
- 2.26 **Stimulation** refers to a process whereby the activities that encourages learning and maintenance skills and abilities are provided and includes the provision of different sensory inputs to users who are unable to learn in a formal settings.



**Purpose**

3. These Guidelines provide for the Principles for licensing of the residential facilities which provide residential and day care facilities to five(5) or more persons with mental and intellectual disabilities.

**Legislative framework**

4. The following legal prescripts have been used in the formulation of these Guidelines, namely:-
  - 4.1 The Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996);
  - 4.2 The National Mental Health Policy Framework and Strategic Plan, 2013-2020;
  - 4.3 United Nations Convention on the Rights of persons with Disabilities;
  - 4.4 The Mental Health Care Act, 2002 (Act No 17 Of 2002, and its Regulations;
  - 4.5 Regulation 158. 1996 of Health Act, 1977 (Act No. 63 of 1977);
  - 4.6 Infrastructure unit support systems (IUSS): health facility guides for mental health services, 2014;
  - 4.7 National Health Act, 2003 (Act No. 61 of 2003);
  - 4.8 National Core Standards for Health Establishments, 2011;
  - 4.9 Not-for-Profit Organisation Act, 1997 (Act No 71 of 1997);
  - 4.10 Prevention and Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004);
  - 4.11 Occupational Health and Safety Act, 1993 (Act No. 85 of 1993);

4.12 Public Finance Management Act, 1999 (Act No. 1 of 1999);

4.13 Medicine and Related Substances Act, 1965 (Act No. 101 of 1965);

4.14 Nursing Act, 2005 (Act No. 33 of 2005);

4.15 Pharmacy Act, 1974 (Act No. 53 of 1974);

4.16 Children's Act, 2005 (Act No. 38 of 2005);

4.17 Prevention and Treatment for Substance Abuse Act, 2008 (Act No. 70 of 2008);

4.18 Promotion of Access to Information Act, 2000 (Act No. 2 of 2000); and

4.19 National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977).

### **Applicability**

5. These Guidelines apply to all facilities which provide residential and day care services to five(5) or more people with mental and or intellectual disabilities.

### **Guiding Principles for licensing residential and day care facilities for people with mental and intellectual disabilities**

- 6.1 Facilities providing mental health care, treatment and rehabilitation must ensure the protection of the basic human rights of mental health care users.
- 6.2 Mental health care users must receive care, treatment and rehabilitation in environments which are safe, therapeutic and least restrictive.
- 6.3 The care, treatment and rehabilitation programmes provided in these facilities or services, must promote the physical, spiritual, emotional and social well being of mental health care users.

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- 6.4 A multi-disciplinary approach to culturally sensitive and evidence based psycho-social rehabilitation programmes will be followed in these facilities.
- 6.5 There must be collaboration with stakeholders that have a role in the provision of community-based mental health services including the non- governmental organization, Departments of Labour, Social Development, Basic Education, Human Settlements and Local Government.
- 6.6 Services must aim at improving social competence by enhancing individuals' social skills, psychological and occupational functioning.
- 6.7 Programmes and facilities for community care, treatment and rehabilitation of people with mental health problems must be culture sensitive and evidence-based.
- 6.8 The programmes for all people with disabilities including mental disabilities must be people-driven.
- 6.9 Services can be provided in the form of day and residential care centres for persons with severe mental illnesses who have been discharged from hospitals.
- 6.10 The environment where residential and day care services are provided will be accessible and easily understood by mental health care users and should comply with basic health and safety regulations.
- 6.11 All organisations who provide residential and day care services to mental health care users should be accountable for the delivery of appropriate, effective and efficient interventions.
- 6.12 All services provided by these facilities will be appropriate and relevant to mental health care users, their families and the community.
- 6.13 Residential and day care services will be offered in the context of the community environment and will provide capacity building and support to communities.

- 6.14 Residential and day care services will offer a wide range of services and programmes that are specific to each users' developmental and therapeutic needs.
- 6.15 Residential and day care services should be holistic, intersectoral and delivered or supported by a multi-disciplinary team, where possible.
- 6.16 Residential day care facilities will meet all infrastructure requirements as set by the South African Bureau Standards, municipal by-laws and other relevant legislation (eg. IUSS facility guide, accessibility requirements, etc).

### **Licensing of a residential or day care service/facility**

#### **Licensing**

- 7.1.1 The organs of State, the health establishments under the auspices of the State, non-profit organisations, volunteer or consumer groups, profit making organisations, individuals registered with a relevant health or social service statutory council or registered training institutions may be licensed to provide for programmes and facilities for community care, treatment and rehabilitation.
- 7.1.2 Any service which is not a designated psychiatric hospital or care and rehabilitation centre, but which provides residential or day-care facilities for 5 people or more with mental disorders must -
  - (a) obtain a licence from the provincial department concerned to operate, and;
  - (b) be subjected to an annual audit by designated officials of the provincial department concerned.

#### **Type of services to be licensed**

- 7.2 License may be issued for:-
  - 7.2.1 medical care;
  - 7.2.2 residential community accommodation;
  - 7.2.3 day care centres;
  - 7.2.4 counselling;
  - 7.2.5 support or therapeutic groups;
  - 7.2.6 psychotherapy;

- 7.2.7 vocational rehabilitation programmes;
- 7.2.8 psychosocial rehabilitation programmes; and
- 7.2.9 any other service, which would assist the recovery of the person to optimal functioning.

### **Mental Health Care Users**

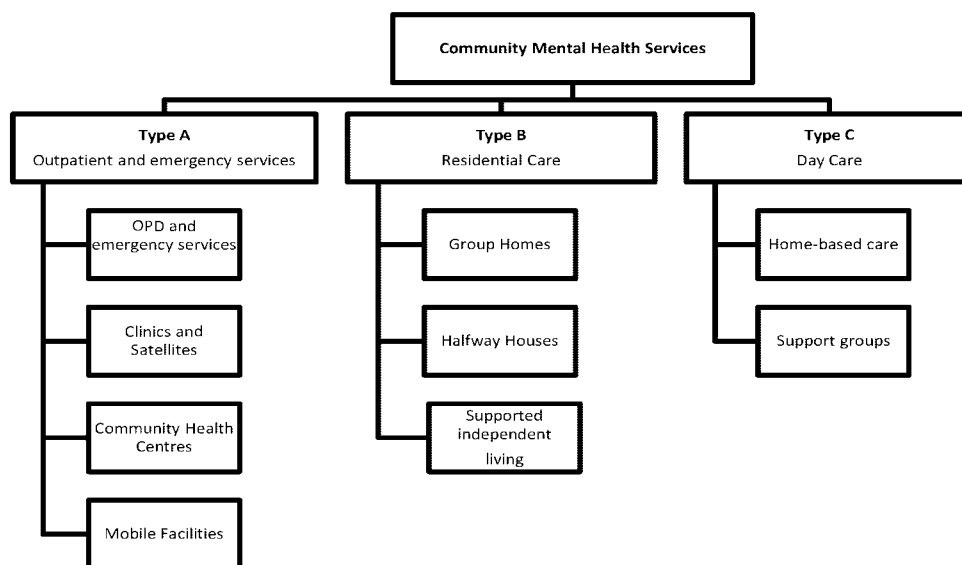
- 7.3 Licenses can be issued for providing residential and day care services to the following mental health care users:
- (a) adults with severe psychiatric disabilities; or
  - (b) children, adults or geriatrics with severe to profound intellectual disability.

### **Community mental health services**

- 8.1 Community mental health services comprise of outpatient and emergency services, residential and day care service. For the purposes of this guideline, we will focus on residential and day care services.

### **Community mental health services model**

- 8.2 The model below has been used as a framework for developing community based mental health services. Based on the level of function and care needs of mental health care users, users will be placed in facilities with the competencies to provide for their needs.



*Adapted from 'A framework for community mental health services in South Africa. Flisher, A, et al. 2003. University of Cape Town'*

### Types of community based mental health services

The norms for community based mental health services, developed by Flisher, et al. (2003) and the Primary Mental Health Care Training Manual, 2008/2009 (NDOH), defines the various community based facilities and /or services as the following:

#### Residential Services

9.1 These are facilities that offer accommodation, housing or support in homes or facilities like board and care homes to mental health care users.

#### Group Home

9.2 (a) These are homes based in the community with a staff complement who provide support with semi-independent living to mentally ill adults and assist them to re-integrate into the community. Some of the homes offer vocational groups for individuals who are not able to work in a protective environment.

(b) Group homes also provide supported accommodation in a homely environment to mental health care users who cannot live independently due to their temporary/permanent mental incapacity, social integration or occupational placement challenges. It also provides the opportunity for mental health care users who have been previously institutionalised to gradually reintegrate into community

living.

### **Halfway House**

9.3 A residence for mental health care users who had either been cared for in their communities, or had been formerly institutionalised, designed to facilitate the readjustment of individuals to community life.

### **Supported Independent/assisted living**

9.4 (a) This term refers to the ongoing support in the form of individual or group supervision and instruction in basic skills of everyday living that mental health care user receive in the community. The philosophy behind Independent Living is primarily to recognize disabled people as citizens first and only then as passive receivers of healthcare, rehabilitation or social services. The removal of infrastructural, institutional and attitudinal barriers and the adoption of the Universal Design principle are the pillars on which this philosophy rests;

(b) Supported or assisted living is a housing option to encourage the independent functioning of people with disabilities and to facilitate deinstitutionalisation. This option could be community based or attached to a residential facility.

### **Day care services**

9.5 (a) These services offers day time activities and social contact for mental health care users (individual and or groups), including treatment, rehabilitation, prevention and promotion activities.

(b) The emphasis of care is on the provision of stimulation/training and skills development programmes that are offered on a daily basis.

(c) A special day care centre is a facility for the non-residential care, education and stimulation/training of severely and profoundly intellectually disabled children under 21 years of age. Day care is also for persons with psychiatric disabilities and includes people getting together on a daily basis to share a meal (usually prepared together), work together on a vegetable garden, or on various craft activities, which can also become income-generating projects.

- (d) Other day care services could include support group, home based care, sheltered employment, social/recreational clubs.

### **Support Group**

- 9.6 (a) These are groups that meet to provide regular ongoing support for mental health care users. Through these groups mental health care users are enabled to increase their functioning so that they can be successful and satisfied with living,
- (b) Support groups provides invaluable emotional, spiritual, physical and psychological support to individuals and families. Benefits include having contact with others who are experiencing similar challenges in their lives, obtaining useful information and developing different ways of dealing with the demands of mental illness.
- (c) Support groups are useful for providing information and guidance regarding illness, gaining insight into one's self, networking and to access referral systems.
- (d) The support group provides a sense of belonging and enables the expression and sharing of feelings, as well as concerns. Most importantly, it provides and encourages a sense of hope and positive living. In a follow up care, the support group may promote adherence to treatment.

### **Home-based care**

- 9.7 Home based care refers to services offered at the homes of the mental health care users, providing psychosocial support in the areas of living, learning, socialisation and working.



## **Protective workshops**

9.8 Protective workshops provides a protected environment outside of the open labour market, offering vocational services, e.g. vocational guidance, vocational training and selective placement, designed to secure and maintain suitable employment for mentally ill persons who cannot be integrated into the open labour market.

## **PROCESS OF APPLICATION FOR LICENSING**

### **Application procedure**

10.1 Any person who intend to operate a community based mental health facility must apply to the Head of Department in the Province on Form attached to these Guidelines.

10.2 The completed Form must be accompanied by certified copies of the following:- (a) Registration documents;

- (b) Zoning or re-zoning certificate issued the municipality;
- (c ) Occupancy certificate (structure) issued by the municipality;
- (d) Certificate of acceptability for food handling (from local municipality);
- (e) Health certificate issued by municipality;
- (f) Constitution of the applicant;
- (g) List of board members and designations;
- (h) Copy of Business Plan with costing for proposed activities;
- (i) Proof of ownership of property or lease agreement;
- (j) Bank Account Details and three month bank statement;
- (k) Valid tax clearance certificate;
- (l) South African Police Service clearance certificate for board members and staff;
- (m) Identity Documents;
- (n) Valid proof of registration for professionals with the relevant statutory body;
- (o) If funded by Department of Social Development, valid proof of registration; and
- (p) Facility plans (layout).

10.3 All applications to be submitted to the Provincial Mental Health Directorate.

- 10.4 Applications will only be considered if all documents are provided and a physical inspection of the facility has been conducted.
- 10.5 Applicants will be informed in writing if the application is incomplete or have insufficient information.
- 10.6 Applicants will be given a due date to re-submit the complete application.
- 10.7 Failure to meet the deadline will result in the application to be cancelled.

### **Adjudication Panel**

- 11.1 The Head of the Provincial Department must constitute an Adjudication panel with the necessary skills and qualifications to consider and make recommendations to the Head of Department on the application.
- 11.2 This panel should include, but is not limited to:
- (a) psychiatrist / psychiatric nurse.
  - (b) Occupational therapist/ clinical psychologist/ social worker).
  - (c) legal practitioner.
  - (d) environmental health practitioner.
  - (e) financial officer.
  - (f) dietician/nutritionist/food service officer.
  - (g) administrator.

### **Assessment of application**

- 12.1 The Adjudication panel will only assess only the completed applications and make recommendation to the Head of Department for approval.
- 12.2 The assessment process must include the following:
- (a) review of all documents submitted and verification of authenticity.
  - (b) assess business plan.
  - (c) review programmes and services to be offered.
  - (d) establish whether the manager has previously provided a similar service.
  - (e) check the credentials of the applicant.
  - (f) Assess the written submission of the facility plans.

- (g) Inspect the proposed facility's premises to verify that they conform with the written submission and meet the legislative building and safety requirements.
- (h) Ensure appropriate approvals from other departments have been received, eg. fire approvals, environmental health, local municipality zoning and registration documents.
- (i) Assess the applicants' suitability to operate the proposed residential or day care facility and/or service.
- (j) Assess the manager's suitability or the process by which a manager will be appointed.
- (k) Assess the staff complement in relation to the number and needs of the specific user group that the applicant intends to accommodate.

### **Issuing of license**

- 13.1 The head of department may, on recommendation of the adjudication panel, issue or refuse to issue operating licence to a health facility.
- 13.2 The Head of Department must, if he or she refuses to issue the operating license to a health facility, provide reasons for the refusal and also advise the applicant of their right to appeal his or her decision to the Member of Executive Council for Health in the Province.
- 13.3 The license must be issued per facility with a specific physical address.
- 13.4 The duration of the licence must be indicated on the licence and the duration should not exceed five years.
- 13.5 The licence issued to a facility is not transferable to other facilities including facilities within an organisation.
- 13.6 The number of mental health care users to be accommodated must be indicated in the license and should, under no circumstance, be exceeded.
- 13.7 The categories of mental health care users for example children, adults or geriatrics must be indicated.
- 13.8 The service requirements for the organisation must be indicated on the licence.

**Conditional licensing**

- 14 The Head of Department may issue conditional license specifying the condition that must be complied with and the duration thereof.

**Cancellation of license**

- 15.1 The license of a facility may be cancelled if:
- (a) the facility compromises the safety of the users , staff and public.
  - (b) contravenes the relevant provincial or national policies on licensing of facilities.
  - (c) the facility is not maintained in accordance with prescribed national norms and standards.
  - (d) there is a breach of the conditions on which the licence or renewal was issued.
  - (e) the licence holder becomes unfit as a person to operate the facility/service.
- 15.2 If the license of the facility is cancelled/revoked based on the above, the facility must cease to operate and within the time frame which will be specified by the Head of Department, to allow for the transfer of users to other facilities.

**Appeal process after cancellation of a license**

- 16.1 Anyone whose license has been cancelled by the Head of Department may , within 10 days after the cancellation of the license, on good grounds request the Head of department to reinstate the license.
- 16.2 The Head of Department may, on good grounds shown, reinstate the license with or without conditions.

**Notice of enforcement**

- 17.1 The HOD may by way of a written notice of enforcement instruct a person operating an unlicensed residential or day care facility/service to stop operating a facility or to apply for licensing.
- 17.2 If the person or organisation decided to apply for licensing, they can be allowed to operate the facility until a final decision is made regarding the licensing application.

**Amendment of licence**

- 18.1 The operating license may be amended if:-
- (a) the conditions and clinical status of the mental health users changed after the license was granted; and
  - (b) circumstances and epidemiological conditions changed.
- 18.2 If there is a deviation from the conditions and requirements for the registration on the initial application for registration was granted, the applicant/organisation within 30 days of becoming of such a deviation, apply to the HOD for amendment of the license.
- 18.3 To amend a license, an applicant must follow the entire application process.

**Appeal procedure**

- 19.1 An applicant may within ten(10) days of being notified of the outcome of the application, lodge an appeal with the Member of Executive Council for Health in the Province and must include the grounds of the appeal.
- 19.2 The Member of Executive Council for Health must submit a copy thereof to the HOD to respond to the appeal.
- 19.3 The HOD must within thirty(30) days of receipt of the appeal, submit a written response to thereto to the Member of Executive Council for Health.
- 19.4 The Member of Executive Council for Health may appoint persons who are not employees in the Department or members to advise him or her on the appeal.
- 19.5 The Member of Executive Council for Health may uphold or refuse and appeal and may in the event that the appeal is upheld, replace the decision of the HOD with any decision to grant the application which the HOD could have taken.
- 19.6 An appeal must be adjudicated by the Member of Executive Council for Health within sixty (60) days of the receipt of the HOD's response.

19.7 The Member of Executive Council for Health must communicate the decision on the appeal in writing to the appellant.

### **Renewal of license**

20.1 The license is valid for a period indicated on it but the period may not exceed three years.

20.2 The application for renewal of license must be submitted three months before its expiry period as indicated on the license.

20.3 The license may be renewed only on condition that all requirements are met.

20.4 Renewals are only to be considered upon the availability of all audit reports and compliance to recommendations

### **Compliance and monitoring**

21.1 Mental health teams in the districts shall conduct quarterly inspections of facilities to monitor compliance to prescripts.

21.2 The Provincial government will conduct annual audits of these facilities.

21.3 All inspection teams to comprise of psychiatric nurse, occupational therapist, social worker, dietician, environmental health practitioner and other relevant officials, as required.

21.4 Reports on facilities must be accompanied by quality improvement plans.

21.5 Renewals are only to be considered upon the availability of all audit reports and compliance to recommendations.

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**NORMS AND STANDARDS (Please see Annexure B)****Infrastructure Norms**

- 22.1 All facilities must comply with national, provincial and municipal norms relating to infrastructure.
- 22.2 All community-based mental health facilities must:
- (a) Comply with the legislative framework for such services.
  - (b) Adopt a multidisciplinary team approach and have services of health professionals with mental health expertise including nurse/s trained in mental health, psychiatrists, psychologists, occupational therapists and social workers.
  - (c) Aim at improving the quality of care for people with mental disabilities.
  - (d) All facilities must have admission criteria.

**Human resource norms**

23. Appropriate number of trained staff in relation to the services and needs of the mental health care users

**Clinical Processes and Programmes**

24. Clinical processes and programmes are implemented in accordance with clinical protocols and needs of the users.

**Administration and governance**

25. The governance and administration of the facility must comply with the prescripts and other legislative requirements.

**Material and equipment**

26. All necessary material and equipment for the specific service is available and functional on site.

**STANDARDS****Infrastructure**

- 27.1 The building must have a ground plan that is approved by the local authority.
- 27.2 The facility must have a secure perimeter wall of brick or reinforced electrical fence for safety and security of mental health care users. The electrical lining of the fence must be used to alert the management of any activity around the perimeter and should thus be of low voltage.
- 27.3 There must be a constant supply of running water and proper sanitation that meet environmental health standard.
- 27.4 The rooms should be well ventilated with lighting fittings.
- 27.5 Areas for recreation, relaxation, visiting with families, sleeping, medical procedures, food storage and cooking must be provided for.
- 27.6 Access to the facility must be non-discriminatory and be determined by priority of need alone.
- 27.7 Structural fittings should allow for access for people with physical disabilities.
- 27.8 Exclude the possibility of users harming themselves/others or property.
- 27.9 The layout and design must allow for easy supervision and observation.
- 27.10 The layout and design should provide enough space for mobility to freely move within the facility.



- 27.11 The building must be maintained in a condition that fosters safety and meets all infrastructure standards.
- 27.12 The facility must provide for the privacy of mental health care users.
- 27.13 A communal dining room, with tables and chairs, which may be combined with a recreation area (if multi-purpose, there needs to be adequate space).
- Outdoor recreational space must also be available.
- 27.14 The entire facility must be adequately secured appropriate to the environment and the clients' needs.
- 27.15 Electrical fittings should be safe.
- 27.16 Fire precautionary measures and management procedures should be in place.
- 27.17 Toilets, bathrooms and showers should provide privacy and safety.
- 27.18 All areas must be clean and well maintained at all times.
- 27.19 Separate accommodation must be provided for children and adults, if housed in the same facility, and provide for gender separation where appropriate.
- 27.20 The facility must have a functional telephone (landline or facility-based cellular phone).

### **Clinical Governance**

- 28.1 The facility must have a clear guideline on the referral processes to the nearest health facility.
- 28.2 The facility must have a written statement on clients' rights displayed in public area and provided to clients on admission.
- 28.3 Mental health care users who suffer from chronic diseases should be monitored regularly and lifestyle changes implemented.
- 28.4 Infection control measures and procedures to minimise risk to clients, staff and visitors should be implemented.

- 28.5 The facility should provide proper administration, control and storage of psychotropic drugs as provided for in the legislation.
- 28.6 Plans for care and follow-up of mental health care users must be made with health facilities.
- 28.7 Clear plans to prevent homicide and suicide through assessment, risk management and interventions.
- 28.8 The facility must have clear guidelines which must included, but is not limited to:
- (a) assessment and admission procedures.
  - (b) informed consent and access to information.
  - (c) confidentiality.
  - (d) complaints management.
  - (e) management of emergencies.
  - (f) management of adverse incidents.
- 28.9 The facility must keep and store health records of mental health care users according to applicable legislation.
- 28.10 The facility must have a policy or clear guidelines on management of death in the facility. The management must ensure that all staff members are acquainted with the policy or guidelines and its implementation.

## **Medication**

- 29.1 Mental health care users who are on psychotropic drugs and other medications for co-morbid conditions should be monitored for side-effects.
- 29.2 Only appropriately trained and licensed staff members are allowed to administer medication.
- 29.3 All medicines are stored according to package instructions in a lockable cupboard and keys are kept by a responsible person.

**Programmes**

- 30.1 The facility should have appropriate rehabilitation, stimulation, skills development and recreational programmes for the users.
- 30.2 Programmes contemplated in 30.1 should aim at improving the physical, psychological, occupational and social functioning of mental health care users as well as user's satisfaction.
- 30.3 The programmes must provide for the users' recreational needs and relaxation.

**HUMAN RESOURCES****Staff numbers and skills mix**

- 31.1 The numbers and skill mix of staff should ensure that mental health care users are appropriately treated and cared for at all times.
- 31.2 The role and responsibilities of staff members are well-documented and staff is aware of the expectations, and are capable of executing the workload
- 31.3 All the staff members must be considerate of the users' needs and be readily accessible.
- 31.4 All professional staff must be registered with the relevant statutory bodies.
- 31.5 Staff members must annually submit the clearance certificate from the SAPS.

**Staff training**

- 32.1 All staff members should be trained in risk management and understand when to refer clients for expert guidance in the context of multi-professional team.
- 32.2 The staff should have basic training on how to observe and manage difficult or challenging behaviour of and among mental health care users.
- 32.3 Staff members must maintain confidentiality and should receive ongoing training on importance thereof.

32.4 Staff induction and ongoing training should make reference to professional regulation and accountability.

32.5 Staff must be trained in the use of medical equipment within their scope of practice.

### **Governance**

33.1 The facility must have an accountable governance structure in place that runs the affairs of the facility. The structure is accountable to the Provincial Department of Health with oversight from the Mental Health Review Board.

33.2 Facilities must comply with general health accepted norms and standards.

33.3 The facility must have written policies and systems, which must include, but not limited to:

- (a) management of complaints and abuses.
- (b) policy on all aspects of sexual activity ( children, adults and staff).
- (c) infection control.
- (d) occupational health and safety.
- (e) quality assurance.
- (f) visitation.
- (g) access to communication within means of resources.
- (h) control of firearms, dangerous weapons and illegal substances.
- (i) medical management of chronic and acute medical and psychiatric conditions.
- (j) management of users assets.
- (k) smoking policy.
- (l) fees and tariffs policy.
- (m) management of disruptive and dangerous behaviour.
- (n) management of protective measures.
- (o) management of medicines and medical supplies.

**MONITORING**

- 34.1 The provincial health department is responsible for the implementation and monitoring of these Guidelines with oversight by the Mental Health Review Board and the National Department of Health.
- 34.2 Reports on audits and inspections conducted by the Province must be submitted to the National Department as and when required by the Director-General.
- 34.3 Inspections must be conducted in terms of the assessment tool attached hereto as Annexure D.

**REPORTING**

- 35.1 All facilities are required to provide monthly reports on operation of the facility the Provincial Department.
- 35.2 Quarterly reporting on set indicators must be submitted to the Provincial HOD.

## DEPARTMENT OF HOME AFFAIRS

NO. 453

26 MAY 2017

## ALTERATION OF FORENAMES IN TERMS OF SECTION 24 OF THE BIRTHS AND DEATHS REGISTRATION ACT, 1992 (ACT NO. 51 OF 1992)

The Director-General has authorized the following persons to assume the forename printed in *italics*:

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3. Jehrey Andile Nombida - 900723 5279 086 - 3807 Mandela Square, PRIESKA, 8940 - *Matshezandile Jeffrey*
4. Dimpho Mosoma - 980826 5228 087 - Monsterlus, NEBO, 1059 - *Dimpho Gerald*
5. Angel Ayanda Mkhize - 690924 0358 081 - 26 Douglas, DUNDEE, 3000 - *Thembi Angel*
6. Karabo Francis Sasa - 911214 5901 082 - 327 7th Road Kenya, Tsutsuma Village, ALEXANDRA, 2090 - *Karabo Clayton*
7. Mpho Sorita Phokane - 950129 0080 082 - 4 Libertas Rylaan, BOKSBURG, 1459 - *Mpho Poppie*
8. Frederick James Jordaan - 490402 5143 081 - 24 Mississippi Road, STEENBERG, 7945 - *Faried*
9. Thobani Brain Ndlovu - 860619 6179 085 - B1843 Zakwethu Road, NTUZUMA, 4031 - *Thobani*
10. Felicia Alli - 940313 0090 084 - 43 Hilliard Street, Ophirton, JOHANNESBURG, 2091 - *Aaliyah*
11. Zaziyen Khonangani Makhaye - 920928 0389 089 - Kwadolo Area, GREYTOWN, 3250 - *Zaziyena Khonangani*
12. Billy Nelson Mtshali - 890228 5175 088 - B464 Skhindi Road, KWAMASHU, 4359 - *Thobani Billy-Nelson*
13. Nomathamsanqa Doyoyo - 770812 0403 085 - 223 A Anderson Avenue, NORTHCLIFF, 2195 - *Tamara Nomathamsanqa*
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15. Ragelina Mkhoza - 980728 5350 087 - 35522 Extension 34, Barcelona, DAVEYTON, 1520 - *John*
16. Tlhopego Moreri - 960312 5821 084 - 44 Dorinlagte, ZEERUST, 2865 - *Keamogetswe Piet*
17. Nocawa Sonela - 871108 0394 087 - Dwesi Extension, PORT ELIZABETH, 6001 - *Nocawa Bongiwe*
18. Nolusindiso Olga Mlothana - 960309 0638 083 - Tyarha Location, LIBODE, 5160 - *Lelethu*
19. Promise Phumzile Masuku Masuku - 810902 0709 086 - Stand 153, Shongwe, MALELANE, 1331 - *Phumzile Promise*
20. Masingita Penny Masilane - 910729 0994 080 - No 12 Fifth Avenue, FLORIDA LAKE, 1709 - *Penelope Masingita*
21. Patricia Teleko - 950822 0859 089 - 10484 Signalhill Village, MAHIKENG, 2745 - *Koketso*
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25. Sumaya Eddericks - 640806 0184 081 - 9 Horse Close, Portlands, MITCHELLS PLAIN, 7785 - *Suzanne*
26. Patrick Mervin Petersen - 630126 5172 086 - 22 Stagatha Crescent, VANDER HILL, 7945 - *Abdullah*
27. Lionel Desmond Cruywagen - 550826 5173 085 - 64 C Manenberg Avenue, MANENBERG, 7764 - *Hassiem*
28. Bongekile Gaju - 890806 0803 083 - Bombini Area, LUSIKISIKI, 4820 - *Bongekile Carol*
29. Lilian Minnaar - 391212 0032 084 - 66 Liquid Street, BELHAR, 7493 - *Lilian Lea*
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31. Corneluis Johannes Du Plessis - 380601 5016 089 - 17 Thys Jacobsz, Duiwelriverweg, HOEKWIL, 6538 - *Cornelius Johannes*
32. Sidney Henry Sefoor - 690603 5201 088 - 20 John Turf Walk, HANOVER PARK, 7764 - *Shadick*
33. Rekha Ally - 681012 0109 083 - 28 Sanford Glen, 53 – 2an Avenue, BOKSBURG, 1459 - *Raaina*
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52. Marco Angalo Smith - 870805 5221 089 - 51 Matopos Crescent, MITCHELLS PLAIN, 7785 - *Muneeb*
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55. Munish Chagan Darjee - 881129 5048 088 - 84 Devon Crescent, LENASIA SOUTH, 1859 - *Munesh Chagan*
56. Fagharie Cooper - 820109 5208 084 - 07 Merrifield Park, WOODLANDS, 7785 - *David*
57. Stanton Thomas - 821010 5052 085 - 4 Acacia, TRENANCE PARK, 4340 - *Stanton*
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61. Cathrine Kakora - 880825 1231 088 - 5413 Mokgoro Street, VERGENOEG, 8345 - *Refilwe Catherine*
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63. Charnré Nicolette Peters - 871101 0111 080 - 2d Rosewood Road, ANOVER PARK, 7780 - *Shihaam*

64. Cathrine Mokoena - 950418 0267 082 - 2781 Sabata, FRANKFORT, 9830 - *Dimakatso Lereng*
65. Simangele Buhle Patricia Shili - 790827 0582 080 - 09 Oleander, KUILSRIVER, 7850 - *Buhle*
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67. Dikeledi Goodness Ramotekoa - 950427 0184 080 - 10841 Phelindaba, BOTSHABELO, 9300 - *Neliswa Goodness*
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72. Baobonye Zebediel Phehlo - 860826 6327 081 - 5190 Wolf Street, ROCKLANDS, 9323 - *Bonnie Zebedia*
73. Mzimasi Yonke - 800319 5842 089 - 22akkelen Street, RUS TER VAAL, 1918 - *Mzimasi Sydney*
74. July Kiti - 941207 5976 082 - 6421 Zola Street, MALMESBURY, 7300 - *July Kgotsang*
75. Seganeleng Koitsie - 811205 0606 081 - 11-14th Street, ORANGE GROVE, 2192 - *Seganeleng Dorothy*
76. Lindelwa Makwabasa - 770911 0507 083 - 9443 Zone 7 B, SEBOKENG, 1982 - *Lindelwa Nombini*
77. Xolile Qhogi - 860911 1222 089 - 1347 B Bhekuzulu Street, SOWETO, 1868 - *Xolile Nonkululeko Prudence*
78. Hester Classen - 770502 0232 085 - 10 Richard Manuel Close, HOUT BAY, 7806 - *Hester Vinieta*
79. Joline Marshall Minnies - 970903 5293 080 - 177 School Street, BOEGOEBERG, 8943 - *Jolin Marshall*
80. Ditshimologo Disipi - 890321 5828 085 - 10373 Extension 28, VRYBURG, 8601 - *Keumllie Ditshimologo*
81. Saltiel Tshepo Mamorare - 800708 5558 085 - 20 Villa Barcelona, ALBERTVILLE, 0266 - *Tshepo*
82. Leslie-Ann Gordon Barrett - 790522 0194 081 - 7 Green Valley Close, CAPE TOWN, 7800 - *Lesley-Ann Gordon*
83. Kiyaam Manoek - 791022 5137 085 - 44 Hansaschen Born, NEW WOODLANDS, 7785 - *Clayton Ryan*
84. Yolande Berenice Dickson - 770121 0202 087 - 55 Blombos, BONTEHEUWEL, 7764 - *Yusra*
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88. Wellington Fitile Mlamla - 660404 6255 082 - 4 A Power Park, Chris Hani & Dynomo Road, Orlando East, SOWETO, 1804 - *Wellington Fikile*
89. Yvette Mpuputlana Mogano - 980709 0281 089 - Mogano Village, MOGANO, 0727 - *Yvette Maphoko*
90. Josephine Ntsatsi Mpedi - 820515 0512 082 - 1389 Block B B, SOSHANGUVE, 0152 - *Patience Lethabo*
91. Oumisani John Jelle - 871210 5732 087 - 999 Block A A, SOSHANGUVE, 0152 - *Dumisani John*
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93. Sara-Anne Mmaphole - 521212 1130 088 - 41 Umfolozi Road, PAULSHOF, 2056 - *Syriana Mmaphole*
94. Elizabeth Ann Whitelaw Broughton-Clarke - 561012 0028 080 - Glen Avon Farm, B38 Stutterheim Road, THORNPARK, 5201 - *Elizabeth Anne Whitelaw*
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  97. Lodewyk Tarentaal - 510110 5158 084 - 11 Gary Street, Devon Park, EERSTERIVIER, 7100 - *Desmond Lodewyk*
  98. Cornelis Jacobus Marcus - 520122 5075 083 - 4 New Close, ELSIES-RIVER, 7100 - *Cornelius Jacobus*
  99. Jeanrique Snyman - 870126 5010 087 - 17 Pendoring Street, Brackendowns, ALBERTON, 1448 - *Jeanrique Manso Faria*
  100. Nico Meyer - 870413 5198 082 - 13 Werda Street, SOUTHFIELD, 7800 - *Isa*
  101. Valentina Vanessa Hilifaali - 861228 0089 081 - 41 Oceana Topaz Way, HOUT BAY, 7800 - *Faatimah*
  102. Wilbertforce Ndleleni - 871123 5355 082 - 1164 Ashabangu Drive, WHITE CITY, 1868 - *Thukela Wilbertforce*
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  105. Wilna Brand - 570925 0068 088 - Badenhurst Street, RIVERDALE, 6670 - *W'anyah Mynhardt*
  106. Jakop Harnoster - 790224 5079 082 - 6491 Hydrangea, Block 3, KATHU, 8446 - *Jacob Fikile*
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  110. Samuel James Arendse - 871229 5068 086 - 30 Ashleycourt, Lavenderhill, RETREAT, 7945 - *Samir*
  111. Jenine Susan Olivier - 871115 0106 080 - 2167 Mossel Street, PORT NOLLETH, 8280 - *Janine Susan*
  112. Tarryn Genever Stuart - 861010 0158 086 - 4 Chestnut Drive, HOUT BAY, 7890 - *Bambi*
  113. Keegan Ruth Cornelius - 860423 0055 080 - 19 Maroon Road, PARKWOOD, 7941 - *Kauthar*
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  115. Estelle Mary-Ann Naran - 850704 0040 087 - 15 Beron Avenue, No 7 Albert Court, NEWCLARE, 2092 - *Raiqah*
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  119. Mncedisi Maurice Ncedani - 720319 5651 081 - 7987 Mvimbi Street, PLATTENBERG BAY, 6600 - *Maphiko Mncedisi*
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  125. Granville Neville Solomons - 920117 5230 080 - 7 Morris Street, BEACON VALLEY, 7785 - *Muneeb*
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  127. Mmaphefo Mirriam Moate - 930507 0576 081 - 2 Leshaba Section, KROONDAL, 0300 - *Kagiso Thonani*
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  129. Ramatsemela Merandah Marakalla - 951021 0340 088 - 20009 Diphichi, BOKONBERG, 0611 - *Ramokone Merandah*

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136. Thembenkosini Fano Mdletshe - 971205 5805 080 - P O Box 343, SIBHAYI, 3967 - *Siphiwe*
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144. Mphilo Kayela Chauke - 950117 0637 084 - P O Box 63, SASELAMANI, 0928 - *Mphilo Vutomi*
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147. Lauretta Hlohloza - 800703 0316 084 - N1 No 102 N2 Gate Way, LANGA, 7455 - *Zanele Lauretta*
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149. Margaret Phera - 900710 0987 086 - Imbuzani Street, PROTEA GLEN, 1818 - *Mbali*
150. Sentebele Patrick Dilebo - 740517 5411 085 - 1238 Block A A, SOSHANGUVE, 0152 - *Patrick Santebeka*
151. Victoria Mngomezulu - 870326 0968 087 - 3807 Extension 1, ORANGE FARM, 1805 - *Nthabiseng Victoria*
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155. Cherol Kwetepe Tjabadi - 960827 1207 087 - Phase Four, SEKHUKHUNE, 1124 - *Sharon Kwetepe*
156. Martha Riet - 910101 0491 089 - 22205 Otto Street, KIMBERLEY, 8345 - *Jennefer Martha*
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159. Bongumusa Sylvia Nkosi - 940429 0587 083 - Corner Nerina & Kosmos, KEPTON PARK, 1619 - *Bongumusa Sphesihle Treyonce*
160. Vuma Mfeti - 971029 5563 089 - Badibanise Location, MOUNT FRERE, 5690 - *Gcoboletu Vuma*
161. Thabang Actor Malapane - 980911 6118 089 - 21884 Umbhekle, Block X X, SOSHANGUVE EAST, 0152 - *Hector Letuku*
162. Frek Siomon Kumalo - 901018 5343 084 - 1663 Vukane Street, DUDUZA, 1496 - *Franky Simon*

