



the gpaa

Department:  
Government Pensions Administration Agency  
REPUBLIC OF SOUTH AFRICA

# **BUKANA GO YA KA MOLAO WA THOTLOETSO YA PHITLHELELO YA TSHEDIMOSETSO WA 2000 (Molao wa No. ya 2 wa 200)**

## **Karolo: 0.1**

## KAROLO YA 1

### MATSENO

Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso wa 2000 (Molao wa No. ya 2 wa 2000) ("PAIA") o tsene tirisong ka 9 Mopitlwe 2001, o diragatsa tshwanelo ya phitlhelelo ya tshedimose tso nngwe le nngwe e e tshotsweng ke lephata la puso kgotsa la poraefete e e tlhokegang go diragatsa kgotsa go sireletsa ditshwanelo dingwe le dingwe.

Fa kopo e diriwang teng go ya ka PAIA, lephata le kopo e diriwang mo go lona le pateletseega go golola tshedimose tso, kwa ntle ga fa PAIA e tlamelang gore tshedimose tso e ka se gololwe. PAIA e tlhalosa mokgwatsamaiso o o tlhokegang go dira kopo ya go nna jalo.

Karolo ya 14 ya PAIA e tlhoka gore maphata a puso a rulaganye bukana e e tla thusang motho kgotsa mokgatlho go bona phitlhelelo ya tshedimose tso e e tshotsweng ke lephata la puso mme e supa palotlase ya ditlhokego tse bukana e tshwanetseng go di obamela. Maikemiseso a bukana ke go tlhalosa mekgwatsamaiso e e tla latelwang go fitlhelela tshedimose tso e e tshotsweng ke GPAA go ya ka PAIA.

Maikemisetso a bukana ke go tswelletsa setso ya bosenangbofitlha le go rwala maikarabelo mo GPAA ka go diragatsa tshwanelo ya tshedimose tso e e tlhokegang go diragatsa le go sireletsa ditshwanelo tsa motho kgotsa tsa mokgatlho. Go rotloetsa go busa go go nonofileng ga maphata a puso, go botlhokwa go netefatsa gore mongwe le mongwe o maatlafaditswe ka ditshwanelo tsa go itse go ya ka PAIA.

Fela, PAIA e amogela gape gore tshwanelo eo ya go phitlhelela tshedimose tso ga e kitla e nna kwa ntle ga ditekanyetso tse di amogelesegileng tse di latelang:

- tshireletso e e amogelesegileng ya bophiri;

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso ya Setheo sa Puso sa Tsamaiso ya Diphešene

- bophiri jwa kgwebo; le
- go busa go go nonofileng, go go kgonang le go go siameng

## KAROLO YA 2

### **KAELO YA KA MOO PAIA E DIRISIWANG KA TENG KE KHOMIŠENE YA DITSHWANELO TSA BOTHO YA AFORIKABORWA**

Khomišene ya Ditshwanelo tsa Botho ya Aforikaborwa ("Khomišene") e tlhagisitse kaelo ya ka moo PAIA e dirisiwang ka teng go ya ka Karolo 10 ya PAIA, go fitlhelela tshedimosetso e e tshotsweng ke maphata a puso kgotsa a poraefete gape e tlamela dintlha tsa kgolagano tsa Batlhankedi ba Tshedimosetso ba Puso ya Bosetšhaba, Diporofense le ya Pusoselegae. Kaelo ya ka moo PAIA e dirisiwang ka teng e teng kwa Khomišeneng ya Ditshwanelo tsa Botho ya Aforikaborwa. Dipotso di ka bodiwa kwa:

Khomišene ya Ditshwanelo tsa Botho ya Aforikaborwa  
Yuniti ya PAIA

Yuniti ya Patlisiso le Ditokomane

Aterese ya Poso: Private Bag X 2700, Houghton, 2041

Mogala: (011) 877 3600

Fekese: (011) 403 0625

Webosaete: [www.sahrc.org.za](http://www.sahrc.org.za)

Imeile: [info@sahrc.org.za](mailto:info@sahrc.org.za)

**KAROLO YA 3****DINTLHA TSE DI BOTLHOKWA TSA KGOLAGANO TSA DIPOTSO TSA****PHITLHELELO YA TSHEDIMOSSETSO**

Go ya ka PAIA, Mokhuduthamagamogolo wa lephata la puso o neilwe maemo a Motlhankedi wa Tshedimoseetso. Dintlha tsa kgolagano tsa Mokhuduthamagamogolo wa GPAA ke tse di latelang:

**Motlhankedi wa Tshedimoseetso:**

Rre Krishen Sukdev

**Mothusi wa Gagwe**

Moh Antigane Naidoo

Mogala: 012 319 1007

Imeile: Antigane.Naidoo@gpaa.gov.za

Bakopi ba tlhokega go romela dikopo tsotlhe go Motlatsa Motlhankedi wa Tshedimoseetso mo dintlheng tsa kgolagano tse di fa tlase.

**Motlatsa Motlhankedi wa Tshedimoseetso**

Moh Esti de Witt

Mogala: (012) 319 1270

imeile: Esti.deWitt@gpaa.gov.za>

**Mothusi wa Gagwe (wa ga Esti de Witt)**

Moh Marinda Smith

Mogala: 012 319 1006

Imeile: marinda.smith@gpaa.gov.za>

**Motlatsa Motlhankedi wa Tshedimosetso**

Rre Kith Moloji

Mogala: 012 319 1048

imeile: Kith.Moloji@gpaa.gov.za>

**Motlatsa Motlhankedi wa Tshedimosetso**

Rre Lukhanyo Lange

Mogala: 012 319 1405

imeile: lukhanyo.lange@gpaa.gov.za

**Dintlha tsa kgolagano tsa dikantoro tsa GPAA:**

**Kantorokgolo**                    011 319 1007

**Nomoro e e sa duelweng**      0800 117 669

**Fekese**                            0800 117 669

**Aterese ya Imeile**                [enquiries@gpaa.gov.za](mailto:enquiries@gpaa.gov.za)

**Aterese ya poso**                    Private Bag X63

Pretoria

**Aterese ya Lefelo:**                34 Hamilton Street

Acadia

Pretoria

0001

**Dikantoro tsa Kgaolo le tsa Sathalaete**

<b>Johannesburg</b>	2nd Floor, Lunga House, Marshall Street (Corner Marshall and Eloff - Gandhi Square Precinct), Marshalltown
<b>Bisho</b>	No. 12, Global Life Office Center, Circular Drive
<b>Pietermaritzburg</b>	3rd Floor, Brasfort House, 262 Langalibalele Street
<b>Kimberley</b>	11 Old Main Street
<b>Bloemfontein</b>	No.2 President Brand Street
<b>Polokwane</b>	87(a) Bok Street
<b>Mafikeng</b>	Office No.4/17, Mega City, Mmabatho
<b>Cape Town</b>	21st Floor, No.1 Thibault Square, LG Building
<b>Nelspruit</b>	Block A, Ground Floor, 19 Hope Street, Ciliata Building
<b>Durban</b>	8th Floor, Salmon Grove Chambers, 407 Anton Lembede Street (former Smith Street)

**Port Elizabeth**

Ground Floor, Kwantu Towers,  
Sivuyile Mini-Square,  
gaufi le City Hall

**Mthatha**

2nd Floor, PRD Building,  
Corner Sutherland and Madeira Streets



## KAROLO YA 4

### TAOLELO YA GPAA

GPAA e begela Tona ya Matlotlo, jaaka Bothati jwa Khuduthamaga, mme taolelo ya yona ke go tsamaisa diphenšene mo boemong jwa GEPF le Matlotlo a Bosetšhaba mo Diketleetsong tsa Kalafo ya Morago ga Tholotiro, Diphenšene tsa Sesole, Diphenšene tse di Kgethegileng, dituelo tsa Kgobalo mo Tirong le ditiro tse dingwe.

