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REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Regulation Gazette

No. 11188

Regulasiekoerant

Vol. 664

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

IMPORTANT NOTICE OF OFFICE RELOCATION**government
printing**Department:
Government Printing Works
REPUBLIC OF SOUTH AFRICAPrivate Bag X85, PRETORIA, 0001 149 Bosman Street, PRETORIA
Tel: 012 748 6197, Website: www.gpwonline.co.za**URGENT NOTICE TO OUR VALUED CUSTOMERS: PUBLICATIONS
OFFICE'S RELOCATION HAS BEEN TEMPORARILY SUSPENDED.**

Please be advised that the GPW Publications office will no longer move to 88 Visagie Street as indicated in the previous notices.

The move has been suspended due to the fact that the new building in 88 Visagie Street is not ready for occupation yet.

We will later on issue another notice informing you of the new date of relocation.

We are doing everything possible to ensure that our service to you is not disrupted.

As things stand, we will continue providing you with our normal service from the current location at 196 Paul Kruger Street, Masada building.

Customers who seek further information and or have any questions or concerns are free to contact us through telephone 012 748 6066 or email Ms Maureen Toka at Maureen.Toka@gpw.gov.za or cell phone at 082 859 4910.

Please note that you will still be able to download gazettes free of charge from our website www.gpwonline.co.za.

We apologise for any inconvenience this might have caused.

Issued by GPW Communications

IMPORTANT NOTICE:

THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.

No FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.

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government
printing

Department:
Government Printing Works
REPUBLIC OF SOUTH AFRICA

HIGH ALERT: SCAM WARNING!!!

TO ALL SUPPLIERS AND SERVICE PROVIDERS OF THE GOVERNMENT PRINTING WORKS

It has come to the attention of the *GOVERNMENT PRINTING WORKS* that there are certain unscrupulous companies and individuals who are defrauding unsuspecting businesses disguised as representatives of the *Government Printing Works (GPW)*.

The scam involves the fraudsters using the letterhead of *GPW* to send out fake tender bids to companies and requests to supply equipment and goods.

Although the contact person's name on the letter may be of an existing official, the contact details on the letter are not the same as the *Government Printing Works*. When searching on the Internet for the address of the company that has sent the fake tender document, the address does not exist.

The banking details are in a private name and not company name. Government will never ask you to deposit any funds for any business transaction. *GPW* has alerted the relevant law enforcement authorities to investigate this scam to protect legitimate businesses as well as the name of the organisation.

Example of e-mails these fraudsters are using:

PROCUREMENT@GPW-GOV.ORG

Should you suspect that you are a victim of a scam, you must urgently contact the police and inform the *GPW*.

GPW has an official email with the domain as @gpw.gov.za

Government e-mails DO NOT have org in their e-mail addresses. All of these fraudsters also use the same or very similar telephone numbers. Although such number with an area code 012 looks like a landline, it is not fixed to any property.

GPW will never send you an e-mail asking you to supply equipment and goods without a purchase/order number. *GPW* does not procure goods for another level of Government. The organisation will not be liable for actions that result in companies or individuals being resultant victims of such a scam.

Government Printing Works gives businesses the opportunity to supply goods and services through RFQ / Tendering process. In order to be eligible to bid to provide goods and services, suppliers must be registered on the National Treasury's Central Supplier Database (CSD). To be registered, they must meet all current legislative requirements (e.g. have a valid tax clearance certificate and be in good standing with the South African Revenue Services - SARS).

The tender process is managed through the Supply Chain Management (SCM) system of the department. SCM is highly regulated to minimise the risk of fraud, and to meet objectives which include value for money, open and effective competition, equitability, accountability, fair dealing, transparency and an ethical approach. Relevant legislation, regulations, policies, guidelines and instructions can be found on the tender's website.

Fake Tenders

National Treasury's CSD has launched the Government Order Scam campaign to combat fraudulent requests for quotes (RFQs). Such fraudulent requests have resulted in innocent companies losing money. We work hard at preventing and fighting fraud, but criminal activity is always a risk.

How tender scams work

There are many types of tender scams. Here are some of the more frequent scenarios:

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to a company to invite it to urgently supply goods. Shortly after the company has submitted its quote, it receives notification that it has won the tender. The company delivers the goods to someone who poses as an official or at a fake site. The Department has no idea of this transaction made in its name. The company is then never paid and suffers a loss.

OR

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to Company A to invite it to urgently supply goods. Typically, the tender specification is so unique that only Company B (a fictitious company created by the fraudster) can supply the goods in question.

Shortly after Company A has submitted its quote it receives notification that it has won the tender. Company A orders the goods and pays a deposit to the fictitious Company B. Once Company B receives the money, it disappears. Company A's money is stolen in the process.

Protect yourself from being scammed

- If you are registered on the supplier databases and you receive a request to tender or quote that seems to be from a government department, contact the department to confirm that the request is legitimate. Do not use the contact details on the tender document as these might be fraudulent.
- Compare tender details with those that appear in the Tender Bulletin, available online at www.gpwonline.co.za
- Make sure you familiarise yourself with how government procures goods and services. Visit the tender website for more information on how to tender.
- If you are uncomfortable about the request received, consider visiting the government department and/or the place of delivery and/or the service provider from whom you will be sourcing the goods.
- In the unlikely event that you are asked for a deposit to make a bid, contact the SCM unit of the department in question to ask whether this is in fact correct.

Any incidents of corruption, fraud, theft and misuse of government property in the *Government Printing Works* can be reported to:

Supply Chain Management: Ms. Anna Marie Du Toit, Tel. (012) 748 6292.
Email: Annamarie.DuToit@gpw.gov.za

Marketing and Stakeholder Relations: Ms Bonakele Mbhele, at Tel. (012) 748 6193.
Email: Bonakele.Mbhele@gpw.gov.za

Security Services: Mr Daniel Legoabe, at tel. (012) 748 6176.
Email: Daniel.Legoabe@gpw.gov.za

Closing times for **ORDINARY WEEKLY** **REGULATION GAZETTE** **2020**

The closing time is 15:00 sharp on the following days:

- **24 December 2019**, Tuesday for the issue of Friday **03 January 2020**
- **03 January**, Friday for the issue of Friday **10 January 2020**
- **10 January**, Friday for the issue of Friday **17 January 2020**
- **17 January**, Friday for the issue of Friday **24 January 2020**
- **24 January**, Friday for the issue of Friday **31 January 2020**
- **31 February**, Friday for the issue of Friday **07 February 2020**
- **07 February**, Friday for the issue of Friday **14 February 2020**
- **14 February**, Friday for the issue of Friday **21 February 2020**
- **21 February**, Friday for the issue of Friday **28 February 2020**
- **28 February**, Friday for the issue of Friday **06 March 2020**
- **06 March**, Friday for the issue of Friday **13 March 2020**
- **13 March**, Thursday for the issue of Friday **20 March 2020**
- **20 March**, Friday for the issue of Friday **27 March 2020**
- **27 March**, Friday for the issue of Friday **03 April 2020**
- **02 April**, Thursday for the issue of Thursday **09 April 2020**
- **08 April**, Wednesday for the issue of Friday **17 April 2020**
- **17 April**, Friday for the issue of Friday **24 April 2020**
- **22 April**, Wednesday for the issue of Thursday **30 April 2020**
- **30 April**, Thursday for the issue of Friday **08 May 2020**
- **08 May**, Friday for the issue of Friday **15 May 2020**
- **15 May**, Friday for the issue of Friday **22 May 2020**
- **22 May**, Friday for the issue of Friday **29 May 2020**
- **29 May**, Friday for the issue of Friday **05 June 2020**
- **05 June**, Friday for the issue of Friday **12 June 2020**
- **11 June**, Thursday for the issue of Friday **19 June 2020**
- **19 June**, Friday for the issue of Friday **26 June 2020**
- **26 June**, Friday for the issue of Friday **03 July 2020**
- **03 July**, Friday for the issue of Friday **10 July 2020**
- **10 July**, Friday for the issue of Friday **17 July 2020**
- **17 July**, Friday for the issue of Friday **24 July 2020**
- **24 July**, Friday for the issue of Friday **31 July 2020**
- **31 July**, Thursday for the issue of Friday **07 August 2020**
- **06 August**, Thursday for the issue of Friday **14 August 2020**
- **14 August**, Friday for the issue of Friday **21 August 2020**
- **21 August**, Friday for the issue of Friday **28 August 2020**
- **28 August**, Friday for the issue of Friday **04 September 2020**
- **04 September**, Friday for the issue of Friday **11 September 2020**
- **11 September**, Friday for the issue of Friday **18 September 2020**
- **17 September**, Thursday for the issue of Friday **25 September 2020**
- **25 September**, Friday for the issue of Friday **02 October 2020**
- **02 October**, Friday for the issue of Friday **09 October 2020**
- **09 October**, Friday for the issue of Friday **16 October 2020**
- **16 October**, Friday for the issue of Friday **23 October 2020**
- **23 October**, Friday for the issue of Friday **30 October 2020**
- **30 October**, Friday for the issue of Friday **06 November 2020**
- **06 November**, Friday for the issue of Friday **13 November 2020**
- **13 November**, Friday for the issue of Friday **20 November 2020**
- **20 November**, Friday for the issue of Friday **27 November 2020**
- **27 November**, Friday for the issue of Friday **04 December 2020**
- **04 December**, Friday for the issue of Friday **11 December 2020**
- **10 December**, Thursday for the issue of Friday **18 December 2020**
- **17 December**, Thursday for the issue of Friday **24 December 2020**
- **23 December**, Wednesday for the issue of Friday **31 December 2020**

LIST OF TARIFF RATES FOR PUBLICATION OF NOTICES

COMMENCEMENT: 1 APRIL 2018

NATIONAL AND PROVINCIAL

Notice sizes for National, Provincial & Tender gazettes 1/4, 2/4, 3/4, 4/4 per page. Notices submitted will be charged at R1008.80 per full page, pro-rated based on the above categories.

Pricing for National, Provincial - Variable Priced Notices		
Notice Type	Page Space	New Price (R)
Ordinary National, Provincial	1/4 - Quarter Page	252.20
Ordinary National, Provincial	2/4 - Half Page	504.40
Ordinary National, Provincial	3/4 - Three Quarter Page	756.60
Ordinary National, Provincial	4/4 - Full Page	1008.80

EXTRA-ORDINARY

All Extra-ordinary National and Provincial gazette notices are non-standard notices and attract a variable price based on the number of pages submitted.

The pricing structure for National and Provincial notices which are submitted as **Extra ordinary submissions** will be charged at **R3026.32** per page.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

The **Government Printing Works (GPW)** has established rules for submitting notices in line with its electronic notice processing system, which requires the use of electronic *Adobe* Forms. Please ensure that you adhere to these guidelines when completing and submitting your notice submission.

CLOSING TIMES FOR ACCEPTANCE OF NOTICES

1. The *Government Gazette* and *Government Tender Bulletin* are weekly publications that are published on Fridays and the closing time for the acceptance of notices is strictly applied according to the scheduled time for each gazette.
2. Please refer to the Submission Notice Deadline schedule in the table below. This schedule is also published online on the Government Printing works website www.gpwonline.co.za

All re-submissions will be subject to the standard cut-off times.

All notices received after the closing time will be rejected.

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Petrol Price Gazette	Monthly	Tuesday before 1st Wednesday of the month	One day before publication	1 working day prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00 for next Friday	3 working days prior to publication
Unclaimed Monies (Justice, Labour or Lawyers)	January / September 2 per year	Last Friday	One week before publication	3 working days prior to publication
Parliament (Acts, White Paper, Green Paper)	As required	Any day of the week	None	3 working days prior to publication
Manuals	Bi- Monthly	2nd and last Thursday of the month	One week before publication	3 working days prior to publication
State of Budget (National Treasury)	Monthly	30th or last Friday of the month	One week before publication	3 working days prior to publication
<i>Extraordinary Gazettes</i>	As required	Any day of the week	<i>Before 10h00 on publication date</i>	<i>Before 10h00 on publication date</i>
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 15h00 - 3 working days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days after submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
North West	Weekly	Tuesday	One week before publication	3 working days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 working days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 working days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 working days prior to publication

GOVERNMENT PRINTING WORKS - BUSINESS RULES

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 working days after submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days after submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days after submission deadline
Mpumalanga Liquor License Gazette	Bi-Monthly	Second & Fourth Friday	One week before publication	3 working days prior to publication

EXTRAORDINARY GAZETTES

3. *Extraordinary Gazettes* can have only one publication date. If multiple publications of an *Extraordinary Gazette* are required, a separate Z95/Z95Prov *Adobe* Forms for each publication date must be submitted.