163. Danielle Leonora Buys - 911011 0038 088 - 24 B Church Street, WORCESTER, 6850 - *Danielle Terry*
164. Chelton Wesley Sebastian Ludick - 850424 5167 088 - 9 Comet Road, SURREY ESTATE, 7764 - *Shakeel*
165. Nokuhlupheka Mendah Mokoena - 920507 0433 087 - No 2441 Monchusi Street, Bohlakong, BETHLEHEM, 9701 - *Mendah*
166. Samuel Collin Siya Xulu - 870504 5723 083 - 1649 Cuscus, FOURWAYS, 2161 - *Samuel Siyabonga*
167. Brenda Tebogo Moekwa - 860727 1133 088 - Stand 2366, KWAGGAFONTEIN, 0458 - *Minky Tebogo*
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169. Candice Jo-Anne De Vries - 760107 0116 080 - 35 Cheetah Road, OCEAN VIEW, 7975 - *Kashiefa*
170. Mthunzi Soko - 880327 6225 082 - 71 Church Street, SOMERSET WEST, 7700 - *Isaac Clergyman*
171. Olebogeng Ivin Moshou - 910206 5320 082 - 899 Ratag Location, THABA-NCHU, 9780 - *Irvin*
172. Theresa Nombulelo Matyobeni - 551231 0185 086 - Machubeni Area, LADY FRERE, 5410 - *Theresa Nombulelo Nobongile*
173. Roxanne Neil - 900323 0310 083 - 98 Ambience Doring Road, JOHANNESBURG, 1724 - *Jasmine*
174. Ongezwa Nkomonye - 980316 1367 089 - Tienbank Village, STERKSPRUIT, 9762 - *Bongiswa*
175. Ntombiyethu Apathia Nombewu - 790611 1012 085 - 56 Devilliers Street, Turfontein, JOHANNESBURG, 2190 - *Nobusiyolo Ntombiyethu Apathia*
176. Innocentia Khomona - 701201 0529 087 - 31 Brandybush Close, ORMONDE, 2091 - *Beatrice Innocentia*
177. Tsepo Brullent Thomas - 960312 6154 089 - 500 Zim Street, BLOEMFONTEIN, 9300 - *Tsepo Brilliance*
178. Nala Judith Sithole - 981118 0951 080 - 1952 V Q Section, ESTCOURT, 3310 - *Nobuhle Nala*
179. Samuel Maite Meso - 861002 5854 082 - Ga-Mabitsela, POLOKWANE, 709 - *Maite Sebastian*
180. Tapelo Phakoe - 871223 5229 087 - No 6 Pitwell Matshikwe, LANGA, 7955 - *Tapelo Sabatha*
181. Maputla Joel Kutumela - 810215 5346 089 - G0004 Vollop Village, ZEBEDIELA, 0631 - *Madimetja William*
182. Nikana Debra Phago - 920913 1244 087 - Stand No 173, GA-MPHELA, 0773 - *Mahlogonolo Debra*
183. Harry Tshepo Kubheka - 961031 5777 083 - 18905 Zone 14, SEBOKENG, 1983 - *Harvey Themba*
184. Ntoiseng Rebecca Shilubane - 800914 0446 082 - 3677 Windmill Park Estate, Leomakalala Street, BOKSBURG, 1460 - *Daisy Rebecca*
185. Susan Festus - 431116 0056 088 - No 22-C Lantana Street, Klein Nederburg, PAARL EAST, 7646 - *Susan Fatima*
186. Dikeledi Ephney Nkwane - 910901 0374 080 - 622 Soweto Street, Moriting Section, TEMBISA, 1632 - *Busisiwe Natasha*
187. Louan Dustin Barkley - 970224 5329 083 - 6 Cromer Road, ALBERTON, 2091 - *Dustin Louan*
188. Surprise Nthabiseng Ramasodi - 910531 0624 083 - 1211 Extension 23, Tsunami, GA RANKUWA, 0208 - *Esther Nthabiseng*
189. Nana Ignatia Simelane - 800903 1014 080 - P O Box 712, ULUNDI, 3838 - *Nana Siindile Ignatia*
190. Nokholom Getsese - 890628 6323 084 - Maqhashu Area, LADY FRERE, 5410 - *Siphelo*
191. Motlhatlhani Faith Khunou - 711222 0481 085 - 77 Burns Street, Colbyn, HATFIELD, 0083 - *Motlhatlhani Nthabiseng*
192. Lufuno Emmanuel Maremba - 830101 7132 089 - 302 Herdershoff, Corner Gold And Milner Streets, Sophia Town, JOHANNESBURG, 2038 - *Lufuno Immanuel*
193. Jacob Qheneba - 910904 5288 081 - 5498 Chris Hani, ZAMDELA, 1949 - *Teboho Jacob*
194. Mhleli Oplence Linda - 730602 5586 086 - 92 Pebble Falls, 407 Graaff Avenue, BOKSBURG, 1459 - *Mhleli Sgwili*

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195. Anele Thembeke Zezi - 940904 5245 085 - 30 St Georges Drive, WESTVILLE, 3629 - *Anele*
196. Khawulani Sithebe - 980723 5708 087 - Eskom No 2019, Lister Farm, MADADENI, 2951 - *Khawulani Ntokozo*
197. Goodness Mikwakwa Mkhumbuzi - 980411 0804 081 - P O Box 372, KWANGWANASE, 3973 - *Goodness Elihle*
198. Mako Ranki - 850503 1471 089 - P O Box 24, SWARTMFOLOZI, 3115 - *Thembeke*
199. Noxolo Ngcembe - 950204 0653 087 - 1713 Avenue, CLERMONT, 3607 - *Noxolo Gabsile*
200. Zandisiwe Tshezi - 980922 6215 080 - Emagqagqeni Area, UMZIMKHULU, 3297 - *Philasande Musa*
201. Mzamo Cingo - 840810 6342 089 - 2663 Matalaneng, BOITEKONG, 0308 - *Mzamo Shawn*
202. Chandra Moodley - 700101 6346 083 - 37 Lobatum Road, BRACKENHAM, 3900 - *Robert*
203. Sandile Mabandla Biyela - 910530 5971 085 - Mandlanzini Area, Phase 7, RICHARDS BAY, 3900 - *Mondli Sandile*
204. Nomampondo Veronica Ngcozela - 670520 0351 086 - Inqubela Road, Station Park, GUGULETU, 7750 - *Nomampondomise Veronica*
205. Mofoshi Meriam Nkomo - 650210 0322 089 - 1125 Mmotong Section, TLASENG, 0300 - *Mafoshi Meriam*
206. Yandiswa Hanisi - 830503 1136 083 - Nyamankulu, COFIMVABA, 5380 - *Nosiphelo*
207. James Johannes Botes - 570627 5855 085 - 6 Tettenham Street, Tafelsig, MITCHELLS PLAIN, 7785 - *Junaid*
208. Edith Matshie - 980915 1286 080 - Stand No 46, Boyelang Trust, ACORNHOEK, 1360 - *Edith Mashoto*
209. Zimasa Doris Ciyane - 691211 0665 080 - No 6 – 16th Avenue, ALEXANDRA, 2090 - *Nosimele Doris*
210. Sipilisiwe Sigcawu - 950808 1524 087 - Mankosi Area, NGQELENI, 5140 - *Siphilisiwe*
211. Jonas Van Heerden - 470326 5024 088 - 66 Church Street, GEORGE, 6670 - *Demas*
212. Amirah Sattar Van Blerk - 450615 0057 083 - 106 Malta Road, Naturena, JOHANNESBURG, 2064 - *Winnifred Elizabeth*
213. Gladys Jors - 980228 1030 080 - 5 Sume Street, KWANOBUHLE, 6242 - *Linda Gladys*
214. Julian Elroy Williams - 830530 5101 086 - 32 Ironwood, EASTRIDGE, 7785 - *Imraan*
215. Yasomathie Sukday - 830430 0061 080 - 244 Begonia Drive, Redcliffe, VERULUM, 4340 - *Owisha*
216. Lingamayagie Naicker - 810311 0182 080 - 294 Amsterdam Estate, Corner Amsterdam And Jacaranda Street, OLIVEDALE, 2188 - *Jennifer*
217. Alvina Catherina Abrahams - 801012 0034 088 - 200 Drury Road, CAPRICORN, 7945 - *Ilhaam*
218. Attienne Elvirina Moses - 800418 0162 087 - 7 B Beatrix Avenue, MANENBURG, 7764 - *Ayesha*
219. Hester Carina Maré - 791029 0111 080 - 70 Piet Retief Crescent, SANDBAAL, 7200 - *Carina*
220. Lance Kannemeyer - 781230 5087 083 - 10 Surran Road, HANOVER PARK, 7764 - *Labeeq*
221. Malik Williams - 781003 5239 081 - 24 Peach Close, Westridge, MITCHELLS PLAIN, 7785 - *Marck Wayne*
222. Nicolette Roode - 770929 0272 086 - 4 Langeberg Street, Hillview, CAPE TOWN, 7945 - *Nazeema*
223. Jaqueline Duncan Howie - 770621 0111 089 - 1 Northhoks Estate, Blackwood Drive, HOUT BAY, 7806 - *Jaqueline Christine*
224. Stephina Mabusa - 740803 0444 085 - 1188 B Letuba Street, NALEDI, 1868 - *Stephina Nthabiseng Ndo*
225. Thando Njabulo Nkosi - 981113 5244 086 - 458 C Osizweni, NEWCASTLE, 2952 - *Anathi Njabulo*
226. Tior-Ann Benjamin - 950130 0072 087 - B4 Crocus Court, 163 Arundle Road, HILLARY, 4094 - *Tori-Ann*

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227. Motete Mohapi - 980526 5095 086 - 82 Nahaniel Street, Riebeeegstad, WELKOM, 9459 - *Kgomotso Motete*
228. Hlupheka Sipho Maswanganye - 910601 6142 081 - P O Box 9666, P O, GIYANI, 0826 - *Sipho Deon*
229. Zondeni Prudence Linda - 901109 1064 087 - 2528 Weledacht East, CHATSWORTH, 4092 - *Nomkhosi Prudence*
230. Silindile Chamane - 881001 0585 085 - E133 Umlazi Township, UMLAZI, 4066 - *Nomfundo Ephелеle*
231. Caroline Smith - 921229 0061 086 - 41 Main Road, Dooneside, AMANZIMTOTI, 4126 - *Lizanca*
232. Sidumise Lwabi - 950924 0598 087 - Chris Hani Park, MTHATHA, 5099 - *Sidumise Zandile*
233. Zelukile Bongekile Dlangisa - 960802 0934 080 - Mbuyane Place, MZINTO, 4201 - *Bongekile*
234. Deyonne Mervyn Pieterse - 880828 5060 081 - 16 Scheppers Street, BELFAST, 1100 - *Devonne Mervyn*
235. Clinton Maharaj - 830716 5174 088 - 41 Commodor Street, The Hague, DELFT, 7100 - *Qiyaam*
236. Lindsay Graham King Stevens - 861020 5023 086 - 3 Tessa Road, River Club, SANDTON, 2149 - *King Graham Lindsay*
237. Matthews Jeremiah Sitanda Young - 850804 5112 087 - 8 Scepty Hollow Lane, CAPE TOWN, 8001 - *Matthew Jeremiah Sitanda*
238. Marvin Jemaine Johnson - 840220 5210 081 - 53 Acacia Street, Forest Village, EERSTERIVER, 7100 - *Mogamat Mushtaeq*
239. Joedene Antonice Kroukamp - 841005 0246 084 - 15 Makriel Court, HOUT BAY, 7806 - *Jameerah*
240. Nanduli Primrose Masimula - 811231 0339 085 - 702 Brownhill, 14 Peterson Street, HILBROW, 2001 - *Ntombifuthi Primrose*
241. Taswell Warran Green - 861013 5195 087 - 25 Ondine Court, MANENBERG, 7764 - *Tauhid*
242. Moliehi Maria Sealanyane - 851001 1011 087 - 2045 Tale Street, Tumahole, PARYS, 9585 - *Modiehi Maria*
243. Simon Vusi Shabalala - 950213 5307 086 - 5998 Extension 1, Bohlokong, BETHLEHEM, 9700 - *Nhlanhla Vusi*
244. Nicolaas Paul Mc Carthy - 750116 5070 087 - No 1 Ontario Court, HANOVERPARK, 7780 - *Muzhaffar*
245. Alicin Nicoline Khalid - 770404 0243 081 - 26 Bronat Street, Kylemore, HELLENBOSCH, 7599 - *Faatimah*
246. Sudhir Mohamed - 761203 5144 083 - 280 Stephen Dlamini Road, DURBAN, 4000 - *Muhammad Shiraz*
247. Ricardo Regan Syster - 761203 5041 081 - E 9 Alpire Mews, Forest Drive, EERSTE RIVER, 7100 - *Riedewaan*
248. Glynis Denele Muller - 780331 0131 081 - 42 School Street, Sir Lowrys Pass, SOMERSET WEST, 7130 - *Glywis Danielle*
249. Francis Claryna Felopina Abelse - 760709 0237 087 - 33 St Paulstreet, Wellington, WELTEVREDE, 7655 - *Phillippina Frances Claryna*
250. Jerzey Mark Charles - 770824 5108 080 - 6 George Elliot Street, Extension 6, ELDORADO PARK, 1812 - *Muhammad Umar*
251. Bernadine Ahmed - 780115 0209 082 - 84 Rainbow Road, Harmony Village, MITCHELLS PLAIN, 7785 - *Bushra Amina*
252. Anna Mathapelo Ditsele - 820318 0450 084 - 1659 Zone 7, GA RANKUWA, 0208 - *Hanna Mathapelo*
253. Recks Ndlovu - 990323 6202 087 - Po Box 3005, MKHUHLU, 1246 - *Makhosi*
254. Malehu Mohlamme - 901009 0740 085 - 992 Zone 21, GA RANKUWA, 0208 - *Malehu Grace*
255. Gerswin Winston Klaasen - 841014 5093 087 - 49 Hawaii Street, MACASSAR, 7130 - *Gershan Wahied*
256. Alexia René Battis - 850121 0211 081 - 6 Crescent Way, Blue Downs, CAPE TOWN, 8000 - *Aneesah*
257. Jamie Marie Van Dyk - 851106 0056 080 - 28 Polo Crescent, Leeuwenhof Estate, SILVER LAKES, 0081 - *Jamie*
258. Kuban Reddy - 851129 5239 089 - 42 Brightwater View, 265 Long Avenue, RANDBURG, 2194 - *Gavin Kuban*
259. Kgaugelo Moela - 900701 0696 082 - B 181 Old Corrinaton, WITBANK, 1035 - *Kgaugelo Sepeke*

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260. Nokuthulu Zulu - 650604 0324 089 - 89 Rockwell Drive, STANGER, 4450 - *Beatrice Nokuthula*
261. Smangele Rennie Magubane - 631026 0817 082 - 77 Sanjerez Balliko, KWA DUKUZA, 4480 - *Smangele Deborah*
262. Nthabiseng Pohotona - 900110 1107 083 - 2423 Jama Street, Dindela Section, DENDRON, 0715 - *Tertia*
263. Thokozani Abednego Mtheku - 800408 5578 080 - A 34 Nala Circle, Shayamoya, KWAMASHU, 4360 - *Thokozani Nhlanhlehle*
264. Nontsokolo Ronica Tetani - 681004 0340 081 - 53 Bakkerskloof, SOMERSET – WEST, 7130 - *Mandisa Veronica*
265. Lettie Ramaesele Lekgau - 840315 0611 083 - 366 Block B, SOSHANGUVE, 0152 - *Mpho Joy*
266. Itumeleng Happiness Rachel Malatjie - 921229 0509 084 - 22788 Extension 4, MAMELODI EAST, 0122 - *Itumeleng Happiness*
267. Mavis Hlengiwe Zulu - 880912 0820 085 - G 1418 Ntuzuma Township, NTUZUMA, 4560 - *Hlengiwe Nonkululeko*
268. Phumlaphi Duduzile Xulu - 860828 0613 086 - Mnyameni Area, MAPHUMULO, 4470 - *Phumzile Duduzile*
269. Nteseng Elizabeth Molapo - 581205 1052 085 - 2262 Mmaudu Section, Makapanstad, HAMMANSKRAAL, 0404 - *Phokwane Margaret*
270. Nondumiso Sibiya - 920621 0994 087 - Macambini, MANDENI, 4490 - *Nondumiso Angel*
271. Zizipho Bavu - 970314 0673 088 - Cezu Area, MQANDULI, 5080 - *Zizipho Lusanda*
272. Jester Kufamuni Moyane - 740421 0452 089 - Private 1351, THULAMASHE, 1365 - *Jester*
273. Cathrine Geneva Whitaker - 960826 0066 080 - 1048 Thabombeki Village, RANDBURG, 2194 - *Cathrine Jennifer*
274. Macquinn Mashoene Molema - 980929 6000 081 - Chebeng, Moletjie, SESHEGO, 0753 - *Macquinn Machuene*
275. Tumelo Molekwane Morare - 990101 5939 085 - 6001 B Gama Tshepo, BOLEU, 0474 - *Tumelo Malawane*
276. Chantal Ryklief - 780504 0216 082 - 27 Manigen Street, PELICAN PARK, 7941 - *Shamierah*
277. Zama Kubheka - 920109 0108 080 - 71 High Street, BEREA, 2198 - *Zamaswazi Mbalenhle*
278. Cynthia Mabetoa - 770308 0372 081 - Stand No 478 Sekonye, BOTLOKWA, 0812 - *Rabatho Cynthia*
279. Emma Grace Malala - 880716 0954 087 - Stand No 141, BHUGU TRUST, 1245 - *Emma Thabile*
280. Selonyana Meriam Mokhatsi - 860410 1216 084 - 777 Medupi Street, Lebaleng, MAKWASSIE, 2650 - *Boitshwarelo Forgiveness*
281. Onkemetse Beattah Mphatwe - 790928 0422 085 - 3280 Magogong, TAUNG, 8584 - *Onkemetse Beata*
282. Aldo Müller - 870405 5113 087 - 22 Fith Avenue, Retreat, CAPE TOWN, 7945 - *Muhammad Ameer*
283. Nomakhepu Kalamore - 950721 0643 081 - House No 845, Extension 6, TAUNG, 8584 - *Thuto Nomakhepu*
284. Reniet Elfrido Moorcroft - 870421 5199 083 - 20 Waterland Street, The Conifer, BLUE DOWNS, 7100 - *Renier Elfrido*
285. Numelani Wiseman Dlamini - 950927 6312 080 - Mabhelani Location, HIBBERDEN, 4220 - *Vumelani Wiseman*
286. Pyleng Hermina Masemola - 520616 0981 088 - 383 Block Ww, SOSHANGUVE, 0152 - *Puleng Hermina*
287. Sekgopi Alex Mohlala - 850917 5808 080 - Block A Room 15, MAMELODI HOSTEL, 0122 - *Mafahle Alex*
288. Bridgette Mahlatse Matlou Motsoko - 881006 0599 085 - 1237 Bochum Extension 4, BOCHUM, 0790 - *Mahlatse Moyahabo Bridgette*
289. Mbongeni Struggle Nonyane - 870603 5292 089 - Stand No 250, Sandriver Trust, HAZYVIEW, 1242 - *Mbongeni Mike*
290. Foho Shabangu - 980519 5597 086 - Stand No 436, Numbi Trust, HAZYVIEW, 1242 - *Prince*
291. Johan Sibiya - 980627 5940 089 - Stand No 155, DRIEKOPPIES, 1331 - *Johan Jimmy*
292. Sivajee Ponnusamy - 600926 5257 084 - 77 Hoopoe Street, PELICAN PARK, 7780 - *Shaheed*

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293. Visham Purthab - 630328 5235 083 - 52 Pluto Road, PIETERMARITZBURG, 3201 - *Faizel*
294. Kugan Pather - 640714 5235 082 - 51 Firenza Gardens, RESERVOIR HILLS, 4091 - *Kugan Kodey*
295. Antjie Davids - 600616 0194 081 - 487 Alwynhof, Bridgton, OUDTHOORN, 6625 - *Anne*
296. Johan Jacobus Witbooi - 660917 5148 081 - 25 Duinebessie, LENTEGEUR, 7785 - *Bion*
297. Lesibe Peter Makhafola - 930428 5701 089 - Seleteng Village, MAHAHLELE, 0736 - *William Lekwa*
298. Elvin Ashley Terblanche - 810731 5052 089 - 24 Callste Court, Aubrey Street, Gelvan Park, PORT ELIZABETH, 6020 - *Eshaan*
299. Ephraim Mapaka Mogoshi - 980802 5679 082 - Riverside, JANE FURSE, 1085 - *Nkgudi Winston*
300. S'Phamandla Eric Mtshali - 751020 5616 080 - 20 Karl Street, JEPPESTOWN, 2094 - *Sphamandla*
301. Modiehi Roshelle Tyaliti - 760425 0216 084 - 1884 Banguni Street, THABONG, 9463 - *Elisabeth Christ*
302. Leah Phiri - 960629 0838 080 - 8887 Mtjoji Street, Extension 13, Paradise Park, VOSLOORUS, 1475 - *Malebogo Pearl Leah*
303. Mayize Wezekile - 870729 5846 085 - Room 4, MUNSIEVILLE HOSTEL, 1739 - *Mayize Luyanda*
304. Danielle Heather Gabier - 890101 0135 086 - 43 Waratah Street, SALDANNA, 7395 - *Haniya*
305. Leané Sammy-Joe Sylvester - 890204 0152 083 - 1503 Stilwanie Crescent, BELLVILLE SOUTH, 7530 - *Zaidah*
306. Maria Jacoba Pieterse - 731021 0090 086 - 50 Louw Street, DELAREYVILLE, 2770 - *Heidi*
307. Anne Blaauw - 660805 0184 088 - 8 Rowenzovi Street, Searidge Park, MITCHELLS PLAIN, 7785 - *Heidi Anne*
308. Patrice Lucky Labuschagne - 611028 5181 088 - 11 Protea Street, STANDERTON, 2430 - *Pepsi*
309. David Rasta Asha Daniels - 631130 5809 084 - 23 Pluto Road, OCEAN VIEW, 7975 - *Rasta Usher*

## DEPARTMENT OF HOME AFFAIRS

NO. 454

26 MAY 2017

## ALTERATION OF SURNAMES IN TERMS OF SECTION 26 OF THE BIRTHS AND DEATHS REGISTRATION ACT, 1992 (ACT NO. 51 OF 1992)

The Director-General has authorized the following persons to assume the surnames printed in *italics*:

1. Catherine Makgale - 770326 0285 087 - 17 Hazel Street, Lindhaven, ROODEPOORT, 1724 - *Dibetso*
2. Paballo Sephoye - 910615 5173 087 - 4749 / 4 Luthando Street, PHUMULA, 2010 - *Mudau*
3. Vusimuzi Doctor Miya - 850206 6155 083 - Stand no 1855, KWAGGAFONTEIN, 0450 - *Masilela*
4. Godfrey Tsogane Mogale - 870315 6173 081 - PO Box 996, JANE FURSE, 1085 - *Maila*
5. Steyn Karabo Mathole - 840930 5914 082 - 672 Malemaja Stand, WINTERVELDT, 0201 - *Malemaja*
6. Thulani Mbuyisa - 871219 5895 083 - 823 Moleleki Section, KATLEHONG, 1401 - *Mathebula*
7. Simbongile Ngqasa - 870101 7958 088 - 12323 Eureka Park, Meloding, VIRGINIA, 9400 - *Chita*
8. Mathapelo Annah Phokompe - 830906 1198 088 - 3517 Dithwaneng Section, BODIBA, 2741 - *Thomas*
9. Sibonelo Sanele Ncube - 870902 6468 080 - P O Box 34, MBAZWANA, 3974 - *Dladla*
10. Sanele Mpofu - 870901 1287 081 - 539 Letsatsi Street, Orlando East, SOWETO, 1717 - *Mathole*
11. Bongani Bhekani Buthelezi - 821024 5879 082 - 1647 Mthombeni Street, Spruitview, JOHANNESBURG, 2001 - *Ngwenya*
12. Boy Timothy Sediba - 561008 5806 082 - 6948 Section V, Magnolia Street, MAMELODI WEST, 0101 - *Nkosi*
13. Gugulethu Innocentia Mbedu - 920617 0653 087 - 26 Johannes Nkosi Avenue, Cato Manor, DURBAN, 4091 - *Mtshali*
14. Mthokozisi Gumede - 970103 5888 084 - Mphise Area, MAPHUMULO, 4450 - *Msomi*
15. Nozibusiso Nonsindiso Sikhakhane - 980822 0706 086 - Matakatini Location, MERRIVALE, 3291 - *Diungwane*
16. Nkululeko Nhlanhla Mazibuko - 951221 5191 086 - Burford, LADYSMITH, 3370 - *Hlatshwayo*
17. Zwivhuya Mukwevho - 990409 0841 085 - Lwamondo, VHEMBE, 0985 - *Managa*
18. Kwenzekile Dhladhla - 990324 1140 082 - Enhlane, WEENEN, 3325 - *Hadebe*
19. Sithabiso Mabaso - 981106 5852 080 - C Section, ESTCOURT, 3310 - *Ngobese*
20. Tshimangadzo Tanson Rathete - 990504 5654 085 - 12 Sweet Pea Place, Lindopark, EAST LYNNE, 1020 - *Setati*
21. Siphiwe Magnificent Buthelezi - 980917 5964 084 - House no 202, Ward 35, OSIZWENI, 2940 - *Sithole*
22. Sabelo Gcabashe - 950920 5968 085 - Mbongolweni Location, ESHOWE, 3815 - *Ngcobo*
23. Sipho Metro Ngwenya - 741211 5700 080 - 289 Thabo Mbaleki, LANSERIA, 1700 - *Mkhatshwa*
24. Reinhardt Anders - 781029 5013 085 - 22 Burger Street, 9 Parkerama, POLOKWANE, 0699 - *Crafford*
25. Vusumuzi Patrick Mayaba - 880117 5296 089 - 194 Crane Flower Street, Savanna Hills Estate, MIDRAND, 0100 - *Mosiatlhaga*
26. Jenné Ryzéne Govender - 870812 0324 082 - 20 Moorhen Street, Struisbult, SPRINGS, 1559 - *Kinners*
27. Morena Richard Lepphoto - 970404 6213 086 - 3340 Extension 3, VREDE, 9835 - *Selepe*
28. Musa Patrick Gogotya - 830604 5749 085 - 2734 Cromer Street, Protea Glen, RANDBURG, 1818 - *Zungu*
29. Anita Zipho Ngaleka - 980509 0777 080 - P O Box 01, SHIGALO, 0981 - *Makondo*



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30. Sibusiso Lucky Maseko - 870116 5972 089 - 10220 Mzilikazi Street, Zone 7 B, SEBOKENG, 1983 - *Mkhwanazi*
  31. Lucky Gift Mabasa - 861119 5998 089 - 2586 Manyike Street, SOWETO, 1818 - *Tibane*
  32. Mpho Mohale Phalene - 850813 5935 082 - Stand no, DITSHOSING, 0835 - *Phosho*
  33. Lungisile Prideness Zungu - 840903 1514 081 - Smozomeni Area, RICHMOND, 3750 - *Mntungwa*
  34. Innocent Nkosikhona Mwandla - 880930 5621 084 - M 142, Umlazi Township, DURBAN, 4001 - *Mngomezulu*
  35. Nicholas Raubenheimer - 890120 5026 082 - 33 Taurus Road, Unit 16, Sundowner Park, JOHANNESBURG, 2188 - *Parkinson*
  36. Christian Thomas Mokgotla - 860206 5768 082 - 3 Nyaweni Street, KWA THEMA, 1575 - *Ndaba*
  37. Andile Mzuzu - 881009 5202 085 - 587 Blueberry Street, Eagle Canyon Golf Estate, HONEYDEW, 2170 - *Radebe*
  38. Thembinkosi Bhabha Khathula - 700720 5846 080 - Sebeni Area, NTABANKULU, 5130 - *Ngaka*
  39. Lindokuhle Theophulus Sibande - 850326 6073 084 - 3 Tasbet Park, Pilot, WITBANK, 1035 - *Manatha*
  40. Nunu Lillian Setlhafuno - 740524 1157 084 - 10394 Mafufutso, ATAMELANG, 2732 - *Makaota*
  41. Mxolisi Buthelezi - 940402 5893 087 - Nkomba Area, TUGELA FERRY, 3010 - *Mntungwa*
  42. Potego Mpittle Gedeon Malatji - 960221 6094 080 - 408 Maserumule Park, NEBO, 1059 - *Malaza*
  43. Johanna Lebogang Tsheko Milanzi - 950728 0531 083 - House no 2479, Extension 4, Marapong, LEPHALALE, 0555 - *Mojapelo*
  44. Brampatjana John Maphake - 870203 5707 085 - 47 Gamana, NGWAABE, 1058 - *Maphanga*
  45. Lufuno Salthiel Magwedze - 880313 5985 082 - Tsuthuthuni, DZANANI, 0955 - *Mulibana*
  46. Nzama Noel Chauke - 830611 6058 085 - Mahonisi, MALAMULELE, 0932 - *Nghonyama*
  47. Pule Patrick Lekekela - 961116 5299 087 - 1388 Mmamahabe, VENTERSBURG, 9400 - *Lebatla*
  48. Lungisani Zondo - 950818 6368 083 - Kwa Maye, BERGVILLE, 3370 - *Radebe*
  49. Matshaena Stephen Seromo - 910418 5895 084 - 82 Vaalbank, NEBO, 1059 - *Makuwa*
  50. Olerato Kokome - 950623 5442 081 - 1971 Impala Street, Extension 4, DIEPSLOOT, 2125 - *Mangamelana*
  51. Saziso Mngoma - 930908 6143 084 - Mellville, STANGER, 4450 - *Mhlongo*
  52. Makhosazane Sindisiwe Nobuhle Msibi - 930101 2121 086 - Private Bag X0042, PONGOLA, 3170 - *Mbhamali*
  53. Siyavuya Mehlophakulu - 981215 6170 085 - Lower Ngxaxa Area, QUMBU, 5186 - *Swazi*
  54. Melusi Khumalo - 821002 5836 088 - 3066 Block S, Doornkop, SILVERTON, 1723 - *Gwala*
  55. Itumeleng Kale - 980217 5985 084 - 184 Kubu Street, Madiba Park, SESHEGO, 0710 - *Matlakala*
  56. Bonga Dlembula - 981215 6024 084 - N 49 Lindelani, BENONI, 1501 - *Ngcubhe*
  57. Pulane Aletta Mogorosi - 680717 0548 087 - 7126 Khayisha, Grassland, BLOEMFONTEIN, 9300 - *Mokhethi*
  58. Sebakala Michael Seale - 690328 5325 089 - Stand no 206, Maune, NAMAAGALE, 1391 - *Malatji*
  59. Mpilo Xolani Ashely Zulu - 950203 5608 088 - 854 Matsingela Road, KWA DEBEKA, 3612 - *Shange*
  60. Xolisile Zoko - 980606 0953 081 - Seaview Location, BIZANA, 4800 - *Bhengu*
  61. Bonginkosi Mzikayise Mbuyazi - 621203 5810 089 - Ongengele Area, MTUBATUBA, 3935 - *Nxumalo*
  62. Sandile Mtuli - 951125 6159 085 - Gobinsimbi Area, OZWATHINI, 3242 - *Ngcobo*
  63. Sandile Welcom Buthelezi - 970930 6437 085 - Mafakatini, Mpophomeni, HOWICK, 3291 - *Ndlela*

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64. Sanele Goodman Mthembu - 970211 6272 081 - P O Box 1567, Matshana Reserve, EMPANGENI, 3910 - *Zungu*
  65. Albert Mashaba - 870613 5390 080 - 21 Calcite Street, Extension 5, ENNERDALE, 1700 - *Manyisa*
  66. Mahlarene Isaac Moholoa - 500310 5379 084 - Stand no 526, Sekakeng, BOTLOKWA, 0800 - *Ngobeni*
  67. Simiso Patrick Mahlangu - 881016 5960 083 - 5705 Section B, OSIZWENI, 2952 - *Mthembu*
  68. Thuli Mtshali - 891002 1524 089 - 1075 Snqobile B, DAGGAKRAAL, 2491 - *Motha*
  69. Sanelisiwe Bridget Hlongwane - 870425 0484 085 - 83184 Mpande NO 2, PIETERMARITZBURG, 3200 - *Wanda*
  70. Refilwe Molokwane - 970218 5728 088 - Semarela, TZANEEN, 0850 - *Malatji*
  71. Thabang Ignitious Moloisane - 850727 6201 080 - 9518 Unit R, MABOPANE, 0200 - *Hoffman*
  72. Kenneth Malesela Mokgata - 870122 6141 088 - P O Box 522, LEBOWAKGOMO, 0232 - *Mphahlele*
  73. Jeffrey Plaatjie - 850912 6119 082 - 11399 / 98 Mtipa Road, Orlando West, SOWETO, 1717 - *Lebogo*
  74. Palesa Kumalo - 880215 1331 080 - 1091 Mailula Park, VOSLOORUS, 1400 - *Mofokeng*
  75. Mbuyiseli Mfenqa - 870615 6614 087 - Pepeni Area, MOUNT AYLIFF, 4735 - *Kweqela*
  76. Omphile Faith Gotyana - 950607 0448 086 - 1025 Pulong, TAUNG, 8580 - *Pogisho*
  77. Thobani Leon Cele - 981130 5387 087 - 10 Doyle Close, RESERVOIR HILLS, 4091 - *Ngwazi*
  78. Thabisitse Mashabela - 910819 5877 081 - P O Box 189, ATOK, 0249 - *Mmaphakane*
  79. Morris Fani Nkosi - 920224 5733 087 - 15 A Moses Kotane Street, BETHAL, 2310 - *Baatjies*
  80. Thandikhaya Isaac Mpongo - 780201 5887 088 - LUJECWENI Area, PORT ST JOHNS, 5120 - *Nomngongo*
  81. Tshepo Themba Maloka - 940726 5747 087 - 5540 Extension 6, Sakhile, STANDERTON, 2430 - *Tshabalala*
  82. Lebohang Tsotetsi - 921013 5413 082 - Stand no 13460, Sikele Street, TWATWA, 1520 - *Komane*
  83. Jonathan James Cakes - 861124 5141 086 - 147 Titren Road, Seaview, DURBAN, 4001 - *Carlton*
  84. Siyabonga Petros Washington Duma - 560416 5663 083 - 4160 Ophutwini Area, INCHANGA, 5600 - *Ntuli*
  85. Mpja Hermans Monyeke - 531214 5259 085 - Shongoane, LEPHALALE, 0555 - *Mosima*
  86. Lucky Lerato Langa - 820725 5628 086 - 8610 Mabitsela Street, ORLANDO, 1804 - *Mashiane*
  87. Immaculate Zama Ncube - 980511 1151 083 - Nyamazane Area, MAPHUMULO, 4470 - *Ndlovu*
  88. Phumeleni Bekwa - 560106 5412 082 - Chibini Location, IXOPO, 3276 - *Ngcobo*
  89. Phethedi Johannes Matshi - 860710 5580 082 - MOhlaletse, SEKHUKHUNE, 1124 - *Matji*
  90. Nqobile Cele - 970623 1262 083 - Kwathoyela Area, OZWATHINI, 3242 - *Simamane*
  91. Siphosethu Ziwani - 980529 1000 084 - 51814 Newlands, Nkqonkqoweni Location, EAST LONDON, 5200 - *Ndlumbana*
  92. Katlego Bernard Mochitele - 910413 5667 088 - 5357 Section B, MAMELODI WEST, 0122 - *Maribe*
  93. Muziwakhe Dube - 880612 5660 086 - 2019 Xaba Street, JABULANI, 1868 - *Makhubu*
  94. Abbie Ebbie Nhlabathi - 730805 5809 081 - Stand no 1686, SHATHOCHUKA, 1100 - *Kgotse*
  95. Arcadia Phumlani Kheswa - 970824 5234 082 - 200 Mendi Street, Sobantu Village, PIETERMARITZBURG, 3200 - *Ndlovu*
  96. Mogomotsi Raphinos Menoe - 830816 5986 083 - 153 B Moshoeshoe Street, MEADOWLANDS, 1700 - *Segwe*
  97. Sabelo Madibe - 920712 5946 089 - 7441 – 26 Dorchester Road, Parklands, EAST LONDON, 8001 - *Mjaja*