Taolelo ya GPAA e tswa mo taolelong ya kakaretso ya GEPF le Matlotlo a Bosetšhaba, tse e leng badirelwa ba yona ba ba botlhokwa. Tlamelo ya ditirelo e laolwa ke ditumalano tsa maemo a tirelo (SLAs). Matlole le dithulaganyo tse di tsamaisiwang gajaana ke GPAA go ya ka tumalano ya tsamaiso ke tse di latelang:

- Molao wa Diphenšene tsa Badirepuso wa 1996 mo boemong jwa Lekgotla la Batlhokamedi la GEPF;
- Molao wa Letlole la Phenšene la Badiri ba Nakwana wa 1979 (Molao wa No. ya 74 wa 1975) mo boemong jwa Matlotlo a Bosetšhaba;
- Molao wa Letlole la Phenšene la Ditheo tse di Amanang/Tsalanang wa 1963 (Molao wa No. ya 41 wa 1963) mo boemong jwa Matlotlo a Bosetšhaba;
- Diketleetso tsa Kalafo tsa Morago ga Tholotiro jaaka di tlametswe le go laolwa ke Ditshwetso tsa PSCBC mo boemong jwa Matlotlo a Bosetšhaba;
- Diphenšene tsa Sesole go ya ka Molao wa Diphenšene tsa Sesole wa 1976 (Molao wa No. ya 84 wa 1976) mo boemong jwa Matlotlo a Bosetšhaba;
- Dituelo tsa Kgobalo mo Tirong go ya ka Molao wa Tuelo ya Dikgobale le Malwetsi a mo Tirong wa 1993 (Molao wa No. ya 130 wa 1993) mo boemong jwa Matlotlo a Bosetšhaba; le
- Diphenšene tse di Kgethegileng go ya ka Molao wa Diphenšene tse di Kgethegileng wa 1996 (Molao wa No. ya 69 wa 1996) mo boemong jwa Matlotlo a Bosetšhaba.

Merero ya GPAA ya matlotlo e busiwa ke Molao wa Tsamaiso ya Matlotlo a Puso wa 1999 (Molao wa No. ya 1 wa 1999), fa thulaganyo ya badiri e wela ka fa tlase ga taolo ya Molao wa Tirelopuso wa 1994 Kgoeletso ya No. ya 1994).

### **MAITLHOMO A GPAA**

Ponelopele ya GPAA ke: go nna motsamaisi yo o eteletseng pele wa dithuso tse di ka ga batho mo pusong. Maikaelelo ke go direla badirelwa ka go duela badirelwa ka nepo le ka nako. Mesola ya GPAA ke Bosenangbofitlha, Tlotlo, Tshiamo, Bopelonomi, Tirelo e e gaisang

Maikaelelo le maitlhomong a GPAA ke:

- go duela bokanakang jo bo nepagetseng go ya ka tshwanelo ya semolao, jaaka go beilwe ke peomolao le melao;
- go duela motho yo o nepagetseng yo e leng tokololo kgotsa moamogelatshiamelo yo o ka fa molaong.
- go duela dithuso ka nako e e nepegatseng go ya ka peomolao;
- go thapa batho ba ba nepagetseng ba ba nang le bokgoni, ba ba ka ga tiragatso gape ba tlhokomela; le
- go tsamaisa matlole ka tshenyegelo e e nepagetseng - tshenyegelo e e amogelesegileng mo ikonoming ya tsamaiso go tokololo nngwe le nngwe.

### **THULAGANYO YA GPAA**

GPAA e eteleswe pele ke Mokhuduthamagamogolo. E na le Kantorong ya Bosetšhaba e e leng kwa Pretoria le Dikantoro di le 12 (somepedi) tsa Kgaolo le tsa Sathalaete tse di tlhagisitsweng fa tlase:

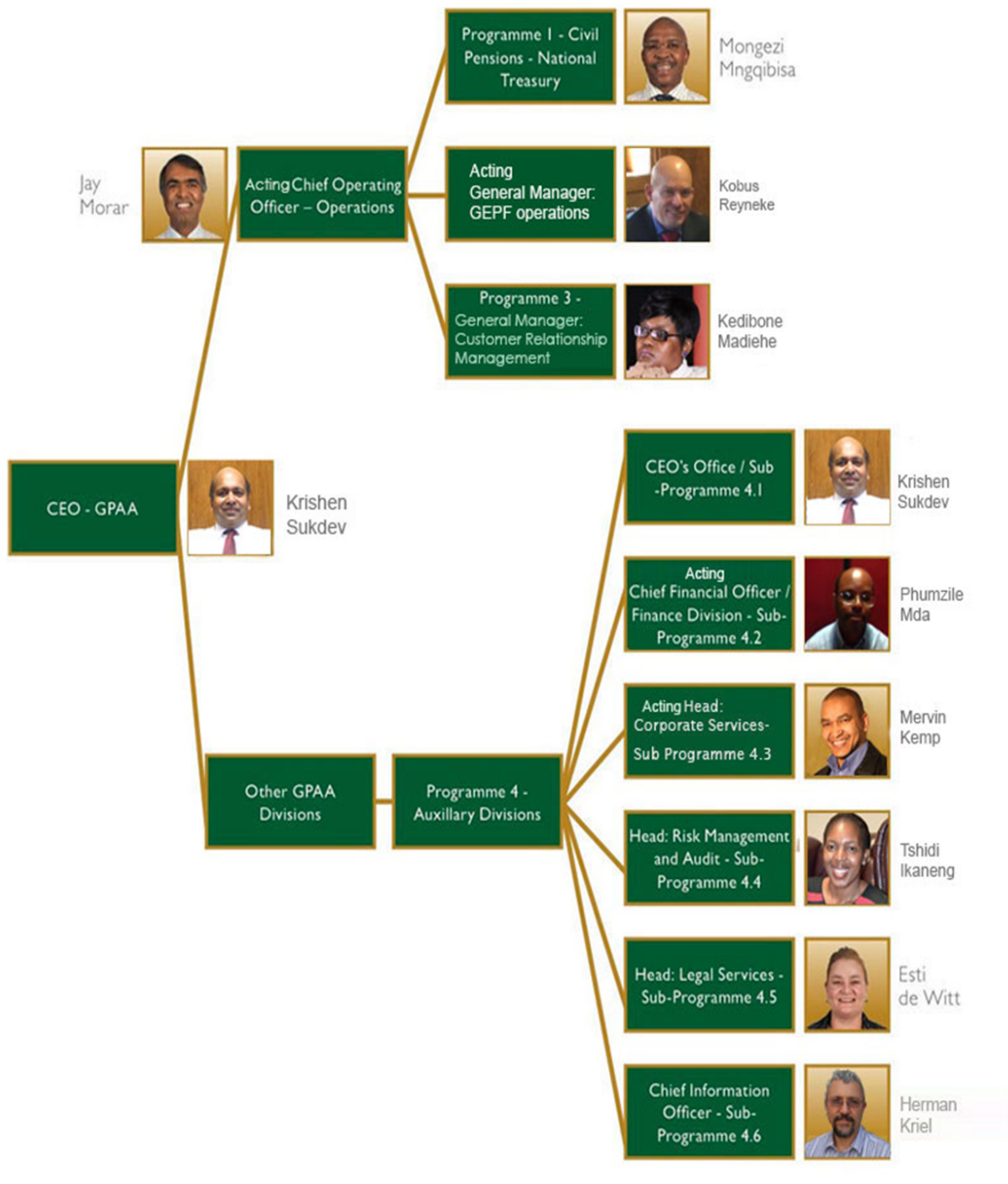
- Johannesburg
- Bisho
- Pietermaritzburg
- Kimberly
- Bloemfontein