NOTICE SUBMISSION PROCESS

4. Download the latest *Adobe* form, for the relevant notice to be placed, from the **Government Printing Works** website www.gpwonline.co.za.
5. The *Adobe* form needs to be completed electronically using *Adobe Acrobat / Acrobat Reader*. Only electronically completed *Adobe* forms will be accepted. No printed, handwritten and/or scanned *Adobe* forms will be accepted.
6. The completed electronic *Adobe* form has to be submitted via email to submit.egazette@gpw.gov.za. The form needs to be submitted in its original electronic *Adobe* format to enable the system to extract the completed information from the form for placement in the publication.
7. Every notice submitted **must** be accompanied by an official **GPW** quotation. This must be obtained from the *eGazette* Contact Centre.
8. Each notice submission should be sent as a single email. The email **must** contain **all documentation relating to a particular notice submission**.
 - 8.1. Each of the following documents must be attached to the email as a separate attachment:
 - 8.1.1. An electronically completed *Adobe* form, specific to the type of notice that is to be placed.
 - 8.1.1.1. For National *Government Gazette* or *Provincial Gazette* notices, the notices must be accompanied by an electronic Z95 or Z95Prov *Adobe* form
 - 8.1.1.2. The notice content (body copy) **MUST** be a separate attachment.
 - 8.1.2. A copy of the official **Government Printing Works** quotation you received for your notice. (*Please see Quotation section below for further details*)
 - 8.1.3. A valid and legible Proof of Payment / Purchase Order: **Government Printing Works** account customer must include a copy of their Purchase Order. **Non-Government Printing Works** account customer needs to submit the proof of payment for the notice
 - 8.1.4. Where separate notice content is applicable (Z95, Z95 Prov and TForm 3, it should **also** be attached as a separate attachment. (*Please see the Copy Section below, for the specifications*).
 - 8.1.5. Any additional notice information if applicable.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

9. The electronic *Adobe* form will be taken as the primary source for the notice information to be published. Instructions that are on the email body or covering letter that contradicts the notice form content will not be considered. The information submitted on the electronic *Adobe* form will be published as-is.
10. To avoid duplicated publication of the same notice and double billing, Please submit your notice **ONLY ONCE**.
11. Notices brought to **GPW** by “walk-in” customers on electronic media can only be submitted in *Adobe* electronic form format. All “walk-in” customers with notices that are not on electronic *Adobe* forms will be routed to the Contact Centre where they will be assisted to complete the forms in the required format.
12. Should a customer submit a bulk submission of hard copy notices delivered by a messenger on behalf of any organisation e.g. newspaper publisher, the messenger will be referred back to the sender as the submission does not adhere to the submission rules.

QUOTATIONS

13. Quotations are valid until the next tariff change.
 - 13.1. **Take note:** **GPW**'s annual tariff increase takes place on **1 April** therefore any quotations issued, accepted and submitted for publication up to **31 March** will keep the old tariff. For notices to be published from 1 April, a quotation must be obtained from **GPW** with the new tariffs. Where a tariff increase is implemented during the year, **GPW** endeavours to provide customers with 30 days' notice of such changes.
14. Each quotation has a unique number.
15. Form Content notices must be emailed to the *eGazette* Contact Centre for a quotation.
 - 15.1. The *Adobe* form supplied is uploaded by the Contact Centre Agent and the system automatically calculates the cost of your notice based on the layout/format of the content supplied.
 - 15.2. It is critical that these *Adobe* Forms are completed correctly and adhere to the guidelines as stipulated by **GPW**.
16. **APPLICABLE ONLY TO GPW ACCOUNT HOLDERS:**
 - 16.1. **GPW** Account Customers must provide a valid **GPW** account number to obtain a quotation.
 - 16.2. Accounts for **GPW** account customers **must** be active with sufficient credit to transact with **GPW** to submit notices.
 - 16.2.1. If you are unsure about or need to resolve the status of your account, please contact the **GPW** Finance Department prior to submitting your notices. (If the account status is not resolved prior to submission of your notice, the notice will be failed during the process).
17. **APPLICABLE ONLY TO CASH CUSTOMERS:**
 - 17.1. Cash customers doing **bulk payments** must use a **single email address** in order to use the **same proof of payment** for submitting multiple notices.
18. The responsibility lies with you, the customer, to ensure that the payment made for your notice(s) to be published is sufficient to cover the cost of the notice(s).
19. Each quotation will be associated with one proof of payment / purchase order / cash receipt.
 - 19.1. This means that **the quotation number can only be used once to make a payment.**

COPY (SEPARATE NOTICE CONTENT DOCUMENT)

20. Where the copy is part of a separate attachment document for Z95, Z95Prov and TForm03
- 20.1. Copy of notices must be supplied in a separate document and may not constitute part of any covering letter, purchase order, proof of payment or other attached documents.
- The content document should contain only one notice. (You may include the different translations of the same notice in the same document).
- 20.2. The notice should be set on an A4 page, with margins and fonts set as follows:
- Page size = A4 Portrait with page margins: Top = 40mm, LH/RH = 16mm, Bottom = 40mm;
Use font size: Arial or Helvetica 10pt with 11pt line spacing;
- Page size = A4 Landscape with page margins: Top = 16mm, LH/RH = 40mm, Bottom = 16mm;
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

CANCELLATIONS

21. Cancellation of notice submissions are accepted by **GPW** according to the deadlines stated in the table above in point 2. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette. Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.
22. Requests for cancellation must be sent by the original sender of the notice and must be accompanied by the relevant notice reference number (N-) in the email body.

AMENDMENTS TO NOTICES

23. With effect from 01 October 2015, **GPW** will not longer accept amendments to notices. The cancellation process will need to be followed according to the deadline and a new notice submitted thereafter for the next available publication date.

REJECTIONS

24. All notices not meeting the submission rules will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za). Reasons for rejections include the following:
- 24.1. Incorrectly completed forms and notices submitted in the wrong format, will be rejected.
- 24.2. Any notice submissions not on the correct *Adobe* electronic form, will be rejected.
- 24.3. Any notice submissions not accompanied by the proof of payment / purchase order will be rejected and the notice will not be processed.
- 24.4. Any submissions or re-submissions that miss the submission cut-off times will be rejected to the customer. The Notice needs to be re-submitted with a new publication date.

APPROVAL OF NOTICES

25. Any notices other than legal notices are subject to the approval of the Government Printer, who may refuse acceptance or further publication of any notice.
26. No amendments will be accepted in respect to separate notice content that was sent with a Z95 or Z95Prov notice submissions. The copy of notice in layout format (previously known as proof-out) is only provided where requested, for Advertiser to see the notice in final Gazette layout. Should they find that the information submitted was incorrect, they should request for a notice cancellation and resubmit the corrected notice, subject to standard submission deadlines. The cancellation is also subject to the stages in the publishing process, i.e. If cancellation is received when production (printing process) has commenced, then the notice cannot be cancelled.

GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY

27. The Government Printer will assume no liability in respect of—
 - 27.1. any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;
 - 27.2. erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by the advertiser;
 - 27.3. any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.

LIABILITY OF ADVERTISER

28. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

CUSTOMER INQUIRIES

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While **GPW** deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

29. Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
30. Requests for Quotations (RFQs) should be received by the Contact Centre at least **2 working days** before the submission deadline for that specific publication.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

PAYMENT OF COST

31. The Request for Quotation for placement of the notice should be sent to the Gazette Contact Centre as indicated above, prior to submission of notice for advertising.
32. Payment should then be made, or Purchase Order prepared based on the received quotation, prior to the submission of the notice for advertising as these documents i.e. proof of payment or Purchase order will be required as part of the notice submission, as indicated earlier.
33. Every proof of payment must have a valid **GPW** quotation number as a reference on the proof of payment document.
34. Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the Gazette Contact Centre, **Government Printing Works**, Private Bag X85, Pretoria, 0001 email: info.egazette@gpw.gov.za before publication.
35. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and future notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or electronic funds transfer into the **Government Printing Works** banking account.
36. In the event of a notice being cancelled, a refund will be made only if no cost regarding the placing of the notice has been incurred by the **Government Printing Works**.
37. The **Government Printing Works** reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the List of Fixed Tariff Rates, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

PROOF OF PUBLICATION

38. Copies of any of the *Government Gazette* or *Provincial Gazette* can be downloaded from the **Government Printing Works** website www.gpwonline.co.za free of charge, should a proof of publication be required.
39. Printed copies may be ordered from the Publications department at the ruling price. The **Government Printing Works** will assume no liability for any failure to post or for any delay in despatching of such *Government Gazette*(s)

GOVERNMENT PRINTING WORKS CONTACT INFORMATION

Physical Address:**Government Printing Works**

149 Bosman Street

Pretoria

Postal Address:

Private Bag X85

Pretoria

0001

GPW Banking Details:**Bank:** ABSA Bosman Street**Account No.:** 405 7114 016**Branch Code:** 632-005**For Gazette and Notice submissions:** Gazette Submissions:**For queries and quotations, contact:** Gazette Contact Centre:**E-mail:** submit.egazette@gpw.gov.za**E-mail:** info.egazette@gpw.gov.za**Tel:** 012-748 6200**Contact person for subscribers:** Mrs M. Toka:**E-mail:** subscriptions@gpw.gov.za**Tel:** 012-748-6066 / 6060 / 6058**Fax:** 012-323-9574

GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. R. 1135

23 OCTOBER 2020

**MARKETING OF AGRICULTURAL PRODUCTS ACT, 1996
(ACT No 47 OF 1996)****ESTABLISHMENT OF STATUTORY MEASURE: REGISTRATION OF
PRODUCERS AND EXPORTERS OF TABLE GRAPES**

I, Angela Thokozile Didiza, Minister for Agriculture, Land Reform and Rural Development acting under sections 13 and 19 of the Marketing of Agricultural Products Act, 1996 (Act No 47 of 1996), hereby establish the statutory measure set out in the Schedule.

**MRS AT DIDIZA, MP
MINISTER FOR AGRICULTURE, LAND REFORM AND RURAL
DEVELOPMENT.**

SCHEDULE**Definitions**

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

“Exporter” means a person who trades table grapes for export for his own account, or acts as an agent on a commission basis on behalf of producers;

“Grape Producer” means a producer of table grapes intended for fresh table grape exports;

“SATI” means the South African Table Grape Industry, a section 21 company incorporated in terms of the Companies Act (61 of 1973) whose members are farmers who produce Table Grapes within the borders of South Africa. SATI’s principal office is 63 Main Street, Paarl, 7624, Western Cape, South Africa;

“Table grapes” means fresh table grapes; and

“Vines” means vines intended for the production of table grapes.

A person shall have a choice to register as either a producer or an exporter. A person who is a producer as well as an exporter must register as a producer and as an exporter.

Purpose and aims of statutory measure and the relation thereof to the objectives of the Act

2. The purpose and aims of the statutory measure is to compel the parties set out herein to register with the South African Table Grape Industry (SATI). Registration is necessary to assist SATI to ensure that continuous, timeous and accurate information relating to the products as defined, is available to all role players. Market information is deemed essential for all role players in order for them to make informed decisions. By combining compulsory registration with the keeping of information and the rendering of returns on an individual basis, market information for the whole of the industry can be processed and disseminated and will form the basis for the collection of levies where applicable and appropriate.

The establishment of the measure should assist in promoting the efficiency of the marketing of table grapes. The viability of the table grape industry should thus be enhanced. The measure will not be detrimental to the number of employment opportunities or fair labour practice.

The measure will be implemented and administered by SATI, a company (Registration Number: 2002/024268/08) incorporated under Section 21 of the Companies Act, 1973 (Act 61 of 1973).

Products to which the statutory measure applies

3. This statutory measure shall apply to all inspected volumes of table grapes passed for export.

Area in which measure shall apply

4. This measure shall apply in the geographical area of the Republic of South Africa.

Records to be kept and returns to be rendered

5. (1) All producers and exporters of table grapes shall register with SATI.
 - (a) Vine surveys; and
 - (b) the volume of grapes destined (intended) for export; and(2) A person shall have a choice to register as either a producer or exporter.
 - (3) A person who is a producer as well as an exporter shall register as a producer and as an exporter.

- (4) A registration with the National Department of Agriculture, Land Reform and Rural Development or its assignee would be deemed a SATI registration.

Application for registration

6. (1) be made within 30 days of the commencement of this statutory measure, and in the case of a person becoming a party as contemplated in clause 5 after such date of commencement, within 30 days of becoming such a party;
- (2) be made on the application form obtainable free of charge from SATI;
- (3) be submitted, when forwarded by post, to –
- SATI
P O Box 2932
PAARL
7620
- (4) when delivered by hand, be delivered to –
- SATI
63 Main Street
PAARL
7646
- (5) when sent by telefax, be addressed to –
- 21-872 75
- (6) when sent by E-mail, addressed to –
- info@satqi.co.za

Commencement and period of validity

- 7 This statutory measure shall come into operation on the date of publication hereof and will lapse (four) 4 years later.

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. R. 1136

23 OCTOBER 2020

MARKETING OF AGRICULTURAL PRODUCTS ACT, 1996
(ACT No. 47 OF 1996)**ESTABLISHMENT OF STATUTORY MEASURE AND DETERMINATION OF
LEVIES ON TABLE GRAPES**

I, Angela Thokozile Didiza, Minister for Agriculture, Land Reform and Rural Development acting under sections 13 and 15 of the Marketing of Agricultural Product Act, 1996 (Act No. 47 of 1996), hereby establish the statutory measure set out in the Schedule.