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98. Thembinkosi Roberto Makwakwa - 850219 6203 084 - Makwakwa Area, INGWAVUMA, 3968 - *Phoseka*
  99. Yongama Mahamba - 860701 6054 086 - Goqwana Admin, TSOLO, 5170 - *Buthongo*
  100. Eulenda Pugiso Seerane - 850328 1224 084 - House no 1967, Zone B, NAMAKGALE, 1300 - *Mashile*
  101. Bonginkosi Chalisi Nkosi - 801223 6332 083 - C 136 Goodhope Squater Camp, GERMISTON, 1400 - *Mpanza*
  102. Thandi Mntambo - 870627 1048 088 - 8249 B, 216 Dik Khambule Street, SOWETO, 1711 - *Moerane*
  103. Mohlopheli George Ratsoeu - 860309 6268 084 - 2113 Winnie Street, Boitumelo, SEBOKENG, 1983 - *Phakathi*
  104. Siyanda Mthethwa - 860705 5874 089 - House no 436, Section 7, MADADENI, 2951 - *Cebekhulu*
  105. Nkosingphile Hlophe - 851224 5539 081 - V Section, Umlazi, DURBAN, 4001 - *Shange*
  106. Lloyd Magapane Mathebula - 861023 5853 080 - P O Box 2039, ACORNHOEK, 1360 - *Kgwedi*
  107. Nokonwaba Makhokha - 860321 1012 086 - Ngolo Area, LIBODE, 5010 - *Mdliwa*
  108. Nomvula Happiness Ntombela - 840722 0549 082 - J 1065 Mnungwane Road, KWA MASHU, 4360 - *Zulu*
  109. Sayeda Chetty - 930502 0225 086 - 13 Rangepark Close, Shastri Park, PHOENIX, 4068 - *Mohamed*
  110. Lehlohonolo Samuel Mahoba - 700313 5608 088 - 2390 Zone 9, MEADOWLANDS, 1852 - *Karedi*
  111. Vuyelwa Julia Miya - 930124 0410 087 - 25990 New Stand, Thabong, WELKOM, 9460 - *Louw*
  112. Lindokuhle Praise-God Dumakude - 940907 5738 082 - Njobokazi Location, BULWER, 3244 - *Dlamini*
  113. Gabriel Molaletsa - 580712 5681 083 - 10 Kwanele Street, KATLEHONG, 1700 - *Makhudu*
  114. Jessika Potgieter - 981215 0043 080 - 3 Fairfield Village, Meerlust Street, Oakglen, BELLVILLE, 7530 - *Booth*
  115. Shimane John Kgokong - 820214 5405 084 - 22804 Pine Haven, Extension 34, BLOEMFONTEIN, 9300 - *Wabubi*
  116. Makolometsi Peter Tau - 820406 5894 081 - 9523 Extension 9, IVORY PARK, 1632 - *Mammekwa*
  117. Likhona Bawana - 930819 6187 080 - Mantusini Area, PORT ST JOHNS, 5100 - *Mjibela*
  118. Fulufhelo Phulwana - 911007 0757 081 - Tshipako, THOHOYANDOU, 0900 - *Sinyegwe*
  119. Oelfia Salie - 731204 0389 084 - 30 Dipper Street, PELICAN PARK, 7941 - *Hamza*
  120. Clive Kenneth Cloete - 660509 5001 087 - 64 Stephanus Titus Street, CITRUSDAL, 7340 - *Saunders*
  121. Antoinette Dinkelmann - 610429 0041 080 - 200 A Petrel Close, Thatchfield Close, Rua Vista X9, CENTURION, 0157 - *Le Roux*
  122. Bongumusa Robert Thabethe - 851010 7070 088 - Ntabayezulu Area, NONGOMA, 3950 - *Mthembu*
  123. Vincent Seleka - 980822 5257 085 - P O Box 392, RADITSHABA, 0718 - *Lepuru*
  124. Tebogo Mokgohloa - 980803 5736 088 - Stand no 173, Legodi, MOLETJIE, 0742 - *Mapotse*
  125. Morris Kagiso Magampa - 801026 5714 080 - Z 4215, Tafelkop, BOLEU, 0474 - *Malemone*
  126. Kwanele Sean Ngqungwana - 920220 6209 085 - Ntshanini Area, Stand no 10630, STANGER, 4450 - *Maphumulo*
  127. Singobile Anneson Silawule - 911223 5648 080 - 595 C Mkhuhlu, NELSPRUIT, 1246 - *Godi*
  128. Karien Mostert-Wentzel - 620615 0023 080 - 237 Bali Avenue, Newlands, PRETORIA, 0049 - *Mostert*
  129. Mandla Nelson Jele - 831218 5894 087 - 6768 Maluleke Street, Chiabelo, SOWETO, 2000 - *Macu*
  130. Zukolwethu Zothe - 941228 5430 086 - 78 Sanwasile Street, Old Cross Road, MITCHELLS PLAIN, 7789 - *Bidi*
  131. Skhumbuzo Andile Nkosi - 981226 6285 088 - P O Box 8675, ULUNDI, 3838 - *Zulu*

132. Edith Bridget Hika - 970429 0523 081 - Koppermyn, GA-MAJA, 0796 - *Machethe*
133. Kopano Molefi - 970517 5624 084 - 191 Phokoje Street, Tswelelang Township, WOLMARANSSTAD, 2630 - *Mahumapelo*
134. Nkosingiphile Njabulo Ndabandaba - 9706116401 087 - P O Box 770, EMPANGENI, 3880 - *Mthethwa*
135. Lingani Gumede - 980908 6026 080 - P O Box 41054, PORT SHEPSTONE, 4240 - *Zulu*
136. Thulusi Benjamin Mbatha - 730617 5454 085 - Stand no 876, Clau-Clau Trust, KABOKWENI, 1245 - *Ngwenyama*
137. Hayaatoenisa Adams - 620524 0130 087 - 90 Spencer Street, GOODWOOD, 7460 - *Manie*
138. Kane Kyle Schekierka - 880304 5201 083 - T 41 Thesen Island, KNYSNA, 6500 - *Silks*
139. Attandi Trawalley - 960712 0202 083 - 9 Pabadu Street, Calafong Heights, ATTERIDGEVILLE, 0008 - *Maboea*
140. Tshepo Thulani Masombuka - 960614 5978 081 - 313 Sun City, KWAMHLANGA, 1022 - *Mahlangu*
141. Tiisetso Mollo - 930821 5577 089 - 1138 Nhlapo Section, KATLEHONG, 1431 - *Mohomane*
142. Priscilla Sibongile Mabece - 860805 0610 080 - 16952 Ajax Street, Protea Glen, SOWETO, 1818 - *Khaba*
143. Banele Hlophe - 940330 5173 087 - 38 Block LL, SOSHANGUVE, 0152 - *Masuku*
144. Sello Samuel Tseka - 821229 5973 088 - 11264 Block H, SOSHANGUVE, 0152 - *Mangwane*
145. Jeffrey Zephania Phelembe - 860310 6121 083 - 345 Komane Stand, WINTERVELDT, 0198 - *Mkansi*
146. Lesiba Piet Mashishi - 571003 5635 084 - 5824 Unit 7, TEMBA, 0407 - *Modiba*
147. Thabile Sithole - 910715 0792 087 - 295 Majoe Street, MOLETSANE, 1700 - *Tsomele*
148. Excellent Bonginkosi Hadebe - 850104 5388 088 - 429 Section A, KWADUKUZA, 3610 - *Khanyile*
149. Tshopo Hope Mapesa - 931018 5441 080 - 24446 Peace Street, ETWATWA, 1501 - *Ndlanya*
150. Nelson Sibusiso Phetheni - 681225 6301 088 - Bhakubha Area, TABANKULU, 5130 - *Nojamela*
151. Nephtal Baloyi - 920610 6574 084 - L/O, TZANEEN, 0850 - *Nkuna*
152. Rivalani Rodney Baloyi - 910821 6327 082 - P O Box 5565, DAN, 0877 - *Ramatladi*
153. Lesedi Nelson Ramothlaka - 740921 5972 080 - 339 Leratong Village, ROODEPOORT, 1724 - *Rammabi*
154. Olifile Shadrack Machaka - 970317 5588 086 - 124 Fecleston Crescent, BRYANSTON, 2010 - *Milazi*
155. Sontaga Cedrick Pilusa - 690107 5927 080 - P O Box 9495, NAMAKGAL, 1391 - *Letsoalo*
156. Milton Rathumbu - 940529 5537 080 - P O Box 79, FONDWE, 0969 - *Mokgalaka*
157. Kopedi Bernard Madutlela - 720211 5741 089 - 1981 Gronds, SOSHANGUVE, 0152 - *Sebashe*
158. Macaleni Ernest Mnguni - 630326 5776 080 - 1789 Madiba Street, Bluegumview, DUDUZA, 1401 - *Mabena*
159. Werner De Beer - 851227 5059 083 - 787 Th Avenue, Melville, JOHANNESBURG, 2010 - *Bosch*
160. Athenkosi Mdingi - 970924 5730 087 - Mhlanganisweni Area, LIBODE, 5160 - *Ludidi*
161. Moruthanyane David Sekhukhune - 770906 6163 089 - Ga-Phasha, MOHLALETSI, 1121 - *Phasha*
162. MOKgethi Morgan Radebe - 700724 5811 086 - House no 2953, Extension 2, BOITEKONG, 0301 - *Penyenye*
163. Sipho Allie Ngema - 761001 5525 081 - 6339 Ivory Park, MIDRAND, 1683 - *Nkambule*
164. Johannes Ramobo - 710707 5542 080 - 1494 Stap Leford Avenue, Darnfern, FOURWAYS, 2100 - *Ramela*
165. Sibusiso Mike Sikhakhane - 760607 6435 087 - House no 230188, Mbabane Farm, DANNHAUSER, 3080 - *Zwane*

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166. Tsepiso Phillemon Nyambeni - 720617 5928 080 - 307 Takalane Street, Extension 3, Tanganani, DIEPSLOOT, 2100 - *Maraba*
  167. Peter Alpheus Thabethe - 701212 5726 081 - 2948 JR Mayelane Street, Kwa -Guqa, Extension 5, PRETORIA, 0100 - *Radebe*
  168. Thebogo Maupa - 790321 5254 085 - 30 Msikinga Street, KWA THEMA, 1575 - *Mogakane*
  169. Mpho Rodney Maphologela - 730504 5489 081 - Xurana Area, LUSIKISIKI, 4820 - *Setati*
  170. Daniel Thabiso Phiri - 861112 5574 083 - 711 Fine Town, GRASMERE, 1828 - *Rasuenyane*
  171. Molapo Sibusiso Owen Simelane - 890328 6293 086 - 1220 Dlamini Shezi Street, SOWETO, 1818 - *Mofokeng*
  172. Kenneth Thabo Dolonga - 811221 5854 089 - 19129 Zone 4, DIEPKLOOF, 1700 - *Hlongwane*
  173. Buti Godfrey Tshekiso - 810414 6122 082 - 3926 Extension 1, BOITEKONG, 0301 - *Mosadi*
  174. Ntombizifikile Onica Yokwana - 840612 0877 080 - 142 Dolomite Street, CARLETONVILLE, 2499 - *Kiviet*
  175. Teacher Mandla Sibanyoni - 821202 6101 082 - 1549 Extension 2, MOLOTO, 0140 - *Masilela*
  176. Pretty Zinhle Sithole - 861114 0945 086 - 39 Mark Street, NEWCASTLE, 2940 - *Ndaba*
  177. Nhlakanipho Innocent Nzimande - 871011 6121 084 - 1218 Townview, MOOI RIVER, 3201 - *Msimang*
  178. Richard Mujotjie Nkambule - 870919 5307 085 - Ngodwana, NELSPRUIT, 1200 - *Dlamini*
  179. Zoleka Lucia Dlamini - 810609 0734 085 - P O Box 1160, MTUBATUBA, 3955 - *Sikhosana*
  180. Yamkela Makafile - 960324 6171 088 - Munyu Admin Area, DUTYWA, 5100 - *Eliyasi*
  181. Mondli Petros Shelembe - 780202 6639 080 - E 1339 Woodyglen, HAMMARSDALE, 3700 - *Bhengu*
  182. Teresa Eulalia Desmet - 990203 0100 083 - 5 Wild Pear Crescent, Fourways Gardens, JOHANNESBURG, 2125 - *Patuel*
  183. Lungisile David Rennoster - 960528 6084 089 - Luvunda Area, WILLOWVALE, 5040 - *Gobeni*
  184. Siyabonga Zuma - 970630 6051 080 - 040777 Twins Road, Ngolozi, HILLCREST, 3650 - *Khumalo*
  185. Thembinkosi Velaphi Mthembu - 751107 5461 086 - Esiphahleni Location, MBAZWANA, 3974 - *Mbuyazi*
  186. Siyabonga Bongumusa Mthethwa - 990131 5680 082 - Private Bag X5036, HLABISA, 3937 - *Nhleko*
  187. Enerst Senzo Nzama - 840714 5725 080 - Ward 20, Boboyi Location, PORT SHEPSTONE, 4240 - *Ndlovu*
  188. Mandla Siboniso Nkhabela - 920907 6317 088 - NO 695, BADPLAAS, 1192 - *Ngubeni*
  189. Prince Nhlakanipho Mlangeni - 950326 5681 084 - B 111 Goodhope, GERMISTON, 1401 - *Mnisi*
  190. Nonkululeko Nkuna - 990513 0421 085 - Stand no 107, Homi Trust, KOMATIPOORT, 1340 - *Magagula*
  191. Maadiabo Maria Malatji - 780606 1191 089 - P O Box 4747, MOLOKISI, 0827 - *Mokgobanama*
  192. Fanelo Seboto - 970306 6308 081 - 2606 Zone 13, SEBOKENG, 1983 - *Hlongwane*
  193. Nkululeko Freedom Mgenge - 940726 6212 081 - Emthombeni, MAPHUMULO, 4470 - *Mlungwana*
  194. Nape Letta Chauke - 720826 0470 085 - 926 Greenside, GA-RANKUWA, 0200 - *Magalefa*
  195. Kabelo Matlhodi Makgobokong - 980516 0362 086 - 18871 Dzivamisoko Street, Extension 8, TSAKANE, 1550 - *Ntshangase*
  196. Precious Hlulani NKuna - 940116 0705 084 - 52 Benoni Street, RUSTENBURG, 0300 - *Chauke*
  197. Tebogo Enest Sebogodi - 740706 6062 084 - House no D 75, Ga-Modisenyane, TLAKGAMENG, 8606 - *Monnawapula*
  198. Thenelo Daylighty Mathukha - 970522 0819 085 - Pille Village, DZIMAULU, 0925 - *Muleya*
  199. Sikelwa Fulephu - 970704 0964 083 - Khwam Area, QUMBU, 5170 - *Mbangata*

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200. Ntswaki Baby Lumbela - 830706 0865 087 - 186 Isiziba Section, TEMBISA, 1600 - *Mononyane*
201. Ntombikayise Cynthia Mathebula - 980428 0923 083 - Olivershoek, BERGVILLE, 3300 - *Hlongwane*
202. Conty Thabiso Makgata - 970608 5465 089 - 205 Sheldon Street, KWAMHLANGA, 0100 - *Ntjana*
203. Peter Modise - 730903 5921 087 - 101 Shabeng Section, Mosenthal, RUSTENBURG, 0320 - *Dibetso*
204. Gaboratanelwe Marumo - 860628 6144 080 - P O Box 3622, VERGELEGEN, 8612 - *Segakalo*
205. Temoso Innocent Mohlala - 971109 5122 084 - 565 Vezubuhle, KWAMHLANGA, 1022 - *Maile*
206. Kgaugelo Cornelius Mohlala - 950905 5652 086 - 565 Vezubuhle, KWAMHLANGA, 1022 - *Maile*
207. Thabo Gladman Moloi - 810906 5659 089 - 6463 Pitso Street, THOKOZA, 1426 - *Mokoena*
208. Sifiso Melusi Ndlela - 950425 5548 085 - 331 Madlala Street, THOKOZA, 1400 - *Mtshali*
209. Mntuwoxolo Mdlungu - 790527 5409 087 - 39 Reddriver Road, Madeira Park, QUEENSTOWN, 5320 - *Nonali*
210. Maria Leamé Toontjies - 871209 0227 085 - 98 Curry Street, Du Noon, MILNERTON, 7144 - *Philand*
211. Pascal Thabong Nkosi - 950929 5999 081 - 18 Bulbul Crystal Park, BENONI, 1501 - *Maroga*
212. Nombuso Angel Kuzwayo - 840126 0921 087 - 3 Malan Street, A 002 Cape Housing, FORDSBURG, 2001 - *Gwala*
213. Movement Nkhensani Gaveni - 970709 5684 081 - Makuleke, MALAMULELE, 0982 - *Hlungwane*
214. Motlalepula Princi Mathula - 960702 6035 082 - Ga-Hlako, MOKOPANE, 0555 - *Mojela*
215. Solly Thabang Maloka - 961218 6161 082 - 1146 Ga-Madiba Village, MOKOPANE, 0600 - *Tswai*
216. Vincent Mazikene - 970716 5546 087 - 5301 Extension 5, REFILWE, 1001 - *Makena*
217. Charity Dimon - 940420 0940 083 - 7290 Extension 4, 48 Block VV, MAKHADO, 0920 - *Rikhotso*
218. Mahlatswa Glynnstephen Manamela - 970501 5429 082 - 3571 Stoffel Park, MAMELODI EAST, 0122 - *Phalane*
219. Gareth Fernando Elias - 880430 5039 080 - 109 Cambridge Way, Portlands, MITCHELLS PLAIN, 7785 - *Van Schoor*
220. Heinro Vermaak - 880101 5167 086 - Perseel 39, Artherton, DOUGLAS, 8730 - *Britz*
221. Nhlanhla Msibi - 910916 5540 089 - 8 Koma Road, Senaoane, SOWETO, 1717 - *Mhlongo*
222. Musa Thulani Mathebula - 880901 6027 084 - Stand no 470, TEKATAKHO, 1240 - *Dube*
223. Thandeka Princess Msibi - 880728 0463 084 - Mbulwane Area, LADYSMITH, 3370 - *Madonsela*
224. Nhlahla Alfred Frederick Nkosi - 691123 5622 083 - 1218 No, TEMBA, 0407 - *Kutumela*
225. Xolani Mchunu - 980615 6137 086 - P O Box 109, MUDEN, 3251 - *Khoza*
226. Nkosiyo Kuthula Muziwandile Khanyile - 940528 6080 082 - Jilane Area, TUGELA FERRY, 3010 - *Zondi*
227. Omphile Noel Moatsoe - 860310 5454 089 - 10530 Mmabatho Street, Extension 6, KAGISO, 1754 - *Mashele*
228. Daniel Tobatsi Matsaneng - 940403 5197 081 - 3799 Zone 13, SEBOKENG, 1983 - *Mosala*
229. Thabiso Klimunt Msimanga - 870903 5473 089 - 1495 / 13 Karen Street, Debonair Park, VEREENIGING, 1930 - *Mohapi*
230. Robbie Leremi - 660430 5347 083 - 171 Marumo Street, Klipspruit, SOWETO, 1717 - *Mphoshomadi*
231. Sizolethu NOMPUMELELO Chonco - 980711 1151 089 - Esidakeni Area, TUGELA FERRY, 3010 - *Mtungwa*
232. Reshoketsoe Portia Muthuga - 980715 0854 080 - P O Box 1, PAULUSWEG, 0814 - *Shoroma*
233. Thokozani Agreement Kumalo - 910223 5386 088 - 862 Mashinini Street, Duduza Location, NIGEL, 1490 - *Mhlanga*

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234. Myburg Tshapile - 660227 5739 081 - Gqobonco Area, ENGCOBO, 5050 - *Sogawula*
235. Mpho Moshidi - 970421 6005 080 - 245 Kabete, MARAPYANE, 0451 - *Nchabeleng*
236. Abram Molatlhegi Mabulana - 960111 6123 080 - House no 632, Mothupi Street, Letsopa, OTTOSDAL, 2610 - *Modise*
237. Akhona Mdlambuzi - 970113 1294 088 - Sawutana Area, BUTTERWORTH, 4960 - *Mbusi*
238. Thandeka Petunia Sikhosana - 921105 0163 082 - 7551 Thusi Village, Wesselton, ERMELO, 2350 - *Khumalo*
239. Khanyile Matshetu - 761215 5856 086 - Maxhama Location, Sinqumeni Area, BUTTERWORTH, 5001 - *Nonkwali*
240. Jabulani France Zwane - 590815 5588 089 - 2457 Dube Village, Kwadukuza, STANGER, 1450 - *Gumede*
241. Primrose Mokakale - 7301310384 081 - 6 Van Der Stel Road, Extension 13, DOUGLASDALE, 2120 - *Kgang*
242. Siphso Zazini - 950920 6195 084 - Mission Area, BUTTERWORTH, 4965 - *Nzilili*
243. Thapedi Nikholas Hans Tswai - 521223 5669 088 - 1134 Block U, MABOPANE, 0190 - *Mogotlane*
244. Charles Moeketsi - 940612 5600 080 - Stand no 609, Zone A, PHALABORWA, 1391 - *Raganya*
245. Siviwe Dimon - 971127 5750 084 - 729248 Extension, Block VV, MAKHADO, 0920 - *Rikhotso*
246. Tshiamo Komane - 940216 5617 084 - 10119 Extension 5, SOSHANGUVE, 0152 - *Mabuse*
247. Thabang Edward Motlatle - 721025 5492 082 - Zone 4, DIEPKLOOF, 1864 - *Moeketsi*
248. Zandr  Derick Brody - 970225 5111 082 - Plot 52, Gross Barmen Road, NAMIBIA, 1700 - *Koch*
249. Ntombekhaya Maureen Radebe - 860212 1250 083 - 23 Sydney Road, Jackelberry Close, Jansen Park, EDENVALE, 1610 - *Mthethwa*
250. Johannes Mathole Madidimalo - 650825 5507 085 - 13416 Extension 13, AKASIA, 0118 - *Letswalo*
251. Stanley Luvuno - 630221 5381 082 - 19 Flat Coutesy Court, ALEXANDA, 2090 - *Mzimela*
252. Sekuka Teddy Moabelo - 980601 5503 080 - 8149 Extension 19, MOKOPANE, 0600 - *Mgidi*
253. Qhawelesizwe Sibiya - 920913 5471 082 - Unit 25 Meade Street, Hillview Court, Eldoridge Estate, CENTURION, 0140 - *Holomo*
254. Meshack Phakisi Molapo - 720211 5919 081 - P O Box 417, BURGERSFORT, 1150 - *Marole*
255. Maphoko Lionel Matheba - 850825 6028 089 - Mmashikwe Area, ATOK, 0739 - *Mmakgolane*
256. Mfundo Sopazi - 900209 6245 086 - Mandileni Area, MT FRERE, 5130 - *Mkathu*
257. Tlhomelo Sydwell Mpiti - 901026 5817 080 - Mnceba Area, Tladi Location, TABANKULU, 5130 - *Mdutyana*
258. Gontse Annah Motlhasedi - 940503 0985 081 - House no 10443, Mononono, MANKWE, 0370 - *Modise*
259. Sello Solomon Ngobeni - 600327 5295 085 - 942 Block R, SOSHANGUVE, 0152 - *Belangula*
260. Bonation Bongani Chauke - 961019 5954 083 - Matiana Village, MALAMULELE, 0982 - *Mathebula*
261. Leorn Nofaty - 970318 5662 087 - Cuba, BUTTERWORTH, 4960 - *Tukela*
262. Bafana Kubheka - 780605 6287 082 - 280 Hibiscus Street, DOBSONVILLE, 1701 - *Radebe*
263. Lindiwe Hapiness Ximba - 971110 0775 082 - P O Box 516, EMPANGENI, 3880 - *Sithole*
264. Nkosinathi Shongwe - 970930 6052 082 - P O Box 78337, EMPANGENI, 3880 - *Zulu*
265. Thapelo Sphiwe Tau - 920527 5585 087 - 411 Moselobele Street, Ponong Extension 5, BOKSBURG, 1475 - *Khumalo*
266. Samty Ngonyama - 930122 6222 084 - 3011 Zone 10, Meadowlands, SOWETO, 1852 - *Maluleke*
267. Sfisokuhle Lourence Malatje - 850617 5511 086 - 2671 Extension 4, Diepsloot, RANDBURG, 2125 - *Radebe*

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268. Ntokozo Moses Kubheka - 870928 5304 083 - 340 Mlangani Street, Ratando Location, HEIDELBERG, 1441 - *Mtshali*
269. Ntombifuthi Happiness Mtolo - 810604 1413 086 - 546 B Phikimeno Street, CHIAWELO, 1818 - *Hlongwane*
270. Amos Mfolo - 840403 5410 089 - 1561 Buthelezi Street, Protea North, SOWETO, 1818 - *Molefe*
271. Junior Message Mofokeng - 950317 5441 082 - 3025 Khethisa, MAPATLA, 1818 - *Mandlazi*
272. Jabu Clifford Tlhoale - 740922 5959 085 - 5419 Kabanyane, Orlando East, SOWETO, 1804 - *Kunene*
273. Siphokazi Nqwema - 981126 0893 087 - 54 Melville Street, Brandwag, BLOEMFONTEIN, 9300 - *Lukhozi*
274. Matshidishonyana Sheila Oliphant - 610705 0601 084 - 307 Mali Street, Galeshewe, KIMBERLEY, 8345 - *Seleke*
275. Zico Femele - 961213 5618 083 - Sunrise Farm, Down Brook, IXOPO, 3263 - *Hammond*
276. Nomfundo Sinokuhle Zaca - 970801 0570 082 - 46 Eland Avenue, SCOTTBURGH, 4180 - *Hlongwane*
277. Tshepang Letsika - 891102 5409 087 - P O Box 324, TEMBISA, 1610 - *Magagula*
278. Puleng Naum Motaung - 731203 0579 082 - 2659 Moopelwa Street, MAKWASSIE, 2600 - *Maputle*
279. Abram Jonas Sontshantsha - 850527 5574 085 - 1546 Extension 3, LEEUDORINGSTAD, 2640 - *Mokhuane*
280. Tiyani Crescent Ngobeni - 980402 5827 086 - P O Box 1500, GIYANI, 0826 - *Mabunda*
281. Sipho Bhonxi - 920712 6004 086 - 2236 Vincent Park, Maclear, TSOLO, 5480 - *Malatji*
282. Busisiwe Trecy Mafojane - 961126 1402 080 - 1042 Zone 6, Extension 2, SEBOKENG, 1930 - *Malindi*
283. Sibongiseni Matshoba - 910820 5142 088 - 4192 Harry Gwala Road, Samora Machel, CAPE TOWN, 7785 - *Booi*
284. PHilangani Nelisiwe Mpanza - 851117 1047 085 - Nhlungwane Area, MAHLABATHINI, 3838 - *Vilakazi*
285. Dumisani Radebe - 901013 5352 086 - 21096 Fundudzi Street, Zone 5, MEADOWLANDS, 1700 - *Serema*
286. Silindokuhle Cele - 981107 0157 087 - 353 NOMzamo Park, ORLANDO EAST, 1804 - *Didi*
287. Abongile Mzuzwana - 990121 5724 089 - Madanyeni Area, NGQELENI, 5100 - *Nkupiso*
288. Fumani Austin Shilange - 971129 5836 087 - Hlolani Farm, LETABA, 0870 - *Shikwambana*
289. Mapule Salamina Makhube - 770522 0691 080 - 9014 Bottle Street, Zone 7 A, SEBOKENG, 0752 - *Ngakane*
290. Kgomotso Mpho Sharris Kobe - 781205 0920 082 - 2782 Naledi Section, MMAKAU, 0208 - *Teme*
291. Betwell Lucas Khandabila - 840418 5604 085 - 415 / 6 Extension 33, ERMELO, 2350 - *Ngwenyama*
292. Dieketso Mpho Mosia - 970605 6193 082 - No 20107, Mashaeng, FOURIESBURG, 9725 - *Mokoena*
293. Philani Praiseworthy Ntuli - 960607 5230 081 - Buford, LADYSMITH, 3370 - *Zulu*
294. Bhekinkosi Reliable Sishange - 650628 5646 089 - Area J NO 13200, LADYSMITH, 3370 - *Ntombela*
295. Phumlani Takalani Phineas Bvumbi - 891013 5265 082 - 3227 Zone 10, MEADOWLANDS, 1700 - *Sadiki*
296. Tshepo Mamatela - 900905 6181 086 - 1492 Sobuza Street, DUBE, 1700 - *Mathekga*
297. Tshepiso Pule - 891212 0150 089 - 441 Skhosana Section, KATLEHONG, 1400 - *Motumo*
298. Angelinah Makgobane Moshabela - 930529 1027 088 - 8754 Extension 6, PALM RIDGE, 1401 - *Nsinden*
299. Sizile Ngongo - 881210 0673 086 - Lot 869, Dube Village, INANDA, 4360 - *Mtshali*
300. Sabelo Zondi - 950827 6208 082 - Engome Area, GREYTOWN, 3250 - *Msimango*
301. Nontelhelelo Patience Mantobo - 770101 2442 089 - 2581 – 18th Avenue, CLERMONT, 3610 - *Cele*



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302. Alpheus Lekale - 960327 6280 080 - 1072313 Mzitso Street, ORLANDO WEST, 1804 - *Kubheka*
303. Jocky Bafana Nobunga - 890406 6028 080 - 35319 Lehatse, Extension 6, MAMELODI EAST, 0100 - *Dhlamini*
304. Zithozenkosi Mabasa - 830526 5387 089 - 1719 – 31st Avenue, CLERMONT, 3601 - *Gasela*
305. Bulelwa Dodose - 951223 0354 081 - NO 52 No 74, GUGULETHU, 7500 - *Bassie*
306. Nontuthuko Fortunate Shoji - 981023 0264 080 - Malangeni Place, UMZINTO, 4201 - *Sosibo*
307. Teacher Khutso Malebana - 940310 6208 082 - P O Box 1318, BOCHUM, 0790 - *Hlagala*
308. Jacob Thabiso Lekhethe - 881025 5344 081 - 181 Appolo Street, Extension 1, ENNERDALE, 1701 - *Du Plessis*
309. Abraham Albertus Du Plooy - 891117 5120 088 - 45 Goedehoop Avenue, Cullumborg Flats, UITENHAGE, 6100 - *Gründlingh*
310. Cornelia Shakwane - 960710 1018 086 - Extension 18, MAMELODI EAST, 1200 - *Twala*
311. Sipho Sibusiso Raboroko - 880621 5660 087 - 416 Radebe Section, KATLEHONG, 1431 - *Gwebu*
312. Ayanda Venge - 981102 5805 087 - Polar Park, MBEKWENI, 7626 - *Mgayi*
313. Zanele Lesaya Manana - 970309 0550 088 - 7616 Ostrich Street, EMAPHUPHENI, 1501 - *Buthelezi*
314. Siphamandla Treasure Shabangu - 910815 5155 080 - C 303 Maphumulo Road, INANDA, 4309 - *Thabethe*
315. Thembinkosi Makhathini - 760807 5473 085 - 489 Extension 2, DIEPKLOOF, 1701 - *Zingitwa*
316. Candy Shupanye Selala - 830627 5545 088 - 18615 Bhejane Street, THOKOZA, 1400 - *Matuludi*
317. Marverlous Maluleke - 980831 5546 082 - P O Box 377, Muthathi, MALAMULELE, 0976 - *Shitlhavani*
318. Kwanele Freedom Mtetwa - 960407 5443 085 - A 357 Donimakhallin Road, UMLAZI, 4021 - *Shabane*
319. Velaphi Elias Ntlabathi - 730123 5690 083 - 4117 Main Road, DOBSONVILLE, 1725 - *Nene*
320. Jabulani David Nhlapo - 860116 5686 087 - 7660 Round 14, Ratanda, HEIDELBERG, 1438 - *Malinga*
321. Walter Thipe Motau - 881202 5346 081 - 335 Lebanon, MABOPANE, 0190 - *Mabe*
322. Mbuso Mzuvele Chiliza - 981019 5604 080 - Mzinto Location, Mbjane, SCOTTBURGH, 4180 - *Njilo*
323. John Jabulani Ngoepe - 980606 5709 082 - 1946 Block KK, SOSHANGUVE, 0152 - *Skosana*
324. Moses Magezula Chauke - 850210 5418 088 - Stand no 93, DENNILTON, 1030 - *Khoza*
325. Mfanelo Sithole - 960818 5862 084 - 312 D Zone 10, MEADOWLANDS, 1852 - *Zwane*
326. Ntombenhle Shabane - 970914 0950 087 - Hopewell Location, PIETERMARITZBURG, 3200 - *Mchunu*
327. Thobeko Makhathini - 971203 0889 084 - 600 Argosy Farm, HOPEWELL, 2207 - *Dlamini*
328. Joseph Mokati Ndlovu - 760924 5265 088 - Sub 5, KWADABEKA, 3601 - *Motlomelo*
329. Zola Ncekana - 810611 5501 089 - Bolosi Valley, BISHO, 5601 - *Damoyi*
330. Sifiso Elliot Thwala - 780505 6081 081 - 710 Hlula Street, Extension 2, VOSLOORUS, 1475 - *Mtlaping*
331. Thabo Sihle Motloutung - 960823 5374 080 - 8398 Moleleki, Extension 2, KATLEHONG, 1431 - *Nkosi*
332. Leticia Liziwe Mpisane - 390104 0524 080 - Njijini Area, MOUNT FRERE, 5180 - *Tima*
333. Pule Gabriel Ntholeng - 800107 5283 085 - 02 Ethiopia Street, Phase 3, Portion 34, VOSLOORUS, 1400 - *Moremi*
334. Fundiswa Bongekile Zuma - 911112 1073 080 - Mhubeni Area, ESTCOURT, 3310 - *Dlomo*
335. Smiso Trevor Goba - 950326 5576 086 - Oshabeni, PORT SHEPSTONE, 4240 - *Shibe*

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336. Mbalekwa Albert Makhubela - 770104 6106 080 - Stand no 222, MOTETI, 0400 - *Mdhluli*
337. Asiphe Misane - 970712 1204 086 - Cala, DUTYWA, 5455 - *Sofoshe*
338. Londeka Mbanjwa - 980501 0973 082 - 23 Sweetwaters Location, PIETERMARITZBURG, 3200 - *Zuma*
339. Tamatsi Samuel Makhaya - 540908 5613 089 - F 1118 Vilakazi Road, KWA MASHU, 4359 - *Mkhize*
340. Sibongiseni Xulu - 950104 5837 083 - Esgedlame Area, KRANSKOP, 3701 - *Maharaj*
341. James William Vorster - 860916 5059 080 - 32 Balfour Road, Rondebosch, CAPE TOWN, 7700 - *Hounsell*
342. Candice Johnson - 860423 0051 089 - 12 St Augusline Road, St Mongue Village, WYNBERG, 7824 - *October*
343. Dane Alexander Geldenhuys - 870609 5202 085 - Eenheid Farm, NAPIER, 7270 - *Groenewoud*
344. Imraan Abbas - 830811 5206 087 - 34 Riley Road, Essenwood, DURBAN, 4001 - *Sathria*
345. Siseko Wilfred Shumane - 850317 5955 082 - 14213 Kaizer Street, Wallacedene, KRAAIFONTEIN, 7570 - *Fani*
346. Lebo Annah Fathane - 980501 0798 083 - Monsterlus, NEBO, 1051 - *Riba*
347. Yandisa Gwebani - 960615 0916 083 - Ncolora Area, LIBODE, 5091 - *Mfelefe*
348. Nico Libisi - 871028 6267 089 - 523 Block NN, SOSHANGUVE, 0152 - *Makhubela*
349. Magatane Reception Chuene - 971202 0878 089 - P O Box 166, TRICHARDTSDAL, 0890 - *Mafogo*
350. Zintle Gwebani - 970512 1048 081 - Ncolora Area, LIBODE, 5101 - *Mfelefe*
351. Siyabonga Mbuku - 960414 5777 082 - Ntshale Location, LIBODE, 5160 - *Madolo*
352. Nkongozelo Crosswell Feni - 700620 5891 088 - Nqabene Area, DUTYWA, 5000 - *Nomapelana*
353. Sifiso Oscar Sithole - 660608 5582 086 - 6099 Extension 2, ORANGE FARM, 1805 - *Ngidi*
354. Josiah Lebakeng Motshoane - 660922 5713 082 - 16 Moloto Street, KWA THEMA, 1560 - *Thipe*
355. Boitumelo Petrus Masango - 850701 5615 087 - 39364 Ipopeng, BLOEMFONTEIN, 9323 - *Sekoa*
356. Mmathapelo Kelebonye - 9702050994 088 - 552 Morawa Street, Tlhabane, RUSTENBURG, 0309 - *Motlhajwe*
357. Gavin Martin Hendricks - 940621 5059 080 - 21 Orchard Street, Austinville, BLACKHEATH, 7530 - *Jacobs*
358. Bhukumuzi Sicelo Dlamini - 910414 6326 088 - 1256 Seisoo Street, DUBE, 1700 - *Majozi*
359. Dimakatso Sharon Mphaho - 950424 1226 085 - 78 Monatlou Street, LOTUS GARDENS, 0100 - *Mogale*
360. Mbaliyezulu Dedicate Divine Ndhlovu - 980507 1121 084 - P O Box 1081, HAZYVIEW, 1242 - *Mazibane*
361. Leonard Musika - 830327 6109 089 - 2187 Section H, EKANGALA, 0101 - *Timane*
362. Mogadibo Snyman Lamola - 6811085973 083 - Private Bag X9697, KOLOTI, 0709 - *Seroto*
363. Sabatha Elias Shongoane - 860408 6270 080 - 20014 Shongoane, LEPHALELE, 1021 - *Maluleka*
364. Xolile Radebe - 980319 0995 082 - 2048 Moagi Street, Vosloorus, BOKSBURG, 1475 - *Maqungo*
365. Nomvula Alicia Nene - 750801 1213 084 - Block D, EMONDLO, 3101 - *Sibisi*
366. Bongani Mkhize - 931004 6408 088 - Mbangweni Area, TUGELA FERRY, 3010 - *Chonco*
367. Jabulani Hamilton Seme - 910515 6554 089 - P O Box 603, JOZINI, 3969 - *Gumede*
368. Owam Gega - 950620 6136 084 - 1390 Bontubonke Road, CHATSWORTH, 4092 - *Goya*
369. Rebaone Makgowe - 970515 0965 080 - House no 1486, Seven Miles, KURUMAN, 8460 - *Segami*

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370. Kholiswa Ndatsha - 911216 1185 081 - Zitolele Area, MQANDULI, 5080 - *Mazwi*
371. Oshen Nevaan Botha - 980507 5172 083 - 16 Kawasaki Street, Extension 4, EDEN PARK, 1400 - *Kamfer*
372. Phindile Magadla - 841227 1027 087 - Newtown, LUSIKISIKI, 4820 - *Magubeni*
373. Anelisa Maxeke - 980331 1020 083 - Ngqukhwebe Area, LADY FRERE, 5410 - *Tsholoba*
374. Pontsho Bryte Magatikele - 980926 5553 086 - 2642 Dr Alfred Xuma Street, Extension 4, DIEPSLOOT, 2125 - *Kgoale*
375. Thamsanqa Comfort Buthelezi - 980425 5128 080 - 120 Mazibuko Street, TOKOZA, 1426 - *Ntombela*
376. Bongani Dudene - 940407 5565 080 - 4913 Vike Street, Extension 2, Chiawelo, SOWETO, 1717 - *Hadebe*
377. Siphephelo Gcabashe - 950920 5969 083 - Mbongolwane, ESHOWE, 3815 - *Ngcobo*
378. Simo Corpenecuis Mthethwa - 840124 5945 086 - 50537 Mpanowini Area, UMBUMBULU, 4105 - *Mbili*
379. Nkosikhona Madondo - 890512 5262 081 - 9 Second Street, MALVERN, 2010 - *Khumalo*
380. Bongumuzi Ernest Dlamini - 860106 5777 085 - P O Box 272, MAHLABATINI, 2868 - *Mchunu*
381. Mthokozisi Senzo Mathe - 880327 6229 084 - Sovane Area, NONGOMA, 3121 - *Zulu*
382. Siyabonga Mpakane - 910411 5960 081 - 73 Browning Street, JEPPESTOWN, 2094 - *Manana*
383. Nelson Themba Makota - 850718 5566 086 - 2348 Section H, MAMELODI WEST, 0184 - *Mabena*
384. Vanessa Laurentia Uisland - 960317 0780 086 - 556 Daniel Street, Extension 8, MOSSELBAY, 6531 - *Misland*
385. Sipho Gift Ngubeni - 890630 6265 083 - 31 Wildplum Street, Leondale, GERMISTON, 1452 - *Zulu*

**DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT****NO. 455****26 MAY 2017****SMALL CLAIMS COURTS ACT, 1984 (ACT NO. 61 OF 1984)****ESTABLISHMENT OF A SMALL CLAIMS COURT FOR THE AREA OF COLENZO**

I, John Harold Jeffery, Deputy Minister of Justice and Constitutional Development, acting under the power delegated to me by the Minister of Justice and Correctional Services, under section 2 of the Small Claims Courts Act, 1984 (Act No. 61 of 1984), hereby -

- (a) establish a Small Claims Court for the adjudication of claims for the area of Colenso, consisting of the district of Colenso;
- (b) determine Colenso to be the seat of the said Court; and
- (c) determine Colenso to be the place in that area for the holding of sessions of the said Court.