- Polokwane
- Mafikeng
- Cape Town
- Nelspruit
- Durban
- Port Elizabeth
- Mthatha

GPAA e diragatsa ditiro tsa yona ka Manane a le mabedi:

- Lenaane la 1 - Ditirelo tsa Tshegetso
  - Lenaane la 1.1 Ditirelo tsa Tshwaraganelo
  - Lenaane la 1.2 Ditirelo tsa Matlotlo
  - Lenaane la 1.3 Tiro e e Kgonisang
  - Lenaane la 1.4 Tshegetso ya Togamaano
  - Lenaane la 1.5 Thuno ya ka fa Gare
- Lenaane la 2 - Tsamaiso ya Dithuso
  - Lenaane la 2.1 Kgethegileng, Sesole le tse Dingwe
  - Lenaane la 2.2 Badiredipuso
  - Lenaane la 2.3 Dikamano tsa Badirelwa

## **OKANOKEREMO YA GPAA**



## KAROLO YA 5

### KA MOO KOPO YA PHITLHELELO YA DIREKHOTO TSE DI TSHOTSWENG KE GPAA E DIRIWANG KA TENG

PAIA e tlamela gore mokopi o tshwanetse go newa phitlhelelo ya rekhoto ya lephata la puso fa mokopi a obamela mokgwatsamaiso le ditlhokego tse di teng mo PAIA le melawana ya yona, le kwa ntle ga gore kopo ya phitlhelelo ya rekhoto ga e ganelwe go ya ka lebaka lengwe le lengwe la kganelo le le tlhagisitsweng mo PAIA.

#### Ke tshedimisetso efe e bakopi ba tshwanelwang ke go e fitlhelela?

- Rekhoto e tlhalosiwa mo PAIA e kaya tshedimisetso e e rekhotilweng, go sa kgathalesege mokgwa kgotsa puo, e e tshotsweng kgotsa e le mo taolong ya lephata le le maleba, e tlhodilwe kgotsa e sa tlhodiwa ke lephata leo.
- **Tshedimisetso ya sebele** e tlhalosiwa mo PAIA e le tshedimisetso ka ga motho yo o supiwang, go akaretsa, fela go sa lekanyediwa go-
  - ✓ tshedimisetso e e amanang le lotso, bong, boimana, kemo ya lenyalo, tlhologo ya setšhaba, morafe kgotsa loago, mmala, kaelo ya bong, dingwaga, boitekanelo jwa mmele le tlhaloganyo, tshiamo, bogole, bodumedi, segakolodi, tumelo, setso, puo le matsalo a motho;
  - ✓ tshedimisetso e e amanang le thuto kgotsa hisetori ya kalafo, bosenyi kgotsa tiro ya motho kgotsa tshedimisetso e e amanang le ditirisano tsa matlotlo tse motho a neng a amega mo go tsona;
  - ✓ nomoro nngwe le nngwe ya boitshupo, sekao kgotsa ntlha nngwe le nngwe e e neilweng motho;
  - ✓ aterese, dikgatiso tsa menwana kgotsa mofuta wa madi a motho;
  - ✓ maikutlo a motho, dipono kgotsa diratwa motho, kwa ntle ga fa di le ka ga motho yo mongwe kgotsa ka ga tshikinyo ya thuso, kabo kgotsa sekgele se se neilweng motho yo mongwe;

- ✓ kwalelano e e romelwang ke motho e e tlhaloganyegang kgotsa e totobetse gore ke ya bophiri kgotsa kwalelano e nngwe e e tla senolang diteng tsa kwalelano ya tshimologo;
- ✓ Dipono le maikutlo a motho yo mongwe ka ga motho;
- ✓ dipono le maikutlo a motho yo mongwe ka ga tshikinyo ya thuso, kabo kgotsa sekgele se se tla direlwang/newang motho, fela go sa akarediwe leina la motho yo mongwe mo le tlhagelelang le dipono le maikutlo a motho yo mongwe; le
- ✓ leina la motho mo le tlhagelelang le tshedimose tso e nngwe ya sebele e e amanang le moho kgotsa mo tshenolo ya leina e tla senolang tshedimose tso ka ga motho, fela e sa akaretse tshedimose tso ka ga motho yo o tlhokafetseng dingwaga tse di fetang di le 20.

### **Ke mang yo o kopang tshedimose tso?**

- Motho yo o kopang tshedimose tso ka PAIA o bidiwa 'mokopi'. Mokopi e ka nna:
  - ✓ motho wa tlhologo/tlhago (motho ga a tlhoke go nna moagi moagi wa Aforikaborwa kgotsa moagi mo Aforikaborwa);
  - ✓ mothomolaong (yo o jaaka setlamo kgotsa mokgatlho); kgotsa
  - ✓ motho yo o emetseng motho wa tlhologo/tlhago kgotsa mothomolaong.

Dikgato tse di latelang di tshwanetse go tsewa tsia pele ga go neelanwa ka kopo:

### **Kgato ya 1: Ke leng fa mokopi a SA tshwanelwang ke go dirisa PAIA go kopa phitlhelelo teng?**

- Direkhoto tse di kopiwang ka maikemise tso a ditsweletso tsa bosenyi kgotsa tsa boagi ga di a akarediwa mo taolong ya PAIA fa di kopilwe morago ga tshimologo ya ditsweletso tseo le tlhagiso kgotsa phitlhelelo ya rekhoto e tlamelwa mo molaong mongwe. Rekhoto nngwe le nngwe e e tloang tswalelontle ga e dumelelwe e le bosupi mo tswelatsong kwa ntle ga gore kgotlatshekelo e akanye gore tswelontle ya rekhoto e tla gobelesa dikgatlhego tsa bosiamisi.

- GPAA e ka ganela go dumela kopo ya phitlhelelo ya rekhoto fa kopo e le lefela kgotsa e kgopisa; kgotsa tiro ya go tswetsa kopo e tla faposa thata kgotsa ka go sa amogelesege didirisiwa tsa GPAA.