**MRS AT DIDIZA, MP
MINISTER FOR AGRICULTURE, LAND REFORM AND RURAL
DEVELOPMENT.**

SCHEDULE**Definitions**

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

“Exporter” means a person who trades table grapes for export for his own account, or acts as an agent on a commission basis on behalf of table grape producers;

“Grape Producers” means a producer of fresh table grapes intended for table grape exports

“SATI” means the South African Table Grape Industry, a section 21 company incorporated in terms of the Companies Act (61 of 1973) whose members are farmers who produce Table Grapes within the borders of South Africa. SATI principal office is 63 Main Street, Paarl, 7624, Western Cape, South Africa;

“Table grapes” means fresh table grapes; and

“Vines” means vines intended for the production of table grapes.

A person shall have a choice to register as either a producer or an exporter. A person who is a producer as well as an exporter must register as a producer and as an exporter.

Purpose and aims of statutory measure and the relation thereof to the objectives of the Act

2. The levy is needed by the SATI to fund and facilitate market access; information and communication; research and development programmes and technology transfer; transformation and training, and administration for table grapes.

These measures are necessary to ensure that continuous, timeous and accurate information relating to the table grape industry is available to all role players in order for them to make informed decisions in the spheres as indicated.

The measure will not be detrimental to the number of employment opportunities or fair labour practice and will support the statutory measures relating to registration and the rendering of returns applicable to table grapes.

The measure will be implemented and administered by SATI, a company established under Section 21 of the Companies Act, 1973 (Act 61 of 1973).

Products to which statutory measure applies

3. This statutory measure shall apply to inspected volumes of table grapes passed for export.

Area in which measures applies

4. This statutory measure shall apply in the geographical area of the Republic of South Africa.

Imposition of levy

5. A levy is hereby imposed to be paid on inspected volumes of table grapes passed for export.

Amount of levy

6. The amount of the levy shall be applied as follows on all inspected volumes of table grapes passed for export (all classes).

- 1 November 2020 to 31 October 2021 – 52,3 cents per 4.5 kg equivalent carton (11,62 cents per kg).
- 1 November 2021 to 31 October 2022 – 55,8 cents per 4.5 kg equivalent carton (12,40 cents per kg).
- 1 November 2022 to 31 October 2023 – 59,5 cents per 4.5 kg equivalent carton (13,22 cents per kg).
- 1 November 2023 to 31 October 2024 – 63,5 cents per 4.5 kg equivalent carton (14,11 cents per kg).

An amount of 1% interest will be charged on all overdue accounts.

Persons by whom levy and to whom levy is payable

7. (1) The levy imposed under clause 5 shall be payable by a table grape exporter on behalf of the producer from which such table grapes have been procured in respect of all table grapes inspected and passed for export.
- (2) A levy imposed under clause 5 shall be payable to SATI in accordance with clause 8.

Payment Levy

8. (1) (a) Payment of the levy shall be made not later than 60 (sixty) days following the month end of the inspection of a quantity of table grapes passed for export. Any payment not paid within this period will be charged interest at a rate of 1% per month.
- (2) Payment shall be made by means of an electronic transfer in favour of and into the bank account of SATI (bank details obtainable from SATI on request).

Use of levy

9. The minister approves that-
 - (a) at least 70% of the levy funds should be used for the core business functions e.g. research;
 - (b) not more than 10% for administrative use; and
 - (c) at least 20% be allocated towards transformation

Commencement and period of validity

10. This statutory measure shall come into operation on the date of publication hereof and lapse four (4) years later.

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

NO. R. 1137

23 OCTOBER 2020

MARKETING OF AGRICULTURAL PRODUCTS ACT, 1996
(ACT No. 47 OF 1996)**ESTABLISHMENT OF STATUTORY MEASURE: RECORDS AND RETURNS
RELATING TO VINES; AS WELL AS PRODUCTION & MARKET
INFORMATION OF TABLE GRAPES**

I, Angela Thokozile Didiza, Minister for Agriculture, Land Reform and Rural Development acting under sections 13 and 18 of the Marketing of Agricultural Product Act, 1996 (Act No. 47 of 1996), hereby establish the statutory measure set out in the Schedule.

**MRS A.T DIDIZA, MP
MINISTER FOR AGRICULTURE, LAND REFORM AND RURAL
DEVELOPMENT**

SCHEDULE**Definitions**

1. In this Schedule any word or expression to which a meaning has been assigned in the Act shall have that meaning, and unless the context indicates otherwise -
 “Exporter” means a person who trades table grapes for export for his own account, or acts as an agent on a commission basis on behalf of producers;

 “Grape Producer” means a producer of table grapes intended for fresh table grape exports;

 “SATI” means the South African Table Grape Industry, a section 21 company incorporated in terms of the Companies Act (61 of 1973) whose members are farmers who produce Table Grapes within the borders of South Africa. SATI principle office is 63 Main Street, Paarl, 7624, Western Cape, South Africa;

 “Table grapes” means fresh table grapes; and

 “Vines” means vines intended for the production of table grapes.

A person shall have a choice to register as either a producer or an exporter. A person who is a producer as well as an exporter must register as a producer and as an exporter.

Purpose and aims of statutory measure and the relation thereof to the objectives of the Act.

2. The purpose and aims of the statutory measure are to compel the parties set out herein to keep records and render returns to the South African Table Grape Industry (SATI). This is necessary to ensure that continuous, timeous and accurate information relating to the products as defined, is available to all role players. Market information is deemed essential for all role players in order for them to make informed decisions. By prescribing the keeping of records with the rendering of returns on an individual basis, market and production information for the table grape industry can be processed and disseminated.

The establishment of the measure should assist in promoting the efficiency of the marketing of products. The viability of the table grape industry should thus be enhanced. The measure will not be detrimental to the number of employment opportunities or fair labour practice. Any information obtained will be dealt with in a confidential manner and no sensitive or potentially sensitive client specific information will be made available to any party without the prior approval of the party whose rights are affected.

The measures will be implemented and administered by SATI, a company incorporated under Section 21 of the Companies Act, 1973 (Act 61 of 1973).

Products to which statutory measure applies

3. This statutory measure shall apply to table grapes intended for export.

Area in which statutory measure applies

4. This measure shall apply in the geographical area of the Republic of South Africa.

Records to be kept and returns to be rendered

5. (1) All producers and exporters of table grapes shall keep such records and render the returns as may be required by the SATI relating to
 - (a) Vine surveys; and
 - (b) The volume of table grapes produced; and
 - (c) The volume of grapes destined (intended) for export.
- (2) No records or returns shall be required in terms of this measure which disclose confidential information of a marketing nature, and in particular, no returns disclosing, inter alia, contracting parties; purchasers of fruit; prices of services or prices obtained for fruit, or any similar information shall be required to be furnished.

- (3) The National Department of Agriculture or its assignee shall render a copy of all export certificates or furnish the information required by SATI contained in such certificates within the period specified in sub-clause (4).
- (4) The records referred to in sub-clause (1) shall-
- a) be recorded on a computer or with ink in a book;
 - b) be kept at the registered premises of the person required to keep it for a period of at least three years.
 - c) The returns referred to in sub-clause (1) shall be rendered on forms obtainable free of charge for this purpose from SATI within 15 days after the end of the month in which the returns have been requested and shall-
 - (a) be submitted, when forwarded by post, to
SATI
P O Box 2932
PAARL
7620
 - (b) when delivered by hand, be delivered to –
SATI
63 Main Street
PAARL
7624
 - (c) when sent by telefax, be addressed to –
021 872 4375
 - (d) when sent by E-mail, addressed to –
info@satgi.co.za

Commencement and period of validity

- 6 This statutory measure shall come into operation on the date of publication hereof and shall lapse four (4) years later.

DEPARTMENT OF EMPLOYMENT AND LABOUR

NO. R. 1138

23 OCTOBER 2020

PUBLIC COMMENT

INCORPORATION OF HEALTH AND SAFETY STANDARD IN TERMS OF SECTION 44(1) OF OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
DRIVEN MACHINERY REGULATIONS 18(11)

I Tibor Szana, appointed as Chief Inspector in terms of section 27(1) of the Occupational Health and Safety Act, Act 85 of 1993, acting in terms of the powers vested in me by regulation 18(11) of the Driven Machinery Regulation, after consultation with the Advisory Council for Occupational Health And Safety hereby intends to publish the National Code of Practice for the Training Providers of Lifting Machine Operators for public comments for a period of 60 days.

Interested parties may submit written comments to Director General, Department of Employment and Labour, Private Bag x 215, Pretoria, 0001. For the Attention of Chief Inspector


T Szana
Chief Inspector
18/9/2020

NATIONAL CODE OF PRACTICE

**FOR THE
TRAINING PROVIDERS OF LIFTING MACHINE OPERATORS**

FOREWORD

This Code of Practice is to provide clarity and direction to all stakeholders directly or indirectly related to the accreditation and provision of training to lifting machine/equipment operators in South Africa.

This document incorporates the experience acquired by the Department of Employment and Labour, the relevant stakeholders of the industry since 1992.

This Code of Practice provides direction regarding the foundation for training of all lifting machine/equipment operators with the objective of ensuring standardised training, and safety standards that will impact directly on reducing the risk of injury/death to employees/persons or damage to plant and equipment, inherent in all driven machinery operations and especially when loads are lifted or transported.

Your provincial office of the Department of Employment and Labour is available to assist in clarifying any difficulties in understanding the application of the legislation or if there are any queries regarding the accreditation contact TETA ETQA.

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1. SCOPE

This Code of Practice is to provide clarity and direction to all stakeholders directly or indirectly related to the accreditation and provision of training to lifting machine/equipment operators in South Africa.

The code of practice is set in line with the relevant accreditation criteria and guidelines of the QCTO

The Code of Practice requires that all lifting machine/equipment Operators of lifting machines listed in this code are trained regardless of the capacity of the lifting machine / equipment by accredited training providers.

Further, the code of practice covers the criteria and guidelines for lifting machine/ equipment operators, assessors, moderators and skills training providers.

Where other Occupational Health and Safety legislation is applicable these must be applied.

The Authorised Body shall be consulted by SAQA prior to approval and registration of unit standards, components of learning / skills programmes, part-qualifications or qualifications for operators of lifting machines/equipment.

2. DEFINITIONS

For purposes of The Code of Practice the following definitions shall apply: -

Accredited training provider

Means a body recognised and approved by the chief inspector which delivers unit standards, components of learning / skills programmes, part-qualifications or qualifications as defined and reports the achievements thereof to the Authorised Body.

Assessment

Means the process of collecting evidence of learner's work to measure and make judgements about the achievements or non-achievements of specified National Qualifications framework standards.

Audit

Means the process undertaken to measure the quality of products or services that have already been made or delivered;

Authorised Body

Means a body mandated in terms of the National Qualifications Framework Act as amended, responsible for monitoring and auditing achievements in terms of national standards or qualifications, and to which specific functions relating to the monitoring and auditing of national standards or qualifications have been assigned and is authorised by the Chief Inspector in terms of the Driven Machinery Regulation 18(11).

Board

Means an executive structure of an Authorised Body.

Licenced Operator

A holder of a valid license / carry card to operate.

Certificate of Competence

A certificate issued by an accredited training provider to a person who has demonstrated competence in a specific category of equipment as delineated per Appendix 1 and according to the assessment criteria of the applicable unit standards, components of learning / skills programmes, part-qualifications or qualifications and the criteria of this Code of Practice.

Lifting Machine/Equipment Codes

The lifting machine/equipment codes denote the different types of lifting machine/ equipment that are covered under this Code of Practice primarily lift-trucks (also known as forklift) and cranes. The unique codes for the different machine types are identified in Appendix 1. See Appendix 6 for typical illustrations.

Management Representative

A person employed by the Accredited Training Provider to administer and control the functionality of the accredited training provider in accordance with the provisions of the Code of Practice and in line with authorised body's accreditation criteria.

Moderator

Means the person that is registered by the relevant authorised body in accordance with criteria established for this purpose by SAQA that ensures the assessment of the outcomes as described in the National Qualifications Framework Standards and/or qualifications, and this Code of Practice, is fair, valid and reliable.

Professional Body:

Means a body of expert practitioners in an occupational field as defined in the National Qualifications Framework Act 67 of 2008.

Professional Designation

Means a title or status conferred by a professional body in recognition of a person's expertise and right to practice in occupational field as further defined in the National Qualifications Framework Act 67 of 2008.

Quality Management System

Means the combination of documented processes used to ensure that the degree of excellence specified is achieved in line with the quality assurance criteria and other relevant standards

Assessor

Means the person who is registered by the Authorised Body in accordance with criteria established for the purpose to measure the achievement of specified National Qualifications Framework Standards or qualifications and the criteria of this Code of Practice.

Statement of Results

A statement of Results issued by the Authorised Body to a person who has demonstrated competence in a specific category of equipment according to the assessment criteria of the applicable, unit standards, components of learning / skills programmes, part-qualifications or qualifications.

Regulations

Means the Driven Machinery Regulations.