MR J. H. JEFFERY, MP  
DEPUTY MINISTER OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

## DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. 456

26 MAY 2017

## SMALL CLAIMS COURTS ACT, 1984 (ACT NO. 61 OF 1984)

## ESTABLISHMENT OF A SMALL CLAIMS COURT FOR THE AREA OF STEYNSRUS

I, John Harold Jeffery, Deputy Minister of Justice and Constitutional Development, acting under the power delegated to me by the Minister of Justice and Correctional Services, under section 2 of the Small Claims Courts Act, 1984 (Act No. 61 of 1984), hereby -

- (a) establish a Small Claims Court for the adjudication of claims for the area of Steynsrus, consisting of the district of Steynsrus;
- (b) determine Steynsrus to be the seat of the said Court; and
- (c) determine Steynsrus to be place in that area for the holding of sessions of the said Court.

  
MR J H JEFFERY, MP

DEPUTY MINISTER OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

**DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT****NO. 457****26 MAY 2017****SMALL CLAIMS COURTS ACT, 1984 (ACT NO. 61 OF 1984)****ESTABLISHMENT OF A SMALL CLAIMS COURT FOR THE AREA OF WARDEN**

I, John Harold Jeffery, Deputy Minister of Justice and Constitutional Development, acting under the power delegated to me by the Minister of Justice and Correctional Services, under section 2 of the Small Claims Courts Act, 1984 (Act No. 61 of 1984), hereby -

- (a) establish a Small Claims Court for the adjudication of claims for the area of Warden, consisting of the district of Warden;
- (b) determine Warden to be the seat of the said Court; and
- (c) determine Warden to be the place in that area for the holding of sessions of the said Court.

**JOHN JEFFERY, MP****DEPUTY MINISTER OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT**

NO. 458

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

26 MAY 2017

## GENERAL NOTICE IN TERMS OF RESTITUTION OF LAND RIGHTS ACT, 1994 [ACT 22 OF 1994] AS AMENDED

Notice is hereby given in terms of **Section 11[1] of the Restitution of the Land Rights Act 1994 (Act 22 of 1994) as amended**, that a land claim for **Restitution of Land Rights** has been lodged by **Mr. Kgalebone Abram Mphela (Identity No. 5107105596082)** on behalf of **Mphela Family** on the property mentioned hereunder situated in **Steve Tshwete Local Municipality in Nkangala District in the Mpumalanga Province as per reference KRP: 7911**

**CURRENT PARTICULARS OF THE PROPERTY**  
**ERF 509 MHLUZI**

Description of Property	Owner of Property	Title Deed Number	Extent of Property	Bonds	Bond Holder	Other Endorsements
The Remaining Extent of Erf 509 Mhluzi	<ul style="list-style-type: none"> <li>Masetholela Christopher Choma ( 280313)</li> <li>Macanana Annah Choma ( 3104010158 084)</li> </ul>	TL55573/1987	635.0000SQM	None	None	I-8139/2006C

The Regional Land Claims Commissioner, Mpumalanga Province will investigate all the claims in terms of the provisions of the Act, any party interested in the above mentioned property is hereby invited to submit within 30 [thirty days] from the date of publication of this notice to submit any comments, or further information to:

**Commissioner for Restitution of Land Rights**

**Private Bag X7201**

**Witbank**

**1035**

**or Shop No. E 8**

**Saveways Crescent Centre**

**Cnr OR Tambo and Mandela Street**

**Witbank**

**1035**

**TEL NO: 013 655 1000**

**FAX NO: 013 690 2438**

  
CHIEF CLERK  
LEGAL ADMIN  
DATE: 22/05/2017

  
MILIEU  
COMMISSIONER FOR RESTITUTION OF LAND RIGHTS  
DATE: 22/05/2017



NO. 459

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

26 MAY 2017

**GENERAL NOTICE IN TERMS OF RESTITUTION OF LAND RIGHTS ACT, 1994 (ACT 22 OF 1994) AS AMENDED**

Notice is hereby given in terms of **Section 11[1] of the Restitution of the Land Rights Act 1994 (Act 22 of 1994) as amended**, that a land claim for **Restitution of Land Rights** has been lodged by **Mr. Stanley Themba Ngamone (Identity No. 61099275333089)** on behalf of **Ngamone Family** on the property mentioned hereunder situated in **Emalahleni Local Municipality in Nkangala District in the Mpumalanga Province as per reference KRP: 7958**

**CURRENT PARTICULARS OF THE PROPERTY**  
**ERF 524 THUSHANANG**

<b>Description of Property</b>	<b>Owner of Property</b>	<b>Title Deed Number</b>	<b>Extent of Property</b>	<b>Bonds</b>	<b>Bond Holder</b>	<b>Other Endorsements</b>
The Remaining Extent of Erf 524 Tushanang	Tushanang Baptist Church	TL87536/1992	190.0000SQM	None	None	None

The Regional Land Claims Commissioner, Mpumalanga Province will investigate all the claims in terms of the provisions of the Act, any party interested in the above mentioned property is hereby invited to submit within 30(thirty days) from the date of publication of this notice to submit any comments, or further information to:

**Commissioner for Restitution of Land Rights**

**Private Bag X7201**

**Witbank**

**1035**

**or Shop No. E 8**

**Saveways Crescent Centre**

**Cnr OR Tambo and Mandela Street**

**Witbank**

**1035**

**TEL NO: 013 655 1000**

**FAX NO: 013 690 2438**

  
CIRCUMSTANTIAL EVIDENCE  
LEGAL ADMINISTRATION  
DATE: 2017/05/26

  
MICHAEL SHAPIRO  
COMMISSIONER FOR RESTITUTION OF LAND RIGHTS  
DATE: 2017/05/26

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. 460

26 MAY 2017

**GENERAL NOTICE IN TERMS OF RESTITUTION OF LAND RIGHTS ACT, 1994 (ACT 22 OF 1994) AS AMENDED**

Notice is hereby given in terms of Section 11(1) of the Restitution of the Land Rights Act 1994 (Act 22 of 1994) as amended, that a land claim for **Restitution of Land Rights** has been lodged by **Mr. Sgwadi Solomon Mahlangu (Identity No. 3501016727087)** on behalf of **Mahlangu Family** on the property mentioned hereunder situated in **Victor Khanye Local Municipality in Nkangala District in the Mpumalanga Province as per reference KRP: 5183**

**CURRENT PARTICULARS OF THE PROPERTY****HAVERGLEN 269 IR**

Description of property	Owner of Property	Title Deed Number	Extent of Property	Bonds	Bond Holder	Other Endorsements
The Remaining Extent of the Farm 269 IR	B H P Billiton Energy Coal South Africa Ltd (196300053706)	T22892/1997	155.1787ha	None	None	<ul style="list-style-type: none"> <li>• 1323/1961S</li> <li>• 1479/1967S</li> <li>• 5238/2002S</li> </ul>

The Regional Land Claims Commissioner, Mpumalanga Province will investigate all the claims in terms of the provisions of the Act, any party interested in the above mentioned property is hereby invited to submit within 30 [thirty days] from the date of publication of this notice to submit any comments, or further information to:

**Commissioner for Restitution of Land Rights**

**Private Bag X7201**

**Witbank**

**1035**

**or Shop No. E 8**

**Saveways Crescent Centre**

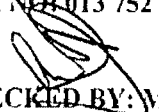
**Cnr OR Thambo and Mandela Street**

**Witbank**

**1035**

**TEL NO: 013 756 6000**

**FAX NO: 013 752 3859**

  
**CHECKED BY: MISS CAROLINE FIPAZA**

**LEGAL OFFICER**

**DATE: 23/01/2017**

  
**MR. L.H. MAPHUTHA**

**COMMISSIONER FOR RESTITUTION OF LAND RIGHTS**

**MPUMALANGA PROVINCE**

**DATE: 20/7/2022**

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. 461

26 MAY 2017

**GENERAL NOTICE IN TERMS OF RESTITUTION OF LAND RIGHTS ACT, 1994 [ACT 22 OF 1994] AS AMENDED**

Notice is hereby given in terms of **Section 11[1] of the Restitution of the Land Rights Act 1994 (Act 22 of 1994) as amended**, that a land claim for **Restitution of Land Rights** has been lodged by **Mr. Kgalebone Abram Mphela (Identity No. 5107105596082)** on behalf of **Mphela Family** on the property mentioned hereunder situated in **Steve Tshwete Local Municipality in Nkangala District in the Mpumalanga Province as per reference KRP: 7911**

**CURRENT PARTICULARS OF THE PROPERTY  
ERF 509 MHLUZI**

<b>Description of Property</b>	<b>Owner of Property</b>	<b>Title Deed Number</b>	<b>Extent of Property</b>	<b>Bonds</b>	<b>Bond Holder</b>	<b>Other Endorsements</b>
The Remaining Extent of Erf 509 Mhluzi	<ul style="list-style-type: none"><li>Masetholela Christopher Choma ( 280313)</li><li>Macanana Annah Choma ( 3104010158 084)</li></ul>	TL55573/1987	635.0000SQM	None	None	I-8139/2006C

The Regional Land Claims Commissioner, Mpumalanga Province will investigate all the claims in terms of the provisions of the Act, any party interested in the above mentioned property is hereby invited to submit within 30 [thirty days] from the date of publication of this notice to submit any comments, or further information to:

**Commissioner for Restitution of Land Rights**  
**Private Bag X7201**  
**Witbank**  
**1035**  
**or Shop No. E 8**  
**Saveways Crescent Centre**  
**Cnr OR Tambo and Mandela Street**  
**Witbank**  
**1035**  
**TEL NO: 013 655 1000**  
**FAX NO: 013 690 2438**

  
CHECKED BY: M. L. H. MAPHAHLE  
LEGAL ADMINISTRATION  
DATE: 15/05/2017

  
M. L. H. MAPHAHLE  
COMMISSIONER FOR RESTITUTION OF LAND RIGHTS  
DATE: 2017/05/23

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. 462

26 MAY 2017

## GENERAL NOTICE IN TERMS OF RESTITUTION OF LAND RIGHTS ACT, 1994 (ACT 22 OF 1994) AS AMENDED

Notice is hereby given in terms of **Section 11(1) of the Restitution of the Land Rights Act 1994 (Act 22 of 1994) as amended**, that a land claim for **Restitution of Land Rights** has been lodged by **Mr. Rikana Teliza Mmotha (Identity No. 4509045196082)** on behalf of **Mmotha Family** on the property mentioned hereunder situated in **Steve Tshwete Local Municipality in Nkangala District in Mpumalanga Province as per reference KRP: 276**

**CURRENT PARTICULARS OF THE PROPERTY**  
**BOSCHMANSKRAAL 184 IS**

Description of property	Owner of Property	Title Deed Number	Extent of Property	Bonds	Bond Holder	Other Endorsements
Portion 16	W A Trust (1751/2004)	T22359/2005	155.1787ha	<ul style="list-style-type: none"> <li>B25182/2005</li> <li>B8535/2013</li> </ul>	<ul style="list-style-type: none"> <li>Absa Bank Ltd</li> <li>Absa Bank Ltd</li> </ul>	<ul style="list-style-type: none"> <li>K2910/1990RM in favour of Pinnacle Enterprises Pty Ltd</li> </ul>

The Regional Land Claims Commissioner, Mpumalanga Province will investigate all the claims in terms of the provisions of the Act, any party interested in the above mentioned property is hereby invited to submit within 30(thirty days)from the date of publication of this notice to submit any comments, or further information to:

**Commissioner for Restitution of Land Rights**

**Private Bag X7201**

**Witbank**

**1035**

**or Shop No. E 8**

**Saveways Crescent Centre**


**Cnr OR Tambo and Mandela Street**

**Witbank**

**1035**

**TEL NO: 013 756 6000**

**FAX NO: 013 752 3859**

  
**CHECKED BY: MISS CAROLINE FIPAZA**

**LEGAL OFFICER**

**DATE: 23/01/2017**

  
**MR. L.H. MAPHUTHA**

**COMMISSIONER FOR RESTITUTION OF LAND RIGHTS**

**MPUMALANGA PROVINCE**

**DATE: 20/7/2022**



## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. 463

26 MAY 2017

**GEOMATICS PROFESSION ACT 19, 2013: INVITATION FOR WRITTEN NOMINATIONS TO BE CONSIDERED FOR APPOINTMENT TO THE APPEAL BOARD.**

I, Gugile Ernest Nkwinti, Minister of Department of Rural Development and Land Reform hereby invite written nominations to be considered for appointment as members and alternates of the Appeal Board ("Board"), in terms of section 25 (6) read with sections 4 (5) and (7)(a) of the Geomatics Profession Act 19, 2013 (Act No. 19 of 2013) ("the Act"), which Board is to be established in terms of section 25(1) of the Act.

Please note that in terms of section 4(5):

*4(5) nominations must be supported by-*

*(a) the personal details of the nominee;*

*(b) particulars of the qualifications, experience in geomatics, or related matters or skills which may make the nominee suitable for appointment; and*

*(c) any other information that may be prescribed*

Please note further that in order to satisfy the provisions of section 25 (2) of the Act, the Appeal Board must consist of the following:

*(a) Three registered persons and who have been practising or teaching geomatics for a period of not less than five years; and*

*(b) Two members of the public of whom at least one person is qualified in law and has at least five years experience in the legal profession.*

Written nominations must be forwarded **within 14 days** from the date of publication hereof, to:

Private Bag X 954

Pretoria

0001

Fax No : (012) 326- 5640

Email address: kim.mawela@drdlr.gov.za

Enquire : N. Mazibuko or F Lehabe



NKWINTI, G E (MP)

MINISTER: RURAL DEVELOPMENT AND LAND REFORM

DATE: 30/03/2017

## DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

NO. 464

26 MAY 2017

**DRAFT OF THE PROPOSED REGULATIONS IN TERMS OF SECTION 31 (1) OF THE GEOMATICS PROFESSION ACT, 2013 (ACT No. 19 OF 2013)**

I, Gugile Ernest Nkwinti, Minister for Department of Rural Development and Land Reform, hereby publish a draft of the proposed regulations and invite written comments from interested persons and voluntary associations in terms section 31 (1) the Geomatics Profession Act, 2013 (Act No. 19 of 2013).

The afore-said written comments must be forwarded to the below-mentioned postal address or fax or e-mail address within 30 days from the date of publication of this Notice:

Private Bag X 954


Pretoria

0001

Fax No : (012) 326- 5640

Email address: kim.mawela@drdlr.gov.za

Enquiries: N. Mazibuko or F Lehabe



NKWINTI, G E (MP)

MINISTER: RURAL DEVELOPMENT AND LAND REFORM

DATE: 30/03/2017

## **GEOMATICS PROFESSION ACT 19 OF 2013**

### **REGULATIONS PROMULGATED IN TERMS OF SECTION 31 (1) OF GEOMATICS PROFESSION ACT, 2013 (ACT No. 19 OF 2013)**

The Minister has in terms of section 31(1) of the Geomatics Profession Act, 2013 (Act No 19 of 2013) made the following draft proposed regulations for interested persons and voluntary associations to make written comments.

#### **TABLE OF CONTENTS**

1	Definitions
2	Removal of member of the Council
3	Committees of the Council
4	Disciplinary matters
5	Summons and Subpoena
6	Fine
7	Appeal procedures
6	Form 5.1 A
7	Form 5.1 B

#### **1 Definitions**

In these regulations, a word or expression to which a meaning has been assigned in the Act bears that meaning and, unless the context otherwise indicates –

**“Council”** means South African Geomatics Council established in terms of section 3(1) of the Act;

**“Education and Training Committee”** means the committee established in terms of section 6 (2) of the Act;

**“Investigating officer”** mean one or more investigating officers appointed by the Council in terms of section 20 (1) of the Act, to investigate a charge of improper conduct;

**“Geomatics Profession”** means the profession that is defined in section 1 of the Act;

**“Minister”** means Minister of Rural Development and Land Reform;

**"Registered person/s"** means person/s registered in terms of section 13 of the Act;

**"the Act"** means the Geomatics Profession Act, 2013 (Act No 19 of 2013).

## **2. Removal of member of the Council**

The Minister may in terms of section 5 (4) of the Act remove a Council member on the grounds of misconduct or incompetence upon receipt of any of the following:-

- (1) (a) a written complaint from the Council;
  - (b) a written complaint from a member of the public;
  - (c) a written complaint from any organisation representing public interest;
  - (d) a written complaint from any of the recognised voluntary associations;
  - (e) a written complaint from any registered member of the geomatics profession.
- (2) The Minister shall, within 30 days from the date of receipt of the written complaint, appoint a suitably qualified person to conduct an investigation and submit a comprehensive report in order for the Minister to satisfy him/ or herself that the complaint is valid and consistent with the provisions of section 5 (4) of the Act. The Minister may during the course of the investigation, request written representation from the Council member concerned.
- (3) The Minister shall after the investigation apply his/ her mind to the report/ or outcome of the investigation and issue a written directive within 30 days after the period referred to in regulation 2 (2) has elapsed.
- (4) The written directive referred to in regulation 2 (3) above shall be forwarded by registered mail to the last known address of the Council member concerned and a copy thereof shall be simultaneously forwarded to the Council for noting and safe keeping.

- (5) Should the Minister fail to respond after 60 days from the date of receipt of the written complaint, such written complaint shall be deemed not to have been considered by the Minister and the party that has lodged a complaint may forward written enquiries to the Minister.

### **3 Committees of the Council**

- (1) Members of the Council shall, subject to section 10 of the Act, nominate members of an Education and Training Committee which shall consist of at least four (4) but not more than six (6) members, of whom:-
- (a) at least one (1) must have been nominated in terms of section 4 (1) (c) of the Act, representing academia;
  - (b) one must have been nominated in terms of section 4 (1) (d) of the Act, representing the interest of the public.
- (2) The Chairperson of the Council shall within 14 days period, after such nominations, issue written appointment letters to the members nominated to the Education and Training Committee.
- (3) The Council may, subject to section 10 of the Act, remove or replace any member of the committee upon good cause shown or fill in any vacancy that becomes open in the committee as soon as reasonably possible to do so.
- (4) The procedure expounded in this regulation 3 shall, *mutatis mutandis*, apply in the establishment of any committee/ s for the purpose necessary to assist Council in the performance of its functions in terms of the Act.

### **4 Disciplinary Matters**

- (1) For the effective performance of the functions of the disciplinary tribunal, the rules of natural justice including the following must be observed in terms of section 23 (10) of the Act:-
- (a) the investigating officer appointed in terms of section 20 (1), shall within 90 days from the date of appointment by the Council conclude his/ or her investigation and submit his/ or her report together with recommendations to the Council;
  - (b) the Council shall, if it is satisfied that a *prima facie* case exists, deliver the documents referred to in section 21 (2) of the Act within fourteen (14) days from the date of receipt of the report from the investigating officer.

- (2) In appointing the investigating officer in terms of section 20 (1) of the Act, the Council shall ensure that the person/s appointed to serve as investigating officer/s meet any one of or any combination of or all of the following requirements:-
- (a) the person/ s must be registered in terms of the Act; or
  - (b) the person/ s must be in possession of more than 3 years' experience in legal practice, practicing for his or her own account; or
  - (c) the person/ s must have specialised knowledge of matters concerning an alleged improper misconduct; or
  - (d) the person/ s must suitably qualified according to the needs and requirements of the Council at the time when the cause of action arises.
- (3) In appointing the disciplinary tribunal in terms of section 22 of the Act, the Council shall nominate persons who meet the criteria as set out in section 22 (2) and upon acceptance of nomination by nominees, the Council shall appoint such nominees, subject to sub-regulation 4 (4).
- (4) Appointments in terms of sub-rule 4 (2) and (3) shall be conducted in a manner that is consistent with the provisions of section 10 of the Act.

## **5 Summons or Subpoena**

- (1) The summons or subpoena to be issued by the disciplinary tribunal in terms of section 23 (1) (a) of the Act shall be prescribed in terms of section 23 (2) as forms 5.1 A and 5.1 B herein marked annexures "A" and "B".
- (2) The summons or subpoena shall, among other things, contain the following:-
- (a) full particulars of the person charged with the improper conduct or subpoenaed to appear before the disciplinary tribunal;
  - (b) the date, time and venue at which the enquiry will be conducted;
  - (c) the address at which notices, correspondences and legal process may be served or obtained; and
  - (d) sufficient particulars/ or details of the alleged improper conduct to enable the person facing the charges or subpoenaed to appear before the disciplinary tribunal a reasonable and fair opportunity to prepare his/ her case.

**CONTINUES ON PAGE 130 - PART 2**



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**PART 2 OF 2**

**6 Fine**

The disciplinary tribunal may, in terms of section 24 (4) (b) of the Act impose on the registered person a fine not exceeding an amount of R50 000, which amount may be fixed upon request from the Council or from time to time. Any fine imposed by the disciplinary tribunal may, upon appeal, be confirmed or varied by the Appeal Board established in terms of section 25 (1) of the Act.

**7 Appeal Procedure**

- (1) In discharging its duties diligently the Appeal Board shall, in terms of 26 (5), hear appeals and deliver its finding within thirty days after the appellant has lodged an appeal in terms of section 28 (2) (a);
- (2) The hearing of appeal proceedings shall be recorded by means of an electronic or mechanical device;
- (3) In hearing the appeal proceedings the Appeal Board must, among other things, consider the following:
  - (a) notice of the disciplinary hearing;
  - (b) appointment of chair of disciplinary hearing;
  - (c) description of the allegations of misconduct (charge sheet);
  - (d) description of the main evidence which the appellant and the complainant relied upon;
  - (e) electronic or transcribed record, where applicable, of the proceedings of hearing by the disciplinary tribunal;
  - (f) aggravating or mitigating circumstances presented by the parties to a disciplinary tribunal
  - (g) written finding, and reasons for the finding of the chairperson of the disciplinary tribunal;
  - (h) all other documentation and particulars relevant to the case in question.
  - (i) whether appellant was given adequate time to prepare for the disciplinary hearing in terms section 23;
  - (i) whether the appellant in terms section 28 (1) (b) and/ or (b) was given adequate time to for the hearing his or her grievance or objection; and
  - (j) adopted minutes of the Council where the appeal is in terms of section 28 (1) (b) and/ or (c).

## FORM 5.1 A

## Annexure "A"

In the matter between:

**South African Geomatics Council**

and

***Name of the person charged with improper conduct***

---

**DRAFT SUMMONS: NOTICE OF IMPROPER CONDUCT**

---

The person charged with the misconduct is Mr/ Ms \_\_\_\_\_ whose full and further particulars are as follows:

Contact details : \_\_\_\_\_

Registration category: \_\_\_\_\_

Registration No \_\_\_\_\_

Employment details : \_\_\_\_\_

The person charged with the improper conduct has contravened the following Rule : \_\_\_\_\_ in that on/ or about \_\_\_\_\_ at/ or near \_\_\_\_\_ within/ or outside the Republic of South Africa you committed/ or omitted the following:

**1. Charge 1**

1.1 detailing the nature of the improper misconduct

OR Alternative charge (if necessary)

**2. alternative charge 1**

2.1 detailing the alternative nature of the improper misconduct

Details of the hearing are as follows:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Venue: \_\_\_\_\_

Please note that all notices, correspondences and any legal process may be served or obtained at the following address:

Signed at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_\_.

\_\_\_\_\_  
Signed by \_\_\_\_\_ on behalf of the triibunal

1234 PTA Street

Jozi

0001

Ref: \_\_\_\_\_

FORM 5.1 B

Annexure "B"

In the matter between:

**South African Geomatics Council**

and

***Name of the person subpoenaed***  
\_\_\_\_\_**DRAFT SUBPOENA**  
\_\_\_\_\_

The person subpoenaed before the disciplinary tribunal is Mr/ Ms \_\_\_\_\_  
whose full and further particulars are as follows:

Contact details : \_\_\_\_\_

Registration category: \_\_\_\_\_

Registration No : \_\_\_\_\_

Employment details : \_\_\_\_\_

Details of the hearing are as follows:

Date : \_\_\_\_\_

Time : \_\_\_\_\_

Venue: \_\_\_\_\_

Please note that all notices, correspondences and any legal process may be served or  
obtained at the following address:

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_\_

Signed by \_\_\_\_\_ on behalf of the tribunal

1234 PTA Street

Jozi

0001

Ref: \_\_\_\_\_

## DEPARTMENT OF TRADE AND INDUSTRY

NO. 465

26 MAY 2017

**NATIONAL REGULATOR FOR COMPULSORY SPECIFICATIONS ACT  
(Act No. 5 of 2008), AS AMENDED THROUGH THE LEGAL METROLOGY ACT (Act  
No. 9 of 2014)**

**AMENDMENT TO THE COMPULSORY SPECIFICATION FOR ELECTRICAL AND  
ELECTRONIC APPARATUS (VC 8055).**

It is hereby made known under section 13(4) of the National Regulator for Compulsory Specifications Act, (Act 5 of 2008) as amended, that I, Dr Rob Davies, Minister of Trade and Industry, on the recommendation of the NRCS, intends to declare the amendment to the compulsory specification for electrical and electronic apparatus as set out in the attached Schedule.

Any person, who wishes to comment on the intention to thus declare the amendment to the compulsory specification concerned shall submit their comments, in writing, to the Chief Executive Officer, National Regulator for Compulsory Specifications, Private Bag X 25, Brooklyn, 0075, on or before the date two (2) months after the publication of this notice.

A handwritten signature in black ink, appearing to read 'Rob Davies', with a large, stylized loop at the top and a horizontal line extending to the right.

**Dr Rob Davies, MP  
Minister of Trade and Industry**

## SCHEDULE

### COMPULSORY SPECIFICATION FOR ELECTRIC AND ELECTRONIC APPARATUS (VC 8055)

#### 1. SCOPE

- 1.1 This compulsory specification covers safety requirements for electric and electronic apparatus with rated voltages not exceeding 600V a.c. or d.c. This compulsory specification includes, but not limited to the following:
- 1.1.1 Household and similar electric apparatus;
  - 1.1.2 Audio Audio/video, information and communication apparatus;
  - 1.1.3 Electrical apparatus for test and measurement, control and laboratory ;
  - 1.1.4 Power transformer, power supplies, reactors and similar products;
  - 1.1.5 Uninterruptable power systems (UPS);
  - 1.1.6 Power converters for use in photovoltaic power systems.

#### 2. DEFINITIONS

- 2.1 For the purposes of this document, the definitions in the relevant parts of **SANS 60065**, *Audio, video and similar electronic apparatus - Safety requirements*; **SANS 60335-1**, *Household and similar electrical appliances- Safety Part 1: General requirements*; **SANS 60950-1**, *Information technology equipment - Safety Part 1: General requirements*; **SANS 61010**, *Safety requirements for electrical equipment for measurement, control, and laboratory use Part 1: General requirements*; **SANS 61558**, *Safety of power transformers, power supplies, reactors and similar products Part 1: General requirements and tests*; **SANS 62040**, *Uninterruptible power systems (UPS) Part 1: General and safety requirements for UPS*; **SANS 62109**, *Safety of power converters for use in photovoltaic power systems Part 1: General requirements*, and **IEC/SANS 62368**, *Audio/video, information and communication technology equipment - Part 1: Safety requirements* and the following shall apply:



- 2.1.1 **Applicant:** The manufacturer or importer seeking approval for an electric or electronic apparatus. The applicant shall be an existing legal entity within the Republic of South Africa.
- 2.1.2 **Proof of approval:** A letter of authority (LoA) issued by the NRCS, which confirms that a particular electric or electronic apparatus type satisfies the requirements of this compulsory specification.
- 2.1.3 **Declaration report:** a report that is issued by an accredited conformity assessment body, indicating the equivalence of standards.
- 2.1.4 **NRCS:** The National Regulator for Compulsory Specifications as established by the National Regulator for Compulsory Specifications Act, 2008 (Act No. 5 of 2008).
- 2.1.5 **Valid test report:** a copy of a full test report issued less than 36 months before the date of submission to the NRCS.
- 2.1.6 **Apparatus:** device or assembly of devices which can be used as an independent unit for specific functions.

### 3. GENERAL REQUIREMENTS

- 3.1 The applicant shall ensure that each type of electric and electronic apparatus has been approved by the NRCS before offering it for sale or import or supply, in accordance with the requirements of Annex A.
- 3.2 The applicant shall inform the NRCS of any change in design or materials affecting any mandatory requirement in terms of this compulsory specification. In the event of such change(s) the NRCS may, at its discretion, demand that the applicant submit a new application for approval.
- 3.3 The applicant shall, on request, provide the NRCS, within five (5) working days, with satisfactory proof of approval in respect of any type of electric and electronic apparatus included in the scope of this compulsory specification.
- 3.4 Failure to provide such proof shall constitute reasonable grounds for suspicion of non-compliance with the requirements of this compulsory specification.

#### 4. SPECIFIC REQUIREMENTS

- 4.1 Household and similar electric apparatus shall comply with the relevant requirements of **SANS 60335-1**, *Household and similar electrical appliances-Safety Part 1: General requirements*, together with the appropriate part(s) of the SANS 60335 series.
- 4.2 Audio and video apparatus, as well as information and communication technology equipment shall comply with the relevant requirements of **IEC/SANS 62368**, *Audio/video, information and communication technology equipment - Part 1: Safety requirements*, **SANS 60950-1**, *Information technology equipment - Safety Part 1: General requirements*, or **SANS 60065**, *Audio, video and similar electronic apparatus - Safety requirements*.
- 4.3 Electrical equipment for measurement, control, and laboratory use shall comply with relevant requirements of **SANS 61010**, *Safety requirements for electrical equipment for measurement, control, and laboratory use Part 1: General requirements*, together with appropriate part(s) of SANS 61010 series.
- 4.4 Power transformer, power supplies, reactors and similar products shall comply with relevant requirements of **SANS 61558**, *Safety of power transformers, power supplies, reactors and similar products Part 1: General requirements and tests*, together with appropriate part(s) of the SANS 61558 series.
- 4.5 Uninterruptable power systems (UPS) shall comply with relevant requirements of **SANS 62040**, *Uninterruptible power systems (UPS) Part 1: General and safety requirements for UPS*.
- 4.6 Power converters for use in photovoltaic power systems shall comply with the requirements of **SANS 62109**, *Safety of power converters for use in photovoltaic power systems Part 1: General requirements*, together with the relevant part (s) of SANS 62109 series.

## **5. EQUIVALENCE OF STANDARDS**

Standard issued by different standardization bodies such as ISO and EN, will only be accepted if it is proven, in the form of a declaration report from an accredited test laboratory, that they are technically equivalent to the relevant South African National Standard. The applicant shall be responsible for obtaining such a declaration report. Proof of conformity with such a standard shall be accepted as conformity with the corresponding South African National Standard.

## **6. CONFORMITY TO REFERENCED STANDARDS**

- 6.1 For the purposes of this compulsory specification, a new edition of a referenced standard shall become effective twelve (12) months from the date of publication as a South African National Standard.
- 6.2 When a new edition of a referenced standard is published, products originally approved in accordance with the previous edition of that standard may have their approval extended, subject to the requirements of Annex A, unless declared otherwise by the Minister.

## **7. EVIDENCE OF CONFORMITY**

The following form of evidence shall be submitted to the NRCS as proof of conformity with the requirements of this compulsory specification:

- 7.1 Valid test reports in IEC format or any equivalent format acceptable to the NRCS and issued by an appropriately accredited and internationally recognized body being a member of an ILAC/IECEE mutual recognition scheme in accordance with the NRCS's conformity assessment policy.
- 7.2 The valid test report shall prove conformity with all the applicable mandatory requirements.
- 7.3 Evidence of conformity shall be traceable to the specific electric or electronic apparatus.

**ANNEX A****APPROVAL OF ELECTRIC OR ELECTRONIC APPARATUS****A.1 APPLICATION FOR APPROVAL**

An application for approval of each type of electric or electronic apparatus intended for sale shall include:

**A.1.1** Details of the type of electric or electronic apparatus for which approval is sought and the standard(s) to which it is claimed to conform;

**A.1.2** Details of the manufacturing plant(s) in which the electric or electronic apparatus type is produced;

**A.1.3** For new applications, proof of conformity, with all the requirements of this compulsory specification, issued less than 36 months before the date of submission to the NRCS;

**A.1.4** On expiry of the approval, an application for an extension may be granted, provided that all the conditions of the previous approval were met. In this case, proof of compliance, with all the requirements of the relevant compulsory specification, issued less than 60 months before the date of submission to the NRCS, shall be required;

**A.1.5** Identification markings and other information appearing on the product; and

**A.1.6** Any reasonable additional information, in order to clarify the above that may be requested by the NRCS.

**A.2 APPROVAL**

**A.2.1** The NRCS shall assess the evidence of conformity supplied by the applicant and shall decide to grant approval or not, at its sole discretion.

**A.2.2** The NRCS shall assign a unique number to each approval.

**A.2.3** The NRCS shall issue a letter of authority certificate (LOA) for each successful application, to the applicant, when all the requirements have been met.

**A.2.4** The approval granted with respect to each type of electric or electronic apparatus that is pursuant to this compulsory specification may be withdrawn at any time, after the manufacturer has been notified in writing, if the requirements have not been met or maintained.