### **Kgato ya 2: A tshedimose tso e e kopilweng e teng ka mokgwa wa rekhoto?**

- PAIA e dira fela ka direkhoto tse di teng ka nako e GPAA e amogelang kopo ka yona.
- PAIA ga e gapeletse mongwe le mongwe go tlhola rekhoto e e iseng e nne teng ka nako e kopo e dirilweng ka yona, sekao, PAIA ga e kitla e dirisiwa go bona mabaka a tshwetso e e tseilweng ke GPAA fa mabaka ao a se ka mokgwa wa rekhoto.

### **Kgato ya 3: A rekhoto e e tshotswe kgotsa e mo taolong ya GPAA?**

- GPAA ke mokgatlo o mogolo mme go batla direkhoto tse di kopilweng go ka tsaya nako e ntsi, didirisiwa le ditshenyegelo.
- PAIA e tlamela gore rekhoto e e kopiwang e tshwanetse gore e bo e tshotswe, kgotsa e le mo taolong ya GPAA. Fela, ka maikemisetso a PAIA, rekhoto e e tshotsweng kgotsa e le mo taolong ya:
  - ✓ motlhankedi wa GPAA; kgotsa
  - ✓ mokonteraka yo o ikemetseng yo o thapilweng ke GPAA, e tsewa e le rekhoto ya lephata leo la puso.

### **Kgato ya 4: Foromo ya Kopo**

- Mokopi o tshwanetse go dira kopo ya phitlhelelo ya rekhoto ka foromo e e beilweng (**Foromo ya A**) e e tshwanetseng go neelwa Motlhankedi wa Tshedimose tso kgotsa Motlatsa Motlhankedi wa Tshedimose tso ka seatla, ka



poso, ka fekele kgotsa ka imeile. Foromo ya A e tshwaragantswe le Bukana e, e le Mametlelelo 1.

- ✓ Mokopi o tshwanetse go supa tsela kgotsa mokgwa o phitlhelelo e tlhokegang ka ona.
  - ✓ GPAA e tla leka go tlamela tshedimose tso ka mokgwa o o supilweng mo go kgonegang teng.
  - ✓ Nako ya malatsi a le 30 (somaamararo) a tiro a dumeletswe go araba kopo mo se se tlhokegang teng. Malatsi a le 30 (somaamararo) a a ka okediwa go a mangwe a le 30 (somaamararo) a tiro go itsisiwe mokopi.
- Fa mokopi a sa kgone go tlatsa foromo ka ntlha ya go sa itse go kwala kgotsa go buisa kgotsa ka ntlha ya bogole, a ka dira kopo kwa lephateng la puso ka go bua. Fa kopo e diriwa ka go bua motlhankedi wa tshedimose tso o tshwanetse go tlatsa foromo mme a tlamele mokopi khopi.
- Fa kopo e diriwa mo **boemong jwa motho yo mongwe**, mokopi o tshwanetse go neelana ka **bosupi jwa maemo a mokopi a dirang kopo ka ona**, go kgotsofatsa ka kamogelesego Motlhankedi wa Tshedimose tso/Motlatsa Motlhankedi wa Tshedimose tso. Fa mokopi a sa itse go kwala kgotsa go buisa kgotsa e le segole mme a sa kgone go dira kopo mo foromong e e beilweng kopo e ka diriwa ka go bua. Motlhankedi wa Tshedimose tso/Motlatsa Motlhankedi wa Tshedimose tso o tshwanetse go kwala kopo e e builweng mo foromong e e beilweng mme a tlamele mokopi ka khopi ya yona.

### **Go sutisiwa ga kopo**

- Fa GPAA e amogela kopo e e tshwanetseng gore e bo e dirilwe kwa lephateng le lengwe la puso, GPAA e ka:
- ✓ thusa mokopi go dira kopo kwa lephateng le le maleba; kgotsa
  - ✓ sutisetsa kopo kwa lephateng le le nepagetseng -  
nngwe le nngwe e e tla dirang gore go samaganwe le kopo go sa le gale.

- Le mororo go tlhophha go sutisa kopo kgotsa go thusa mokopi go dira kopo kwa lephateng le le maleba, taolelo ya pateletso go sutisa kopo e mo diatleng tsa ga Motlhankedi wa Tshedimose tso go sutisa kopo ka bonako jo bo kgonegang, fela mo malatsing a le 14 (somenne) a kopo e e amogetsweng, fa:
  - ✓ rekhoto e e kopilweng e tshotswe ke lephata le lengwe la puso;
  - ✓ ntlha ya direkhoto tse di kopilweng e golagane thata le ditiro tsa lephata le lengwe la puso; kgotsa
  - ✓ rekhoto e na le tshedimose tso ya kgwebo e lephata le lengwe la puso le nang le kamego e kgolo ya kgwebo mo go yona.
  
- Motlhankedi wa tshedimose tso gape o pateletse ga go sutisa kopo fa le sa tshola rekhoto e e kopilweng le fa le se nang bonnete jwa gore ke lephata lefe la puso le le tshotseng rekhoto kgotsa fa ntlha ya rekhoto e sa golagana thata le ditiro tsa lephata le fa le se na bonnete jwa gore ke lephata lefe le ntlha e golaganeng le lona thata. Mo maemong ao motlhankedi wa tshedimose tso o tshwanetse go sutisetsa kopo kwa lephateng le rekhoto e tlhodilweng teng kgotsa le rekhoto e amogetsweng ke lona. Tshutiso eo e tshwanetse gape go diragala ka bonako jo bo kgonegang fela mo malatsing a le 14 (somenne) fa kopo e sena go amogelwa.
  
- Fa go sutisiwa kopo, GPAA e tshwanetse go itsise mokopi ka tshutiso, mabaka a tshutiso le lobaka lo kopo e tshwanetseng go samaganwa ka lona ka bonako fela ga go fediswa go sutisa kopo.

### **Kopo ya motho yo mongwe**

- Motho yo mongwe ke motho wa tlhago kgotsa mothomolaong, kwa ntle ga mokopi gape o akaretsa, ka dikopo tse di dirilweng kwa maphateng a puso, puso ya naga nngwe le nngwe ya boditšhaba, mokgatlho wa boditšhaba kgotsa lephata la puso eo kgotsa mokgatlho.