Non-Credit bearing Skills Programme

Means a programme that is based on a unit standard or module of a qualification that leads to a skill related to a specific group of equipment and does not earn a credit on the National Qualifications Framework (NQF) towards a qualification. This programme must subscribe to a standard duration

agreed through the authorised body or in the absence of such an agreement a SANS or International standard.

Unit Standard

Means the applicable unit standard for operating lifting machine/equipment registered on the National Qualifications Framework by the South African Qualifications Authority.

3. DUTIES OF AUTHORISED BODIES

- 3.1. The Quality Assurance Standing Committee shall make recommendations to the Board of the Authorised Body for accreditation ratification.
- 3.2. The authorised body shall maintain the latest information on the accredited training provider's and shall forward such listings on request or at least every three months to the Chief Inspector. The following information fields are to be included; registered name of provider, postal and physical address, contact name, contact numbers, and accredited codes.
- 3.3. The authorised body shall at the last working day of January of each year or as may be requested provide the following returns for the previous calendar year to the Chief Inspector;
 - a. the number of accredited providers;
 - b. the number of learner assessments;
 - c. the number of monitoring and audits of accredited providers and
 - d. the number of certificates of competence issued both new and retrained, per code of lifting machine/equipment.
- 3.4. The authorised body shall conduct periodic audits of accredited training providers to verify compliance to the quality assurance criteria. Provided that audits shall be conducted at intervals not exceeding 12 months or as determined by the Authorised Body to verify compliance to the relevant criteria.
- 3.5. The authorised body is empowered to de-accreditation a training provider after a fair process for non-conformance with the accreditation criteria. The Authorised Body shall forthwith notify the Chief Inspector of any suspension or withdrawal.

4. DUTIES OF ACCREDITED TRAINING PROVIDERS

- 4.1. After accreditation, the accredited training provider shall forward a copy of the letter of accreditation/provisional accreditation letter and a cancelled letterhead of the accredited provider, to the Chief Inspector for approval under the applicable regulation.
- 4.2. Accredited training providers shall hold valid accreditation issued by an authorised body, in terms of the National Qualifications Framework Act, and approval from the Chief Inspector, in terms the Driven Machinery Regulation 18(11) as published under the Occupational Health and Safety Act 1993.
- 4.3. An accredited training provider's management representative shall be responsible for the implementation and maintenance of a Quality Management System (QMS) as per the accreditation criteria and maintenance of accreditation.
- 4.4. The accredited training provider must comply to the authorised body accreditation criteria and guidelines which include but are not limited to the following –
 - a. Approved Quality Management System

-
- b. Learning Programmes aligned to unit standards, components of learning / skills programmes, part-qualifications or qualifications and submitted and approved by the authorised body.
 - c. Registered Assessors and Moderators in line with subject matter area and criteria.
 - d. The management representative's delegated duties and responsibilities, including the authorisation of all certificates of competence.
 - e. The delegation of functions and scope of responsibilities for registered facilitator/s or assessor/s under the supervision and control of an accredited training provider, to maintain assurance of management's support for independent actions and decisions.
 - f. The accredited training provider shall ensure that all assessments are carried out with integrity. Measures shall be implemented to ensure that the accredited training provider and its staff are free from all pressures; financial or otherwise that could influence their judgement.
 - g. A clearly defined written policy and procedure for the resolution of any conflict that may arise from clients or other parties about the activities of the accredited provider.
 - h. The accredited training provider shall ensure confidentiality of all information obtained in the course of its activities. Proprietary rights shall be protected in accordance with Protection of Personal Information Act, No 4 of 2013.
 - i. The accredited training provider shall conduct internal moderation on all aspects of its scope of accreditation plan and report to the authorised body external moderator to ensure effective competency declaration of learners. A procedure clarifying whom, when, what and how regarding the internal moderation process shall be conducted.
 - j. Submit per electronic data all relevant national learner record database information on a quarterly basis to authorised body.
- 4.5 An accredited training provider shall issue a temporary licence to learners for the purposes of practical assessments/experience. The temporary licence will be valid for a maximum period of 6 months. A learner issued with a temporary licence must operate under direct and constant supervision of a person with a valid licence for the particular type of lifting machine.

NB: All accredited training providers will need to ensure that they have aligned to the approved and updated guidelines from the relevant authorised body.

5. FIELD OF ACTIVITY

- 5.1 The field of activity and extent of the services for which the accredited training provider has been accredited and approved shall be detailed in the accreditation document issued by the authorised body and an approval certificate issued by Chief Inspector. An accredited training provider shall not provide training on any lifting machine/equipment code and extent of services other than those for which the provider holds accreditation and approval.

5.2 The unit standards, components of learning / skills programmes, part-qualifications or qualifications must lead to the competent operation of the lifting machine/equipment within the specific code against the registered unit standards, components of learning / skills programmes, part-qualifications or qualifications.

5.3 Where training is provided by an accredited training provider at premises other than those inspected and approved by the authorised body, then full details of the facilities and equipment used shall be recorded in the format of the facilities check sheet as detailed in Appendix 5 must be completed and readily available on request of the authorised body.

6. TRAINING SYSTEM DOCUMENTATION

6.1 The accredited training provider will keep available training system documents as required by the accreditation criteria.

7. RECORDS AND RETENTION

7.1 All learner records shall be maintained by the accredited training provider as required by the NQF Act for a minimum period of five (5) years and the records shall be accessible during this time for inspection by the Authorised Body and Department of Labour.

7.2 The authorised body will similarly retain for five (5) years all its relevant records

8. TRAINING COURSE DURATION

8.1 The accredited training provider shall ensure that every learner is granted relevant theoretical and practical training to enable the learner to attain the prescribed competency level according to the assessment criteria of the applicable component of learning /Skills programme, unit standard, module, part-qualification or qualification. The training course duration and instruction conditions may vary according to previous certification of the learner, as indicated below:

8.2 Learners without prior certification applicable to a specific lifting machine/equipment code

a. The hours of training shall be according to the notional learner hours of the registered unit standards, components of learning / skills programmes, part-qualifications or qualifications with a minimum of 30% theory and 70 % practical.

b. The ratio of learners to facilitator shall not exceed 12:1 for theory training; and

c. The ratio of learners to demonstration/practical training per machine shall also not exceed 4:1 and all operator training must be subject to direct facilitator supervision.

NOTES:

- Operators without a valid licence or temporary licence to operate shall not operate the relevant lifting machine/equipment in the working or operating environment.
- Operators of immovable machines (area specific) may be trained/ assessed in the working or operating environment only under the direct and constant supervision of a facilitator/assessor and the work area is safe and safeguarded.
- Should the operator not meet the prescribed unit standard competency further training must be arranged, for the learner to achieve the particular outcome/s.

8.3 . OPERATORS WITH PREVIOUS LICENSE (RE-LICENSING) -

- a. Operators previously certified under the Driven Machinery Regulations whose licenses have expired or are due to expire, shall be subject to re-licensing. The re-licensing training shall comprise a minimum of 4 hours theoretical instruction with special focus on safety and a minimum 1-hour practical training.
- b. Practical assessments must be done under a ratio of 1:1 assessor supervision.
- c. The ratio of learners to facilitator shall not exceed 12:1 for theory training; and
- d. Upgrades on codes for learners / operators shall be regarded as re-licensing, provided that the upgrade will be of a same type of lifting machine i.e. code F1 to code F 3, code F5 to F14. C33 to C36.

NOTES:

- Operators without a valid licence or a temporary license shall not operate the relevant lifting machine/equipment in the working or operating environment.
- Operators of immovable machines (area specific) may be trained/ assessed in the working or operating environment only under the direct and constant supervision of a facilitator/assessor and the work area is safe and safeguarded.
- Should the operator not meet the prescribed unit standard competency further training must be arranged, for the learner to achieve the particular outcome/s.

9. ENTRANCE QUALIFICATION CONDITIONS

- 9.1 All learners of whatever status must be physically capable of performing without difficulty the tasks involved in operating the lifting machine/equipment for which they are to receive training or re-certification training and are at least 18 years of age.
- 9.2 Before commencing training or re-licensing every learner shall provide the accredited training provider with the following:
 - a. An employer declaration or medical certificate confirming the medical fitness of the learner to undergo the intended training;

- b. An eye test results issued by a person trained to carry out such tests, confirming that the learner has adequate day and night vision, and depth perception (e.g. Purdue University standard vision test No. 3): Provided that a valid Professional Driver's Permit can also be accepted in lieu of the eye test results; and
- c. Shall wear the required personal protective equipment as prescribed by the employer under the General Safety Regulation 2 of the Occupational Health and Safety Act.

9.3 All new entrants intended under this code will be required to hold at least a Grade 9/Abet 4 or NQF level 1 in foundational learning and must be at least 18 years of age.

a. Additional Entrance Qualification Conditions for Mobile Jib Cranes and Tower Cranes

- i. An appropriate driver's licence for the particular vehicle;
- ii. Shall be wearing protective footwear (steel toe-capped); and
- iii. As from the final approval date of the Code of Practice, all new entrants intended under these categories shall hold a General Education and Training Certificate Grade 12 (Std 10), or National Qualifications Framework level 4 (Mathematics literacy and English) or equivalent.
- iv. Conditions i and iii do not apply to wall / pillar mounted jib cranes.

10. ACCREDITATION REQUIREMENTS FOR PERSONNEL

10.1 Every accredited training provider shall appoint in writing a full-time employee as a management representative.

10.2 Every accredited training provider shall appoint in writing all registered facilitators/ assessors.

10.3 Management Representative

- a. The management representative shall be empowered with the necessary authority to ensure that the provisions of the Code of Practice are implemented and maintained.
- b. The accredited provider shall within 7 days notify the authorised body in writing regarding any changes to the management representative.

10.4 -Assessor

- a. An assessor is a person having complied with the following –
 - i. Holding a valid certificate of competence in assessment and facilitation and a minimum of three years' experience and a valid certification / license / carry card for each applicable lifting machine / equipment code.

The duration of initial training for an assessor shall be at least the same as for a novice operator plus documented 120-hours practical experience.
Demonstrating competence for providing training as evaluated according to the relevant criteria.

- ii. Knowledgeable of this code of practice; and
- b. Who is under the supervision and control of an accredited training provider.

11. CERTIFICATION

11.1 An initial certificate of competence must include the following information:

- a. name and logo of the accredited provider or authorised body;
- b. physical address of accredited provider;
- c. accreditation number of provider;
- d. certificate identification or serial number;
- e. identification of Act and Regulation;
- f. Full names and surname of operator;
- g. National identification or passport number of operators;
- h. lifting machine code, code description of equipment, attachments and capacity;
- i. restrictions of operation;
- j. registration number of assessor;
- k. unit standard number,
- l. Unit standard title
- m. NQF level
- n. Credit value;
- o. date of issue and
- p. Two authorising signatures

No certificates will be issued on re-certification for the same component of learning /Skills programme, module, part-qualification, qualification or unit standard

11.2 A license / carry card will be valid for a period of up to 24 months, and must be issued upon certification or re-certification and must include the following information:

- a. name and logo of the accredited provider or authorised body
- b. license identification or serial number;
- c. initials and surname of operator;
- d. Identification or passport number of operators;
- e. lifting machine code, code description of equipment, attachments and capacity;
- f. restrictions of operation;
- g. unit standard number;
- h. registration number of assessor;
- i. date of issue and expiry date (24 months); and
- j. authorising signature.

11.2 A temporary license will be valid for a period of up to 6 months, and must be issued upon certification or re-licensing and must include the following information:

-
- k. name and logo of the accredited provider or authorised body
 - l. certificate identification or serial number;
 - m. initials and surname of operator;
 - n. Identification or passport number of operator;
 - o. lifting machine code, code description of equipment, attachments and capacity;
 - p. restrictions of operation including “under supervision only”);
 - q. unit standard number;
 - r. registration number of assessor;
 - s. date of issue and expiry date (6 months); and
 - t. authorising signature.

11.3 The Authorised Body will issue a “Statement of Results” to competent learners / operators.

11.4 No person shall operate any equipment covered by this National Code of Practice without a valid certificate of competence and a carry card required by the Driven Machinery Regulations.

12. EXCEPTIONS

In terms of lifting machine certificate code C53 the authorised body is the relevant professional body. Assessors must hold the relevant professional designation for this code and will deliver a non-credit bearing skills programme based on the relevant unit standard or module of the relevant qualification that will be valid for 12 months from date of training.