## DEPARTMENT OF TRADE AND INDUSTRY

NO. 466

26 MAY 2017

1. By virtue of the powers vested in me in terms of the Special Economic Zones Act No. 16 of 2014 ("SEZ Act"), I, Dr Rob Davies, Minister of Trade and Industry, hereby give notice that –

- (a) the East London Industrial Development Zone was declared an Industrial Development Zone (IDZ) (Notice No. 645 of 2002, Government Gazette No. 23370 of 26 April) by virtue of Regulation 3 of the Regulations (Government Gazette No. 21803 of 1 December 2000) made in terms of the Manufacturing Development Act No. 187 of 1993;

- (b) section 39(2) of the Special Economic Zones Act No. 16 of 2014, provides as follows:

“(2) Any designation of an industrial development zone under the IDZ Regulations which is in force immediately before this Act comes into operation, remains in force and must be regarded as a designation of a Special Economic Zone under this Act.”; and

- (c) by virtue of the automatic legal effect of section 39(2) of the SEZ Act, the East London Industrial Development Zone must, as from the date of commencement of the SEZ Act, be regarded as a Special Economic Zone under the SEZ Act.

2. LOCATION OF THE EAST LONDON SPECIAL ECONOMIC ZONE

A total land area of 462.1164 ha is hereby designated as the East London Special Economic Zone. This area consists of Zones 1 A, B, C, D, E and F. The land area of the SEZ is situated 4km West of the Buffalo River and East London Harbour and approximately 2km South of the East London Airport. It is bordered on the South by the Indian Ocean.

Zone 1 A, part of erf number 56421, is bounded by the Mvubukazi River to the West, the Indian Ocean to the South, the Ngqenga River to the East and the Harbour Arterial Road to the North.

Zone 1 B, part of erf number 56421, is bordered by the Harbour Arterial Road to the South, Breezyvale Road to the West and the recently formalised Emagalini Abomvu townships to the North and East.

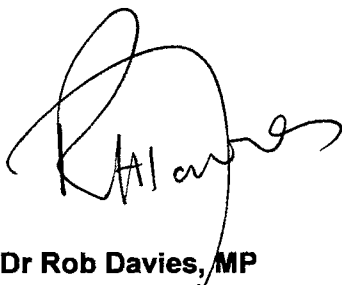
Zone 1 C, part of erf number 56421, is bound to the South by the Harbour Arterial Road, Zone 1 B to the West and the recently proclaimed Emagalini Abomvu township to the North and East.

Zone 1 D, erf number 42371, is bounded by Chester Road to the East, the R72 Provincial Road (Settlersway) linking East London with Port Elizabeth to the North and other business establishments to both the West and South.

Zone 1E, erf number 17977, Farm 947 and Farm 948 is bordered by Chester Road to the West, Clovelly Road to the North and the SunSet Bay Township to the East.

Zone 1F, erf number 28713, is bordered by the Westbank Golf Course to the South, the De Wet Street to the West, Military Road to the North and Jonker street to the East.

A table listing the erf numbers and a map showing the boundaries of the Special Economic Zone is attached hereto as Annexure A.



**Dr Rob Davies, MP**

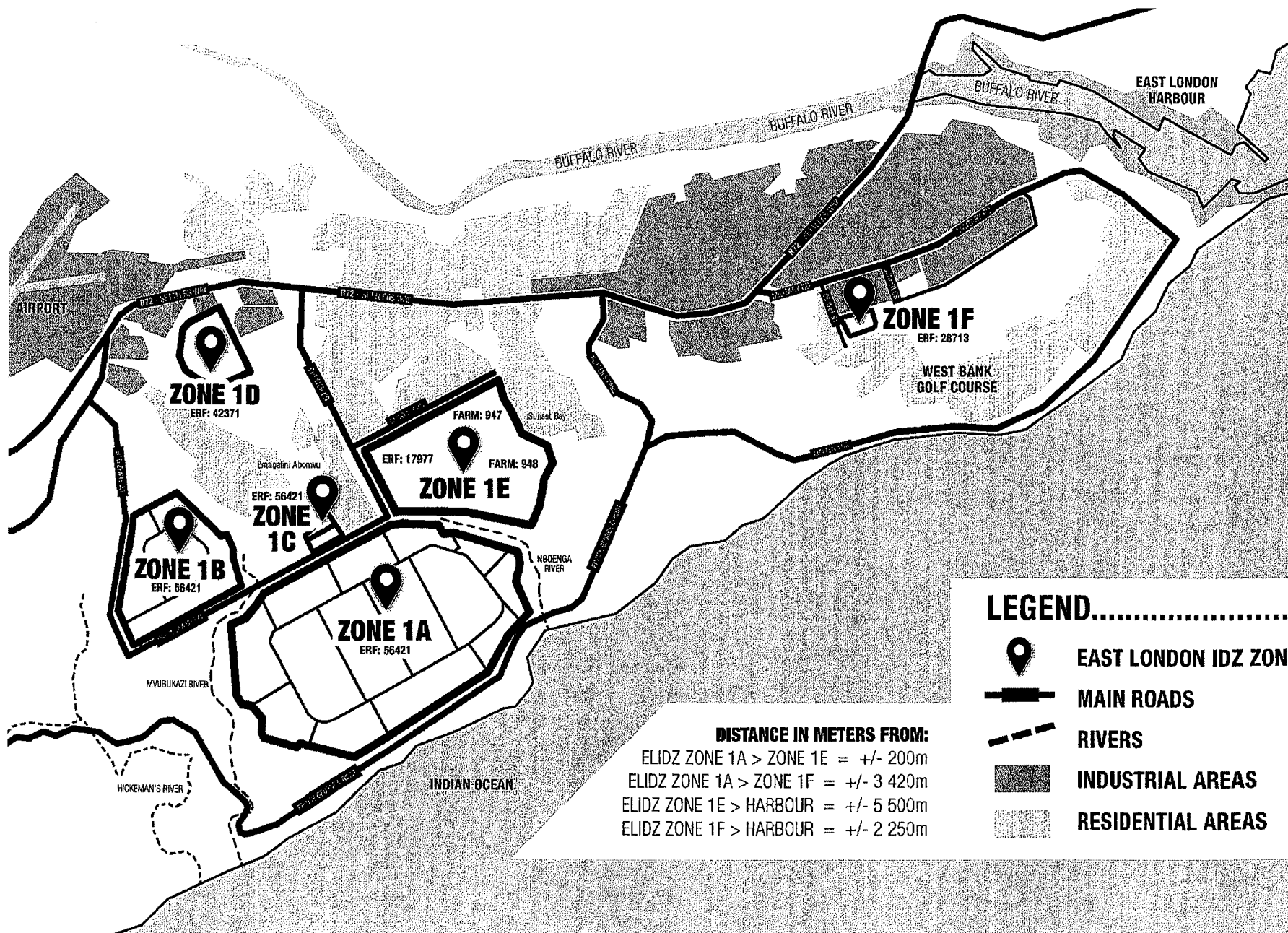
**Minister of Trade and Industry**

25 / 1 /2017

**Annexure A: Table of Erf Numbers for the East London Special Economic Zone**

60812	60838	60860	60884	71025	60941	60968	69742	42375
60813	60839	60861	60885	60909	60942	60969	42397	42376
60814	60840	60862	60886	60910	60943	60970	42398	42380
60815	60841	60863	60887	60911	60944	60971	42399	42381
60816	60842	60864	60888	60912	60945	60972	56354	42382
60817	60843	60865	60889	60913	60946	60973	Ptn 7 of Farm 913	42383
60818	60844	60866	60890	60914	60947	60974	67943 Road	42384
60819	Ptn 1 of 60845	60867	60891	60915	60948	60975	67944 Road	42396
60820	Ptn 2 of 60845	60868	60892	60916	60949	60976	28713	56851
60821	60845	60869	60893	60917	60950	60977	Rem 17977	
60822	Rem of 60845	60870	60894	60918	60951	60978	Farm No. 947	
60823	60846	60871	60895	60919	60952	60979	Farm No. 948	
60825	60847	60872	60896	60920	60953	60980	71572	
60824	60848	60873	Ptn of 60897	60921	60954	60981	71573	
60826	60849	60874	Rem of 60897	60922	60955	60982	71574	
60827	60850	60875	60898	60930	60957	60983	71575	
60828	60851	60876	60899	60931	60958	60984	71576	
60829	60852	60877	60900	60932	60959	60985	71577	
60830	Ptn 1 of 60853	60878	60901	60933	60960	69752	71578	
60831	Rem of 60853	60879	60902	60934	60961	42372 Rem	71579	
60832	60855	60880	60903	60935	60962	42373	71580	
60833	60856	60880 Rem	60904	60936	60964	42374	71581	
60834	Ptn of 60857	60881	60905	60937	60963	42377	71582	
60835	Rem of 60857	60882	60906	60938	60965	42378	60854	
60836	60858	60882 Rem	Rem 60907	60939	60966	42379	71568	
60837	60859	60883	Ptn 1 of 60907	60940	60967	42385	60956	





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**DEPARTMENT OF TRANSPORT****NO. 467****26 MAY 2017**

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**RAILWAY SAFETY REGULATOR**

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**DETERMINATION IN TERMS OF SECTION 28 OF THE NATIONAL RAILWAY SAFETY  
REGULATOR ACT 16 OF 2002 AS AMENDED**

The Railway Safety Regulator, hereby in terms of sections 23(3) (a) and 28(a) and (b) of the National Railway Safety Regulator Act, 2002 (Act No. 16 of 2002) publishes for comments the determination of the format, form and content of a safety management system that is required for the different categories and types of safety permits as well as the form, content and manner of submission of a safety management system report.

Interested persons are invited to submit written comments to the Chief Executive Officer, Railway Safety Regulator, within 30 days after the date of publication of this notice, for the attention of:

Mr Herman Bruwer  
P.O Box 11202  
Centurion  
0051

OR

Ms Rirhandzu Mashava  
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**LIST OF DEFINITIONS AND ABBREVIATIONS**

Act	National Railway Safety Regulator Act No 16 of 2002 (as amended)
CSM CA	Common Safety Method for Conformity Assessment
Operator	Network, Train or Station Operator or a combination thereof
Regulator	Railway Safety Regulator
RSR	Railway Safety Regulator
SANS	South African National Standard
SIP	Safety Improvement Plan
SMS	Safety Management System: "a formal framework for integrating safety into day-to-day railway operations and includes safety goals and performance targets, risk assessment, responsibilities and authorities, rules and procedures, monitoring and evaluation processes and any matter as prescribed"
SMSR	Safety Management System Report: "written submission made by the applicant, in support of a safety permit application that describes the applicant's safety management system and may include any other matter prescribed".

## **PART I – INTRODUCTORY PROVISIONS**

### **1. INTRODUCTION**

- 1.1 Section 23 (3) (a) of the Act stipulates that an application for a safety permit must be made in the format determined by the Regulator. Section 28 stipulates that the Regulator must determine (a) the form and content of a safety management system that is required for the different categories and types of a safety permit; (b) the form, content and manner of submission of a safety management system report; and (c) the circumstances under which the Regulator may require the holder of a safety permit to revise or amend a safety management system or safety management systems report.
- 1.2 The Act defines a safety management system report as a “written submission made by the applicant, in support of a safety permit application that describes the applicant’s safety management system and may include any other matters prescribed”.
- 1.3 This determination serve as a guideline for railway operators to document, implement and maintain their SMS and SMS report in compliance with the SANS 3000 series of standards.
- 1.4 Railway operators should therefore document their procedures and arrangements in a manner that allows:
- Assessment prior to the award of the safety permit, and
  - Supervision post award of the safety permit.
- 1.5 This determination on SMS’s and SMS Reports are applicable to all railway operators as specified in the latest edition of the RSR Permit Application guide as published on the RSR National Information Management System.

### **2. SMS PURPOSE**

The overall purpose of the SMS is to ensure that the organisation achieves its business objectives in a safe manner. It is recognised that there are wide benefits of managing business in a structured way. It adds value helping to improve overall performances, introduce operational efficiencies, enhance relations with customers and regulatory authorities and build a positive safety culture.

In addition, for safety, adopting a structured approach enables the identification of hazards and the continuous management of risks related to an organisations own activities, with the aim of preventing accidents. When appropriate, it should take into account the interfaces with

other operators in the railway system. Implementing all relevant elements of an SMS in an adequate way can provide an organisation with the necessary assurance that it controls and will continue to control all the identified risks associated with its activities, under all conditions.

The adequate implementation of an SMS by all operators is a key element for success of the entire safety regulatory framework as foreseen by the Act, since it forms the basis on which the Safety Regulator issue safety permits.

Mature organisations thereby recognise that an efficient control of its risks can only be achieved through a process that brings together three critical dimensions: a technical component with the tools and equipment used, a human component of front line people with their skills, training and motivation and an organisational component consisting of procedures and methods defining the relationship of tasks. Consequently, a good SMS succeeds in monitoring and improving the risk control measures in the three dimensions.

The implementation of an SMS is a legally binding obligation under the Act. Nonetheless, there are also other good reasons for implementing and delivering an effective SMS: many features of the railway SMS are very similar to management practice advocated by proponents of quality, safety and health at work, environmental protection and business excellence. Therefore principles of good management can be easily integrated and should not need a complete re-design of organisations that already have those systems in place.

### **3. SMS SCOPE AND CONTENT**

3.1 Designing and implementing an adequate SMS is a challenging task and there are no simple answers. This generic high level guidance, adopted by the Railway Safety Regulator, is intended to support, through practical advice and suggestions, the design, implementation and delivery of a structured and organisation-wide railway SMS. The overall aim is to provide a tool for the ease of use by railway operators and, at the same time, for facilitating compliance with the legal requirements. This guidance is intended to be read in conjunction with the SANS 3000 series of standards.

3.2 This document reflects the effort to present an emerging view on this dynamic and important subject through this guidance in a simple and user friendly manner. It also refers to mandatory and guidance connected documents on the implementation of safety management systems.

3.3 The following types of railway operators shall develop and implement Safety Management Systems:

- Network Operators,
- Train Operators, and
- Station Operators.

## PART II – RSR DETERMINATION

### 4. LEGAL BASIS

- 4.1 The legal basis for the implementation of the SMS is the National Railway Regulator Act (Act 16 of 2002 as amended). Section 1 of the NRSR Act defines a Safety management System as “ a formal framework for integrating safety into day-to-day railway operations and includes safety goals and performance targets, risk assessments, responsibilities and authorities, rules and procedures, monitoring and evaluation processes and any other matter prescribed”.
- 4.2 Section 1 of the Act defines a Safety Management System report as “a written submission, made by the applicant, in support of a safety permit application that describes the applicant’s safety management system and may include any other matters prescribed”.
- 4.3 Section 24 (2) (b) of the Act stipulates that the “chief executive officer may, impose any condition in a safety permit, including a condition relating to the form, manner, timing and submission of any review of a safety management system report”.
- 4.4 Sections 23 and 28 of the Act (Act 16 of 2002 as amended) stipulates that the Regulator must determine (a) the form and content of a safety management system that is required for the different categories and types of a safety permit; (b) the form, content and manner of submission of a safety management system report; and (c) the circumstances under which the Regulator may require the holder of a safety permit to revise or amend a safety management system or safety management systems report.
- 4.5 Sections 5, 6, 7, 8, 9 and 10 of this determination constitutes the RSR determination on the (a) the form and content of a safety management system (b) the form, content and manner of submission of a safety management system report; and (c) the circumstances under which the Regulator may require the holder of a safety permit to revise or amend a safety management system or safety management systems report.

### 5. REQUIREMENTS ON THE STRUCTURE OF THE SMS AND SMS REPORT

- 5.1 The safety management system must be documented in all relevant parts and shall in particular describe the *distribution of responsibilities* within the organisation of the railway operator. It shall show how *control by the management* on different levels is secured, how *staff and their representatives* on all levels are involved and *how continuous improvement of the safety management system is ensured*.
- 5.2 The Safety Management System and SMS Report must be in a form that is consistent with Parts II and III and of this document. It must:
- be evidenced in writing;



- provide a comprehensive and integrated management system for all aspects of control measures adopted in accordance with the legislation;
- be set out and expressed in a way that its contents are readily accessible and comprehensible to persons who use it;
- be prepared in accordance with this guideline;
- contain the matters and information required by the Standards, Regulations and this guideline;
- be kept and maintained in accordance with the Standards and this guideline; and
- state the persons responsible for the development of all, or all parts of, the safety management system.

5.3 The importance of the operator's description of the railway system is key to the adjudication of the adequacy of the safety management system. The description should explain the framework for implementation of the safety management system and keeping the safety management system up to date. The systems description can be used to:

- provide contextual information on the organisation to which the safety management system applies, including organisational charts;
- specify the scope and nature of the railway operations to which the safety management system applies; and
- state the persons responsible for the implementation of the safety management system and the relationship between these persons.

## **6. A SYSTEM APPROACH**

### **6.1 Content of the SMS as a basis for the system approach**

Railway operators must design their SMS in a manner to comply with requirements set out in Parts II and III of this document. Non-compliance to the prescripts of Parts II and III may result in the RSR requesting the Operator to revise or amend its SMS or SMS Report. An Operator's SMS, in common with the concept of management systems, should contain the description of safety related processes and procedures, all of which shall be capable of assessment (on the basis of the CSM CA on assessing conformity with requirements for obtaining railway safety permits) and independent audits.

### **6.2 The adoption of a system approach**

The main purpose of an SMS is "to ensure the safe management of operations of an operator in order to deliver continuous safety improvement, a system based approach and the

allocation of responsibilities". The system-based approach, also known as process-based approach in the domain of management systems engineering, consists of:

- processes as interrelated activities which transform inputs into outputs,
- map of processes, including interactions, and
- a detailed description of processes and sub-processes.

Thus, the railway safety management system can be identified as the sum of processes that contribute to the design, planning, delivery and control of operation, as part of a company business.

This section describes a way to represent the processes according to their function:

- design and improvement,
- implementation,
- operational activities.

Each process can be seen, in itself, as an operational process, because it develops an output. Operators must use them as a reference to build their process maps and a safety management system with interactions and defined responsibilities.

The Safety Management System implemented by the Railway Operators must contain the characteristics and elements listed in Part III of this guideline.

The system approach is represented here as a "big picture" encompassing all elements of the SMS in an interrelation of processes, grouped according to their function:

- processes for design and improvement (see section 8)
- processes for implementation (see section 9)
- operational activities (see section 10)

This approach is developed throughout the guidelines, as follows:

- The three groups will be described and will contain references to orient readers to the contained elements;
- Under the main features of the processes (design/improvement, implementation, operation) the elements of the SMS will be listed and described.

### **6.3 Human Factor Management**

The safety management system must include procedures to ensure that human factors matters are taken into account during the development, operation and maintenance of the safety management system, and for the integration of human factors principles and knowledge

into all relevant aspects of the operational and business systems. (Refer to SANS 3000-4:2011 for the complete RSR requirements on Human Factor Management)

### **6.3.1 Integrating Human Factors into the Safety Management System**

The integration of human factors within the safety management system should be driven by the integration of human factors within risk management systems and processes.

Risk assessments and reviews of risk assessments should identify those areas where human involvement in the system presents a safety risk, identify the level of human factors analysis required based on the safety criticality of the human action or activity, and based on an appropriate level of human factors analysis identify appropriate risk controls.

This provides a process that ensures the systematic identification and analysis of relevant human factors issues and the application of appropriate tools, methods and measures to address such issues. The management of human factors issues should not be seen as a standalone activity.

Integration of human factors is regarded as essential in many aspects of operational and business systems that make up the safety management system, including (but not limited) to:

- risk management;
- management of change;
- design and procurement of systems, equipment and machinery;
- job and task design;
- training of rail safety workers;
- safety reporting and data analysis;
- incident investigation.

Risk assessments may identify additional aspects or operational and business systems where integration of human factors needs to take place.

Human factors integration is about ensuring that processes are in place to:

- identify and analyse any human factors requirements associated with relevant safety critical projects or activities; and
- implement and monitor these requirements.

Human factors integration processes need to be planned and implemented in the early stages of a project to ensure adequate time for human factors activities to be conducted and findings incorporated.

Human factors integration processes have particular application in design projects (e.g. control centres, train cabs, driver safety systems), management of change projects and risk management activities. Generally, the extent of the impact on safety will determine the extent of the human factors activities.

### 6.3.2 Integrating Human Factors in Risk Management

An operator must have a safety management system that:

- Identifies any risks to safety in relation to railway operations in respect of which the operator is required to be accredited;
- Specifies the controls (including audits, expertise, resources and staff) that are to be used by the operator to manage the identified risks to safety and to monitor safety in relation to those railway operations.

Risks arising from the involvement of human activity should be assessed as part of the risk management process.

Of particular relevance are:

- ***Processes to ensure that the potential for human error is systematically addressed and integrated into all relevant risk assessments. These processes may be qualitative or quantitative or both as determined by the rail operator.***

Key steps in identifying and assessing human factors risks are:

- Identification of the people who interact with the system (whether the system is a piece of equipment, procedure, software, or instrumentation, etc.). The focus should be on those people who are most likely to affect safety.
- Identification of the activity being assessed.
- Identification and recording of the different tasks people perform. Where a potential risk is identified, the task needs to be described before the potential for failure can be assessed. The level of task detail required depends on the risk involved.
- Assessment of the task for the potential for error and violations and identifying the types of error / violations that could occur and how they may affect safety.

Where the potential for error is high and the task is critical for safety, a detailed task analysis should be performed and the factors that influence performance identified, specialist support may be required.

- Processes to establish specific controls that address the potential for human error. In order to be most effective, these controls should be directed at:
  - reducing the likelihood of error
  - supporting the detection and correction of errors when they occur
  - ensuring the containment of and reduction in, the severity of the consequence of errors that persist uncorrected.
- Typical control measures for error include: equipment design, task and job design, workplace design, procedures, training, communication, team work, supervision and monitoring etc. Identified risks should be recorded and controls integrated into the relevant operational and business systems that make up the safety management system.

## **7. BASIC MANDATORY ELEMENTS OF THE SAFETY MANAGEMENT SYSTEM**

### **7.1 Processes for Design and Improvement**

#### **7.1.1 Leadership:**

- Management Commitment
- Safety Policy
- Safety Culture
- Corporate Safety targets
- Decision taking
- Management Control

#### **7.1.2 Risk Management:**

- Control of risks associated with the activity of the Operator
- Risks arising from the activities of other parties
- Procedures and methods for carrying out risk evaluation and implementing risk control measures
- Compliance with legislation, rules and standards

**7.1.3 Monitoring:**

- Safety data collection and analysis
- Accident and incident reporting / investigation / analysis / preventive and corrective measures
- Internal auditing of the SMS
- Review of the SMS

**7.1.4 Organisational Learning:**

- Corrective action development
- Continuous improvement
- Management of Change

**7.2 Processes for Implementation:****7.2.1 Structure and Responsibilities:**

- Distribution of Responsibilities
- Management Accountability
- Organisational Structure
- Workload Planning

**7.2.2 Competence Management**

- Training of Staff
- Fitness for Duty

**7.2.3 Information:**

- Configuration of safety Information
- Consultation and involvement of staff and their representatives
- Internal / external communication

**7.2.4 Documentation:**

- SMS documentation
- SMS Report
- Document Management
- Annual Safety Improvement Plan
- Changes made to the SMS and Railway Operations

### **7.3 Operational Activities:**

#### **7.3.1 *Safety Standards for Engineering and Operational systems:***

- Process Control
- Procedures to meet applicable rules to assure compliance throughout life-cycle of equipment/operation (delivery phase)

#### **7.3.2 *Operational, maintenance and emergency activities:***

- Use of Contractors and control of Suppliers
- Asset Management
- Occurrence Management
- Security Management
- Interoperability and Management of Interfaces and Intrafaces
- Transportation of Dangerous Goods

#### **7.3.3 Network Co-ordination Activities:**

- Compliance with Network-specific requirements for Management of Rolling Stock
- Safe Design of the Railway Infrastructure
- Safe Operation of the Infrastructure
- Provision of Maintenance & Material
- Maintenance and Operation of the Traffic Control and Signalling System

#### **Note:**

Refer to Annexure 1 (SMS Wheel) to see the integration of the main processes, elements and sub-elements of the Safety Management System.

### **PART III: GUIDELINE FOR THE DEVELOPMENT AND IMPLEMENTATION OF A COMPLIANT SAFETY MANAGEMENT SYSTEM**

#### **8. PROCESSES FOR DESIGN AND IMPROVEMENT**

Railway operators need to ensure the control of the part of railway system that they are responsible for, mainly by setting arrangements in their organisations to:

- comply with safety requirements applicable to the railway system as a whole,
- identify specific risks related to their activity,
- identify and manage future and local risks.

The governance of such organisations should be made of consistent arrangements, adoption of ad hoc policies, structured implementation and operational processes and allocation of responsibilities for areas of activity. Furthermore: organisations are dynamic and continuously evolving. There is a constant need to adjust and improve all SMS related processes. To be able to do so organisations need to ensure the design and control of the implementation of operational processes, through effective leadership [§ 8.1] and the involvement of staff.

Risk assessment [§ 8.2] can help to anticipate future developments and threats such as potential disruptions, pressures and their consequences. Unforeseen events, not identified when designing the risk control measures, may take place. Risk control measures can, because of a changing environment (external like new technologies, rules, standards, etc., and/or internal like new or changing techniques, operational procedures, organisational structure, etc.), no longer fulfil the intended purpose. Additionally, changes in the general management arrangements and structure may impact on the safety management system.

Monitoring [§ 8.3] of both the performance of operational processes and of the environment is necessary to identify latent system failures, which are those system elements that are or could become a threat in the near term. Monitoring supports the return of experience, which is an important complement for the continual reflection upon risks. Furthermore, lessons should be learned [8.4] from operational incidents. This and the findings of audits, inspections and all other relevant sources of information can be used to improve the system. All these processes together finally are needed to provide the management of a company with the necessary input to take informed decisions about structural or functional changes of the system so that it is better prepared for what may happen in the future.



For good performance of these processes for design and improvement it is necessary that the responsible staff/management know what to do, how to do it and with timely knowledge of all relevant information to do so.

Processes for design and improvement:

- are intended to assure that desired objectives are met, to prevent problems from occurring or re-occurring and to adapt and improve in line with changing external and internal requirements,
- define how to accomplish tasks and how to evaluate and adapt them to the changing environment, allocating adequate resources

## 8.1 Leadership

***Strong and effective leadership ensures that safety objectives are set and prioritised (Plan), that practices are implemented to meet safety targets (Do), that the system effectiveness is constantly checked (Check) and that corrective and/or proactive measures are taken (Act).***

### 8.1.1 Management Commitment

The responsibility for leadership and for creating the environment of continuous improvement belongs to all levels of management, but particularly to the highest.

Senior management should be aware of how the success of the organisation, with respect to the safe operation of the railway system in a continuously changing internal and external environment, depends largely on the ability to monitor and continuously improve the effectiveness of risk control measures.

If senior management does not express informed, sustained commitment to safety as one of the primary business objectives, the commitment for safety in the field can easily shift towards other, sometimes conflicting business objectives, particularly in less mature organisations.

Management commitment implies the direct participation by the highest level management in all specific and important safety aspect or programs of an organisation. The list below shows examples on how management commitment is delivered in practice, through a sequel of safety aspects and, in case, the relevant connection to other elements of SMS that are dealt with in this application guide:

- showing passion and interest for safety,

- formulating and establishing safety policy and objectives [ref. to § 8.1.2 – safety policy],
- setting targets to improve or maintain safety and benchmarking performance against others in railway sector or other industries [ref. to § 8.1.4 – corporate safety targets],
- providing resources and training [ref. to § 8.2.1 – risk control and to § 9.2. – fitness for duty and competence management system]
- ensuring that all staff – including the Board – are sufficiently trained and competent in their safety responsibilities [ref. to § 9.2. – Fitness for Duty],
- ensuring control at all levels of the organization [ref. to § 8.1.6 – management control],
- regularly receiving information about safety, e.g. performance data (accidents, incidents, dangerous occurrences), and evaluating and reviewing the SMS in light of results achieved [ref. to § 8.3 – monitoring],
- being aware of what is happening on the ground, and what audits or assessments are undertaken, receiving results related to the activities carried out internally or by contractors [ref. to § 8.3.3 – internal auditing],
- ensuring appropriate Board level review of SMS [ref. to § 8.3.4 – SMS review],
- ensuring that all levels of the organisation, including the Board, receives relevant safety information [ref. to § 9.3.3 – internal external communication],
- being confident that the workforce is properly consulted on safety matters, that their concerns are reaching the appropriate level including, as necessary, the board ensuring that your organisation's risks are assessed, and that appropriate control measures are established and maintained [ref. to § 9.3.2 – involvement of staff],
- creating the environment of continuous improvement [ref. to § 8.4.1 – continuous improvement],
- bringing to the attention of the Board the changes in working arrangements that may have significant implications for safety [ref. to § 8.4.3 – Change management],
- promoting safety culture [ref. to § 8.1.3]

Strong and active leadership is reinforced by visible, active commitment from the top:

- establishing effective 'downward' and 'upward' communication systems,
- establishing effective management structures,
- integrating of safety management with business decisions.

To meet their responsibilities, leaders need to understand the risks associated with the operator's railway operations, the operator's obligations under the Act, and the level of compliance being achieved with those obligations.

Appropriate governance and internal control arrangements will ensure that information required to manage rail operations safely and monitor compliance with the Act is available to the right level and people within an organisation so that decision-making is effective.

The safety management system must include systems and procedures to ensure that the CEO and Board, or the people managing the railway operations:

- have sufficient knowledge of the risk profile of the railway operations being carried out, to enable proactive management of the risks of those railway operations;
- have sufficient knowledge of the level of compliance being achieved with the rail operator's duties and obligations under the legislation; and
- have sufficient knowledge to determine whether: (a) the safety management system is working effectively; (b) the risks to safety are being identified, assessed and eliminated or controlled; and (c) controls used to monitor safety to manage risks to safety are being regularly reviewed and revised.

### 8.1.2 Safety Policy

SANS 3000-1:2016 (Edition 3) state the requirements for an operator in setting the Safety Policy. The safety policy expresses and reflects an organisation's commitment, obligation (mission) and strategic view (vision) on railway safety and security.

The safety policy statement must be communicated and made available to all staff using an appropriate medium (formal communication, newsletter, intranet, etc.) It must include, among others, a declaration of intent and also provide indications on the overall direction for the organisation to follow, the general objectives of the safety management system as well as the necessary resources and activities required to deliver these objectives. The safety policy must also reflect the following characteristics, thus giving evidence of the organisation's management commitment and providing staff with clear guidance for action to consolidate safety culture and safety awareness within the organisation:

- is developed by management and staff and signed by the highest level of the organisation,
- is appropriate to the nature and scale of the organisation's risks and contribute to all aspects of business performance as part of a demonstrable commitment to continuous improvement,
- outlines the principles and core values according to which the organisation and staff operate,
- pursues the development and improvement of working ethics,

- enjoys the commitment and involvement of all staff,
- is aligned with other operational policies,
- states the responsibilities and accountabilities of directors, managers and employees.

In addition, the safety policy must reflect in the actions and decisions of all staff, and be reviewed periodically. The policy must include a commitment to the development and maintenance of a positive safety culture and the continuous improvement of all aspects of the safety management system

### 8.1.3 Safety Culture

Safety culture is something that emerges from and is a product of all aspects of the way things are in an organisation. In everyday language, culture is, *"the way we do things around here"*. A positive safety culture is characterised by awareness, assessment and action on safety matters as a part of everyday business, at every level of an organisation and supported by an open communications style throughout the whole organisation.

A positive safety culture is fundamental to an effective safety management system and the safety management system must specify the methods that will be used so far as is reasonably practicable to promote and maintain a positive safety culture.

An organisation with a positive safety culture is characterised by:

- communication founded on mutual trust;
- shared perceptions of the importance of safety; and
- confidence in the efficacy of preventive measures.

Key elements of a positive safety culture which organisations must consider when determining the methods to meet the requirements of the RSR and to promote and maintain such a culture are:

- committed leadership (ref § 8.1.1): the organisation's leaders, from its senior executives to line managers, actively encourage and participate in safety initiatives and activities. This may be through events and communications, staff mentoring, provision of resources, or providing safety incentives and awards.
- keeping people informed (ref § 9.3.2 and § 9.3.3): the organisation's members, both managers and workers, know what is going on in their organisation. This includes collecting, analysing and disseminating relevant information derived from the workforce,

safety occurrences, near misses, and regular proactive checks of the organisation's safety activities.

- maintaining vigilance (ref § 8.3.1 and § 8.3.2): the organisation's members are constantly on the lookout for the unexpected. They focus on problems and issues as they emerge well before they can escalate to more serious occurrences. Members are prepared to look upon these potential risks as a sign the system might not be as healthy as it should or could be.
- promoting a "*just culture*" environment (ref § 8.3): the organisation promotes a 'just culture' which acknowledges human error and the need to manage it by supporting systems and practices that promote learning from past errors or mistakes. It encourages uncensored reporting of near miss occurrences and worker participation in safety issues. A 'just culture' is transparent and establishes clear accountability for actions. It is neither 'blame free' (awarding total immunity for actions) nor 'punitive' (enacting a disciplinary response regardless of whether acts were intentional or deliberate).
- promoting organisational flexibility: the organisation is capable of adapting effectively to meet changing demands. This relies on being prepared for and practiced in handling changing circumstances with people competent to lead and carry out tasks. Flexibility allows local teams to operate effectively and autonomously when required, without the need to adhere to un-necessarily inflexible rules.
- encouraging willingness to learn (ref § 8.4): the organisation is willing and eager to learn from its workers, its own experiences and from corporate safety databases. The key here is that organisations and their members use the information to improve safety and act on the lessons derived. In developing and maintaining a positive safety culture, account must be taken of:
  - the importance of leadership and commitment of senior management;
  - the executive safety role of line management;
  - the need to involve rail safety workers at all levels;
  - the need for openness of communication;
  - the need for human factors to be positively addressed;
  - awareness and recognition of opportunities for safety improvement; and
  - willingness to apply appropriate resources to safety.

#### 8.1.4 Corporate Safety Targets

Each railway operator, within the framework of its own SMS, is expected to include the demonstration of its capability to achieve their corporate safety targets, which may require maintaining or enhancing its level of safety, in line with the other business objectives. The corporate safety targets are to be considered as part of a continuous loop:

- they are set on the basis of past performance assessment (that may be the achievement of the previous organisation's corporate safety targets). They should be credible and achievable. Measurement of safety performance (collecting relevant safety data through routine checks arrangements, internal auditing and safety reporting) is part of monitoring [see Chapter 8.3 on Monitoring];
- specific actions are planned and implemented, broken down to be managed at all relevant levels of the organisation (See section § 9.4.4 on Safety Planning);
- the actions are monitored and their effectiveness is measured, (again, through routine checks, internal auditing and safety reporting) , focussing not only on the safety outcome but also on the effective performance of safety management activities;
- corporate targets are revised according the result of monitoring.

The safety management system must include systems and procedures to ensure that the safety management system is effective by using key performance indicators. (Refer to § 8.3.1 Safety data collection and analysis).

Key performance indicators measure safety performance of both the system and, where appropriate individuals, and allow the effectiveness of the safety management system to be determined.

In determining performance measures, operators must consider and select a range of positive performance indicators along with outcome indicators (or leading and lagging indicators). Positive performance indicators measure activities undertaken to improve safety performance, for example, the number of safety audits conducted, or competence checks undertaken, or the number of substance abuse tests conducted. The performance measures will be tailored to the specific circumstances of the rail and should be linked to the risk management process.

Outcome indicators measure the safety outcomes, for example the number of non-compliances revealed by a safety audit, or the number of positive results of drug tests, or injuries sustained, or signals passed at danger. An example of a lagging indicator is Lost Time Injury Frequency Rate (LTFIR), which is a measure of the consequence of a risk happening.

Performance indicators selected should include indicators to measure the performance of key risk controls and safety management system elements.

Key performance indicators should be assessed against established performance objectives. Remedial action may be required where the system does not achieve an appropriate performance level.

The safety management system must also include systems and procedures to ensure the collection, analysis, assessment and dissemination of safety information held by the rail operator. (Refer to § 8.3.1)

#### 8.1.5 Decision Taking

Commercial decisions are taken to meet commercial objectives. Investment to meet these objectives may also provide an opportunity to improve safety: new technology and ways of working often bring benefits in terms of performance, efficiency and safety.

Most decisions affect safety, even where this is not the main intention. Therefore, safety should be considered when taking decisions and legal obligations must be met. Management decisions must take into account the direct and indirect impact thereof on safety. Most major changes are made to meet commercial objectives or requirements that are not primarily about safety. For example:

- New technology might become available that can improve a company's performance
- Equipment might become life-expired, prompting decisions about how it should be renewed
- Operating conditions might change, presenting a company with commercial opportunities
- New legislation might be introduced
- Local complaints might draw a company's attention to a specific issue

The need to change can also arise from concerns about safety that are identified during monitoring. In this case, the options might relate directly to the implementation of new safety measures.

Processes must be transparent in order to understand how the final decision affecting safety was made. They are more effective when they include an understanding of:

- Identification of safety issues within the business context (examples as 'budget reduction'),
- Setting of priorities,
- Responsibilities at different levels,
- Methods available to address problems (analysis tools),
- The value of involving specialists, knowledge, skills and experience required,
- Extent of consultation,

- Output related actions (plans, timescale, and responsibilities for completion).

Therefore, failure to identify the impact of other management activities on safety and to include safety as a key business risk in all Board decisions could have catastrophic results. [Also refer to section § 8.4.3 below: “Management of Change]

#### **8.1.6 Management Control**

In general, management control is a means by which an organization's resources are directed, monitored, and measured.

