



## SECTION 15 NOTICE

In terms of the Promotion of Access to Information Act, 2000 (Act 2 of 2000), as amended by the Protection of Personal Information Act 4 of 2013(PAIA).

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## **1. INTRODUCTION**

In terms of **section 15 of the Promotion of Access to Information Act, 2000** (Act 2 of 2000), as amended “the Information Officer of a public body, referred to in paragraph (a) or (b)(i) of the definition of a “public body” in section 1, must, on a periodic basis not less frequently than once each year, submit to the Minister a description of –

- (a) the categories of records of the public body that are automatically available without a person having to request access in terms of this Act, including such categories available-
  - (i) for inspection in terms of legislation other than this Act;
  - (ii) for purchase or copying from the body; (iii) from the body free of charge; and
- (b) how to obtain access to such records.

The City of Ekurhuleni has updated the Section 15 Notice and shall deliver same to the Minister of Justice, in compliance with the provision of Section 15(2) of the PAIA, which lists and gives access to records that are automatically available.

## **2. CATEGORIES OF RECORDS OF THE CoE WHICH ARE AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS.**

The CoE has certain information uploaded on website from time to time. This information may be accessed on the website, through any lawful means. In accessing the website, the provisions of the Cybercrimes Act of South Africa Act No. 19/ 2020, must be strictly adhered to. Any person accessing the CoE website acknowledges and warrants that he/ she/ it is familiar with the provisions of the aforementioned Act.

Category	Document Type	Available on Website	Available upon request and subject to PAIA application.
Tender document	<ul style="list-style-type: none"> <li>- Advertised tender</li> <li>- Name of successful bidder</li> </ul>	X	
Legislation /Regulations	<ul style="list-style-type: none"> <li>- Bylaws/ Policies</li> </ul>	X	
Investigation Reports	<ul style="list-style-type: none"> <li>- Reports of Regulatory Bodies incl. Chapter 9 Institutions</li> </ul>		X
Strategic Documents (Plans and Report)	<ul style="list-style-type: none"> <li>- Organisational profile (Overview, Objectives, Functions, Architecture)</li> <li>- Annual Reports;</li> <li>- Strategic Plan;</li> <li>- Annual Performance Plan;</li> <li>- Strategic and Performance Plans;</li> </ul>	X	
HRM	<ul style="list-style-type: none"> <li>- Details of Senior Management and Performance Agreements.</li> </ul>	X	

The information listed above (and revised lists) will be available of the website:  
[www.ekurhuleni.gov.za](http://www.ekurhuleni.gov.za)

### 3. HOW TO OBTAIN ACCESS TO THE RECORDS

Information can be accessed from The City's website: [www.ekurhuleni.gov.za](http://www.ekurhuleni.gov.za) or through -

### 4. UPDATING/PUBLICATION OF THIS NOTICE

The City's Section 15 Notice will be updated annually and be advertised in all the City's Buildings, more especially the Customer Care Centres. This Notice will be published at least once a year and its publication shall be at the cost of City.




### 5. FEES PAYABLE

The only fee payable, if any, for access to a record included in a notice in terms of paragraph 2 above, is a prescribed fee for reproduction.

### 6. DELETING PART OF THE REQUESTED RECORDS

The Information Officer may delete any part of a record contemplated in subsection (1)(a) of Section 15 of the Act above, which on a request for access, may or must be refused in terms of Chapter 4. Chapter 4 deals with the "Grounds for refusal of access to records".

In terms of Section 15, subsection (5), of the Act, "Section 11 and any other provision in this Act related to that section do not apply to any category of records included in a notice in terms of subsection (2)". Section 11 deals with the "Right of access to records of public bodies".

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