APPENDIX 1: LIFTING MACHINE CERTIFICATION CODES**Forklift Codes**

For illustrations of typical codes refer to Appendix 12

Code No.	Code Description
F1	Counterbalanced lift truck up to rated capacity of 3000 kg
F2	Counterbalanced lift truck up to rated capacity of 7000 kg
F3	Counterbalanced lift truck up to rated capacity of 15000 kg
F4	Counterbalanced lift truck above a rated capacity of 15000 kg
F5	Reach lift truck up to rated capacity of 2500 kg
F6	Pedestrian-controlled lift truck below rated capacity of 2000 kg
F7	Pedestrian-controlled lift truck above rated capacity of 2000 kg
F8	Order Picker lift truck - for first and second level racking (NA/WA)
F9	Order Picker lift truck - for all racking levels including high-rise (NA/WA)
F10	Side Loader lift truck
F11	Rough Terrain / /Agricultural Equipment with lift truck attachments,
F12	Pallet lift truck, battery-powered for propulsion (Specify Capacity)
F13	VNA lift truck, non-elevating cab, to service all levels
F14	VNA lift Truck, elevating cab, to service all levels
F15	Rail mounted stacker lift truck, non-elevating cab
F16	Rail mounted stacker lift truck, elevating cab

- VNA = Very Narrow Aisle
- NA Narrow Aisle
- WA Wide Aisle

Attachments & Special Equipment

- A Side-shift
- B Single Pole
- C Carton or Paper Roll Clamp
- D Crane Hook
- E Push-Pull / Slip Sheet Equipment
- F Load Rotator
- G Wire Guidance System
- H Load Extender Pantograph
- I Rotating Mast (Order Picker)
- J Tilting Bucket
- K Tandem Forks
- L Container Handling
- M Mancage
- N Tyre handler

Code Specification on Competency Certificates

Accrediting Organisations are required to annotate certificates to clearly identify the machine category, code number and description. The description only where it significantly differs from the basic code description: i.e. code F11 (Bell Three-Wheeler/Front End Loader/Excavator with Fork/grab attachment)

Special Cases

In the case of additional or new attachment/s, the learner will be required to undergo retraining and assessment to include the attachment/s.

CRANES CODES

Code No.	Code Description
C30	Overhead Crane Pendant and Radio Controlled
C31	Overhead Crane Cab Controlled
C32	Truck mounted Crane up to the Capacity specified on the Certificate
C33	Hydraulic Mobile Crane up to rated capacity of 50 000 kg
C34	Hydraulic Crane Pick up and Carry up to a rated capacity of 50 000 kg
C35	Hydraulic Mobile Crane to the rated capacity of above 50 000 kg and as specified on the Certificate
C36	Hydraulic Crane Pick up and Carry to the rated capacity of above 50 000 kg and as specified on the Certificate
C37	Lattice Boom Mobile Truck Crane up to rated capacity of 50 000 kg
C38	Lattice Boom Mobile Crawler up to rated capacity of 50 000 kg
C39	Lattice Boom Mobile Truck Crane to the rated capacity of above 50 000 kg as specified on the Certificate
C40	Lattice Boom Mobile Crawler Crane to the rated capacity of above 50 000 kg as specified on the Certificate
C41	Tower Crane: Top Slewing
C42	Tower Crane: Bottom Slewing
C43	Hydraulic Mobile Crane up to rated capacity of 15 000 kg
C44	Sugar Cane Crane
C45	Ships Crane
C46	Telescopic Boom Handler
C47	Wharf side Crane (Rail mounted)
C48	Reach Stacker (Telescopic Container Handler)
C49	Straddle Carrier
C50	Cantilever container Crane (Ship to Shore)
C51	Scotch Derrick Crane (Ship Mounted)
C52	Rail mounted Gantry Crane (RMG)
C53	Mobile elevated work platform
C54	Hoist & Winches.
C55	Rubber Tyred Gantry Crane
C56	Side Loader Container
C57	Floating crane
C58	Powered Wallmounted/Pedestal Jib crane
C59	Wharfside Jib crane (rubber tyred)
C60	Side boom crane

Note that the authorised body will maintain a list of approved learning elements per code. Providers must ensure that they are accredited on the relevant unit standards linked to these codes.

Attachments and Special Operations

O	Fly Jib (Lattice)
P	Boom Extension (Hydraulic)
Q	Counterweight Options
R	Tandem Lifts
S	Special Categories
T	Mancage Lifting Cradle (Personnel Cage)
U	Rail Mounted
V	Steam driven
W	Spreader
X	Grab / grapple/forks

Code Specification on Competency Certificates

Accredited training providers are required to annotate certificates to clearly identify the machine category, code number and description. The description only where it significantly differs from the basic code description.

Special Cases

1. It is a pre-requisite that the operator of specialised equipment will be certificated in a basic category applicable to the special machine in question.

APPENDIX 2: GENERAL EXPLANATORY NOTES**These form part of the provisions of the Code**

This appendix contains explanatory notes, which should be taken into account when additional clarity may be required.

1. Accreditation of accredited training providers will remain valid whilst no non-conformances are recorded during annual audits. If any non-conformances are recorded the accredited training provider will have 30 days of the audit date to correct and provide any explanations, which may be required.
2. The responsibility of the accredited training provider shall go beyond simply carrying out training and assessments but shall include applying measures to ensure that the standards of training and assessments are maintained at all times.
3. An accredited training provider may operate as a training organisation on a client's premises. The registered facilitator shall ensure that sufficient equipment and facilities are available at the client's premises to undertake and complete the training programme to ensure the required level of competence. In all cases a record must be kept of the facilities and equipment used at the premises for inspection during audits. Any special circumstances such as the absence of suitable equipment to perform the practical tests required should be recorded and the certificate issued may require limitation endorsements.
4. Copies of all assessment papers and practical test marking sheets are required to be kept for each certificate of competence issued for audit purposes.
5. A composite organisation involved in the direct sale of equipment and which has sufficient staff to perform accredited training provider functions shall obtain accreditation and shall be required to demonstrate the following:
 - a. That adequate safeguards are in place to isolate certification staff from those involved in the other aspects of the organisation to ensure that no pressures are brought to bare which may influence registered facilitator's and assessor's judgement.
 - b. The organisation has a clearly defined policy for the resolution of conflict that may arise;
6. Accredited training providers requiring registered facilitators to use alternative course material, to their own proprietary material, must be able to demonstrate to the authorised body that they are conversant with the material and able to use it effectively.
7. An organisation applying for accreditation, as an accredited training provider must provide written approval for the use of the course material submitted unless it is clearly entirely of its own origination
8. Where conditions and/or equipment are insufficient to be able to assess an operator's performance under all types of situation then any certificate must be limited accordingly.

-
9. In the case of the client's only requirement is for the operator to load and off load road vehicles then the certificate of competence must be limited in either of the following manner:
- a. "Whilst in the employment of the Client"; or
 - b. "For loading and off-loading road vehicles only"

The second alternative is preferred, as this will adequately represent the operator's competency if the certificate of competence is presented to another employer.

APPENDIX 3 EXAMPLE OF A PRACTICAL ASSESSMENT MARK SHEET

ACCREDITED PROVIDER: _____

CANDIDATE: _____ DATE: _____

I.D. NUMBER: _____ MACHINE TYPE: _____

MACHINE MAKE: _____ MACHINE CODE: _____

COMPANY: _____ CAPACITY: _____

PRE-START CHECKS (Delete items not specific to the test machine or conditions)

Personal Protective Equipment for the work environment _____
 {May include hardhats, overalls, thermal suits, goggles, earplugs as applicable}

Safety Shoes/Boots		Load Chart & Max Mass Load	
Forks/Attachments *		Position of Forks	
Load Backrest		Tyre Condition & Pressure	
Machine Condition		Wheel Nuts	
Battery Terminals		Overhead Guards	
Electrolyte Level		Engine & Transmission Leaks	
Engine Oil Level *		Hydraulic Oil Leaks	
Hydraulic Oil Level		Brake Fluid Leaks	
Brake Fluid Level* _		Petrol/Diesel Leaks	
Radiator Water Level *		Gas Leaks	
Radiator Cap		Water Leaks	
Water Pump		Drivers Compartment	
Fan Belts		Mast & Chains *	
Fan Blades		Hydraulic Cylinders	
Drive Belts		Hoses Condition	
Fuel Level			

PRE-OPERATIONAL TESTS

Enter & Adjust Seat		Gauges (before and after)*	
Control levers/pedals		Ignition Key	
Raise & lower		Foot Brake*	
Tilt Front & Back		Hand/Park Brake*	
Forward & Reverse		Steering Operation*	
Horn		Attachment controls	
Lights/Indicators			

Total Items Unchecked _____

* Omission to check any one of these items would constitute the learner/operator not being yet competent of the Pre-start checks and Pre-operational test.

THEORY TEST QUESTIONS (group)

1 _____	4 _____
2 _____	5 _____
3 _____	

Penalties

Total items unchecked from Pre-start and Operational Assessment: _____ : x 2 = _____
 * _____

* Maximum 20 penalties

1 TOTAL PRE-START AND PRE-OPERATIONAL PENALTIES _____

PRACTICAL OPERATING ASSESSMENT

(Delete items not specific to the test machine)

Penalties

Forks Bind on Entry/Withdrawal	_____ = _____ : x 5 = _____
Forks not central under Load	_____ = _____ : x 5 = _____
Load not at Heel of Forks	_____ = _____ : x 5 = _____
Stack/De-stack with Mast Tilted	_____ = _____ : x 5 = _____
Fails to Stack/De-stack Correctly	_____ = _____ : x 5 = _____
Fails to Apply Park/Handbrake	_____ = _____ : x 5 = _____
Fails to Place in Neutral	_____ = _____ : x 5 = _____
Fails to Position Mast for Travel	_____ = _____ : x 5 = _____
Fails to Position Forks for Travel	_____ = _____ : x 5 = _____
Places Body Outside Cabin	_____ = _____ : x 5 = _____
Bump Side of Course	_____ = _____ : x 10 = _____
Fails to Look in Direction of Travel	_____ = _____ : x 5 = _____
Selects Wrong Control/Direction	_____ = _____ : x 10 = _____
Shunts to Stack / Un-stack	_____ = _____ : x 1 = _____
Shunts to negotiate Chicane	_____ = _____ : x 1 = _____
Fails to Release Park/Handbrake	_____ = _____ : x 5 = _____
Fails to hold steering wheel during travel	_____ = _____ : x 10 = _____
Accelerates erratically	_____ = _____ : x 1 = _____
Brakes erratically	_____ = _____ : x 3 = _____
Uses Controls roughly	_____ = _____ : x 5 = _____
Hands on Controls	_____ = _____ : x 5 = _____

CLOSE DOWN CHECKS (PARK)

Fails to Place in Neutral	_____ = _____ : x 2 = _____
Fails to Set Park Brake	_____ = _____ : x 2 = _____
Fails to Set Mast and Forks	_____ = _____ : x 2 = _____
Fails to Shut off Gas	_____ = _____ : x 2 = _____
Fails to Operate Diesel Cut Out	_____ = _____ : x 2 = _____
Fails to Switch Off	_____ = _____ : x 2 = _____
Fails to Remove Key	_____ = _____ : x 2 = _____

2 TOTAL OPERATING AND CLOSE DOWN PENALTIES _____

TIME PENALTIES

The assessor is to complete the course to establish a fair time (minimum 15 minutes) and then add 50% to establish the maximum time to complete the operational and close down (park) assessment.

Maximum time permitted _____ Minutes _____ Seconds

Duration of operating assessment _____ Minutes _____ Seconds

3 TIME PENALTIES (6 penalties for every 60 seconds above the maximum) _____

Summary of Penalties

1 PRE-START AND PRE-OPERATIONAL _____

2 OPERATING AND CLOSE DOWN _____

3 TIME _____

TOTAL PENALTIES _____

Note

A maximum of 50% of the total scored penalty points calculated by 6 penalty points per 1 minute of operational assessment time (driving time).

RESULT:

COMPETENT

NOT YET COMPETENT

Assessor: _____

Registration No: _____

Signature: _____

Date: _____

I the undersigned acknowledge that the process and results were explained to me and I accept the outcome of the assessment.

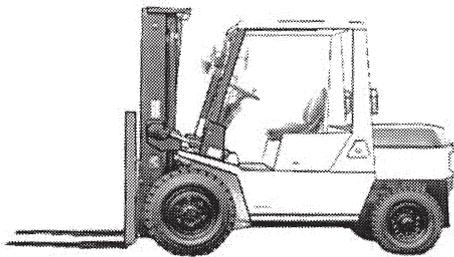
Signature/Mark of Learner: _____

APPENDIX 4: MANAGERIAL RESPONSIBILITIES

1. The person legally responsible for ensuring that the provisions of the Occupational Health and Safety Act and Regulations of 1993 are implemented on behalf of the employer is the Chief Executive Officer (C.E.O.).
2. In the case of a company without a board of directors or a closed corporation, the Owner will be the C.E.O.
3. In the case of a State department, the C.E.O. is the Director-General, not the Minister. [*Section 16 of the OHS Act, 1993*].
4. It is therefore incumbent upon the C.E.O. that proper information, instructions, training and supervision, as far as practicable are provided for the health and safety of employees. [*Section 8 (e) of the OHS Act, 1993*].
5. The necessary enforcement measures to assure the health and safety of employees are effected through a chain of command structure.
6. All lifting machine operators must be informed about what they are allowed to do. [*Sections 8 (j) and Section 37(1)(b)*].
7. The C.E.O. must ensure that a health and safety management system is in place to give effect to the provisions of the Act and regulations.
8. Anyone delegated by the C.E.O. to perform certain duties regarding information, instructions, training and supervision for employees, through the management chain of command structure and who omits to do so is contravening the Act and regulations and may be prosecuted.