It aims at helping the organization to accomplish, in the specific area of safety, its specific targets or objectives. Control on all levels of the organisation, proportionately put over the appropriate delegated functions/staff allows for the identification of flaws/faults in the SMS processes and therefore the possibility to implement preventive or corrective actions.

Therefore, safety has to be effectively taken into account at every level of the organisation of the company, and any instances of malfunctioning must be detected and dealt with in good time.

For the top management it is therefore crucial, not only to ensure safety but also to fulfil its commitment and legal obligations to improve railway safety, to be aware of the results of performance monitoring and audits, and to take overall responsibility for implementation of changes to the risk control measures and relevant SMS processes. The following activities may represent examples of how the management control is put into practice:

- Design, implementation and monitoring of the delivery of the SMS activities, including the necessary risk assessment and management of changes,
- Design of the organisational structure, in order to comply with regulatory framework and all applicable rules, and allocation of resources,
- Delegation of responsibilities, functions and tasks to the appropriate level of the organisation,
- Delegation of control tasks to the appropriate level of the organisation and development of a feedback loop,
- Development and monitoring of a safety policy,
- Development and monitoring of safety measures and projects that allows continuous improvement (taking into account costs),
- Promotion of continuous education and training for all level of the organisation, to foster employee attitudes, management beliefs and value system,
- Usage of management tools to address safety issues (i.e.: problem solving tools and techniques),



- Benchmarking of performance results and processes,
- Balance between safety requirements and accessible resources,
- Improvement of managerial and technical processes,
- Integrating the customers' and suppliers' expectations,
- Carrying out internal audits and reviews on a continuous basis.

The above listed activities show how processes for **design and improvement** are strictly connected: management commitment, monitoring and control ensure a continuous loop for input and delivery of safe operation.

## 8.2 Risk Management

The requirements for risk management and risk assessment are documented in SANS 3000-1: 2016 (Edition 3).

Key to railway safety management is the risk management approach. Such an approach aims to ensure that railway operators identify their technical and operational hazards and manage the resultant risks to people, property and the environment to a level that is as low as is reasonably practicable (ALARP). The risk management process recognizes that the selection and content of the elements which constitute an SMS is influenced by the complexity and nature of the railway operation. This approach recognizes that, while there is an ideal level of safety, the costs of achieving this ideal might outweigh the benefits and limit the viability of railway operations. It is, however, implicit that railway operators shall protect their commercial and social responsibilities by running safe railways.

Risk could impact basically in the following three areas which are: financial, time or quality. Safety risks could appear, in shapes of hazardous events in all three areas, which could be connected to technical systems, human or organisational factors. The responsibility for the safe operation of the railway system and the control of risks associated with it belongs to the railway operators, obliging them to implement necessary control measures and to apply national safety rules and standards. To achieve this, risk assessment (which is the overall process of risk analysis and risk evaluation) is a key element in any effective SMS.

Risk management is a critical activity of any organisation and the safety management system must support the management of risk, as far as is reasonably practicable, to ensure that risks are identified, assessed and eliminated or controlled.

An operator's safety management system must therefore include systems and procedures for the following:

- identification of any risks to safety in relation to railway operations in respect of which the operator is required to be accredited;
- the comprehensive and systematic assessment of any identified risks;
- specification of the controls (including audits, expertise, resources and staff) that are to be used by the operator to manage the identified risks to safety and to monitor safety in relation to those railway operations; and
- monitoring, reviewing and revising the adequacy of controls.

### **8.2.1 Control of risks associated with the activity of the Operator**

#### **a) Risks related to activities carried out solely by the Operator**

To be able to control, under all conditions, the risks associated with their railway operations, Operators must set up a framework to systematically analyse all risks directly arising from work activities, job design or workload and implement appropriate controls to protect the safety of those undertaking and or affected by the tasks. This requires an identification of risks in a methodical way to ensure that all significant activities within the organisation have been identified and all the risks flowing from these activities defined. By estimating the consequence and probability of each of the identified risks, it should be possible to prioritise the key risks that need to be analysed in more detail. When analysing such risks, the following elements must be considered:

- have a clear understanding of what work is involved;
- identify, analyse and evaluate the risks that are related to that work to be undertaken;
- identify ways of eliminating, mitigating or controlling those risks;
- set or approve specifications which detail the conditions to be fulfilled, including competencies of staff, exchange of safety related information(configuration, accessibility for review at all times, retention), data recording, etc.;
- implementation of a monitoring system to ensure that desired performance is achieved

#### **b) Shared risks (related to activities at interface)**

An Operator must also recognise the need and have the commitment to co-operate, where appropriate, with other entities (operators, manufacturer, maintenance supplier, entity in charge of maintenance, service providers, procurement entity, sidings, etc.) on issues where they have shared interfaces that are likely to affect the putting in place of adequate risk control measures. When analysing such interfaces the following elements must be considered:

- a) have a clear view of the processes and interfaces between parties;
- b) have a clear understanding of what work the each party will undertake;
- c) identify, analyse and evaluate the risks that are related to that work to be undertaken;
- d) identify ways of eliminating, mitigating or controlling those risks (merely passing them onto others should not be a solution);
- e) set or approve specifications which detail the conditions that each party must ensure, including competencies of staff, exchange of safety related information(configuration, accessibility for review at all times retention), data recording, etc.;
- f) implementation of a monitoring system to ensure agreed performance is achieved.

Such monitoring can be part of or be integrated in an already existing quality or safety management system and must ensure that appropriate monitoring of performance is conducted, corrective or preventive measures are identified and acted upon. During the risk analysis process it is necessary to compare the estimated risks against risk criteria which the organisation has established. Risk evaluation therefore, is used to make decisions about the significance of risks to the organisation and whether each single risk should be accepted or treated, by selecting and implementing measures (be it technical, human, organisational or any possible combination of these) to control the risk.

### **8.2.2 Risks arising from the activities of other Parties**

It is possible that other parties, external to the railway system, import risks onto a railway operator (i.e. level crossing, pedestrian and bicycle crossings, road network, pipelines, non-railway constructions, etc.). In general, we can say that for operating trains at level crossings, there are rules to be complied with at national and local level, and that is sufficient for Operators to operate in normal and degraded situations. However, there may be unexpected events that need to be analysed for ensuring that safety is maintained or improved.

It is more a task for Operator's to consider the safety impact of activities carried out at the interface with other transport modes (roads, waterways and other network operators) when designing or upgrading infrastructure.

In addition, working sites (either temporary or permanent) under, over or adjacent to controlled infrastructure may have impact on operation, and require the implementation of specific measures to ensure that safety is not lowered. In these cases, when analysing the interfaces with such external parties the following elements must be considered:

- a. have a clear understanding of what activity is undertaken by such party and how it may impact on the railway operation;
- b. identify, analyse and evaluate the risks that are related to that activities;
- c. identify ways of cooperating with the relevant stakeholders in order to eliminate, mitigate or control those risks (for instance, setting specific separations or establishing safe working procedures for workers and protection of customers)
- d. set or approve specifications which detail the conditions that the other party must ensure, including competencies of staff, exchange of safety related information (configuration, accessibility for review at all times retention), data recording, etc.;
- e. implementation of a monitoring system to ensure agreed performance is achieved. Such monitoring can be part of or be integrated into an already existing management system and should ensure that appropriate monitoring of performance is performed. As and when necessary, corrective or preventive measures are identified and acted upon.

### **8.2.3 Procedures and methods for carrying out risk evaluation and implementing risk control measures**

#### **8.2.3.1 General:**

Compliance with requirements does not ensure safe operation forever. Railway organisations must have systems in place to control changes to new projects and to manage the related operational risks.

Changes can apply to:

- techniques/technologies;
- operational procedures/rules/standards (either internal and involving interfaces);
- organisational structure.

The SMS must ensure that risk assessments are applied where appropriate. The procedures and methods are the tools to carry out risk evaluation, therefore they can be configured as key in the whole risk management process. The involvement of different levels of the organisation and of the different expertise (economical, technical, and organisational) within a risk assessment is bound to provide an important source of organisational learning [see also § 8.4.3].

#### **8.2.3.2 Purpose:**

The main purposes of an Operator's risk assessment are to support professional judgements about safety and to:

- a) Meet the requirements of health & safety legislation.
- b) Help ensure that the operator's managers and staff identify and understand all aspects of the risk associated with their operation (the potential hazardous events, causes, control measures and consequences that can influence their operation),
- c) Provide confidence that a system can be operated safely given the equipment, facilities, safety management system and operating strategy in place,
- d) Identify, understand and control the interfaces with other companies and related operations that can affect the safe operation of a system,
- e) Assist in the identification of new control measures that could be used to reduce risk,
- f) Help direct the development of an operator's safety plans and associated safety objectives,
- g) Assess the change in risk which could result from a change in the operating strategy or following alterations/renewal of a system,
- h) Enable resources to be directed effectively to achieve the maximum risk reduction,
- i) Help determine the requirements and areas requiring safety audit and other monitoring measures,
- j) Enable an operator to demonstrate that the level of risk associated with its operation is controlled to a level that is ALARP,
- k) Provide a basis for continuous safety review and improvement,
- l) Provide an input into the development of wider industry controls and standards

#### **8.2.3.3 Types of Risk Assessment:**

Risk assessments can be of a qualitative or quantitative nature. 'Qualitative' refers to descriptive analysis and judgements about the factors relevant to risk. 'Quantitative' refers to numerical estimates and analysis of risk. In practice most analyses are based on elements of both. The two categories of analysis have the following common characteristics –

- a) The effort and rigour of analysis are proportionate to the complexity and importance of the decision
- b) The skills and competence used are relevant to support each judgement in the process
- c) A person or group is identified as responsible for the assessment, taking account of all relevant judgement and analysis, and structured processes are used where appropriate

- d) The evidence on which the assessment was based, and the reasoning used to interpret that evidence, are recorded. The records will again reflect the complexity and scale of the decision, (ranging for example from meeting minutes to a full formal analysis and report)
- e) A degree of independent review or challenge may be necessary.

#### **8.2.3.4 Documenting the risk assessment:**

To enable a better understanding of the basis of the risk assessment and to make the assessment more meaningful, it is essential that the origin and derivation of the data behind each frequency and consequence estimate and all the assumptions made for the purposes of the risk assessment are justified and recorded within the risk assessment documentation. The records should include:

- a) The risk assessment methodology used
- b) The sources of data/information used (including staff / experts involved in any workshops) and any key assumptions
- c) Any judgements made during workshop sessions. For cases where modified national data have been used an explanation of why it is believed the data is applicable should be given. Where possible, factors specific to the operation being considered which might increase or decrease the data with respect to the national average should be referred to, e.g. average passenger loadings, type of rolling stock and train speeds
- d) The results of the risk assessment for the most significant hazardous events (e.g. top 10) and identify where the arrangements for implementing the existing controls are in the SMS
- e) Summarise the results of the ALARP assessment
- f) Identify any areas where there is a high level of uncertainty

This information would assist:

- a) In demonstrating compliance with legal requirements
- b) A reviewer in understanding the background to the risk assessment
- c) In demonstrating that the risk assessment is robust
- d) Anybody needing to change or update the risk assessment to understand where the assumptions, data and results have come from.

#### 8.2.4 Compliance with legislation, rules and standards

Compliance with legislation, rules and standards is not an option. Operators must identify and understand the applicable laws and all other relevant standards and prescriptive conditions and must implement a system of controls to achieve compliance.

The regulatory framework may include different documents such as national standards and other relevant rules, applicable at national level. Therefore, it is crucial that all safety related procedures and processes of the SMS are:

- designed to comply with the regulatory framework and updated to take into account any variation or addition;
- consistent with type and extent of services operated by the organisation;
- consistent with relevant organisation changes.

To ensure this, an SMS must have a process/procedure in place to promptly identify, gather and list, relevant requirements contained in standards, national safety and technical rules and internal rules/procedures for example but not limited thereto:

- each individual category of staff,
- each type of rolling stock,
- safety equipment (personal protection equipment – PPE - and collective protection equipment –CPE-),
- other equipment (on board, on the ground, devices used for rolling stock and track maintenance).

Variations/additions in this regulatory framework must be promptly detected and recognised. For maintenance processes, organisations must comply with all legal requirements and relevant specifications, standards and requirements throughout the entire life cycle of equipment and operations.

Refer to SANS 3000-1-2016 (Edition 3) for further amplification on the requirements to ensure compliance to this element of the SMS.

#### 8.3 Monitoring

***A systematic monitoring system should provide assurance to managers and stakeholders that all identified risks are effectively controlled and evidence that the SMS requirements are being met. It provides the basis for defining any action needed to improve or maintain the targeted level of safety***

### 8.3.1 Safety Data Collection and Analysis

The requirement for safety data collection and analysis are stated with SANS 3000-1: 2016 (Edition 3).

In order to ensure that risk controls are applied and work in practice, an organisation needs to measure the level of application of these controls and their results. The collection of safety data and the subsequent analysis allow the organisation to measure its overall performance, understanding where there are deficiencies in all SMS arrangements.

The collection of safety data is based on monitoring and must consider the following elements:

- Structured reporting of accidents / incidents / near misses / dangerous occurrences;
- Inspections findings (it could be for detecting non-compliance with operational arrangements and/or concerning the state of infrastructure or equipment);
- Audit results (mainly at design and implementation process level).

To make this data collection possible, an operator must ensure that the information or the unit of measurement for the specified indicator is available or can be established. In addition, a periodic evaluation of the scope and viability of indicators and tolerance levels is required.

The scope of data analysis must include the detection of:

- any deviance from expected outcomes (using lagging indicators);
- process anomalies (using leading indicators).

The KPI's of operators must include a selection of both leading and lagging indicators (Ref § 8.1.4).

'Lagging' indicators measure the final outcomes that result from an activity. Lagging indicators, like the number of accidents and incidents, demonstrate if a "safe" result is delivered. In a performance measuring system they allow the comparison with historical data, demonstrating at the same time the quality of results (e.g. improvement or worsening) and the possibility to be used in a predictive sense (e.g. the increasing number of signals passed at danger may be the precursor of a collision).

However, to have a complete picture on the effectiveness of the risk control measures also a selection of *leading indicators* needs to be compared with set levels of tolerance. These leading indicators are mainly based on proactive monitoring of the critical elements of risk control measures (i.e. those actions or processes which must function correctly to deliver the desired outcome) but also elements of the environment and/or assumptions made when



designing the risk control measures (mainly during the risk assessment process) could be part of these critical elements.

‘Leading’ indicators are used to monitor the effectiveness of control systems and give advance warning of any developing weaknesses before problems occur. Some examples of leading indicators are:

- % of inspections completed to plan,
- % of maintenance actions identified by inspections carried out to timescale,
- % of staff carrying out actions without required competency,
- % of safety critical processes reviewed to timescales.

Internal accident and incident investigation provides the organisation with a reactive review of the performance of risk control measures and related processes of the SMS (lagging indicators). Therefore not only the immediate causes but also underlying causes are to be systematically investigated.

Standardised arrangements for when and how investigation is carried out include:

- procedures for internal and external accident and incident notification and reporting;
- procedures, formats and approaches (e.g., site protocol) for investigations, eventually differentiated according to the nature of the accident (e.g., environmental, employee injuries, transportation of dangerous goods);
- procedures for reporting and documenting findings, conclusions and recommendations;
- procedures for reviewing risk control measures after an accident or incident, and for ensuring implementation of recommendations and preventive or corrective actions in order to prevent recurrence.

### **8.3.2 Accident and incident reporting / investigation / analysis / preventive and corrective measures**

#### **8.3.2.1 Management of notifiable occurrences**

The operator’s safety management system must include systems and procedures for:

- the reporting of notifiable occurrences to the RSR, within the time and manner required in the legislation, including all the information required by the RSR as per SANS 3000-1:2016 Edition 3 and RSR00-3:2016 (Edition 1);
- the management of the scene of a notifiable occurrence and for the preservation of evidence where reasonably practicable [ref 10.6]; and

- the management of all notifiable occurrences, including procedures to enable the determination of which notifiable occurrences are to be investigated and how investigations are to be conducted [ref § 8.3.2.3 below].

Supporting systems and procedures to ensure staff are appropriately trained and competent to deal with a notifiable occurrence are fundamental.

The management of notifiable occurrences is also closely related to emergency management planning [ref. § 10.6 Occurrence Management], which may be triggered for an emergency which is also a notifiable occurrence. For this reason, the two processes should be aligned. For instance, the procedures for the management of personnel at the scene of an incident in an emergency situation and responsibilities for notifying the RSR may overlap.

#### **8.3.2.2 Reporting of notifiable occurrences**

The reporting of occurrences to the RSR is a legal requirement in terms of Section 37 of the Act. The relevant section of the Act states that “an operator must report to the chief executive officer the category and type of all railway occurrences in the manner and form prescribed by the Minister”.

Non-reporting of occurrences to the Regulator, late reporting or underreporting of railway occurrences is an offence in terms of the Act which may lead to a fine and/or revocation of the Safety Permit.

Notifiable occurrences that happen on, or in relation to the operator's railway premises or railway operations, must be reported by the operator to the RSR in the form, format and within the specified timeframes as prescribed by SANS 3000-1:2016 (3<sup>rd</sup> Edition) (Railway Safety Management Systems). Notifiable occurrences which are reportable to the Regulator can be related to:

- Security occurrences;
- Transport of Dangerous goods;
- Operational railway safety occurrences;
- Fatalities and injuries to employees, contractors, passengers, members of public
- Damage to railway assets
- Damage to the environment

#### **8.3.2.3 Investigation of notifiable occurrences**

The investigation of notifiable occurrences is addressed in section 38 of the Act and is further amplified in SANS 3000-1:2016 Edition 3 and RSR 00-3: 2016 (Edition1).

Operators must ensure that they have in place procedures for the investigation of railway occurrences) with the primary objective of establishing the root cause(s) in order to prevent a recurrence. The scope and level of investigation shall be determined by the frequency of the railway occurrence and the severity or consequences (or both), both actual and potential.

The focus of such investigations should be to determine the cause and contributing factors, rather than to apportion blame. Persons appointed to investigate occurrences shall have the necessary competence and independence, both in relation to the nature and seriousness of the occurrence, and the scope and level of the investigation.

The safety management system must identify matters for investigation more broadly than simply responding of any instruction from the RSR to conduct an investigation of that occurrence or type of occurrence.

Requirements for systems and procedures for the management of the scene of a notifiable occurrence and the preservation of evidence are provided by section § 10.6 "Occurrence Management".

### **8.3.3 Internal Auditing of the SMS**

The essential requirements for internal auditing of the SMS is amplified with SANS 3000-1:2016 (Edition 3). Internal audit of the SMS is mission critical in order to determine the adequacy and effectiveness of the SMS as well as the level of compliance thereto.

As a general principle, internal auditing serves the purpose of periodically reviewing the management system. In particular, the internal safety audit must assess if the procedures described within the SMS ascertain that the services of the Operator comply with relevant requirements and that all SMS processes are still effective. Operators must establish an internal auditing system, including planning of internal audits to be carried out. Staff in charge of carrying out internal auditing (auditors) must be competent and experienced in the field/matter they are assessing and also skilled and adequately prepared and trained to perform audit activity. Audits must be carried out in an impartial, independent and transparent way: auditors should be independent from the organisational unit being audited and conflict of interest between the assessing and the assessed party should be avoided.

The safety management system must include procedures for:

- communicating the results of audits to those people who are responsible for the oversight of the railway operations in the area audited so that they may review the audit findings and take corrective action where appropriate;
- registration and implementation of recommendations for corrective action/s identified by the audit; (see § 8.4.2 Corrective Actions)

- review of the effectiveness of the audit program.

The various levels of management have different roles and responsibilities for providing oversight and taking action in relation to audit finds and recommendations for corrective action. The procedures for communicating the results of audits must reflect the need to provide appropriate information to enable those with responsibility for oversight of the railway operations to meet their responsibilities within the safety management system and under safety legislation. For example the highest levels of management, (such as the CEO or Board or management committee) must be provided with information on the internal safety audit arrangements, and reports on the conduct and outcomes of audits or the audit program, and the review of effectiveness of the audit program.

#### **8.3.4 Review of the SMS**

SANS 3000-1:2016 (Edition 3) amplifies the requirement for review of the SMS at least once annually in order to ensure the continuing suitability and effectiveness of the SMS.

The safety management system must include systems and procedures for the review of the safety management system at specified periods, but at least annually. Operators must undertake consultation (Refer to 9.3.2) before reviewing the safety management system. In conducting this consultation, the rail operator must ensure that those consulted are asked for their opinion on whether, and how, the safety management system can be improved.

In conducting the safety management system review the rail operator must ensure:

- that the effectiveness of the safety management system is assessed (including an examination of records in relation to notifiable occurrences and breaches of the system);
- that the effectiveness of any revisions that were made as a result of the last review are assessed;
- that any recommendations or issues arising out of any audits or safety investigations that have occurred since the last review are taken into account; and that any issues arising from any prohibition or improvement notices that have been issued by the RSR since the last review are taken into account;
- that any deficiencies in the system are identified;
- that methods of remedying any deficiencies are designed and assessed;
- that any opinions provided by people consulted, as to whether and how the safety management system should be improved, are assessed;
- that any other suggestions for improving the system that arise during the course of the review are assessed; and

- if any deficiencies or practicable improvements are identified, that a plan is created to remedy those deficiencies, or to effect those improvements (as the case may be).

It is good practice to nominate a person/s responsible for conducting the review and updating the risk register as appropriate.

All of the above aspects of the safety management system review must be documented, and subsequently summarised and reported in the safety performance report provided to the RSR. [Refer to 9.4.3 – Annual Safety Improvement Plan]

The safety performance report must contain:

- a description and assessment of the safety performance of the operator's railway operations;
- comment on any deficiencies, and any irregularities, in the railway operations that may be relevant to the safety of the railway;
- a description of any safety initiatives in relation to the railway operations undertaken during the reporting period or proposed to be undertaken in the next reporting period; and
- any other information or performance indications prescribed in the regulations

While the rail operator is required to review its safety management system and SMS report to the RSR as listed above they also needs to be responsive to issues as they arise and review the relevant parts of the safety management system so that it may be continuously be improved.

## 8.4 Organisational learning

***An effective safety management system should rely on a continual, structured and documented reflection upon practice through monitoring performance, analysing data and results and establishing a feedback system to continuously improve its safety performance, culture and attitude***

### 8.4.1 Corrective Action Development

The safety management system must include procedures to ensure that, so far as is reasonably practicable, corrective action is taken in response to any safety deficiencies identified following inspections, testing, audits, investigations or notifiable occurrences.

The operator shall establish, document and maintain procedures for:

- The development of corrective action plans that focus on ensuring that the problem or occurrence will not recur

- Obtaining the appropriate management approval of recommended actions
- Formal monitoring of the implementation of and compliance with the corrective actions approved by management
- The application of controls to ensure that corrective actions are taken and that they are effective, and
- The implementation and recording of changes in procedures that result from corrective action.

In particular, procedures must be included for:

- registration of any corrective actions taken;
- the review of those corrective actions;
- the implementation of corrective actions if it is determined that corrective actions are required;
- the assigning of responsibilities for corrective action; and,
- giving priority, when undertaking corrective action, to those matters representing the greatest safety risk.

Corrective action is necessary to address matters that arise from, but are not limited to

- Directives issued by the Regulator
- Occurrence investigation reports
- Safety audit reports
- The evaluation of compliance with standards
- Risk control strategies
- Skills and competency requirements, and
- Safety performance data analysis

Procedures for the implementation of corrective action must provide a link to processes for the management of change where appropriate. (See also section 8.4.3 on Management of Change).

A system of internal control should apply to the management of corrective actions. While individual corrective action may be taken at a local level for some issues, there must be an overarching process where higher levels of management monitor the implementation of corrective action.

Reports on incomplete corrective actions must be provided to progressively higher levels of management as actions remain incomplete. The length of time that may elapse before the escalation occurs should be dependent on the level of risk associated with that particular action. For example a corrective action that is assessed as safety critical may have reporting

to higher levels of management earlier, and perhaps in more detail, than one that is of lesser safety significance.

#### **8.4.2 Continuous Improvement**

Continuous improvement can emanate from e.g.:

- auditing results
- SMS review,
- outputs from audits and inspections,
- output from accident reports,
- research,
- ad hoc ideas contributed from personnel,
- new legislation, etc.

In order to be effective and support decision-making, a continuous improvement process must cover and extend to all relevant phases of an organisation's SMS, e.g.:

- planning of preventive/corrective actions,
- their implementation on an adequate scale,
- assessment/monitoring/verification of their effectiveness,
- enforcement, review and revision of plans and risk control arrangements.

In combination with appropriate statistical tools to analyse data, continuous improvement must ensure that all processes are periodically revised in a systematic way. The most common representation of this cyclic activity is the 'Plan – Do – Check – Act' management circle, or Deming cycle.

Improvements should be assessed to ensure they are reasonable to be carried out. The assessment must take into account wider operational and business benefits.

#### **8.4.3 Management of Change**

The purpose of the management of change process is, first and foremost, to ensure that change is introduced safely, so far as is reasonably practicable.

Management of Change is the process to control changes in existing and new projects by identifying potential hazards and defining appropriate control measures before the implementation of a change. This process must be carried out during the consecutive steps of the project:

- identification of the need for change (e.g. after analysis of safety data, optimization of resources, obsolescence of equipment, etc.);

- determining feasibility;
- design;
- planning.

The above mentioned elements of the process are expected to support the implementation of changes: the identification of the need for change, the determination of feasibility and the design of the change are mainly management driven activities, whilst planning is more a process for implementation. The final aim is to give evidence that such changes do not decrease the level of safety in the system, and enabling traceability of implemented changes.

The organisation as a whole must rely on the change management process to identify changes within the organisation which may affect established safety related processes and services:

- to describe the arrangements to ensure safety performance before implementing changes;
- to eliminate or modify safety risk controls that are no longer needed or effective due to changes in the operational environment.

When additional risk control measures are to be implemented, relevant intermediate steps need to be identified and the level of implementation needs to be measured.

#### ***8.4.3.1 Change management procedures in a safety management system***

Operators should have a range of management of change processes that require an increasing level of scrutiny as the potential level of risk associated with the change increases. The safety management system must include procedures for ensuring that changes that may affect the safety of railway operations are identified and managed, including but not limited to procedures for ensuring, so far as is reasonably practicable that:

- the change is fully identified, described and documented in the context of the specific rail organisation;
- the changes are documented in a specific change register, the risk register or other appropriate means in the safety management system;
- affected parties are identified and, where practicable, consulted;
- the roles and responsibilities of rail safety workers and employees of the rail operator are clearly specified with respect to the change;
- the risks to safety that may arise from the change are identified and assessed;



- the controls that are to be used to manage risks to safety and monitor safety are specified;
- the information in the risk register is updated with any changes to risks and control measures;
- that the proposed change conforms to legislation;
- where appropriate, the change should also be consistent with accepted codes or standards;
- the rail safety workers and employees of the rail operator are fully informed and trained to understand and deal with the proposed change;
- this may involve a review of the competence requirements for the tasks to be undertaken;
- review and assessment of the change, once implemented is undertaken to determine whether the change has been appropriately managed;
- monitoring and review of the effect of the change should be undertaken, documented and necessary corrective actions implemented, to ensure that control measures perform as intended;
- decisions are transparent and formally accepted by those responsible for decision-making within the rail operator.

#### ***8.4.3.2 Types of change to be managed***

Operators can be subject to changes from both internal and external sources. Internal sources of change may include: turnover in staff; the findings or recommendations of internal audits; directions from the Board or Management Committee; findings from internal investigations, organisational restructuring, or changes in the organisation's physical assets (such as new equipment).

Technological change in particular may occur as:

- changes to the functional specification of an asset, e.g. more or less performance from a particular asset is needed in the future (as business demands may be about to change)
- changes to the physical characteristics of an asset, e.g. another asset with the same functional performance is needed in the future (for reliability, safety and/or cost reasons)
- changes to the derived data associated with an asset, e.g. a differing maintenance task, spares needs, and technical manual for a particular asset is needed in the near future (as the current maintenance seems ineffective and/or appears costly).

In some situations change will involve an entirely new asset and operation. Such situations of a fresh design offer the ability to make step changes in safety and performance as many existing constraints are absent.

External sources for change may include: legislative or regulatory changes; safety investigation authorities; road authorities; other rail operators; suppliers; or rail contractors. These changes may present themselves as:

- planned change, for example change brought about by business or strategic plans;
- unavoidable, unplanned or unintended change, including 'creeping' or 'incremental' change, where the impact at any time may seem minor, but which over a period can increase risk;
- a change to an interface;
- legislative change or a direction from the RSR;
- temporary change (such as the installation process for new equipment);
- emergency or abnormal change which may be required within a short timeframe and therefore may require different controls.

The operator's management of change procedures must enable the different types of change to be identified in advance and managed appropriately.

#### **8.4.3.3 Technological change for designers and suppliers**

Designers and manufacturers of things that are to be used as or in connection with rail infrastructure or rolling stock have a safety duty. Certain attention must be paid to the commissioning and ongoing maintenance of rolling stock to ensure that decisions at the design stage of development consider safety at each subsequent stage of the product life cycle to minimise future risks. The risk management process in managing technological change must encompass all aspects of design including structures, components, systems hardware, systems software, controls, layout, and configuration.

Rail operators and designers must consider the principles of engineering safety management in commissioning or designing rail equipment or infrastructure.

#### **8.4.3.4 Consultation during change**

Consultation with persons affected is an integral part of managing change and must be included, where reasonably practicable, at regular intervals throughout the management of

change process. Proper consultation with key stakeholders about proposed changes will ensure that a risk is not transferred to those stakeholders without their knowledge.

The level of consultation will be guided by the scale of change; major change will likely require a wide and comprehensive consultation, whereas minor changes may only need consultation with those directly managing the task.

The guiding principle is that it is better to consult with people no matter how little they may be affected by the change, as part of an open and transparent management of change process and good risk management. There are specific requirements for who a rail operator must consult with when establishing or reviewing a safety management system (Refer to section 9.3.2 Consultation).

#### ***8.4.3.5 Steps in the management of change:***

The amount of scrutiny and detail at each step should reflect the scale and risks involved with the change. For example a riskier project would require more careful planning and risk analysis than a routine change.

There are two aspects of risk in relation to a change: (a) Risks associated with the change itself, and, (b) the risk associated with the process of introducing the change (for example the risks of building a new bridge). Each will have an influence on the practicability of potential solutions to the problem at hand. It is a fundamental objective of the change management process that both aspects of risk are managed.

#### ***STEP 1: Establish the context of the change and consult with stakeholders.***

This step involves identifying the change and developing the necessary plans for change management in consultation with stakeholders, including interfacing organisations.

A clear description of the current situation, including the problem or matter that the change seeks to address, and the change itself, is required. This should be sufficiently detailed to fully define the overall nature and scope of the change. Changes can be defined and analysed at several levels, including project level, component level and/or process level. More than one may be applicable.

Where the rail operator has a range of management of change processes in place that require varying levels of scrutiny, the appropriate process is selected.

Each management of change process should:

- describe safety documentation requirements (such as safety validation documentation), including whether a change management plan is required;

- specify whether independent safety validation assessment is required and how that is to be achieved;
- identify the authority responsible for granting or refusing approval for implementation of the change (may include road authorities or other authorities outside of the RSR); (Refer to Section 9.4.5 – Changes to the SMS)
- and provide criteria and guidance on the extent and nature of the consultation and briefing that should be carried out for the level of safety validation being applied.

Changes that involve new or modified assets, plant, equipment or information technology for which a project life cycle applies must be subject to processes that consider the life cycle of the project, including:

- concept and feasibility;
- definition of requirements;
- design;
- implementation;
- installation and commissioning;
- operations and maintenance;
- modification; and
- decommissioning and disposal.

#### **STEP 2: Undertake a risk assessment.**

This step is the actual undertaking of a risk assessment on the proposed change and deciding how the risk, including the controls, can be managed so far as is reasonably practicable. Appropriate use of risk management tools and techniques as part of the management of change process ensures that the potential impacts are understood. This requires an in depth understanding of the change proposed, its potential impacts on current activities and operational interfaces.

When an operator undertakes a risk assessment, the emphasis is usually on any new incidents or associated hazards that could arise from the proposed change. The assessment should also take into consideration any existing risks and common cause failures should be considered where the change is not independent of existing systems or functions. The operator should compare the level of risk before and after the proposed changes.

The operator should ensure that the new cumulative impact of all the hazards does not increase the overall risk of rail operations, without appropriate management. This may require the implementation of additional controls initially rejected because the benefit was marginally less than the resources to implement them. The RSR requires that operators eliminate or reduce the risks to safety of their operation so far as is reasonably practicable. If the level of residual risk increases following a change it could be argued that the lower level of risk that existed before the change was introduced was clearly reasonably practicable and that the change which increased the level of risk is therefore not in compliance with the safety duty.

Therefore, as a general principle, operators must be endeavouring to achieve a level of residual risk following implementation of the change that is at least the same or better than the residual risk that existed prior to the implementation of the change. If an increase in residual risk is unavoidable, it would be prudent for the rail operator to keep records demonstrating why the lower level of risk is no longer reasonably practicable.

Risk assessments of proposed changes should extend to consideration of opportunities to improve previously existing risk controls.

Change may alter the balance of risk exposure to different groups. Operators must endeavour to ensure an equitable balance of risk exposure to affected groups. Where the change involves a potential increase in risks to another party, the management of change process must cover how those risks are likely to be increased and subsequently managed.

For example a change may reduce risk to a group, but introduce or increase risk to another group or an individual. In such circumstances there is a need to balance the risks affecting each group so that one group does not suffer very high levels of residual risk in order to reduce or remove the risk to the other.

Where existing risk controls are removed the decision should be documented, explaining what controls have been removed and why, and how the associated risks are to be managed.

### **STEP 3: Evaluate levels of change and develop an implementation plan**

This step requires evaluation of the consolidated information gathered, further consultation (if practicable) with appropriate stakeholders and making decisions on the options available. The change and associated activities are identified and an implementation plan developed.

The implementation plan must address a range of matters including:

- plans for introducing the change including all necessary modifications to the safety management system and regulatory approvals;

- communication, whereby important changes regarding operations, equipment and procedures are effectively communicated throughout the organisation;
- requirements for instruction and training;
- any additional resources required to implement the change, for example supervision or verification;
- documents that need to be revised, for example, operating procedures, risk registers, training material, interface coordination plans, emergency plans and management of change documentation itself;
- and plans for monitoring and reviewing the change following implementation.

Regulatory requirements and timeframes are an important part of the implementation plan. In considering the time at which to lodge an application for variation to accreditation, for example, an accredited operator will need to be mindful of the definition of railway operations; and the circumstances in which the accredited operator may be considered to have commenced any new railway operations not addressed in the scope and nature of the initial accreditation. For instance, an accredited operator would need to apply and have approved any application for variation to accreditation before constructing any railway, railway track and associated track structure or rolling stock. (Refer to Section 9.4.5 – Changes to the SMS)

Similarly, an accredited operator must need to have a variation approved before commissioning any new rail infrastructure or rolling stock. For this reason, the accredited operator must ensure that any application for variation of accreditation is submitted in sufficient time before the carrying out of any new railway operations to ensure compliance with the RSR.

It is therefore advisable that the rail operator contacts the RSR early in the planning process to determine and initiate any regulatory requirements for the proposed change. Information from the RSR may better allow the rail operator to plan for notification or approval times and improve the RSR's understanding of the project.

#### **STEP 4: Document changes and obtain approvals**

This step involves consolidating documentation on the change including any supporting records (such as external reports, quotes, or findings). The change must be clearly documented and gain internal sign off from the appropriately authorised independent person or persons within the rail operator.

An independent safety validation where the proposed change relates to major projects must be undertaken by an appropriately experienced and/or qualified person who is sufficiently independent from the change.

#### **STEP 5: Review of Safety management system**

This step involves the operator reviewing, and revising where necessary, its safety management system, risk register, emergency plans and interface agreements.

#### **STEP 6: Implementation**

Once a change has received the necessary internal and external approvals, the change may be implemented using the approved implementation plan.

It is essential that the approved implementation plan is fully carried out, including making all necessary modifications to organisational documentation, such as the safety management system, risk assessments and other operational documentation.

#### **STEP 7: Monitoring and review**

The following questions should be asked at this step in the management of change process:

- have any new risks eventuated or pre-existing risks increased after implementation? Have any pre-existing risks been reduced or eliminated?
- are additional risk controls, implemented as part of the change, appropriate?
- have performance targets for the change been set, and where applicable organisational key safety performance targets been reviewed?
- has training been provided to staff affected by the change?
- has a post implementation competency assessment been conducted to ensure the training provided was adequate for facilitating the change?
- is there a process to revise the risk assessment as new information accumulates?

Monitoring and review arrangements can be introduced immediately following the implementation of the change to ensure all risk controls, including training, have been effective, and that documentation has been updated.

## 9. PROCESSES FOR IMPLEMENTATION

To make the sometimes very complex design and operational processes work effectively, there is a need for a set of processes for implementation. The processes should serve to implement activities and to assure that such activities are being carried out and that results are obtained.