- Tlhokomela:** Fela, Mo kopo e dirilweng go fitlhelela direkhoto tsa lephata la puso, motho yo mongwe ga a akaretse lephata lengwe le lengwe la puso.
- Fa mokopi a kopa phitlhelelo ya rekhoto ya lephata la puso e e ka bong e golotswe gore e se senolwe ka lengwe la mabaka a a boletsweng fa tlatse, Motlhankei wa Tshedimosetso yo o maleba wa GPAA o tshwanetse go tsaya dikgato tsotlhe tse di amogelesegileng go itsise motho yo mongwe yo o maleba ka ga kopo. Makaba a kitsiso go motho yo mongwe a tshwanetseng go diragala a fa:
    - ✓ rekhoto e na le tshedimosetso ya sebele ya motho yo mongwe gape e ka tshwanelwa go gololwa go ya ka karolo 34 (maphata a puso) kgotsa karolo 63 (maphata a poraefete);
    - ✓ rekhoto e na le tshedimosetso e e bonweng kgotsa e e tshotsweng ke Tirelo ya Lotseno ya Aforikaborwa ka maikemisetso a go diragatsa peomolao malebana le go kgobokanya lotseno gape e ka se tshwanele go gololwa go ya ka karolo 35 (maphata a puso fela);
    - ✓ rekhoto e e nang le tshedimosetso ya kgwebo ya motho yo mongwe mme e ka bo e sa tshwanela go
    - ✓ gololwa go ya ka karolo 36 ya (maphata a puso) kgotsa karolo 64 (maphata a puso);
    - ✓ rekhoto e na le tshedimosetso e e neetsweng ka bophiri ke motho yo mongwe mme e ka bo e sa tshwanela go gololwa go ya ka karolo 37 (maphata a puso) kgotsa karolo 65 (maphata a poraefete);
  - Motho yo mongwe o tshwanelwa ke go dira ditlhagiso tse di kwadilweng kgotsa ka go bua kwa lephateng malebana le gore goreng kopo e tshwanetse go ganelwa kgotsa go neelana tumelelo e e kwadilweng gore rekhoto e senolelwe mokopi. Motho yo mongwe o na le malatsi a le 21 (somaamabedinningwe) go tloga ka letlha le a amogetseng kitsiso ka lona go dira ditlhagiso tseo.
  - Fa motho yo mongwe a dumela gore phitlhelelo e neelwd, lephata la puso le tshwanetse go tlamela phitlhelelo kwa ntle ga gore lengwe la mabaka a mangwe a kganelo a dira mo rekhotong. Fa motho yo mongwe a dira ditlhagiso tsa gore

goreng phitlhelelo e tshwanetse go ganelwa, ditlhagiso dingwe le dingwe tseo ga di tlhomamisi phitlhelelo, fela e tshwanetse go neelwa tlotlo e e tshwanetseng ke motlhankedi a tsaya kopo tsia.

**Tlhokomela:** Ka jalo, lephata la puso ga le kitla le ganela phitlhelelo ya rekhoto gonne motho yo mongwe o ganetse gore e gololwe. Motlhankedi wa lephata o tshwanetse gape go tsaya tsia gore a theo le/kgotsa palopotlana ya kganelo mo karolong e e maleba e fitlheletswe.

### **Ditlhokego tse di kgethegileng tsa phitlhelelo ya direkhoto tsa kalafo**

- GPAA gape e tsamaisa dithuso tsa diphenšene go ya ka Molao wa Diphenšene tsa Sesole wa 1976 (Molao wa No. wa 84 wa 1976) o o tlhokang GPAA go nna le Dipegelo tsa Kalafo tse di dirilweng ke batlhankedi ba kalafo malebana le Baamogelaphenšene kgotsa Ditokololo.
- PAIA e dira tlamelo e e kgethegileng ya phitlhelelo ya direkhoto tse di tlhodilweng ke batlhankedi ba boitekanelo. Maikemisetso a ditlhokego tse di kgethegileng ke go netefatsa gore mokopi ga a amogele tshedimosetso ka ga boitekanelo jwa mmele kgotsa jwa tlhologanyo kgotsa tshiamo e e ka tlholang gore a nne mo kotsing kwa ntle ga go netefatsa gore dithulaganyo dingwe le dingwe tsa tshegetso tse di ka tlhokegang go thusa go samagana le tshedimosetso di teng.
- Ka jalo, PAIA e letlelela motlhankedi wa lephata la puso yo o dumelang gore go senolela mokopi rekhoto go ka tlhola kotsi e kgolo mo boitekanelong jwa gagwe jwa mmele kgotsa jwa tlhologanyo kgotsa tshiamo go bona motlhankedi wa kalafo pele ga go tlamelwa phitlhelelo ya rekhoto.
- Motlhankedi wa boitekanelo o tshwanetse go tlhagisiwa ke mokopi. Fa motlhankedi wa boitekanelo a dumela gore tshenolo ya rekhoto e tla tlhola kotsi e masisi go mokopi, lephata la puso kgotsa la poraefete le ka neela fela mokopi phitlhelelo ya rekhoto fa mokopi tlhomamisa gore (ka kgotsofalo ya motlhankedi) tlamelo ya kgophololo e dirilwe kgotsa dithulaganyo tse dingwe jaaka di dira ka kamogelesego mo tekanyetsong, go fokotsa kgotsa go tla kotsi.

- Motho yo o rweleng maikarabelo a kgophololo nngwe le nngwe eo kgotsa dithulaganyo tseo o tshwanetse go neelwa rekhoto pele ga mokopi.

## TUELO YA GO DIRA KOPO

- Motlhankedi wa Tshedimosetso/Motlatsa Motlhankedi wa Tshedimosetso yo go diriwang kopo mo go ene o tshwanetse go dira kitsiso e e tlhokang gore mokopi kwa ntle ga mokopi wa sebele, go duela **tuelo e e beilweng** ya kopo (e gajaana e leng R 35. 00), pele ga kopo e tswelediwa go ya pele. Mokopi ka sebele ke motho yo o kopang phitlhelelo ya rekhoto e e nang le tshedimosetso ka ga mokopi ka sebele.
- Mokopi ka sebele, ke gore, mokopi yo o kopang phitlhelelo ya rekhoto e e nang le tshedimosetso ya sebele, ga a tlhokege go duela tuelo ya kopo. Mokopi mongwe le mongwe o tla tlhokega go duela tuelo eo, go ya ka dikgololo tse di boletsweng fa tlase.
- Dituelo tsotlhe di tshwanetse go diriwa ka mokgwa wa madi kgotsa ditšheke kwa Yuniting ya Kgwebo ya Matlotlo ya GPAA kgotsa ka go a diposita mo akhaontong ya banka ya GPAA e e tlametsweng fa tlase.

Banka: ABSA

Lekala: PRETORIA VOLKSKAS CENTRE

Khoutu ya Lekala: 632005

Mofuta wa Akhaonto: Cheque

No. ya akhaonto: 40 7881 1263

Kaelo ya PAIA: GPAAPAIA

Bosupi jwa tuelo bo tshwanetse go romelwa go Motlatsa Motlhankedi wa Tshedimosetso kwa dintlheng tsa kgolagano tse di fa godimo.

## KAROLO YA 6

### GO TSAYA KOPO TSIA -MABAKA A KGANELO

- Go ya ka ditlamelo tsa PAIA, phitlhelelo ya direkhoto tse di kopilweng kwa GPAA e tla neelwa fela fa -
  - ✓ Ditlhokego tsotlhe tsa mokgwatsamaiso tse di tshalositsweng mo PAIA tse di amanang le kopo di fitlheletswe; le
  - ✓ Phitlhelelo ya (di)rekhoto e e kopilweng e sa ganelwa go ya ka lebaka lengwe le lengwe la kganelo le le tshalositsweng mo PAIA.
  