APPENDIX 5: ACCREDITED TRAINING PROVIDERS FACILITIES RETURN

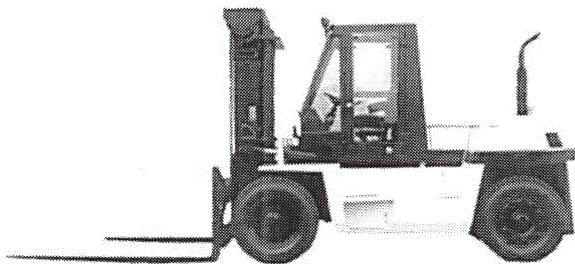
FACILITIES CHECK SHEET		Appendix 8
The accredited training provider is to complete this document, to record and describe any premises at which certification is offered that has not been inspected and approved by the accreditation issuing authorised body ie client's premises		
	Question	Remarks
1	Full physical address details of the premises, including name of organisation, street address, suburb/industrial area, city/ town and the location of the practical training/test route area at premises	
2	Lifting machine code/s and description/s for which training is offered at the premises	
3	Description of equipment used and identification number of equipment	
4	The lifting machine capacity or rating	
5	Description of any attachments fitted to the lifting machine	
6	A general description of the duration training, re-certification done, and test route used at the premises	
7	Describe any limitations to the training and test route that may deviate from the standard routes set out in the code of practice for a specific lifting machine code.	
8	Describe any inherent dangers prevalent in the use of the lifting machine at the premises.	
Signature of Client		Signature of facilitator

APPENDIX 6: ILLUSTRATIONS OF LIFTIN MACHINE CODES**CODE DESCRIPTIONS**

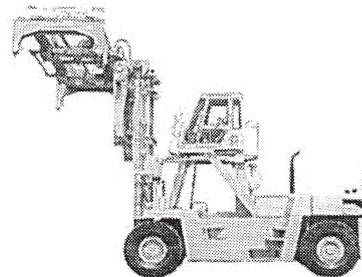
CODE F1
Counterbalanced Lift Truck
Up to rated capacity of 3000 kg



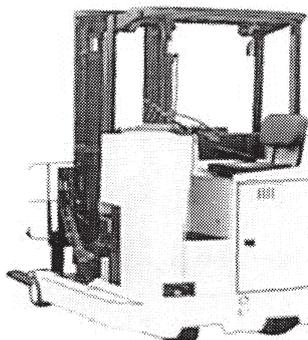
CODE F2
Counterbalanced Lift Truck
Up to rated capacity of 7000 kg



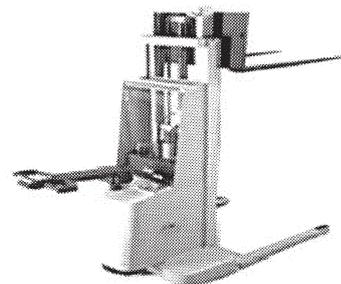
CODE F3
Counterbalanced Lift Truck
Up to rated capacity of 15000 kg



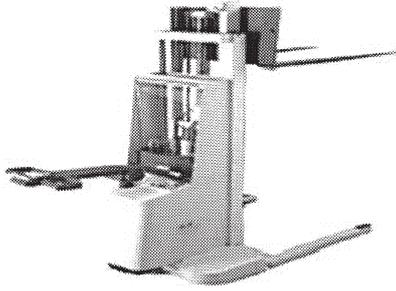
CODE F4
Counterbalanced Lift Truck
Above rated capacity of 15000 kgs



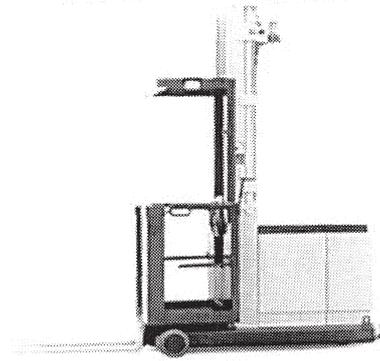
CODE F5
Reach Lift Truck
Up to rated capacity of 2500 kg



CODE F6
Pedestrian-Controlled Lift Truck
Below rated capacity of 2000 kg



CODE F7
Pedestrian-Controlled Lift Truck
Above rated capacity of 2000 kg



CODE F8
Order Picker Lift Truck
For First and Second Level Racking (NA/WA)



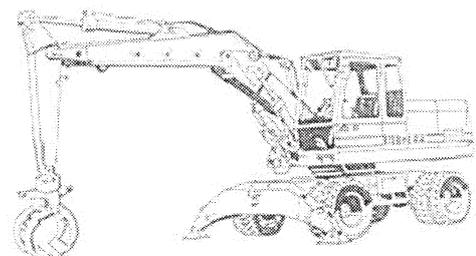
CODE F9
Order Picker Lift Truck
For All Racking Levels Including High-Rise (NA/WA)



CODE F10
Side Loader Lift Truck
Capacity as Specified on the Certificate



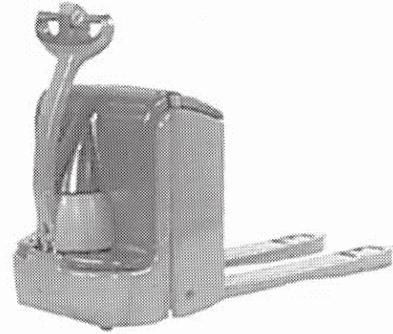
CODE F11 (A)
Rough Terrain/Earthmoving/Agriculture Equipment
with Lift Truck Attachment



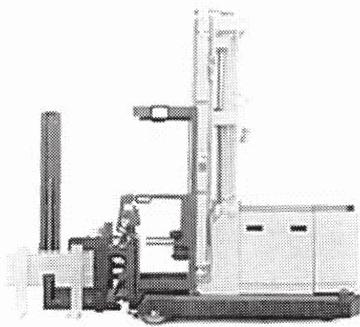
CODE F11 (B)
Rough Terrain/Earthmoving/Agriculture
Equipment with Lift Truck Attachment



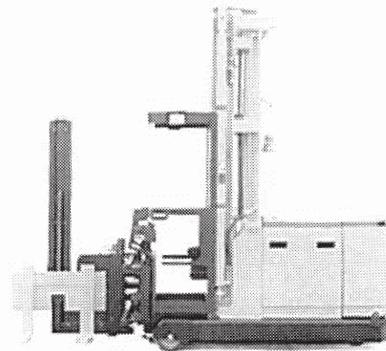
CODE F11 (C)
Rough Terrain/Earthmoving/Agriculture Equipment
with Lift Truck Attachements



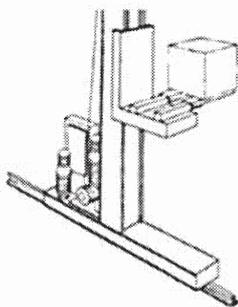
CODE F12
Pallet Lift Truck Battery Operated



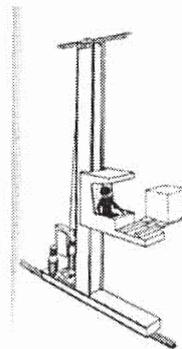
CODE F13
VNA Lift Truck Non-Elevating Cab Services all levels



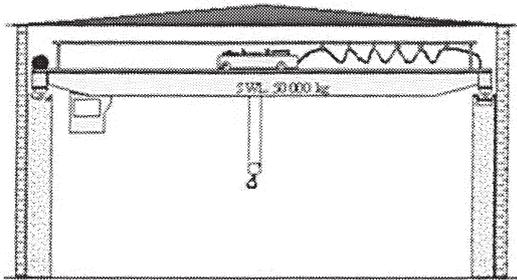
CODE F14
VNA Lift Truck Elevating Cab Service all levels



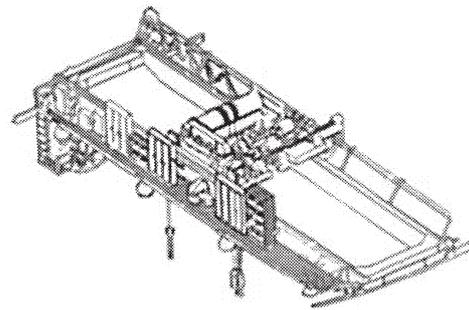
CODE F15
Railmounted Stacker Lift Truck Non-Elevating cab



CODE F16
Railmounted Stacker Lift Truck Elevating cab



CODE C30
Overhead Crane Pendant and Radio Controlled



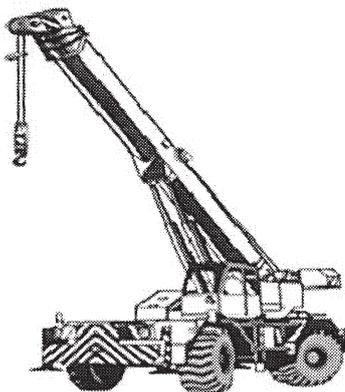
CODE C31
Overhead Crane Cab Controlled



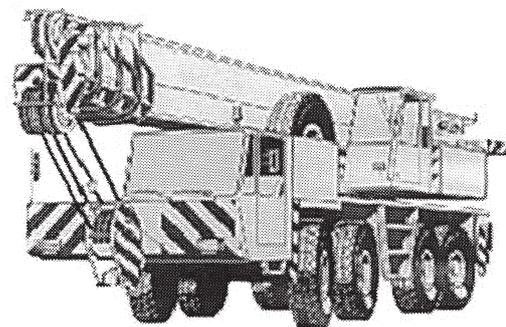
CODE C32
Truck mounted Crane up to the capacity stated on the certificate



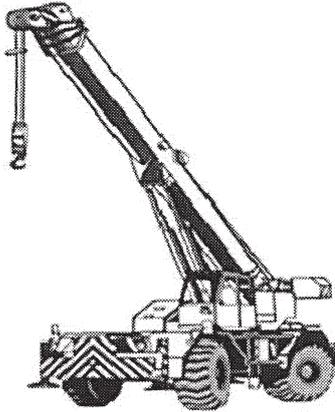
CODE C33
Hydraulic Mobile Crane up to 50 000 kg capacity



CODE C34
Hydraulic Crane Pickup and Carry up to 50 000 kg capacity

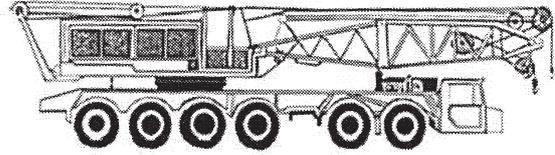


CODE C35
Hydraulic Mobile Crane
Above 50 000 kg capacity

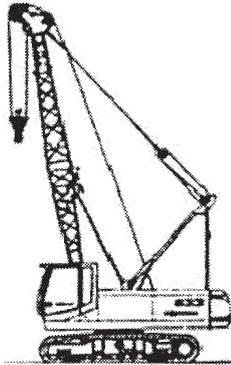


CODE C36
Hydraulic Crane Pickup and Carry

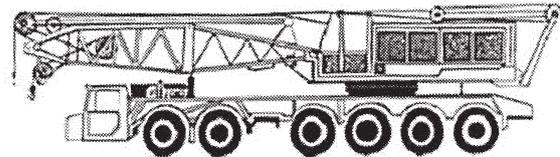
Above 50 000 kg capacity



CODE C37
Lattice Boom Mobile Truck Crane up to 50 000 kg capacity

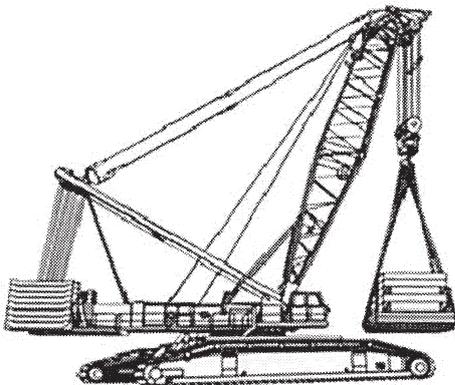


CODE C38
Lattice Boom Mobile Crawler Crane up to 50 000 kg capacity

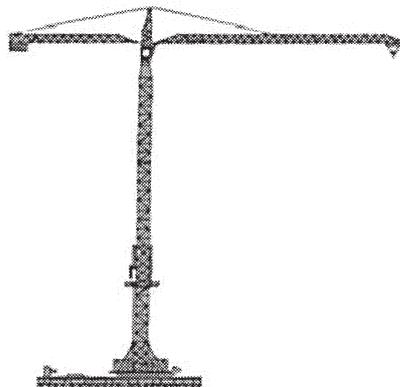


CODE C39
Lattice Boom Mobile Truck Crane

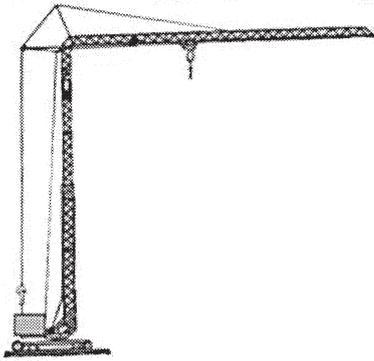
Above 50 000 kg capacity as stated on the certificate