In this context, people need to know what their role in the system is and what they're responsible for. Therefore, the structure [§ 9.1] must include identification of responsibilities and assignment, where appropriate, of functions and activities to people. They also need to have the knowledge and skills [§ 9.2] to know what to do in all circumstances and at all time they need to have all relevant information § [9.3] available in an adequate form.

Resource management, and in particular the suitability of professional competence and health requirements to perform safety critical or safety related tasks is a key factor for delivering safe operation.

Processes for implementation underlie and ensure documentation [§9.4] of all operational and processes for design and improvement, since they are necessary to implement them efficiently and therefore to run the business.

### 9.1 Structure and Responsibilities

***The safety management system must be based on a clear distribution of responsibilities and on adequate human and technical resources, in order to deliver safe operations. This can be achieved through determining management accountability, an enabling organizational structure and effective work load planning.***

#### 9.1.1 Distribution of authorities and responsibilities

The requirements for authority and responsibilities structures, including the responsibilities of the Nominated Manager are described in SANS 3000-1-2016 (Edition 3).

Each Operator must clearly identify and define the areas of responsibility related to railway safety, in order to allocate them at the appropriate level, within their organisational structure, to associated staff and/or specific functions. Delegation of responsibilities and safety tasks must be formal and approved by the senior/top management and by the staff member responsible for the specific function and safety task.

An organisation needs to ensure that staff with delegated responsibilities has the authority, competence and appropriate resources to fulfil their function. Therefore responsibility and competence must be coherent and compatible with the given role/task. Clear authorities, roles,



tasks and objectives for safety at all levels in the railway company have an important part in the design and implementation of a SMS by ensuring that staff at all levels takes responsibility.

It is essential in any management system that each person responsible for implementation of the system has a clear understanding of their accountabilities, responsibilities and authorities in relation to the system (including limits of authority). This must cover the scope of operations at any given time, i.e. business as usual, degraded and emergency situations.

To achieve this, the safety management system must include documents that describe the responsibilities, accountabilities, authorities and interrelation of the personnel who manage or carry out rail safety work, or who verify such work. These requirements may be satisfied by organisational charts supported by position descriptions which describe the key dependencies between roles.

Similarly the safety management system must support the role of safety personnel by specifying procedures for safety personnel to report safety risks, for example through safety management committees. Documents that describe the authorities given to safety personnel to enable them to meet their responsibilities must also be included in the safety management system.

When assigning responsibilities, accountabilities and authorities, particular account must be taken of the need for:

- the nomination of a manager who, irrespective of other responsibilities, is responsible for maintaining, reviewing and reporting on the organisation's safety management system (refer to SANS 3000-1-2016 Edition 3);
- individuals to have the necessary authority to execute their responsibilities;
- individuals to be held accountable for the execution of their responsibilities;
- clear lines of accountability for personnel certifying the safety of critical infrastructure, equipment and operations;
- personnel who manage or carry out work relating to the safety of the railway operations, or who verify such work, to be given the necessary organisational freedom and technical authority to;
  - initiate action to prevent unsafe occurrences;
  - initiate, recommend or provide solutions to railway safety issues through designated channels;
  - initiate action to learn from railway safety occurrences and to prevent any recurrence;
  - verify the implementation of solutions;

- control further design, construction, commissioning, operation or maintenance activities so that any observable deficiency or unsatisfactory railway safety condition is corrected; and
- identify internal verification requirements, provide adequate

#### **9.1.2 Management accountability**

The railway organisation must ensure that those given roles, tasks and objectives in safety management are accountable for delivery of the business safety objectives for which they are responsible.

Adequate supervision, in line with monitoring mechanisms, compliments the provision of information, instruction and training to ensure that the safety policy of an organisation is effectively implemented and developed. Good supervision regimes can form a powerful part of a proper SMS.

#### **9.1.3 Organisational structure**

The organisational structure of an Operator must be appropriate to deliver the safety policy and safety approach of the organisation, so that:

- Risk controls fit sensibly into management structure (the design of the structure should cover all internal and external interfaces);
- Responsibility for and delivery of (possibly conflicting) business objectives in a safe manner are transparent and effectively deal with interfaces;
- Resources are effectively allocated;
- Safety related information reaches all levels of the organisation

#### **9.1.4 Workload planning**

Good planning of activities will significantly improve the way that organisations manage safety, by providing the sufficient and appropriate resources to complete tasks. The SMS may benefit from having procedures for estimating the necessary resources that the company will need:

- to operate and maintain its railway operations;
- to implement, manage and maintain its safety management system as a whole;
- for the preparation of plans to ensure adequate assignment and workload.

Such processes must be expected to be part the normal business planning cycle, and subsequently reviewed to ensure that resources are being appropriately managed. This will lead to effective risk control as well as to efficient operation.

When work to be assigned to each staff category includes execution of safety-critical tasks, the job-design shall take into account the following:

- the volume, frequency, nature, intensity and duration of tasks to be completed is not excessive at times when a safety-critical task is being carried out;
- where safety-critical tasks are combined the operator is able to demonstrate that safety is not compromised. For example:
  - there is no requirement for independence of the combined tasks,
  - the combination is permitted by national safety rules,
  - the combination contains no “functional” contradictions;
- there are no contradictions between execution of safety-critical tasks and other objectives assigned to staff (for example: systematic conflict between safety and production, lack of resources, etc.).

## 9.2 Competence Management

***An organisation must ensure that all staff with a responsibility in the safety management system is competent to ensure a safe, effective and efficient delivery of its objectives, in all circumstances, and that staff skills and knowledge are maintained.***

### 9.2.1 Training of Staff

Effective rail safety management is dependent on a skilled and competent workforce. In an organisation with strong links between its competency and risk management frameworks, rail safety workers have the skills, knowledge and experience to undertake their work safely; contributing to a positive safety culture and effective safety management system.

Rail operators must identify and address the specific competencies required for the task, including use of their specific equipment or other operational requirements, and the training and qualification required to achieve these competencies

As the first step in the assessment process, the competencies required by a rail safety worker should be identified by a rail operator through a task analysis and risk assessment, i.e. what is required of a task, the risks of the task, and what competencies are required to minimise these risks. As part of their safety management system, operators must include procedures and where necessary, standards, to ensure that each rail safety worker who is to carry out rail safety work in relation to the operator's accredited railway operations has the competence to carry out that work.

As far as not covered by specific legislation, regulations or standards, a competence management system should include:

- the identification of posts that have responsibilities for performing operational, implementation and processes for design and improvement in the SMS, including those posts that perform safety critical tasks;
- the identification of knowledge, skills and experience required to perform these processes or tasks;
- the selection principles (required basic educational level, attitude, psychological welfare and physical fitness);
- the initial training;
- the certification of acquired competence and skills;
- the necessary measures to keep under control the competence of staff;
- the ongoing training and periodical update of existing knowledge and skill, to ensure that staff is constantly competent for performing the assigned tasks;
- proficiency checks, as required;
- specific measures in case of long absence from work, as required. It is also important that the competence management system aims at ensuring that all staff are aware of the relevance and importance of their activities and how they contribute to the achievement of the safety objectives Senior management / top team and, in general, supervisory roles should be trained in understanding their safety responsibilities.

### 9.2.2 Fitness for Duty

An organisation must ensure that all staff with a responsibility in the safety management system are fit for duty to ensure safe, effective and efficient delivery of its objectives, in all circumstances. (Refer to SANS 3000-4:2011 Edition1)

The operator shall establish, develop or adopt, document, implement and maintain policies, processes and procedures to manage employees who, whilst on duty, experience problems that might impact on fitness for duty, in accordance with the relevant national legislation.

Management of fitness on duty shall include the following:

- Substance abuse testing
- Direct behavioural observation
- Monitoring of train handling and speed
- Monitoring of radio communication
- Immediate post-occurrence investigations or tests, and
- Adherence to rules pertaining to workload limits

### 9.3 Information

***Organisations must define information control procedures, based on existing management systems. Safety information must be readily available for consultation and/or verification. The necessary flow(s) of internal and external information has to be identified and acted upon.***

#### 9.3.1 Configuration control of safety information

Measures to control vital safety information are important to maintain and improve safety performance within an organisation. The availability of correct information enables awareness and allows for corrective actions to be taken promptly and efficiently.

There are several types of information to be managed, with different degree of criticality for operation:

- operational urgent information concerning train movements, like late notices, temporary speed restriction, dangerous goods, hauled load, etc.;
- operational safety information/documentation, like braking sheet, train schedule, etc.;
- operational permanent information documentation like rules books or route books, permanents safety orders, etc.;
- more general SMS information (feedback of experience, staff involvement, minutes of meetings, etc.).

The elaboration, transmission, archiving requirement and processes may be different for the listed types of information. As a general principle, organisations must ensure that key operational information is:

- relevant and valid,
- accurate,
- complete,
- appropriately updated,
- controlled,
- consistent and easy to understand (incl. the language used),
- staff are aware of its existence before it must be applied,
- easily accessible to staff and where required copies are formally given to them.

A method to format and generate controlled document is to provide appropriate fields at least for:

- unique identification number,
- date,

- responsible person for preparation,
- responsible person for authorising the release (of the original document and of the following revisions),
- list of revisions

### 9.3.2 Consultation and Involvement of staff and staff representatives

The rail operator must undertake consultation before establishing or varying the safety management system. The safety management system must include auditable systems and procedures to ensure that this consultation occurs.

Consultation must be undertaken, so far as is reasonably practicable, with

- persons who carry out railway operations, or work at the rail operator's railway premises or with the rail operators rolling stock and who are likely to be affected by the review or variation of the safety management system;
- health and safety representatives within the meaning of occupational health and safety legislation representing any of these people or entities;
- any union representing any of these people;
- any other rail operator with whom the rail operator has an interface co-ordination plan relating to risks to safety of railway operations carried out by or on behalf of either of them; and
- the public, as appropriate.

People or entities that carry out railway operations may include contractors, or personnel sourced from labour brokers. Consultation processes must include reasonable opportunities for persons consulted to make submissions on the safety management system and to advise them in a timely manner of the outcome.

In general, consultation with the public would be considered appropriate where the public may be affected by the establishment, review or variation of the safety management system. This may be where a control requires a particular action or understanding of the public to be effective. For example, it would be appropriate to consult with the public when installing a new door operating device on a passenger carriage.

When undertaking consultation rail operators must bear in mind that effective consultation:

- occurs early, before the agenda is set and decisions are made;

- is planned, genuine and collaborative, within a process that is open and receptive to rail safety worker participation and where the rail operator is interested in and values rail safety workers' ideas;
- is characterised by mutual trust and respect between the rail operator and its rail safety workers;
- requires the application of interpersonal, facilitative and listening skills;
- includes a proactive role for rail safety workers, who are encouraged to suggest ideas;
- may require that training in communication skills and risk assessment be provided to enable effective participation by rail safety workers;
- requires the provision of relevant information;
- provides opportunities for feedback on issues raised, including opportunities for one on one communication where this is reasonably practicable; and
- results in outcomes that improve the safety management system. Within any organisation, involvement of staff is a key element in developing safety culture, gaining staff confidence and encouraging cooperation, support and acceptance. The involvement of staff in the implementation of a SMS is crucial for the development, maintenance and improvement of a strong safety culture within the organisation.

Employee and representative consultation in drafting the company safety policy is recommended.

A collaborative approach will help ensure that significant employee concerns are addressed in the policy and will provide an additional vehicle for communicating the railway's commitment to safety to employees. Employees and their representatives must also be consulted in setting annual safety targets and identifying the associated safety initiatives. Consulting with employees and linking the target-setting process with the risk management process will help ensure that the most significant outstanding safety issues and concerns are addressed.

Employees and their representatives can make important contributions to each step of the risk assessment process that should include mechanisms for employees to identify safety issues and concerns on a routine and ongoing basis. These mechanisms should have a high level of visibility and participation to ensure that all risks are captured. Employees and their representatives must also be involved in the development of risk control strategies, particularly for risks that they have identified. Employees must be informed of actions that are being taken or that are planned to address the safety issues and concerns they have identified. Feedback is essential to ensure continued participation.

### 9.3.3 Internal / external communication

Organisations cannot operate without communication. Communication can take various forms but all forms involve the transfer of information from one party to others. Communication processes in place within the organization allow the SMS to function effectively.

The exchange of relevant safety information is crucial within and among organisations. It is therefore important that defined reporting channels and interfaces exist, within a structured process, to ensure that knowledge and understanding of the SMS is ensured and all safety relevant information [ref. to § 9.3.1 on configuration control of safety information] is conveyed to or available for the right person/role/function in a prompt and clear way.

Internal communication refers to all levels of an organisation, as for instance:

- staff involved in SMS design, implementation and delivery,
- staff involved in operational and organisational arrangements and changes,
- operational staff.

There are three interrelated methods for communication within an organisation:

- (i) Visible Behaviour
- (ii) Written Communication
- (iii) Face - to - face discussion

Managers may wish to acknowledge and if possible remove barriers to the official communication. Examples of obstacles or barriers include illiteracy, language differences, reprisals (supervisory and/or peer), or other forms of discrimination. Incentive programs, substance testing programs, and disciplinary mechanisms should be carefully designed and implemented to ensure that employees are not discouraged from reporting job related injuries, illnesses, hazards, and risks.

External communication refers to safety aspects that may be relevant, but not limited, to:

- other companies operating on the same infrastructure (maintenance providers, service providers, etc.),
- suppliers / contractors,
- customers,
- regulatory agencies
- other stakeholders (users, neighbours, all kind of authorities).

The exchange of information may especially pertain to known hazards that need to be controlled by others. Good two way communication is also essential because it supports the development of a positive safety culture.



## 9.4 Documentation

*Processes and procedures describing activities, having direct and indirect effects on railway safety, are relevant parts of the SMS, both at an organisational and operational level and should be duly documented to ensure traceability.*

### 9.4.1 SMS Documentation

Refer to the requirements for document and data control as contained in SANS 3000-1:2016 (Edition 3).

SMS documents must be promptly and accordingly updated in case of relevant technical, operational and organisational changes, even if they do not affect operational safety directly. The documentation needs to ensure the traceability of SMS processes.

Up-to-date and consolidated documentation describing the characteristics and elements of the safety management system must exist.

A formal document on SMS is to be submitted by Operators applying for a Safety Permit (Refer Part II – Section 5 and 9.4.4 below). The document underlines the main elements of the railway operator's SMS. It must detail and give supporting information and evidence of the different processes or company standards/rules implemented (or in the phase of implementation), cross referencing or linked to the items identified in Annex III. In addition to the manual, a set of procedures is requested. A procedure is the specified way to perform a task.

### 9.4.2 SMS Report

**9.4.2.1** The operator shall submit his documented SMS report to the Regulator in order to demonstrate his ability to manage railway operations safety. This report is intended to provide:

- Evidence that the operator has the ability, commitment, organization and resources to properly assess and effectively control the risks to assets, environment, health and safety of its customers, staff, contractors, visitors and others who may be affected by its railway operations.
- A comprehensive working document against which both the operator and the regulator can check that the accepted risk control measures and SMS have been put properly into place and continue to operate in the way in which they were intended.

- Visibility of the processes being applied to demonstrate that the operator's arrangements for ensuring safety are effective and sufficiently robust.

**9.4.2.2** The SMS Report describes:

- The Operator's organisational and procedural arrangements through which it will ensure safety of railway operations
- The Operator's arrangements to be implemented and further activities which are still to be carried out to ensure the ongoing safety of operations.

**9.4.2.3** The structure and content of a SMS report shall be as follows:

**9.4.2.3.1** General:

The following information shall be documented and provided in an SMS Report:

- The name, physical and postal address, and company registration number, including the name, physical and postal addresses and contact details of the Nominated Manager
- A systems description of the operator which must provide the Regulator with a holistic business overview of the following:
  - A statement of strategic intent, nature of the business (freight, passenger, heritage, etc.), vision and mission statement, business philosophy, envisaged market growth, including new works during the period of issuance of new Safety Permit
  - Organogram, number of employees, geographical areas of business,
  - Annual volume of passengers and tonnage transported, number of yards, sidings, number and types of rolling stock and locomotives
  - Description of train operations (including signal and telecommunication systems in use), depot operations and station operations
  - Maintenance strategy: broad maintenance strategy; person in charge for delivery of maintenance arrangements (maintenance organogram); shared maintenance responsibility, management of contractors, introduction of new technology, asset configuration process.
- A summary of the key aspects of the elements of the operator's SMS as required by SANS 3000 series of standards
- A list of the applicable titles and dates of relevant safety-related legislation,
- A list of all the applicable SMS Standards
- A list of all the applicable SMS procedures
- A list of all the safety critical and safety related positions
- A list of the training courses required for each employee who does safety related work

- A list of interface agreements with other operators with whom the applicant interfaces
- Safety Improvement Plan

#### 9.4.2.3.2 Additional Information by the Network operator:

The Network operator shall supply the following information

- a) A description of the network, with the following suitable diagrams attached:
  1. A diagram of the infrastructure (e.g. track gauge, bridges and tunnels, servitudes and wayleaves (where applicable), train control systems and related telecommunication methods, and electric traction infrastructure; and
  2. A diagram of the geographical areas of operation, including
    - i. The train service border areas
    - ii. The network borders
    - iii. The sections of lines with route kilometres and single track kilometres
    - iv. The location and type of level crossings (vehicle crossings and pedestrian crossings), and
    - v. The total number of private sidings, and the number (s) of sidings in use
- b) Operational descriptions, for example train control systems (such as colour-light signalling; radio based train control systems); and
- c) Operational parameters per route,
  1. Maximum allowable speed
  2. Maximum axle loading
  3. Maximum train length, in metres, including the motive power,
  4. Route restrictions other than normal operational parameters (for example, the loading profiles, motive requirements, or infrastructure limitations when specialized freight such as abnormal loads or dangerous goods are to be conveyed),
  5. Capacity utilization of each route,
  6. Motive power (steam, electric, diesel, other),
  7. List of maintenance depots and maintenance equipment in use;
  8. List of power supply substations, and
  9. Other (specify)

#### 9.4.2.3.3 Additional Information by the Train operator:

The train operator shall supply the following information:

- a) information about the rolling stock, i.e.
  - 1. The motive power, whether
    - i. Electric (type and number of locomotives),
    - ii. Diesel (type and number of locomotives),
    - iii. Steam (type and number of locomotives),
    - iv. Others (specify)
  - 2. Wagons (type and number)
  - 3. Passenger coaches (type and number)
  - 4. Information on the maintenance depots and maintenance facilities;
  - 5. Other (specify)
- b) The routes of the network used by the train operator and the frequency and nature of the operation;
- c) The stations that will be used and the frequency of use;
- d) Dangerous goods handled, i.e.
  - 1) Projected volumes
  - 2) Routes, and
  - 3) Classes, and
- e) Other (Specify)

#### 9.4.2.3.4 Additional Information by the Station Operator:

The station operator shall supply the following information:

- a) A list of the stations under his control, the routes, and name of the network operator responsible for each station;
- b) A list of the names of train operators and the stations they use,
- c) The capacity of stations in terms of trains and passengers,
- d) The average utilization of stations in terms of trains and passengers; and
- e) Other (Specify)

#### 9.4.3 Document Management

Processes and procedures describing activities, having direct and indirect effects on railway safety, must be considered as relevant parts of the SMS, both at an organisational and operational level.

The safety management system must have systems and procedures to control and manage all documents and information relevant to the management of risks to safety associated with railway operations. Such systems and procedures must include systems and procedures for:

- the identification, creation, maintenance, management, storage and retention of records and documents;
- ensuring the currency of documents required for railway operations; and
- the communication of any changes to the document control systems and procedures, to rail safety workers and employees of the rail operator who rely on those systems and procedures to carry out their work.

Processes and procedures describing activities, having direct and indirect effects on railway safety, should be considered as relevant parts of the SMS, both at an organisational and operational level.

The following documents pertaining SMS must be considered:

- procedures applicable at company level;
- safety plans/ reports;
- audit and monitoring results;
- documents related to implementation of corrective/preventive actions;
- any other operational document that is necessary to ensure compliance with applicable rules (rule books, route books, safety orders, etc.), including all operational information described at § 9.3.1 “configuration control of safety information”;
- applicable standards;
- any other technical document that is related to life-cycle of equipment and operation and with risk analysis.

For SMS documentation the following principles must be applied:

- Format, preparation, distribution and control of changes should be defined beforehand,
- The documents should be regularly monitored and updated,
- All relevant documentation should be collected and stored/archived.

Safety related documents and data must be reviewed and approved for adequacy prior to issue and use. A master list or equivalent document control procedure identifying current revision status of documents must be established and be readily available to preclude the use of invalid or obsolete documents.

The document control system and arrangements must ensure that:

- the pertinent issues of appropriate documents are available at all locations where operations essential to the effective functioning of the safety management system are performed.
- invalid or obsolete documents are promptly removed from all points of issue or use, or otherwise assured against unintended use.
- any obsolete documents retained for legal or knowledge preservation purposes are suitably identified.

#### **9.4.4 Safety Improvement Plan**

The Safety Improvement Plan which shall be submitted annually shall support the Operator's safety policy, demonstrating commitment to continual safety improvement (Refer § 8.4.1). The safety performance report and safety improvement plan must be signed by the head of the operator's organization or his/her delegated representative, and communicated to all the employees.

The Safety Improvement Plan must be based on a five (5) year rolling cycle of safety targets and objectives to be achieved and which will be measured on an annual basis.

Operators are required to document their Safety Improvement Plans in such a manner that the first part of the document addresses the safety performance of the previous cycle of their Safety Permit and the second part of the document addresses the Safety Improvement Plan of the new cycle of the Safety Permit.

The annual safety improvement process (plan) includes:

- Results of the most recent (but not older than 6 months old) risk assessment undertaken and the resultant risk control strategies (section 8.2);
- the most recent results of internal safety auditing section 8.3.3);
- Periodic analysis by the operator of occurrence data to identify safety trends and to provide feedback to the risk management process section 8.3.1);
- Results of trend analysis using historical data of railway occurrences reportable to the RSR and also the root causes thereof (section 8.3.2.3);
- Periodic review of the safety data analysis by Senior management (section 8.4);
- the development of safety indicators (both leading and lagging indicators) as far as it is relevant to the reporting organisation (section 8.3.1);
- Observations on deficiencies and malfunctions of railway operations and infrastructure management that might be relevant for the safety authority (section 8.30);
- information on how the organisation's corporate safety targets are met and the results of safety plans;

- Based on the finding above a list of the most critical railway safety issues to be addressed for the next year and beyond
- Where appropriate, annual safety performance targets must be set for each discipline or department of the operator, which are measureable, meaningful and realistically achievable whilst taking into account the current realities. These targets shall:
  - Promote continual improvement
  - Be tailored to the needs of the operator
  - Be linked to the operator's risk management process
- Deviations from the original planned asset maintenance interventions.

Refer to SANS 3000-1: 2016 (Edition 3) (Railway Safety Management) for specific requirements regarding the Annual Safety Improvement Plan.

It is important to note that:

- "organisation's corporate safety targets" may tend to improvement or maintaining of safety performance, resulting from the analysis of past performances;
- "safety plans" are documents containing a list of actions with expected results, relevant timeframe and allocation of responsibilities, identified in order to pursue improvement in performance or maintaining of an adequate level of safety.

#### **9.4.5 Changes to the SMS and Railway Operations**

Changes to the specific conditions imposed by the Regulator on the granting of a Safety Permit may only be authorized by the Regulator.

The Operator is required to carry out his operations in compliance with the conditions of his Safety Permit, which includes the SMS and SMS Report. The operator shall keep his SMS Report up to date, amending it to reflect changes in operations.

Changes to an operator's SMS and/or the SMS Report are to be expected, particularly in the early stages after granting of a Safety Permit, in the light of experience, after audit recommendations, and at the implementation of requirements imposed by the Regulator.

Material changes to the SMS report, including changes to the SMS, shall be submitted to the RSR for noting, 30 days before the changes will be affected. This requirement does not prevent an operator from taking immediate action should safety be compromised, or when it has the potential to be compromised. Minor changes to conditions of the Safety permit that result from changes to the SMS, including the SMS Report shall be submitted to the Regulator for noting within 30 days of the changes being made.

Examples of minor changes to the SMS:

- Changes to the management team and or organizational structures which will not affect the safety organization of the operator;
- Insignificant changes to staff deployment and management, supervisory or inspection responsibilities (or both);
- Minor changes to the audit regime, including the appointment of new auditor; minor changes to the audit scope and or audit frequency;
- Minor changes made to operating agreements

Examples of Material changes to the SMS:

- New lines, extensions, discontinued and abandoned lines;
- Changes to the management team and or organizational structures which may affect the safety organization of the operator;
- Increases to line operating speeds over part of or all of the operations;
- Significant changes to operating procedures that require additions to or amendments of operating standards;
- Changes to train control systems or equipment (or both) over part of or all of the operation, including arrangements for work place protection;
- Motive power changes – steam to diesel, diesel to electric, etc.;
- Non-electrified to electrified lines;
- Changes to inspection procedures, for example, track inspection frequencies, bridge examinations, procedure and frequencies; structure inspection, traction overhead inspection;
- Changes to rolling stock and infrastructure examination and maintenance frequencies, etc.;
- Alterations to fixed and moving structure gauges;
- Alteration to track standards, including material specifications, geometric configuration, and clearance standards;
- Alterations to bridge and structure loadings, material specifications and clearance standards;
- Introduction of new types of motive power, including aspects that relate to axle loading, braking and coupling systems and aspects that require additions or changes (or both) to existing standards or operating procedures;
- Introduction of new or substantially changed rolling stock including aspects that relates to width length, height, loading capacity, and axle loading and aspects that require additions



or change (or both) to existing mechanical and operating standards or operating procedures (or both);

- Introduction of new on-track equipment that require any additions or changes (or both) to standards or operating procedures;
- Introduction of new train services;
- Changes to operating agreements, including access or running rights agreements.

Failure by the operator to notify the Regulator of changes to the SMS Report will constitute an offence as contemplated in section 45 of the Act.

## 10. OPERATIONAL ACTIVITIES

*Operational activities form the core of a company by creating, producing and delivering the products and services that customers requires - taking into account primary business objectives like safety, from initial planning to conform to applicable requirement to maintenance and operation.*

Safety is, of course, one of the primary objectives and so safety and safety measures should be embedded in operational related processes.

The risk control measures - be it technical, human, organisational or every possible combination of these - are an integral part of the operational activities. They are built into the system to make it able to deliver normal operation and respond adequately to regular and irregular disruptions and disturbances, e.g. by adjusting its functioning to better match the new conditions, by mitigating the effects of an adverse event, by preventing a further deterioration or spreading of events, by restoring the state that existed before the event, etc.

Operational activities should ensure that service is delivered in compliance with applicable rules.

Typical operational processes (the list is not exhaustive) refer to:

- Traffic planning,
- Traffic management in normal and degraded situation (it includes control-command system and equipment),
- Train preparation,
- Train Operation in normal and degraded conditions,
- Infrastructure (track, telecommunication and signalling) maintenance,
- Rolling stock fitness for operation.

Such operational arrangements and procedures [§ 10.3] must take into account normal and degraded situations, as well as emergencies [§ 10.6].

### 10.1 Safety standards for Engineering and Operational systems

The safety management system must include:

- a documented set of engineering standards and procedures, and operational systems, safety standards and procedures, to cover the following, and, if relevant, the interface between any two or more of them:

- rail infrastructure;
  - rolling stock; and
  - Operational systems.
- details of the implementation and updating of these documents as required by the document control arrangements (also see section 9.4 Document control arrangements and information management).
- procedures for the control and verification of the design of structures, rolling stock, equipment, and systems, in accordance with the engineering standards and procedures, and operational systems safety standards; and systems, procedures and standards for the following in relation to rail infrastructure and rolling stock:
  - engineering design;
  - construction and installation;
  - implementation and commissioning;
  - monitoring and maintenance;
  - system operation;
  - modification; and
  - decommissioning or disposal.

Safe working procedures must contain the following, but not limited to:

- a description of the activity;
- identification of the person or position that has a supervisory responsibility for the activity or process;
- a clear explanation in sequential order, of the steps or stages comprising the procedure or process;
- identification of potential hazards in the process;
- identification of safety controls to minimize potential risk from any identified hazards;
- recovery actions should the risks associated with the hazards be realized;
- mechanisms for reviewing procedures;
- record keeping requirements; and
- document control information.

Design control procedures must include (but are not limited to) the following:

- identification of the responsibility for each design or development activity.
- safety risk review at both the design input and design output stages taking into account reliability and maintainability.
- assignment of design verification and validation functions.
- control of design changes.

Verification is the testing and evaluation of an item of equipment or system to assure compliance with its specification and other requirements.

Validation is confirmation that the particular requirements for a specific intended use are fulfilled.

Also refer to SANS 3000-1: 2016 (Edition 3) (Railway Safety Management)

#### **10.1.1 Process Control**

Process control provides controlled conditions for the carrying out of railway operations. These are achieved by:

- establishment and appropriate application of standards and procedures;
- effective monitoring to ensure standards and procedures are being adhered to; and
- Corrective action in response to deficiencies identified (see section 8.4.4 Corrective Action Development).

The safety management system must include:

- procedures for the rail operator to monitor its compliance with the standards and procedures specified in section 8.3, including procedures for the inspection and testing of safety related engineering and operational systems;
- procedures for the control, calibration and maintenance of all equipment used to inspect or test rail infrastructure or rolling stock; and
- arrangements for the establishment and maintenance of inspection and test records to provide evidence of the condition of rail infrastructure or rolling stock.

Procedures for inspection and testing of safety related engineering and operational systems must define the location, method, level of detail and frequency of inspection and testing. Frequencies of inspection and testing must consider operational criteria, rate of deterioration, consequences of failure, frequency of occurrences and performance data [Reliability, Availability, Maintainability and Safety (RAMS)]. Inspection and testing must be undertaken according to a set schedule and in response to defined events.

Records must be created and maintained that provide evidence of the condition of all elements critical to railway safety, in accordance with section 9.4 Document control arrangements and information management.

Inspection and testing processes must include links to processes for corrective action as required in section 8.4.4.

Also refer to SANS 3000-1: 2016 Edition 3 (Railway Safety Management)

#### **10.1.2 Procedures to meet applicable rules to assure compliance throughout life-cycle of equipment/operation (delivery phase)**

Operator's should carefully reflect upon the elements that are to be considered when delivering safe operation, as far as compliance with applicable rules, road worthiness of rolling stock, integrity of infrastructure and professional competence of staff is concerned.

The following list (that cannot be considered exhaustive) contains some operational processes in the railway sector:

- processes related to train movements,
- processes related to operation of safety installations and equipment,
- processes related to operation of power supply installations,
- track and equipment maintenance,
- command and control system and telecommunication maintenance,
- power supply installations maintenance,
- maintenance of civil infrastructure,
- management of infrastructure and equipment, including emergency equipment,
- assignment and use of rolling stock and equipment,
- rolling stock and equipment maintenance,
- exchange of information with asset owner or entity in charge of maintenance,
- Inspections (prior to departure and during journey).

The staff performing safety related tasks must receive instructions with the following characteristics:

- Exhaustiveness. All the rules and requirements relevant to safety tasks relevant to the operation of the Operator are identified and transcribed in the document,
- Preciseness. Each of the rules and requirements are correctly transcribed without error (for example: behaviour to adopt before a signal, safety related communication texts, etc.),
- Consistency. The requirements applying to a single person or a single team from different sources are compatible and consistent. They do not come into conflict."

## 10.2 Operational, Maintenance and Emergency Activities

*Operational, Maintenance and Emergency activities should be duly documented.*

### 10.2.1 Use of Contractors and Control of Suppliers

Where suppliers, partners and sub-contractors are relied upon to undertake activities relating to safe railway operations, the railway operator must control the delivery of safety related supplies and services provided by these suppliers, partners and subcontractors.

This means in particular that:

- criteria for selection and accreditation of service providers/contractors shall be established;
- suppliers, partners and subcontractors must satisfy the same requirements that the operator is required to meet: the corresponding contracts shall cover all the relevant requirements, including at least: responsibilities and tasks relating to railway safety issues, the obligations related to the transfer of relevant information between both partners and the traceability of safety related documents;
- the Operator must ensure, through appropriate monitoring, that the supplies and services offered consistently meet safety requirements; the operator or infrastructure manager must ensure that its suppliers, partners and subcontractors undertake to accept the checks, inspections and audits called for by the regulations;
- the Operator must ensure, that preventive or corrective measures are implemented after checks, inspections and audits.

It is equally important suppliers and/or contractors have a clear understanding of the railway risks they're under as well as of risks they import to the railway operations.

#### 10.2.1.1 Procurement

The operator shall establish and maintain procedures for ensuring that purchased goods, services and products comply with specified railway safety requirements. These procedures shall ensure that:

- procurement document contain adequately specified railway safety requirements,
- steps are taken to verify that the supplied goods or services, including those supplied from within the organization, comply with railway safety requirements before they are accepted, and
- where appropriate or specified, traceability of manufacture through batch or other identification is available.

#### **10.2.1.2 Contract Management**

The operator shall establish and maintain procedures for the management of contracts in respect of safety issues.

Tender or proposal invitation documents shall be reviewed by the organisation to ensure that railway safety requirements are adequately defined and documented. Any conflict between the specified railway safety requirements and those contained in a tender or proposal shall be resolved before a contract is awarded.

The capability of a likely contractor to comply with the specified safety requirements shall be reviewed before a contract is awarded. Permission for the engagement of a subcontractor by the contractor both initially and during the course of a contract shall be subject to a review of the capability of the proposed subcontractor to comply with the specified railway safety requirements.

#### **10.2.1.3 Assessment of Contractors and subcontractors**

Procedures for the selection, control and ongoing review of contractors and subcontractors for safety-related work, including the coordination of these activities across all parts of the organization, shall be established and maintained. The type and extent of control exercised shall be dependent upon the type of service and, where appropriate, on the records of contractors' and subcontractors' previously demonstrated capabilities and safety performance.

The selection of contractors and subcontractors shall take into account their capability to comply with railway safety requirements.

#### **10.2.2 Asset Management**

Asset management is the systematic and co-ordinated activities and practices undertaken by an Operator to manage assets that are a key or critical factor in achieving effective service delivery and their associated risks in an optimum manner to achieve its strategic and regulatory objectives.

Operators must adopt a strategic approach to managing the safe operations of assets, as part of their risk management framework and as documented in their safety management system. Under this framework, a risk management approach must be applied in each stage of an asset's lifecycle from development of the concept or need, through to and including its design, construction, procurement, commissioning, operation, maintenance, modification and decommissioning phases.

The intent of this approach to asset management is to minimise the risks related to equipment failure and the impact on the surrounding operations both now and into the future. For example, the provision of detailed information on known risks will assist designers to design out potential problems and provide opportunities to improve safety during the life of the asset.

An effective configuration management system, as part of the safety management system, will assist in tracking any changes made to the asset (both functional and physical) during its lifecycle and ensure the correct operating context is considered during design, manufacture, commissioning, operation, modification, decommissioning and disposal.

The asset management policy and processes must provide detail of the principles and means by which the organisation will enact the management of its assets, the configuration management requirements for its assets to ensure continuity throughout the various life stages, and the organisation's responsibilities and accountabilities associated with the management of its assets. It is important for an operator to document what assets are used to deliver the railway operations (either owned or leased), what the asset is expected to do, and under what operating conditions. The asset management processes must use a risk-based approach to understand the relationship of how an asset can fail, what causes the failure, what happens when the failure occurs, what the probability of that failure is, and the consequences of each failure.

It is a requirement that the safety management system include an asset management policy and processes that address all phases of the asset lifecycle of the rail infrastructure or rolling stock operations. Successful asset management involves identification of the assets owned or managed by an Operator. In general, the following types of assets are identified:

- Physical assets; e.g. buildings, networks, infrastructures, equipment,
- Human assets; e.g. people skills, career paths, training, reporting, mentoring, competencies,
- Financial assets; e.g. cash, investments, liabilities, cash flow, receivables, etc.,
- Intangible assets; intellectual property assets and relationship assets like reputation with customers, suppliers, business units, regulators, competitors, channel partners and brands,
- Information assets; digitized data, information, and knowledge about customers, processes performance, finances, information systems, the protection of the telecom configuration management data, etc. The focus for the railway sector is mainly in the first group, and the physical asset to be considered should be track and related equipment and trains.



Asset management also refers to the policies, strategies, information, plans and resources, which integrate to deliver efficient operation, and the put in place of the above-mentioned activities and practice to ensure that assets remain in condition to allow the operation to deliver its business objectives safely, effectively and efficiently during all its life-cycle.

The outcome of competent asset management is asset integrity, i.e. assets that are fit for their purpose and whose risk of failure is managed to meet an appropriate standard of performance, however the management of assets can also plan for safety hazards brought into the organisation during asset renewal and disposal.

Asset management can therefore support the procedures to assure compliance throughout the life-cycle of equipment.

Operators must submit a comprehensive updated rail asset register and maintenance data in the form and format as prescribed by the Regulator from time-to-time. (Refer to the RSR requirements as per the NIMS Asset Management Module). Operators must also submit regular asset performance data to the Regulator as it relates to reliability, availability, maintainability and safety (RAMS data) of such assets.