- Mabaka a kganelo a akaretsa tshireletso ya pateletso ya -
  - ✓ **Tshedimisetso** ya kgwebo **ya motho yo mongwe;**
  - ✓ Tshedimisetso e nngwe e e **bophiri;**
  - ✓ **Polokeseho ya batho,** le **tshireletso** ya thoto;
  - ✓ Direkhoto tse di sa **tshwanelang** go tlhagisiwa mo **ditsweletsong tsa semolao;**
  - ✓ **Dikgatlhego tsa kgwebo le tshiamo ya matlotlo** a **Rephaboliki** le ditiro tsa kgwebo tsa maphata a puso;
  - ✓ **Tshedimisetso ya patlisiso ya motho yo mongwe, le tshireletso ya tshedimisetso ya patlisiso ya lephata la puso;** kgotsa
  - ✓ Tshedimisetso e nngwe malebana le **ditiro tsa maphata a puso.**
  
- Lobaka lwa nako lo lo teng
  - ✓ Motlhankedi wa tshedimisetso yo go diriwang kopo mo go ene kgotsa yo kopo e sutisetswang mo go ene, o tshwanetse ka bonako jo bo kgonegang, fela mo malatsing a le 30, morago ga amogela kopo, o swetsa gore o neela kopo kgotsa nnyaa; le go itsise mokopi ka tshwetso.
  - ✓ Fa kopo ya phitlhelelo e neelwa, mokopi o tshwanetse go itsisiwe ka:
    - tuelo ya phitlhelelo (fa e le teng) e e tla duelwang ya phitlhelelo;
    - mokgwa o phitlhelelo e tla newang ka ona; le
    - gore mokopi a ka tlhoma boikuelo jwa ka fa gare kgotsa a dira kopo kwa kgotlatshekelo, kgatlhanong le tuelo ya phitlhelelo e e duelwang kgotsa mokgwa wa phitlhelelo o o neelwang, le mokgwatsamaiso wa go tlhoma boikuelo jwa ka fa gare kgotsa kopo, go tswa fela gore o dira efe.

- ✓ Fa kopo ya phitlhelelo e ganetswe, mokopi o tshwanetse go itsisiwe ka:
  - mabaka a a lekaneng a kganelo, go akaretsa ditlamelo tsa PAIA tse go ikaegilweng ka tsona;
  - Ga di akaretse, go tswa mo mabakeng ao, kaelo nngwe le nngwe mo diteng tsa rekhoto; le
  - go itsise mokopi gore a ka tlhoma kgotsa a ka se tlhome boikuelo jwa ka fa gare kgotsa a dira kopo kwa kgotlatshekelo, go tswa fela gore o dira efe, kgatlhano le kganelo ya kopo, le mokgwatsamaiso (go akaretsa lobaka) wa go tlhoma boikuelo jwa ka fa gare kgotsa kopo, go tswa fela gore o dira efe.
  
- ✓ Motlhankedi wa tshedimosetso wa GPAA a ka atolosa lobaka lwa malatsi a le 30 gangwe ka lobaka lo longwe lo lo sa feteng malatsi a le 30, fa
  - kopo e le palo e kgolo ya direkhoto kgotsa e tlhoka gore di batliwe
  - mo palong e kgolo ya direkhoto mme kobamelo ya lobaka lwa tshimologo lo ka kgoreletsa ka go se amogelesege ditiro tsa lephata la puso le le amegang;
  - kopo e tlhoka gore direkhoto di batliwe kwa, kgotsa di tsewe
  - kwa ofising ya lephata la puso e e seng mo toropong kgotsa mo toropokgolo e kantoro ya ga motlhankedi wa tshedimosetso e leng mo go yona e e se kitlang e fediwa mo lobakeng lwa tshimogolo;
  - therisano gareng ga makala a lephata la puso kgotsa le lephata le lengwe la puso a tlhokega kgotsa a siame go swetsa ka kopo e e se kitlang e fediwa mo lobakeng lwa tshimologo;
  - mokopi o dumela ka lokwalo katoloso eo.
  
- ✓ Fa lobaka lo atolositswe motlhankedi wa tshedimosetso o tshwanetse go itsise mokopi ka katoloso eo ka bonako jo bo kgonegang, fela ka tiragalo eo mo malatsing a le 30 morago ga gore kopo e amogelwe kgotsa e sutisiwe.
  - Kitsiso e tshwanetse go tlhalosa lobaka lwa katoloso; mabaka a a lekaneng a katoloso, go akaretsa ditlamelo tsa PAIA, tse go ikaegilweng ka tsona, le
  - gore mokopi a ka tlhoma boikuelo jwa ka fa gare kgotsa a dira kopo kwa kgotlatshekelo, go tswa fela gore o dira efe, le mokgwatsamaiso (go akaretsa lobaka) wa go tlhoma boikuelo jwa ka fa gare kgotsa kopo, go tswa fela gore o dira efe.
  -
  
- ✓ Fa motlhankedi wa tshedimosetso a retelwa ke go neela tshwetso ya kopo ya phitlhelelo go mokopi yo o amegang, motlhankedi wa tshedimosetso o tsewa a ganetse kopo ka maikemisetso a Molao o.



## **DIPAAKANYO TSE DI TENG TSA GO DIRA KGOTSA GO RETELELWA GO DIRA**

- Mokopi (kgotsa motho yo mongwe, fa a le teng) a ka kopa namolo ka go tlhoma boikuelo jwa ka fa gare kgatlhanong le tshwetso ya motlhankedi wa tshedimosetso
- Mokopi (kgotsa motho yo mongwe, fa a le teng) yo o dirileng mokgwatsamaiso wa boikuelo jwa ka fa gare, a ka batla namolo kwa kgotlatshekelo nngwe le nngwe, mo malatsing a le 30, ka taolo e e maleba ya ditshwetso tse di latelang tsa Motlhankedi wa Tshedimosetso:
  - ✓ kganelo kgotsa bontlhanngwe jwa kganelo ya kopo ya phitlhelelo;
  - ✓ bokanakang jwa dituelo tse di tlhokegang go duelwa; le
  - ✓ katoloso ya lobaka lo tshedimosetso e tla tlamelwang ka lona.
- Ditsweletso tsotlhe tsa semolao di tshwanetse go neelwa Motlhankedi wa Tshedimosetso yo o neng a samagana le kopo.

## **KAROLO YA 7**

### **DIREKHOTO TSE DI TSHOTSWENG/DIRILWENG KE GPAA**

- GPAA e tshola direkhoto mo ditlhopheng le mo dintlheng tse di latelang. Fela, tsweetswee tlhokomela gore go rekhota setlhopha kgotsa ntlha mo Bukaneng e ga go kae gore kopo ya phithelelo ya rekhoto eo e tla neelwa. Dikopo tsothe tsa phitlhelelo di tla thatlhabiwa ka bongwe ka bongwe go ya ka ditlamelo tsa PAIA. ??