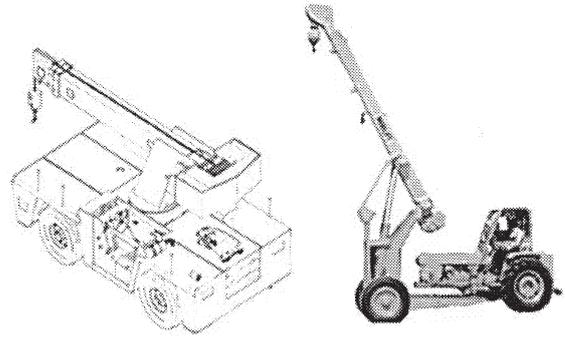
CODE C40
Lattice Boom Mobile Crawler Crane
Above 50 000 kg capacity as stated on the certificate



CODE C41
Tower Crane: Top Slewing



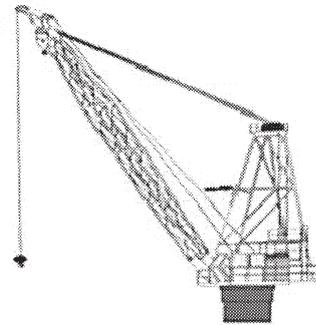
CODE C42
Tower Crane: Bottom Slewing



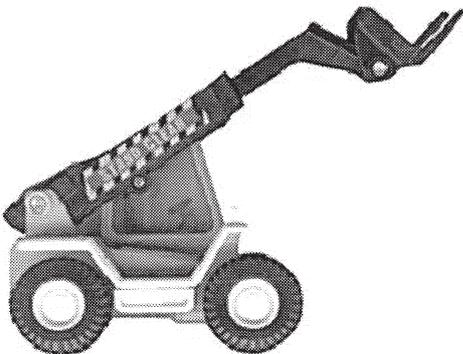
CODE C43
Mobile Hydraulic Crane up to 15000 kg capacity



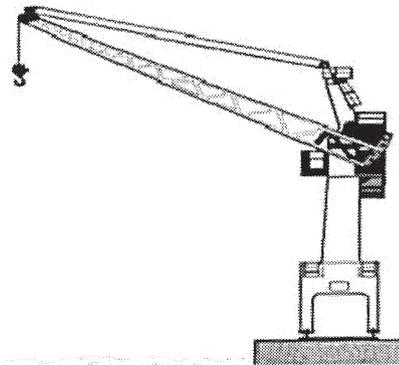
CODE C44
Sugar Cane Crane



CODE C45
Ships Crane



CODE C46
Telescopic Boom Handler



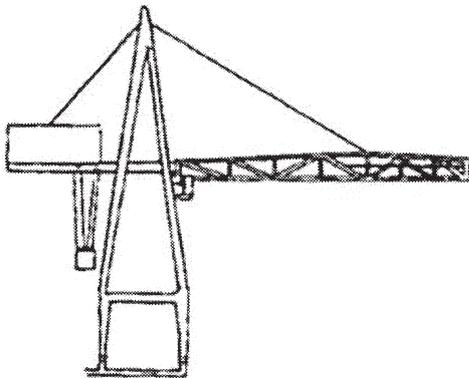
CODE C47
Wharf Side Crane: (Railmounted)



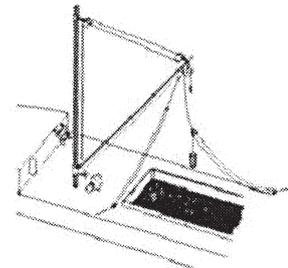
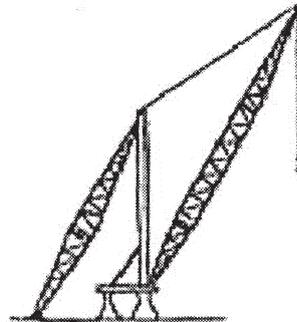
CODE C48
Reach Stacker



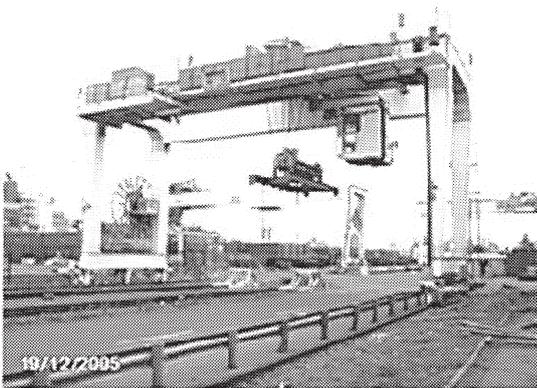
CODE C49
Straddle Carrier



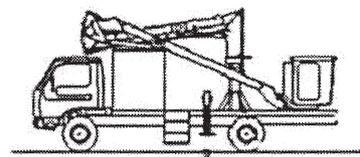
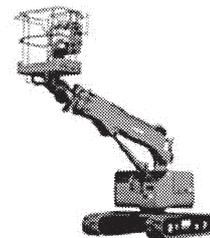
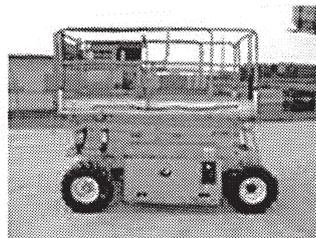
CODE C50
Cantilever Container Crane



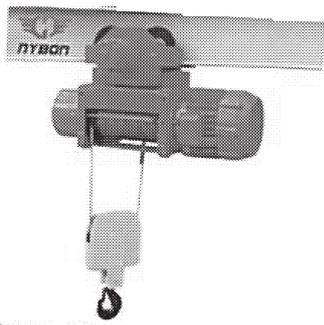
CODE C51
Scotch Derrick Crane (Ship mounted)



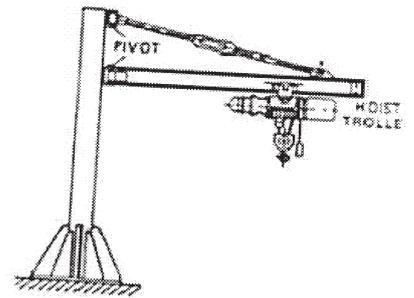
CODE C52
Rail Mounted Gantry Crane



CODE C53
Mobile Elevated Work Platform



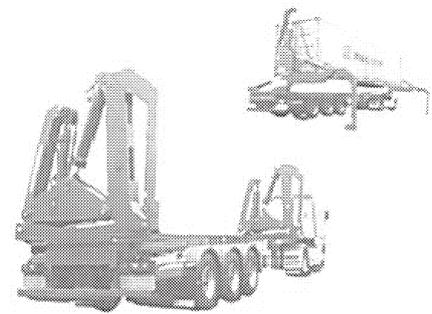
CODE C54
Hoist on a fixed structure



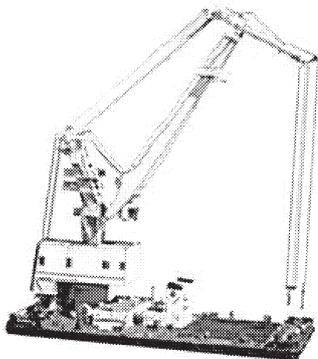
CODE C54
Pillar Mounted Jib Crane



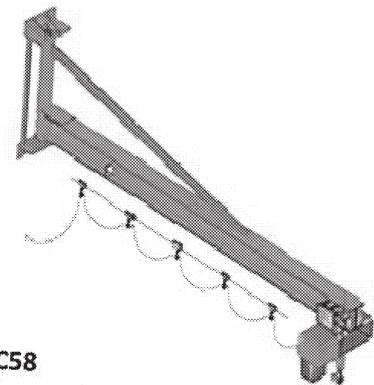
CODE C55
Rubber Tyred Grantry Crane



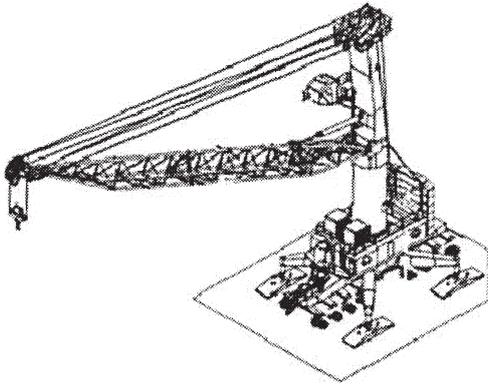
CODE C56
Side Loader Container



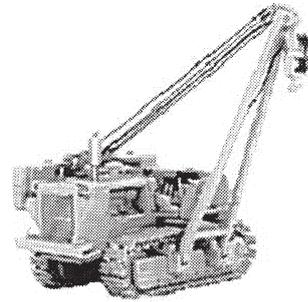
CODE C57
Floating Crane



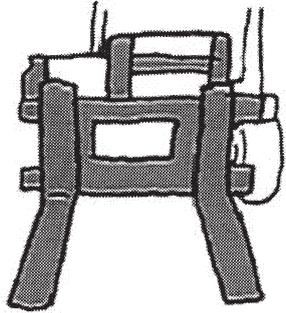
CODE C58
Wall Mounted Jib Crane



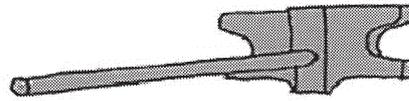
CODE C59
Wharfside Jib Crane (Rubber Tyred)



CODE C60
Side Boom Crane



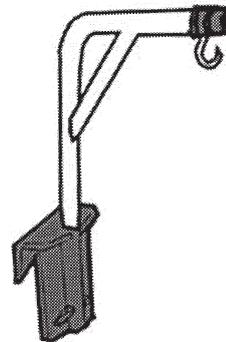
A Side - Shift



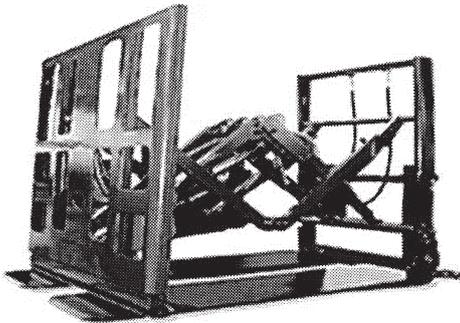
B Single POLE



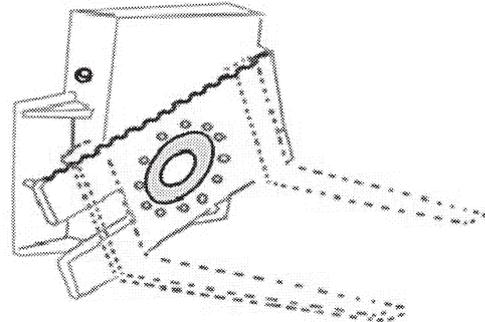
C Carton or Paper Roll Clamp



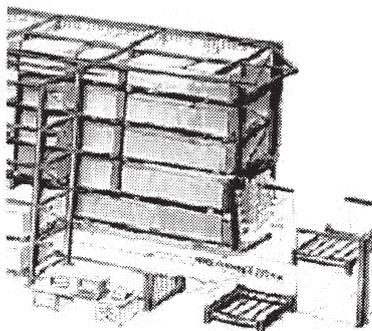
D Crane Hook



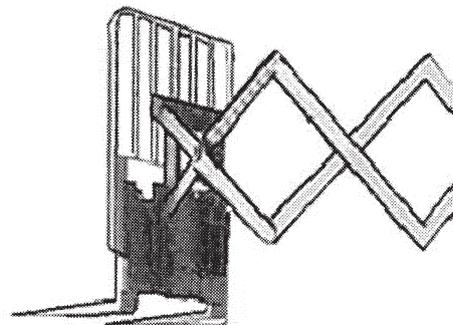
E Push Pull Slip-sheet Equipment



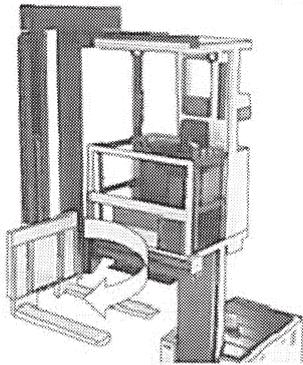
F Load Rotator



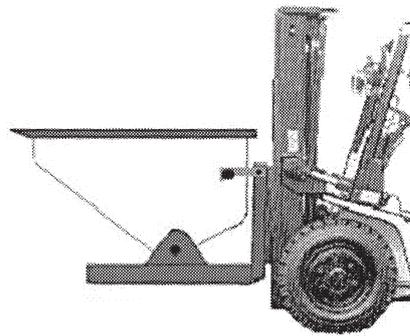
G Wire Guidance System



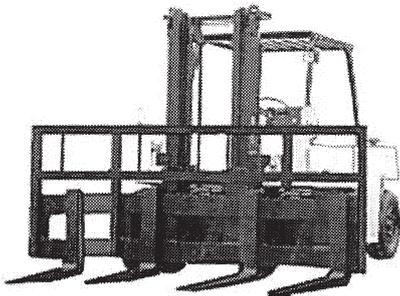
H Load Extended Pantograph



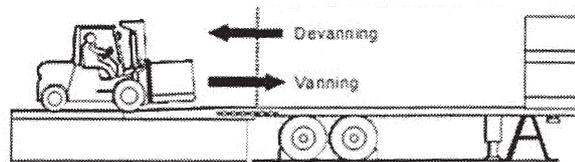
I Rotating Mash



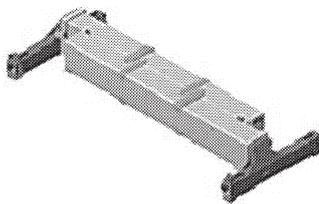
J Tilting Bucket



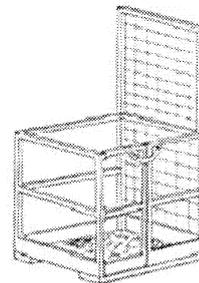
K Tandem Forks



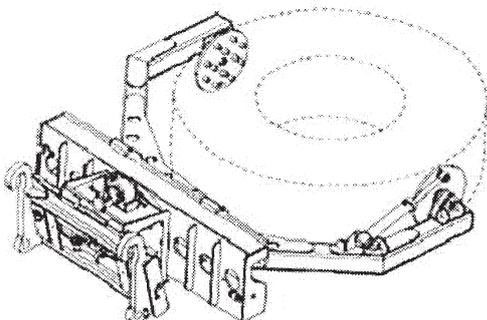
L Container Vanning and Devanning



L Container Handling

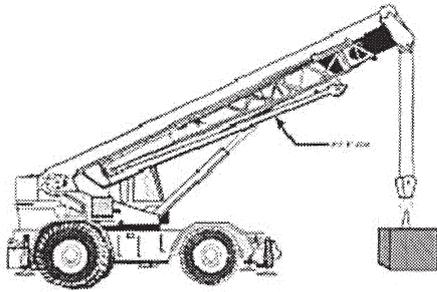


M Lifting Cradle (Personnel Cage)

