



GOVERNMENT NOTICE

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

No. R. 1244

22 September 2003

PROMOTION OF ACCESS TO INFORMATION ACT, 2000 REGULATIONS REGARDING THE PROMOTION OF ACCESS TO INFORMATION

AMENDED REGULATIONS

The Minister for Justice and Constitutional Development has, under section 92 of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000), made the regulations in the Schedule.

SCHEDULE

Definition

1. In these regulations “the Regulations” means the regulation published by Government Notice No. R. 187 of 15 February 2002.

Substitution of regulation 4(1) of the Regulations

2. The following is hereby substituted for regulation 4(1) of the Regulations:

“Availability of manual: Public body

4.(1) Immediately after the manual has been compiled in terms of section 14(1) or updated in terms of section 14(2) of the Act -

- (a) the information officer of a public body must -
 - (i) make available a copy of the manual in each of the three official languages in which the manual is compiled to -
 - (aa) the Human Rights Commission; and
 - (bb) every office of that public body; and
 - (ii) make available the manual on the website, if any, of the public body; and
- (b) the information officer of a public body may publish the manual in three official languages in the *Gazette*.”

Substitution of regulation 9 of the Regulations

“Availability of manual: Private body

9.(1) Immediately after the manual has been compiled in terms of section 51(1) or updated in terms of section 51(2) of the Act -

- (a) the head of a private body-
 - (i) must make available a copy of the manual to -
 - (aa) the Human Rights Commission; and
 - (bb) the controlling body of which that private body is a member, if applicable;
 - (ii) must make available the manual on the website, if any, of the private body; and
- (b) the head of a private body may publish the manual in the *Gazette*.

(2) The head of a private body -

- (a) must, during office hours and upon request, make available for public inspection a copy of the manual;
- (b) may not charge a fee for a public inspection referred to in paragraph (a); and
- (c) may, in respect of a copy of the manual or part thereof made available in a manner other than that contemplated in paragraph(a), charge the fee prescribed in Item 1 of Part III of Annexure A and the actual postage if a copy must be posted.”.