### **DIREKHOTO TSE DI TENG KA TLHAMALALO KWA GPAA (KAROLO YA 15(1)(a))**

- **Tshedimosetso e e tsentsweng mo webosaeteng ya GPAA**
  - ✓ Dibukana tsa tshedimosetso
  - ✓ Diphamfolete
  - ✓ Diphousetara
  - ✓ Makwalotshedimosetso
  - ✓ Diforomo tsa Ditleleimi
  - ✓ Didirisiwa tse dingwe tsa papatso le tse di thusang tse di amanang le ditiro le ditirelo tsa GPAA
  - ✓ Dikatlholo - di teng go ya ka motho
  - ✓ Direkhoto tsa molao
  - ✓ Dikgololo/dipolelo tsa bobegakgang
  - ✓ Dithulaganyo tsa togamaano
  - ✓ Dipegelo tsa ngwaga
  - ✓ Dipegelo tsa molao
  - ✓ Dithennere (Dipholo le Kopo ya Ditlhagiso/Palo ya babeeletsi)

**Tlhokomela: Kwa ntle ga gore tlhamo nngwe le nngwe jaaka bosupi jwa rekhoto e e boletsweng fa godimo ga e teng ka tlhamalalo.**

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimosetso ya Setheo sa Puso sa Tsamaiso ya Diphešene

## DIREKHOTO TSE DI KA KOPIWANG

Dintlha le ditlhopha tsa direkhoto tse di boletsweng fa tlase ga di teng ka tšhamalalo kwa GPAA mme kopo nngwe le nngwe ya phitlhelelo ya rekhoto eo e tla tshwanela go dirwa go ya ka PAIA.

<b>LENAANE</b>	<b>MOFUTA WA REKHOTO</b>
<b>KANTORO YA GA MOTLHANKEDI KHUDUTHAMAGAMOGOLO:</b>	Direkhoto tsa molao(ga di teng go bonwa ke setšhaba); Dikgololothomo/dipolelo tsa bobegakgang Dipotso tsa Palamente; Thomeletso ya Taolo;
<b>BOKWALEDI JWA TSHWARAGANO</b>	Metsotso ya dikopano le Ditshwetso tsa Dikomiti (sk. EXCO, MANCO, Komiti ya Thuno, le Komiti ya Taolo ya Kotsi,) Ditlhagiso Dikgatiso tsa theetso tsa dikopano Direjisetara tsa Tsenelo Direjisetara tsa Ditlhomamiso tsa Kgatlhego
<b>YUNITI YA TIRO YA PAPATSO LE DITLHAELETSANO:</b>	Makwalotshedimosetso a badiri; Ditlhaeletsano tsa ka fa gare; Dipolelotlthomo tsa Bobegakgang; Dithulaganyo tsa Ditlhaeletsano tse di Tsepileng tsa yuniti e e farologaneng; le Tlhabololo ya ditneng tsa weposaete le intranet jj.
<b>LENANE 1</b>	
<b>LENAANE LA 1.1 DITIRELO TSA TSHWARAGANELO</b>	<b>Yuniti ya Tiro ya Dithulaganyo tsa Badiri:</b> Dipholisi le mekgwatsamaiso tsa Dithulaganyo tsa Badiri Difaele tsa badiri Direkhoto tsa katiso Direkhoto tsa molao Diporofaele tsa tiro Tshedimosetso ya Dituelo Ditumalano tsa kwa Tirong le tsa mothapi-

	<p>mothapiwa</p> <p>Direkhoto tsa tiragatso</p> <p>Dikonteraka tsa thapo/tiro</p> <p>Dipegelo tsa tlathhobo ya maemo a motho a thaloganyo le a sebele</p> <p>Tsibogo le dipholo tsa tlathhobo ya tiragatso</p> <p>Dipegelo tsa badiri tsa kgalemo</p> <p>Dipegelo tsa badiri tsa boitekanelo</p> <p>Dipegelo go tswa kwa diyuniting tse dingwe tsa tiro go akaretsa</p> <p>Dikhutshwafatso tsa Khuduthamaga le dipegelo tsa netefaletso ya bosenyi</p> <p>Direkhoto tsa CCMA le tsa Kgotlatshekelo ya Badiri malebana le dikgotlhang tsa tiro</p> <p>Dipholo tsa tlathhobo ya tiro</p> <p>Dipegelo tsa khunologo</p> <p><b>.Yuniti ya Tiro ya Dikamano tsa Badiri:</b></p> <p>Dikitsiso tsa ditheetso tsa kgalemo</p> <p>Dipholo tsa theetso ya boikuelo</p> <p>Kopo ya boikuelo</p> <p>Tlhotlhomiso ya Kitsiso- ya Tlhaelo ya Bokgoni</p> <p>Kitsiso malebana le go emelwa</p> <p>Kitsiso ya go sekegwa</p> <p>Foromo ya ngongorego</p> <p>Mokgwatsamaiso wa go busetsa morago/tlogela khunologo ka ntlha ya bolwetsi</p> <p>Dikopo</p> <p><b>Yuniti ya Tiro ya Ditirelo tsa Boitekanelo jwa Badiri:</b></p> <p>Dipegelo tsa kalafo tsa badiri;</p> <p>Rekhoto ya Ditirelo tsa Boitekanelo jwa Badiri;</p> <p>Dipegelo tsa tsenogare; le</p> <p>Dipholisi tsa Boitekanelo jwa Badiri.</p> <p><b>Tsamaiso ya Ditlabakelo</b></p> <p>Ditokomane tsa tsamaiso:</p>
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	<p>Dikhutshwafatso tsa Khuduthamaga; Dimemorantamo; le Tatabeisi ya Tshedimosetso, sk, Dikhiriso.</p> <p><b>Ditokomane tsa kobamelo:</b> Dipholisi, mekgwatsamaiso le ditsweletso Kelelo ya tiro.</p> <p><b>Ditokomane tsa Ditirelo tsa Pabalesego:</b> Dibuka tsa Tiragalo Rejisetara ya taolo ya phitlhelelo Foromo ya kopo ya phitlhelelo Rejisetara ya taolo ya dinotlolo Rejisetara ya lenanethoto la taolo ya dinotlolo Mametlelelo ya Tiro Pholisi ya pabalesego Mokgwatsamaiso wa taolo ya phitlhelelo Pholisi ya Molao wa Boitekanelo jwa mo Tirong le Polokesego Mokgwatsamaiso ya taolo ya ditlhobolo Mokgwatsamaiso wa go tima molelo le thibelo</p>
<p><b>LENAANE LA 1.2    DITIRELO TSA MATLOTLO</b></p>	<p><b>Matlotlo</b> Dipolelo tsa Tekanyetsokabo Ditlhagiso tsa tekanyetsokabo Dipegelo tsa Tshenyegelo Dithomeletso tsa Matlotlo Dipegelo tsa Ngwaga tsa matlotlo Dipotso tsa thuno Direkhoto tsa lotseno lo lo amogetswen Dipolelo tsa Banka Kobamelo ya Lekgetho</p> <p><b>Tsamaiso ya Tshenkelo</b></p>