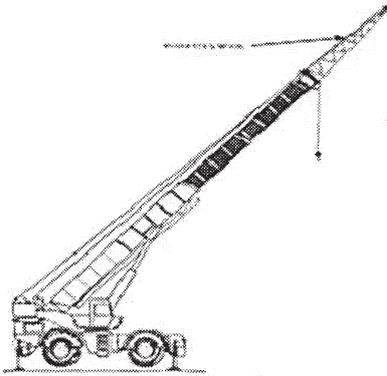


N Earthmoving Tyre Handling

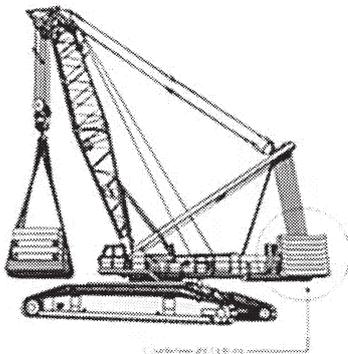
ATTACHMENT AND SPECIAL OPERATIONS (CRANES)



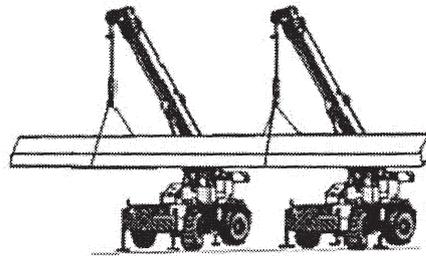
O Fly-jib (Lattice)



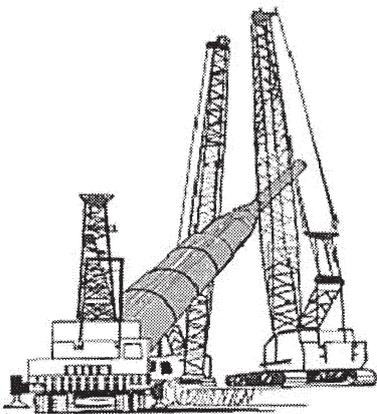
P Boom Extension (Hydraulic)



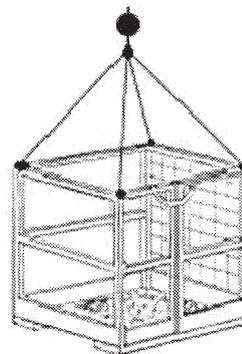
Q Counterweight Options



R Tandem Lifts



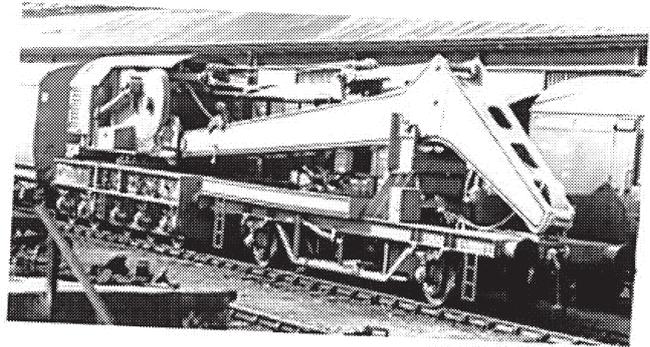
S Special Categorie



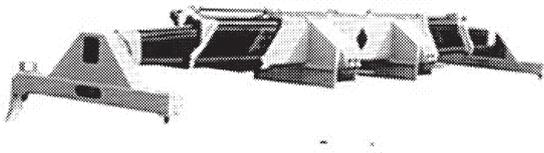
T Lifting Cradle (Personnel Cage)



U Rail Mounted Crane



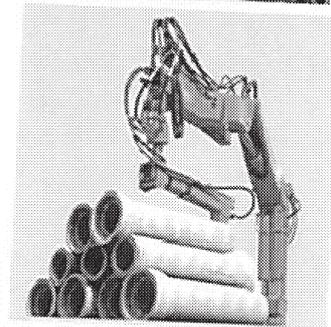
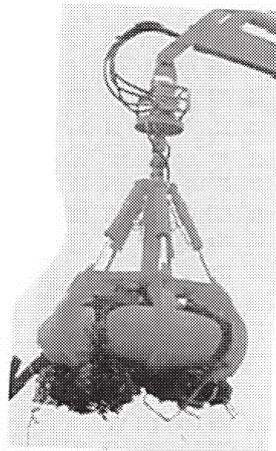
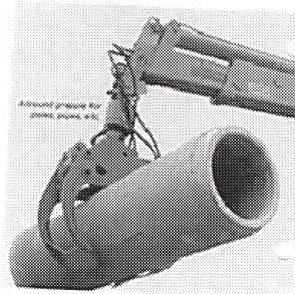
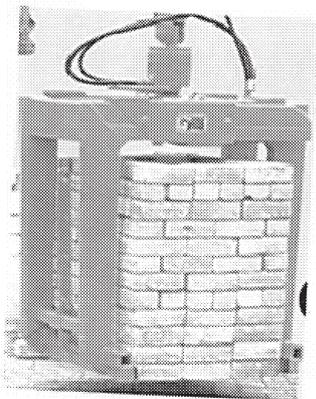
V Steam Driven Crane



W Container Spreader



X Grable / Grapple



DEPARTMENT OF EMPLOYMENT AND LABOUR

NO. R. 1139

23 OCTOBER 2020

LABOUR RELATIONS ACT, 1995

The Minister of Employment and Labour has, under section 208 of the Labour Relations Act, 1995 (Act No. 66 of 1995) and after consultation with NEDLAC, made the regulations in the Schedule.

SCHEDULE**Definition**

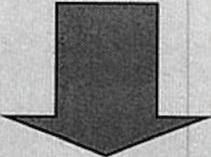
1. In these regulations “the Regulations” means the Regulations published under Government Notice No. R. 1016 of 19 December 2014.

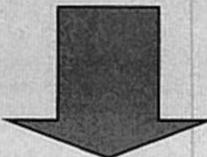
Amendments of Regulations

2. The Regulations are hereby amended by replacing LRA Form 3.1 and LRA Form 3.2 which deals with the agency fees deducted from conscientious objectors’ wages.

Section 208 of the Labour Relations Act empowers the Minister to make regulations regulating any matter that may or must be prescribed.

The amended LRA Forms 3.1 and 3.2 are hereby published.”

<p>LRA Form 3.1 Sections 25(4)(b) and 26(8) Labour Relations Act, 1995</p>	<p style="text-align: center;">CONSCIENTIOUS OBJECTOR REQUESTS AGENCY FEE TO BE PAID TO DEPARTMENT</p> 
<p>READ THIS FIRST</p>  <p>WHAT IS THE PURPOSE OF THIS FORM?</p> <p>This form requests an employer to pay an amount deducted from a conscientious objector's wage into a fund administered by the Department of Labour.</p> <p>Banking details:</p> <p>Department of Labour – Deposit Account Account no. 62025135577 Account type: Current Branch: Commercial Accounts Services Branch code: 210 554 Swift code: FIRNZAJJ</p> <p>WHO FILLS IN THIS FORM?</p> <p>The employee who is a conscientious objector.</p> <p>WHERE DOES THIS FORM GO?</p> <p>To the employer.</p> <p>OTHER INSTRUCTIONS</p> <p>The LRA Form 3.2 together with proof of payment must be sent by the employer to the Chief Director Labour Relations: Department of Employment and Labour. Private Bag X 117 Pretoria 0001</p>	<p>1) EMPLOYEE DETAILS</p> <p>I, object on (name of conscientious objector)</p> <p>grounds of conscience to belonging to or contributing money to a trade union. My grounds of conscience are:</p> <p>..... (reasons)</p> <p>I request my employer to remit the amount deducted as an agency fee to the Department of Labour for payment into a fund administered by the Department.</p> <p>Signature:</p> <p>Date:</p> <p>2) EMPLOYER DETAILS</p> <p>Name:</p> <p>.....</p> <p>Postal address:</p> <p>..... </p>

<p style="text-align: center;">LRA Form 3.2 Section 25(4)(b) Labour Relations Act, 1995</p>	<p>LIST OF DEDUCTIONS FROM CONSCIENTIOUS OBJECTORS' WAGES</p> 																		
<p style="text-align: center;">READ THIS FIRST</p> <div style="text-align: center;">  </div> <p style="text-align: center;">WHAT IS THE PURPOSE OF THIS FORM?</p> <p>This form lists the names of conscientious objectors and the amounts deducted by the employer for the Department of Employment and Labour.</p> <p>WHO FILLS IN THIS FORM?</p> <p>The employer.</p> <p style="text-align: center;">WHERE DOES THIS FORM GO?</p> <p>To the Chief Director Labour Relations, Department of Employment and Labour. Private Bag X 117 Pretoria 0001</p> <p>OTHER INSTRUCTIONS</p> <p>The agency fee deducted must be deposited to the following bank account:</p> <p>Banking details: Department of Labour – Deposit Account Account no. 62025135577 Account type: Current Branch: Commercial Accounts Services Branch code: 210 554 Swift code: FIRZAJJ</p>	<p>1) CONSCIENTIOUS OBJECTORS' DETAILS</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%; text-align: left;">Names of employees</th> <th style="width: 30%; text-align: left;">Amount</th> </tr> </thead> <tbody> <tr><td>1.</td><td>.....</td></tr> <tr><td>2.</td><td>.....</td></tr> <tr><td>3.</td><td>.....</td></tr> <tr><td>4.</td><td>.....</td></tr> <tr><td>5.</td><td>.....</td></tr> <tr><td>6.</td><td>.....</td></tr> <tr><td>7.</td><td>.....</td></tr> <tr> <td colspan="2" style="text-align: right; padding-top: 10px;">TOTAL:</td> </tr> </tbody> </table> <p>2) EMPLOYER DETAILS</p> <p>Name:</p> <p>.....</p> <p>Postal address:</p> <p>.....</p> <p>.....</p> <p>.....</p>	Names of employees	Amount	1.	2.	3.	4.	5.	6.	7.	TOTAL:	
Names of employees	Amount																		
1.																		
2.																		
3.																		
4.																		
5.																		
6.																		
7.																		
TOTAL:																			

DEPARTMENT OF TRANSPORT

NO. R. 1140

23 OCTOBER 2020

CIVIL AVIATION ACT, 2009 (ACT NO. 13 OF 2009)

CIVIL AVIATION REGULATIONS, 2011

The Minister of Transport intends, in terms of section 155(1) of the Civil Aviation Act, 2009 (Act No. 13 of 2009) and on the recommendation of the Civil Aviation Regulations Committee (CARCom), to amend the Civil Aviation Regulations, 2011, by the amendment of the following Parts set out in Schedules below:

Schedule 1: Part 187 (Fees relating to Regulation Part 96)

Electronic copies of the draft Amendments are available in the South African Civil Aviation Authority website at www.caa.co.za and may also be requested from Betty Monyeki MonyekiB@caa.co.za or Gugu Magagula at MagagulaG@caa.co.za

Interested persons are hereby invited to submit written comments on these draft amendments on or before the **23 November 2020** to the Chairperson: CARCom, for the attention of.

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Email: skosanas@caa.co.za

Tel: 011 545 - 1095

or

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