### **10.2.3 Occurrence Management**

Each railway operator must set up an emergency/contingency plan identifying and specifying the different types and levels (critical, non-critical etc.) of emergencies that might occur on the railway network. [Refer to SANS 3000-1:2016 (Edition 3) and RSR Standard 00-3 of 2016 (Edition 1)].

The plan must be based on risk assessments to provide for the prevention and mitigation of the consequences of all potential occurrences associated with railway operations.

Each plan must be periodically reviewed (at least annually) and detail the actions, alerts and information to be given in case of an emergency.

All foreseeable emergencies need to be identified, and for each emergency situation the plan must clearly identify and define:

- the different parties/staff interested/involved (including periodic participation of management);
- the interfaces between operators and relevant public authorities;
- the references for emergency related activities and actions;
- processes and procedures to be set in place according to the type of emergency.

Periodically testing of the emergency plans, including joint exercises with other involved parties, is good practice in order to monitor the effectiveness and update of the emergency plans.

Emergency procedures must be agreed with appropriate entities and should be adequate and anticipate different operational scenarios that may occur in a disruption, involving also the intervention of public authorities, emergency and rescue services.

Scenarios should take into account specific situation, like for instance:

- Language issues that may arise in case of events involving foreign language speaking drivers and on board staff;
- Transport of dangerous goods (specific knowledge of substance labelling and flow of information to relevant entities in conformity with RID provisions and with national applicable rules);
- All internal and external entities to be informed in relation to emergency management and recovery;
- Involvement of all parties concerned in testing phases.

The emergency preparedness plan must address specifically, as a minimum, the following:

- Initial response procedures
- Call-out procedures, including reporting of the occurrence the RSR (Ref 8.3.2)
- On-site management of an occurrence
- Liaison with emergency responders
- Evacuation procedures
- Initiation of an investigation
- Environmental response and rehabilitation
- Service restoration to normal operations

#### **10.2.4 Security Management**

Operators must include in their Safety Management System procedures, processes and systems aimed at the management of security as described in SANS 3000-1: 2016 (Edition 3).

The safety management system must include:

- A security management plan that includes measures to protect people from theft, assault, sabotage, terrorism and other criminal acts of other parties and from other harm;

- Systems and procedures to ensure that safety critical railway assets are protected from theft, sabotage, vandalism and other criminal acts,
- Notifying and reporting security incidents to the RSR and other relevant authorities, and
- systems and procedures to ensure that the appropriate response measures of the security plan are implemented without delay if such a security incident occurs.

The security management plan must include all of the following:

- a list of the risks arising from theft, vandalism, assault, sabotage, terrorism, and other criminal acts or other sources of harm;
- a description of the preventative and response measures to be used to manage those risks, including a description of the policies, procedures and equipment and other physical resources that it is proposed to use for those measures, and of the training that it is proposed to be provided;
- if the rail operator shares a location, such as a model interchange or a port with one or more operators, a description of the arrangements made with those other operators in relation to that location to prevent or respond to security incidents;
- procedures for the recording, reporting and analysis of security incidents;
- the allocation of security roles and responsibilities to appropriate people;
- provision for liaison, the sharing of information and for joint operations with emergency services and with other operators who may be affected by the implementation of the plan; and
- provision for the evaluation, testing and if necessary, the revision, of security measures and procedures.

#### **10.2.5 Interoperability and Management of Interfaces and Intrafaces**

An interface agreement is a written agreement for managing risks in relation to interfaces between operators and for rail. As a minimum an interface agreement must include provisions for:

- implementing and maintaining control measures that are to be used to manage safety risks associated with the interface, and providing for the evaluation, testing and, if necessary, revision of those control measures;
- the respective roles and responsibilities of each party to the agreement in relation to each control measure;
- the procedures by which each party will monitor and determine whether the other party complies with its obligations under the agreement;

- the exchange of information between the parties in relation to their obligations under the agreement; and
- the triggers for, and the frequency of, reviews of the agreement, and if necessary, the revision of the agreement.

SANS 3000-1: 2016 (Edition 3) describes the minimum requirements for interface or intraface management (or both) to be met by network, train and station operators to accomplish the required levels of safety and performance for those operations throughout their life cycle, and the removing of technical barriers to the supply of equipment. Operators must include in their Safety Management System procedures, processes and systems aimed at the management of interoperability, interface and intraface management as described in SANS 3000-1: 2016 (Edition3).

Documented procedures and processes must be established, developed or adopted, implemented and maintained to ensure the safe interoperability of railway operations and for the management of safety at interfaces between operators and intrafaces between functional disciplines within an operator's organization.

The purpose of the interface coordination provisions is to ensure operators identify risks to safety arising from each other's railway operations. The safety management system must include procedures for:

- the identification of interface risks to the safety of railway operations;
- the development and implementation of interface agreements to manage the interface risks identified; and
- monitoring the implementation and effectiveness of and compliance with interface agreements.

Operators are required to keep a register of their interface agreements and to ensure that the interface agreements are regularly reviewed in light of new risks, changes made to standard working and operating procedures

#### **10.2.6 Transportation of Dangerous Goods**

10.2.6.1 The management of dangerous goods as reflected in this sub-clause is amplified in SANS 10405:2014 (Edition 2).

10.2.6.2 The responsibilities of the consignor are as follows:

- classification and packaging;
- requirements for loading;

- waste classification confirmation;
- precautions with respect to food products for human consumption and animal feeds;
- loading of gas cylinders;
- documentation, including consignment note and wagon label;
- placarding; and
- management of the relevant railway occurrences

10.2.6.3 The following are the responsibilities of the train operator:

- confirmation of the suitability and service worthiness of the rolling stock or containers (or both);
- accuracy of documentation for the dangerous goods to be conveyed;
- shunting and marshalling of rolling stock, including compatibility requirements and the correctness of the train consist;
- in-transit monitoring of the rolling stock, containers and integrity of the dangerous goods load;
- an appropriate contingency plan; and
- railway occurrence management.

10.2.6.4 The following are the responsibilities of the consignee:

- offloading of dangerous goods by competent and resourced personnel
- verification that the consignment was not damaged or spilled. Where there is evidence of damage or spillage to engage the relevant competent authorities on appropriate actions;
- certifying the state of cleanliness of empty wagons or containers (or both);
- handling of bulk deliveries appropriately; and
- management of the relevant railway occurrences.

10.2.6.5 Design requirements include vehicles under pressure and non-pressurized tank wagons and general freight wagons.

10.2.6.6 Security requirements include:

- appropriate training of personnel, including, where appropriate, consignor and consignee personnel, and
- development of security plans for the transportation of dangerous goods.

10.2.6.7 Exemptions include:

- dangerous goods carried by a passenger intended for domestic use, or leisure or sporting activities;
- gases and liquids in tanks affixed to vehicles intended for use in its operation; and
- Exempt quantities as listed in SANS 10231.

### **10.3 The co-ordination tasks for the Network Operator within the SMS:**

The SMS of a Network operator is, compared to that of a Train Operator, more sensitive to number, type and extent of Train operators running services on its network. As interactions between railway partners increase, the SMS of a Network operator should reflect the appropriate and updated level of complexity of services it provides.

Some examples of infrastructure related and operation related activities that should be considered as interfaces to be managed by the Network Operator are listed below:

#### **b) Infrastructure related**

- infrastructure maintenance (tracks, signalling, telecommunications, overhead lines), ensuring that train movement and maintenance activities can be performed without endangering passengers, workers, third persons and assets (either carried out internally or outsourced);
- protection from other transport modes' interfaces (crossings, bridges, sidings);
- safety of tunnels;
- safety of persons working (track, signalling or overhead lines maintenance) on or adjacent to railway premises (for construction sites or other reasons);
- communication of infrastructure related information that may affect traffic: requirements, permanent / temporary restrictions, adoption of degraded mode procedures, alerts, etc.).

#### **c) Operation related**

- train movement control or authorisation, in normal and degraded situation for all Operators operating on the controlled infrastructure;
- interface with neighbouring network operators (to ensure continuity of service at national and international level);

- access to marshalling yards, freight terminals, private sidings;
- shunting (operating directly or supervising undertakings operating on the controlled infrastructure); exchange of operational information with other operators in case of rolling stock failures that may have an impact on the scheduled operation;
- Control of activities in the passengers stations, including the control of passengers and public access, specific provision for persons with reduced mobility and availability, lightening and conditions of platforms. These issues are limited to areas that are functional to the core railway related activities as, for instance, access to track area, platforms for boarding and getting off trains.

d) Emergency related

- Protection of passengers in case of accident;
- Exchange of information with all interested parties in case of emergencies and service disruptions;
- Clearance of the affected tracks after accidents or disruptions.

### **10.3.1 COMPLIANCE WITH NETWORK-SPECIFIC REQUIREMENTS FOR MANAGEMENT OF ROLLING STOCK**

The network operator must demonstrate:

- In the SMS documentation, the types of rolling stock to be used on the specific network and the type of operations to be conducted are clearly indicated.
- The documentation outlines how the train operator complies with any operational restrictions placed on the type of rolling stock used on the network.
- In the documentation, any additional maintenance requirements for the network concerned are identified and appropriate arrangements for maintenance are in place.
- In the documentation, any additional requirements to manage rolling stock incidents for the network concerned are identified and appropriate arrangements are put in place

### **10.3.2 SAFE DESIGN OF THE RAILWAY INFRASTRUCTURE**

The Network Operator must demonstrate:

- There are procedures to ensure the safe design of the infrastructure throughout the life-cycle of the infrastructure, covering design and installation.

- There are procedures which take into account technical change of the infrastructure and the management of that change.
- There are procedures which show that relevant rules covering the design of the infrastructure and any national safety methods have been identified and that the applicant can comply with them.

### **10.3.3 SAFE OPERATION OF THE INFRASTRUCTURE**

The Network Operator must demonstrate the following:

- There are procedures to ensure that the infrastructure is managed and operated safely, taking into account the number, type and extent of operators running services on the network including all necessary interactions depending on the complexity of the operation.
- There are procedures which show how safety is managed at the physical and/or operational borders of the infrastructure.
- There are procedures which show how effective cooperation and coordination is managed, both in normal and emergency situations.
- There are procedures which show that rules covering the safe operation and management of infrastructure/vehicle interfaces have been identified and that the applicant can comply with them.

### **10.3.4 PROVISION OF MAINTENANCE & MATERIAL**

The Network Operator must demonstrate the following:

- There are procedures to ensure that maintenance of the infrastructure is undertaken safely, including clear management control and documented audit and inspection.
- There are procedures which ensure that the maintenance of the infrastructure meets the specific needs of the network.
- There are procedures which show that rules covering the supply of maintenance and material have been identified and that the applicant can comply with them.

### **10.3.5 MAINTENANCE AND OPERATION OF THE TRAFFIC CONTROL AND SIGNALLING SYSTEM**

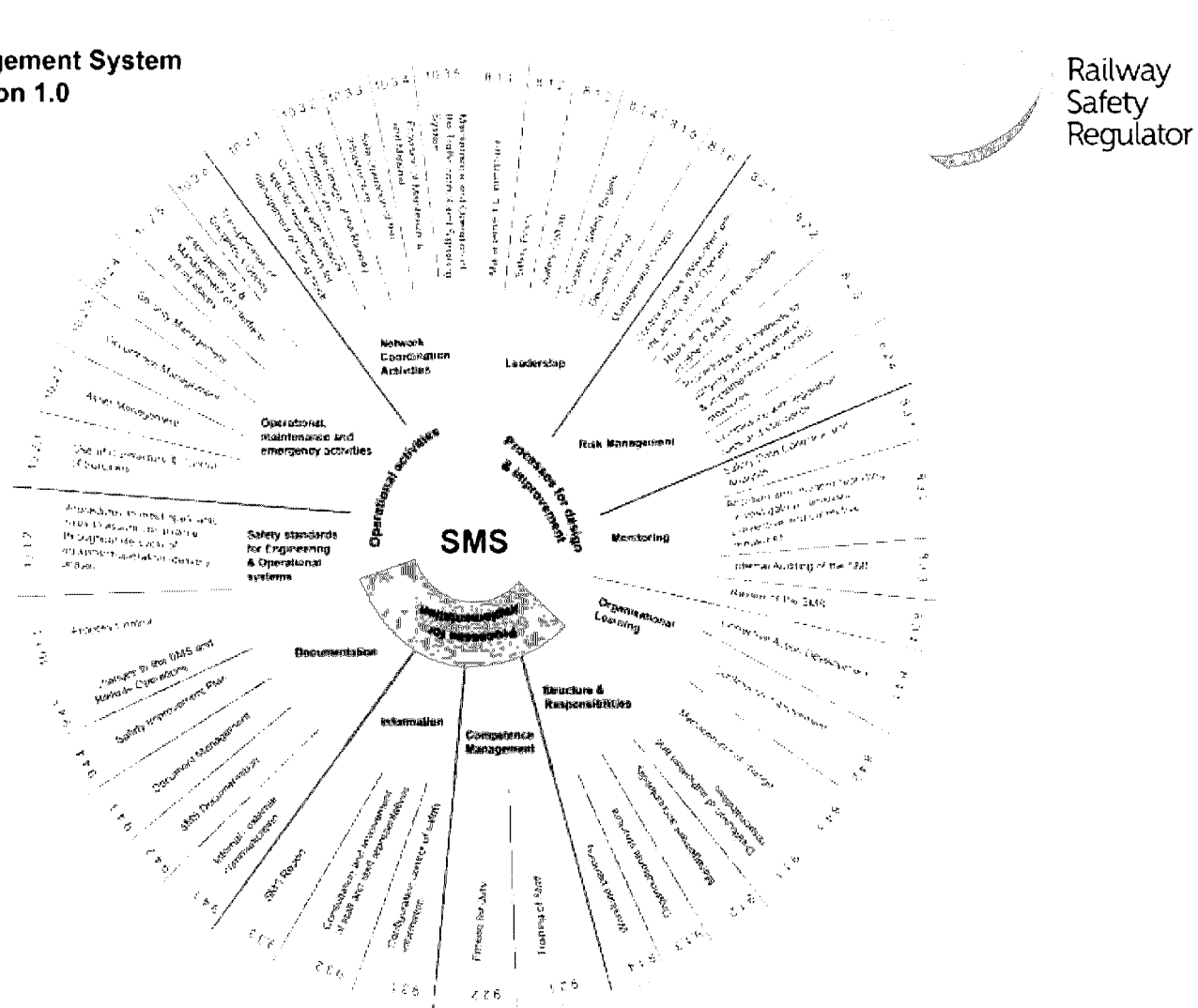
The Network Operator must demonstrate the following:



- There are procedures to ensure that the traffic control and signalling system is operated and maintained so as to ensure the safe operation of the railway.
- There are procedures to comply with existing, new and altered technical and operational standards.
- There are procedures which set out how safety is managed at the physical and/or operational borders of the traffic control and signalling system, including how cooperation, if necessary, is managed.
- There are procedures which show that rules covering the safe operation and maintenance of the traffic control and signalling system have been identified and that the applicant can comply with them.

RSR Determination of Safety Management Systems and Safety Management System Reports  
(VERSION 12.7 20170512)

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**26 MAY 2017**

2007-08

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**GENERAL NOTICES • ALGEMENE KENNISGEWINGS**

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**DEPARTMENT OF TRANSPORT****NOTICE 413 OF 2017****AIR SERVICE LICENSING ACT, 1990 (ACT NO.115 OF 1990)  
AND  
INTERNATIONAL AIR SERVICES ACT, (ACT NO. 60 OF 1993)**

**Invitation by the Minister of Transport for nomination and application for appointment of Council Members to the Air Service Licensing Council (ASLC) and the International Air Services Council (IASC) as of 1<sup>st</sup> December 2017 to 20 November 2020.**

**5 Posts: Air Services Licensing Council****5 Posts: International Air Services Council**

The Air Services Licensing Council and International Air Services Council are statutory bodies established in terms of Section 3 of the Air Services Licensing Council Act (Act no. 115 of 1990) and International Air Services Council Act (Act no. 60 of 1993). The Councils are responsible for adjudicating applications for licenses and permits to operate Domestic and International air services to and from South Africa.

Applicants to serve the International Air Services Council shall be persons who, in the opinion of the Minister, on account of their training or experience have special knowledge with regard to aviation, or who are well versed in law, finance, engineering, economics, transport economics or tourism and

Applicant to serve the Air Services Licensing Council shall be persons who, in the opinion of the Minister, have appropriate knowledge and experience regarding aviation, or who are well versed in law, finance, transportation and engineering.

Both Councils are required to meet at least once every month during normal working hours between 7am and 4pm. Remuneration of the part-time Council Members is in accordance with the applicable National Treasury Regulations.

Applications must be accompanied by a brief motivation and CV for attention to: the Director –General, Department of Transport, Private Bag X 193, Pretoria, 0001. For attention to Mr Vuwani Ndwamato, Tel no. (012) 309 3415, e-mail: [NdwamaTV@dot.gov.za](mailto:NdwamaTV@dot.gov.za).

Closing date for the applications is 15 June 2017.

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**BOARD NOTICES • RAADSKENNISGEWINGS**

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**BOARD NOTICE 90 OF 2017****AGRICLTURAL PRODUCE AGENTS ACT,1992****(ACT NO 12 OF 1992)****UNCLAIMED MONIES PAYBLE TO PRINCIPALS OF FRESH PRODUCE AGENTS**

In terms of Section 21(1) of the Agricultural Produce Agents Act, 1992 (Act No. 12 of 1992) notice is hereby given of unclaimed monies specified in the Schedule, that have been paid to the Registrar of the Agricultural Produce Agents Council in terms of Section 21(2) of the Act.

Any person who is of the opinion that he/she is entitled to an indicated amount shall claim it within 90 days from the date of publication of this notice by means of a statement, duly sworn and confirmed to the Registrar, Agricultural Produce Agents Council, Suite 69, Private Bag X9, East rand, 1462, and in which the following particulars are furnished:

- a) The full name and address of claimant;
- b) The names of the fresh produce agent concerned;
- c) The amount claimed and quantity of produce for which it is claimed; and
- d) The date on which and the address at which the produce concerned were delivered.



L Pretorius

**REGISTRAR: AGRICLTURAL PRODUCE AGENTS COUNCIL**



## Agricultural Produce Agents Council

## Unclaimed monies details list

Reporting month:

March 2017

Period reflected:

2016/10/01 - 2017/03/31

Agency	Producer (Surname and Initials)	Sum of Amount deposited
Botha Roodt Johannesburg Market Agents	Khosa ME	237.97
Botha Roodt Johannesburg Market Agents	Sinius Zwane	2705.48
Botha Roodt Johannesburg Market Agents	Kwinda T	290.67
Botha Roodt Johannesburg Market Agents	Netshishivhe	665.11
Botha Roodt Johannesburg Market Agents	Sekono M Lucas	80.36
Botha Roodt Johannesburg Market Agents	Fynbos Boerdery	1390.15
Botha Roodt Johannesburg Market Agents	Semosa MA	2874.61
Botha Roodt Johannesburg Market Agents	Beswick R L	2286.87
<b>Botha Roodt Johannesburg Market Agents Total</b>		<b>R 10,531.22</b>
Citifresh Market Agency	Malungani TL	200.26
Citifresh Market Agency	Ndou ML	114.45
Citifresh Market Agency	Matshusa A	129.14
Citifresh Market Agency	Sikhwama N	195.49
Citifresh Market Agency	Shongani MA	145.35
Citifresh Market Agency	Matshusa MA	58.97
Citifresh Market Agency	Tshbalo NP	44.19
Citifresh Market Agency	Mudau PE	397.72
Citifresh Market Agency	Phasa M	245.27
Citifresh Market Agency	NA Farms	72.93
Citifresh Market Agency	Nyoni M	477.86
Citifresh Market Agency	Sikhwari NS	792.16
<b>Citifresh Market Agency Total</b>		<b>2873.79</b>
CL de Villiers Market Agents	Zwartwater Boerdery	7857.42
<b>CL de Villiers Market Agents Total</b>		<b>R 7,857.42</b>
Dapper Market Agency	Maila G	27.56
<b>Dapper Market Agency Total</b>		<b>R 27.56</b>
Egoly Market Agency	Thomu S	90.04
Egoly Market Agency	Masinyane D	263.29
Egoly Market Agency	Inter Fruit	7556.93
Egoly Market Agency	Enwere Boerdery	2189.11
Egoly Market Agency	Funroom Farm	1142.31
Egoly Market Agency	In2 Food	3446.04
Egoly Market Agency	Fhedzisani MT	337
Egoly Market Agency	Msibi Maria	161.5
Egoly Market Agency	Ravele RR	1199.6
Egoly Market Agency	Bodalina G	2591.16
<b>Egoly Market Agency Total</b>		<b>18976.98</b>
Exec-U-Fruit Market Agency	Nefolovhodwe TS	144.61
Exec-U-Fruit Market Agency	M J Farmers	317.58
Exec-U-Fruit Market Agency	Matshusa MZ	469.62
Exec-U-Fruit Market Agency	Mkhay Farm	939.59
Exec-U-Fruit Market Agency	Tshibalo NA	210.68
Exec-U-Fruit Market Agency	Mafolo Fresh	54.48
Exec-U-Fruit Market Agency	Mahabe Farm	47.32
Exec-U-Fruit Market Agency	Nemutanzhela TS	70.55
Exec-U-Fruit Market Agency	Mogodo MP	975.21
Exec-U-Fruit Market Agency	Joel & Isaac Farming	55.65
Exec-U-Fruit Market Agency	Zamazama Farm	185.9
Exec-U-Fruit Market Agency	Sibara MJ	703.78
Exec-U-Fruit Market Agency	Netshituka Azwindi	243.73
Exec-U-Fruit Market Agency	Mabunda K	134.57
Exec-U-Fruit Market Agency	Mohale MM	1607.76
Exec-U-Fruit Market Agency	Masheksheke T	443.99
Exec-U-Fruit Market Agency	van Heerden F	1391.91
<b>Exec-U-Fruit Market Agency Total</b>		<b>7996.93</b>
Farmers Trust Market Agents	Ngobeni N	181.21

Farmers Trust Market Agents	Van Wyk S	3445.77
Farmers Trust Market Agents	Buthelezi B	52.84
Farmers Trust Market Agents	Xidyankuma Farmers	368.61
Farmers Trust Market Agents	Matumba ND	714.35
Farmers Trust Market Agents	Amana verpakking	463.79
Farmers Trust Market Agents Total		<b>5226.57</b>
Fine Bros Market Agents	Get Fresh	8.57
Fine Bros Market Agents Total		<b>8.57</b>
Garfield Market Agency	van den Heever	1569.08
Garfield Market Agency Total		<b>R 1,569.08</b>
Marco Market Agency	Matlonya R	3686.63
Marco Market Agency	Ndou LM	265.58
Marco Market Agency	Balfour Farms	912.34
Marco Market Agency	Maluleke GS	847.71
Marco Market Agency	Mathole E	524.02
Marco Market Agency	Mulaudzi MP	37.16
Marco Market Agency	Safhekge TM	152.68
Marco Market Agency	Beauty	1240.99
Marco Market Agency	Matsheketshe T	258.27
Marco Market Agency	Makhwiliri KJ	125.33
Marco Market Agency	Ravhuanzo V	418.14
Marco Market Agency	Matshilisa D	27.11
Marco Market Agency	Hlokomela Herb Garden	27.45
Marco Market Agency	Mamaila Farming	16.84
Marco Market Agency	Protea Fresh Wholesalers	59.26
Marco Market Agency	Summerfields	2217.02
Marco Market Agency	Freshpak VVV FRE 1406	529.47
Marco Market Agency Total		<b>R 11,346.00</b>
Noordvaal Market Agency	Du Rand LC	824.07
Noordvaal Market Agency	Coetzee J	255.53
Noordvaal Market Agency	Du Preez C	1147.36
Noordvaal Market Agency	PABC	3248.05
Noordvaal Market Agency	De Beer PF	168.93
Noordvaal Market Agency	Groente GA	3024.17
Noordvaal Market Agency	Mmatlepa RW	202.1
Noordvaal Market Agency	Mashala V	254.68
Noordvaal Market Agency	Madanda Farm	764.91
Noordvaal Market Agency	Oosthuizen BA	2750.86
Noordvaal Market Agency	De Bee GZ	35.31
Noordvaal Market Agency	Netshiavha LS	760.85
Noordvaal Market Agency	Grobler CM	3578.1
Noordvaal Market Agency Total		<b>R 17,014.92</b>
Port Natal Market Agency	Vegrite Farm	733.78
Port Natal Market Agency Total		<b>R 733.78</b>
Prinsloo & Venter Market Agency	Makgopa SG	455.18
Prinsloo & Venter Market Agency	Shiluvana KB	739.98
Prinsloo & Venter Market Agency	Siluvana KB	408.8
Prinsloo & Venter Market Agency Total		<b>R 1,603.96</b>
RSA Johannesburg Market Agency	Maribeng NA	48.52
RSA Johannesburg Market Agency	Ramatsi M	105.24
RSA Johannesburg Market Agency	Sekhonega Khomots	13.3
RSA Johannesburg Market Agency	Ramatsi J	77.07
RSA Johannesburg Market Agency	Mohepa MR	156.91
RSA Johannesburg Market Agency	Oosthuizen Jaco	1525.26
RSA Johannesburg Market Agency	Muthivhelo TD	173.43
RSA Johannesburg Market Agency Total		<b>2099.73</b>
RSA TShwane Market Agency	Tsebanang Project	1131.41
RSA TShwane Market Agency	Sooklall AH	178
RSA TShwane Market Agency Total		<b>1309.41</b>
Subtropico Johannesburg Market Agency	Fruit & Veg	493.35
Subtropico Johannesburg Market Agency Total		<b>493.35</b>
Waspé Market Agency	Coetzee PJ	290.93
Waspé Market Agency	Steenkamp B	21.43
Waspé Market Agency	Cynthia Hendriks	527.7
Waspé Market Agency Total		<b>840.06</b>
Wenpro Johannesburg Market Agency	Blueberry Farm	1363.5
Wenpro Johannesburg Market Agency	Matshvele TC	14.87

Wenpro Johannesburg Market Agency	Munyai NE	420.03
Wenpro Johannesburg Market Agency	Green Tops	344.39
Wenpro Johannesburg Market Agency	Marivadze M	129.48
Wenpro Johannesburg Market Agency	Munyai M E	1017.42
Wenpro Johannesburg Market Agency	Mudau P T	149.68
Wenpro Johannesburg Market Agency	Maritz P	1461.63
Wenpro Johannesburg Market Agency	Green Tops Fruit & Veg	25.36
Wenpro Johannesburg Market Agency	Maiubela MM	143.95
Wenpro Johannesburg Market Agency	Weixin Chen	3681.6
Wenpro Johannesburg Market Agency	Greentops Fruit & Veg	273.54
Wenpro Johannesburg Market Agency	Kwinda TP	2.41
Wenpro Johannesburg Market Agency	SMF	648.07
Wenpro Johannesburg Market Agency	Rasisu MR	34.13
Wenpro Johannesburg Market Agency	Chosen Fruit & Veg	97.2
Wenpro Johannesburg Market Agency	Fruit & Veg Blaidourie	48.12
Wenpro Johannesburg Market Agency	Ecofresh Directs	1606.45
Wenpro Johannesburg Market Agency	Maripeleng MSP	1108.56
Wenpro Johannesburg Market Agency Total		<b>R 12,570.39</b>
Witbank	Dinkwe	126.01
Witbank Total		<b>126.01</b>
Grand Total		<b>R 103,205.73</b>



**BOARD NOTICE 91 OF 2017****SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION**

Publication in terms of section 32(5) of the South African Council for the Architectural Profession Act, 2000 ( Act No 44 of 2000) ("The Act") of the finding and sanction imposed by the Disciplinary Tribunal in accordance with a settlement agreement entered into and signed at Rivonia, Sandton on 24 January 2017.

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**Name of Person: Johannes Boy Motswene**

**Registration Number: T0393**

**Nature of the offence:**

**Guilty** of contravention of Rule (1.1) 1.1.2 and 4.1 of the Code of Professional Conduct for registered persons promulgated under Board Notice 154 of 2009 Government Gazette No 32731 of 27 November 2009.

**Sanction:**

- Mr Johannes Boy Motswene is reprimanded in terms of section 32 (3) (a) (i) of the Act.
- Mr Johannes Boy Motswene is fined R6 000.00 (Six thousand rand) in terms of section 32 (3) (a) (ii) of the Act.

**BOARD NOTICE 92 OF 2017****ROAD ACCIDENT FUND ACT, 1996  
(Act No. 56 of 1996)****ROAD ACCIDENT FUND REGULATIONS, 2008**

The Chief Executive Officer, duly authorised by the Board of the Road Accident Fund, acting in terms of regulation 5(2) of the Road Accident Fund Regulations 2008, made under section 26 of the Road Accident Fund Act, No. 56 of 1996, hereby gives notice of the adjustment of the medical tariff provided for in section 17(4B)(b), first published in GN R. 711 in *Government Gazette* 31249 of 21 July 2008; and amended by BN 106 published in *Government Gazette* 35449 of 22 June 2012; and by BN 130 published in *Government Gazette* 36592 of 28 June 2013; and by BN 53 published in *Government Gazette* 37653 of 23 May 2014; and by BN 107 published in *Government Gazette* 38803 of 22 May 2015; and by BN 158 published in *Government Gazette* 40293 of 23 September 2016 .

**ADJUSTMENT OF TARIFF**

1. The tariff provided for in section 17(4B)(b) is adjusted with effect from 1 April 2017 by increasing the tariff by 6.4%.
2. The adjustment provided for in paragraph 1 above applies to claims that have not been finally determined by settlement or judgment on the day of publication of this notice.

**BOARD NOTICE 93 OF 2017****ROAD ACCIDENT FUND ACT, 1996  
(Act No. 56 of 1996)****ROAD ACCIDENT FUND REGULATIONS, 2008**

The Chief Executive Officer, duly authorised by the Board of the Road Accident Fund, acting in terms of regulation 5(2) of the Road Accident Fund Regulations 2008, made under section 26 of the Road Accident Fund Act, No. 56 of 1996, hereby gives notice of the adjustment of the medical tariff provided for in section 17(4B)(b), first published in GN R. 711 in *Government Gazette* 31249 of 21 July 2008; and amended by BN 106 published in *Government Gazette* 35449 of 22 June 2012; and by BN 130 published in *Government Gazette* 36592 of 28 June 2013; and by BN 53 published in *Government Gazette* 37653 of 23 May 2014; and by BN 107 published in *Government Gazette* 38803 of 22 May 2015; and by BN 158 published in *Government Gazette* 40293 of 23 September 2016 .

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2. The adjustment provided for in paragraph 1 above applies to claims that have not been finally determined by settlement or judgment on the day of publication of this notice.

**BOARD NOTICE 94 OF 2017****DEFINING OF PRODUCTION AREA: CAPE TOWN**

The Wine and Spirit Board, acting under section 6 of the Wine of Origin Scheme published by Government Notice No. R. 1434 of 29 June 1990 hereby –

defines the area specified in the Schedule as a production area (district) under the name Cape Town.



**OLIVIA POONAH**  
**SECRETARY: WINE AND SPIRIT BOARD**

**SCHEDULE****DEFINING OF PRODUCTION AREA: CAPE TOWN**

That area situated within the following boundaries and the inclusion of Robben Island:

Start at the north-western beacon of Duynefontein 34; thence north-east with the northern boundaries of said Duynefontein 34, Brakkefontein 32, Farm 1491, Driefonteinen 29, Langerug 36, Farm 40 and Knollevalley 41 to the south-western beacon of Farm 1430; thence north-east with the N7 highway to a point where said highway intersects the Salt River; thence south-east with said Salt River to a point where said river joins the Diep River; thence generally south with said Diep River to a point where last-mentioned river joins the Mosselbank River, in the vicinity of the farm De Goede Ontmoeting; thence generally south with said Mosselbank River to a point where last-mentioned river intersects the northern boundaries of the land known as Joostenbergsvlakte 725; thence generally south with the western boundaries of the production areas Paarl and Stellenbosch to the Atlantic Ocean; thence clockwise with the coastline to the north-western beacon of Duynefontein 34, the beginning mentioned above.

**RAADSKENNISGEWING 94 VAN 2017****OMSKRYWING VAN PRODUKSIEGEBIED: KAAPSTAD**

Die Wyn- en Spiritusraad, handelende kragtens artikel 6A van die Wyn van Oorsprong-skema gepubliseer by Goewermentskenningsgewing No. R.1434 van 29 Junie 1990-

omskryf hierby die area in die Bylae gespesifiseer as 'n produksiegebied (distrik) onder die naam Kaapstad.



**OLIVIA POONAH**  
**SEKRETARIS: WYN- EN SPIRITUSRAAD**

**BYLAE****OMSKRYWING VAN DIE PRODUKSIEGEBIED – KAAPSTAD (DISTRIK)**

Daardie area geleë binne die volgende grense en die insluiting van Robbenelland:

Begin by die noordwestelike baken van Duynefontein 34; daarvandaan noordoos met die noordelike grense van genoemde Duynefontein 34, Brakkefontein 32, Plaas 1491, Driefonteinen 29, Langerug 36, Plaas 40 en Knollevally 41 tot by die suidwestelike baken van Plaas 1430; daarvandaan noordoos met die N7-deurpad tot by 'n punt waar genoemde deurpad die Soutrivier kruis, daarvandaan suidoos met genoemde Soutrivier tot by 'n punt waar genoemde rivier by die Dieprivier aansluit; daarvandaan algemeen suid met genoemde Dieprivier tot by 'n punt waar laasgenoemde rivier by die Mosselbankrivier aansluit, in die omgewing van die plaas De Goede Ontmoeting; daarvandaan algemeen suid met genoemde Mosselbankrivier tot by 'n punt waar laasgenoemde rivier die noordelike grens van die grond bekend as Joostenbergsvlakte 725 kruis, daarvandaan algemeen suid met die westelike grens van die produksiegebiede Paarl en Stellenbosch tot by die Atlantiese Oseaan; daarvandaan kloksgewys met die kuslyn tot by die noordwestelike baken van Duynefontein 34, die beginpunt hierbo genoem.

**BOARD NOTICE 95 OF 2017****REPEALING OF THE PRODUCTION AREA: CAPE PENINSULA**

The Wine and Spirit Board, acting under section 6 of the Wine of Origin Scheme published by Government Notice No. R. 1434 of 29 June 1990 hereby –

repeals herewith Board Notices No. 4 of 3 January 2014.

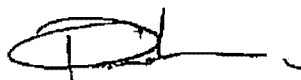


**OLIVIA POONAH**  
**SECRETARY: WINE AND SPIRIT BOARD**

**RAADSKENNISGEWING 95 VAN 2017****HERROEPING VAN PRODUKSIEGEBIED: KAAPSE SKIEREILAND**

Die Wyn- en Spiritusraad, handelende kragtens artikel 6 van die Wyn van Oorsprong-skema gepubliseer by Goewernmentskennisgewing No. R.1434 van 29 Junie 1990-

herroep hierby Raadskennisgewings No. 4 van 3 Januarie 2014.



**OLIVIA POONAH**  
**SEKRETARIS: WYN- EN SPIRITUSRAAD**

**BOARD NOTICE 96 OF 2017****REPEALING OF THE PRODUCTION AREA: TYGERBERG**

The Wine and Spirit Board, acting under section 6 of the Wine of Origin Scheme published by Government Notice No. R. 1434 of 29 June 1990 hereby –

repeals herewith Board Notice No. 26 of 5 March 1999.



**OLIVIA POONAH**  
**SECRETARY: WINE AND SPIRIT BOARD**

**RAADSKENNISGEWING 96 VAN 2017****HERROEPING VAN PRODUKSIEGEBIED: TYGERBERG**

Die Wyn- en Spiritusraad, handelende kragtens artikel 6 van die Wyn van Oorsprong-skema gepubliseer by Goewermentskennisgewing No. R.1434 van 29 Junie 1990-

herroep hierby Raadskennisgewing No. 26 van 5 Maart 1999.



**OLIVIA POONAH**  
**SEKRETARIS: WYN- EN SPIRITUSRAAD**

## BOARD NOTICE 97 OF 2017



The South African Council for the Project and Construction Management Professions

CONSTRUCTING NEW PERSPECTIVES

**The South African Council for the Project and Construction Management  
Professions (SACPCMP)**

The South African Council for the Project and Construction Management Professions (SACPCMP) is a statutory body established in terms of the Project and Construction Management Professions Act (**Act No.48 of 2000**). In terms of Section 13(k) of the SACPCMP Act No. 48 of 2000, the Council is empowered to determine the conditions relating to the Continuing Professional Development (CPD) of registered persons relating to Project and Construction Management to protect the public interest.

As published for public comment in Board Notice **189 of 2016** published in Government Gazette No. **40480** on the **9<sup>th</sup> of December 2016**, the commencement date of the amended Continuing Professional Development (CPD) Policy as approved by Council is the **1<sup>st</sup> April 2017**

The approved Continuing Professional Development (CPD) policy can be downloaded at [www.sacpcmp.org.za](http://www.sacpcmp.org.za)

**By Notice on behalf of Council:**

**Ms. Nomvula Rakolote: Registrar**

SACPCMP  
P O Box 6286  
Midrand  
1685

Tel: 011 318 3402 / 3 / 4

International Business Gateway Park  
First Floor Gateway Creek  
Corner New and 6<sup>th</sup> Road  
Halfway House 1685  
Fax: 086 622 9234