	<p>Dipegelo tsa Kgwedi</p> <p>Ditokomane tsa Dipeeletso/Thennere</p> <p>Dipotso tsa thuno</p> <p>Pholisi ya Tsamaiso ya Dithoto</p> <p>Dipegelo tsa Kgwedi tsa Tsamaiso ya Dithoto</p> <p><b>Inšorensense:</b></p> <p>Dipegelo tsa peotlhotlhwa- melato ya ditopotuelo tse di saletseng morago;</p> <p>Dipegelo tsa peotlhotlhwa -GEPF</p> <p>Dipegelo tsa peotlhotlhwa - ketleetsa ya kalafo</p>
<p><b>LENANE 1.3: TIRO E E KGONISANG</b></p>	<p><b>Tlhaeletsano ya Tshedimisetso le Thekenoloji</b></p> <p>Lekala la ICT le na le Diyuniti tse di latelang tsa Tiro: Ditirelo tsa Tshegetso ya Tiro, Ditirelo tsa Tiro ya Tshegetso, Ditirelo tsa Dithulaganyetso, le Go Busa, Kotsi le Pabalesego.</p> <p>Togamaano ya ICT</p> <p>Tšhata ya Tsamaiso ya Porojeke</p> <p>Tsweletso ya Tsamaiso ya Porojeke</p> <p>Pholisi ya boagi/boagiteke</p> <p>Tšhata ya boagi</p> <p>Dinetefatso tsa Boitekanelo (go nna teng ga thulaganyo)</p> <p>Thulaganyotshupetso</p> <p>Ditokomane tsa thulaganyo ya moakanyetso</p> <p>Dipholisi, mekgwatsamaiso le dikaelo tsa ICT</p> <p>Rekhoto ya megala ya ka fa gare</p> <p>Ditsweletso</p>
<p><b>LENAANE LA 1.4: TSHEGETSO YA TOGAMAANO</b></p>	<p>Thulaganyo ya Togamaano le Tebelelo</p> <p>Ditlhaeletsano le Papatso</p> <p>Togamaano ya tlhaeletsano</p>

	<p>Dithulaganyo tsa Ngwaga tsa Tiragatso</p> <p>Dipegelo tsa Ngwaga</p> <p>Dithulaganyo tsa Kgwebo</p> <p>Dikamano gareng ga dipuso</p> <p>Tshegetso ya Ditiro</p>
<p><b>LENAANE LA 1.5 GO BUSA</b></p>	<p><b>Dipegelo tsa Thuno ya ka fa Gare</b></p> <p>Dipegelo tsa Thuno ya ka fa Gare</p> <p>Dipholisi le mekgwatsamaiso ya thuno ya ka fa gare</p> <p>Bukana ya Thuno ya ka fa Gare</p> <p>Ditumalano tsa Maemo a Tirelo ya Thuno ya ka fa Gare</p> <p>Molawana wa Boitshwaro wa Thuno ya ka fa Gare</p> <p>Tshata ya Thuno ya ka fa Gare</p> <p>Tshata ya Komiti ya Thuno ya ka fa Gare</p> <p>Thulaganyo ya Yuniti ya Tiro ya Thuno ya ka fa Gare</p> <p><b>Yuniti ya Tiro ya Tsietso le Difoensiki:</b></p> <p>Thulaganyo ya Tsietso le Thibelo</p> <p>Pholisi ya go Senola Dilo tse di sa Siamang</p> <p>Dikonteraka le batlamedi ba tirelo</p> <p>Dipegelo tsa Molekanyi</p> <p>Dipegelo tsa Difoensiki</p> <p>Didokete tsa tlhotlhomiso.</p> <p><b>Semolao:</b></p> <p>Dipegelo tsa tsheko</p> <p>Dipegelo tsa peomolao</p> <p>Dipegelo tsa Dingongorego</p> <p>Dipegelo tsa PAIA</p> <p>Dipegelo tsa Kobamelo</p> <p>Dikonteraka</p> <p>Dimemorantamo tsa Kgakololo ya Semolao</p> <p>Dikakanyo tsa semolao</p>

	<p>Dipholisi le mekgwatsamaiso</p> <p><b>Taolo ya Kotsi ya Kgwebo</b></p> <p>Rejisetara ya togamaano ya kotsi</p> <p>Lethomeso la taolo ya kotsi</p> <p>Tšhata ya Taolo ya Kotsi</p> <p>Thulaganyo ya Taolo ya Kotsi</p> <p>Dipegelo tsa tlhatlhobo ya tiro/togamaano</p> <p>Dipegelo tsa IT tsa tlhatlhobo ya kotsi</p>
<b>LENAANE LA 2</b>	
<b>LENAANE LA 2.1 SESOLE SE SE KGETHEGILENG LE TSE DINGWE</b>	<p>Diforomo tsa kopo</p> <p>Direkhoto tsa ditokololo</p> <p>Direkhoto tsa Baamogelaphenšene</p> <p>Direkhoto tsa Baamogelatshiamelo</p> <p>Diforomo tsa Kopo</p> <p>Dipegelo tsa Kalafo</p> <p>Boto ya Boikuelo jwa Kalafo le Metsotso ya Lekgotla la Boikuelo le Ditshwetso</p> <p>Metsotso ya Boto ya Boikuelo ya Diphenšene tse di Kgethegileng le Ditshwetso (Kwa ntle ga gore go na le tswalelontle ya tshedimose tso ya sebele e e bophiri)</p>
<b>LENAANE LA 2.2 DITHUSO TSA BADIREDIPUSO</b>	<p>Diforomo tsa kopo</p> <p>Direkhoto tsa ditokololo</p> <p>Direkhoto tsa Baamogelaphenšene</p> <p>Direkhoto tsa Baamogelatshiamelo</p>
<b>LENAANE LA 2.3 DIKAMANO TSA BADIRELWA</b>	<p>Dipegelo tsa Batlhankedi ba Kgokaganyo ya Badirelwa</p> <p>Dithulaganyo tsa Manane a Phitlhelelo le Dipegelo</p> <p>Dipegelo tsa Setheo sa megala</p> <p>Dipegelo tsa Ditheo</p> <p>Dipegelo tsa dikantoro tse di sutang</p>



## KAROLO YA 9

### TLHABOLOLO YA BUKANA

GPAA e ka tlhabolola le go phasalatsa bukana ya yona fa go tlhokega jaaka go kailwe mo karolong ya 14(2) ya PAIA, ka dikgaotso tse di sa feteng ngwaga.

### GO NNA TENG GA BUKANA

Khopi e diriwa teng kwa sebakeng sengwe le sengwe sa dipositi ya molao jaaka go tlhalositswe mo karolo 6 ya Molao wa Dipositi tsa Semolao wa 1997 (Molao wa No. 54 wa 1999) le Khomišene ya Ditshwanelo tsa Botho ya Aforikaborwa.

Bukana e tla phasaladiwa le go diriwa teng mo webosaeteng ya GPAA: [www.gpaa.gov.za](http://www.gpaa.gov.za)

Kwa dikantorong tsa lephata la puso, mo ntlheng e, kwa lefelong la kamogelo la GPAA.

### 13 DITUELO TSE DI BEILWENG

Ka maikemisetso a karolo 22(2) ya PAIA tse di latelang di a dira:

Tlhaloso	Bokanakang (R)
Tuelo ya kopo e e duelwang ke mokopi mongwe le mongwe, kwa ntle ga mokopi ka sebelo, yo o kailweng mo molawaneng wa 7(2)	35.00
Khophi ya bukana jaaka go tlhalositswe mo Molawaneng wa 5(c) (ya fothokhophi nngwe le nngwe ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona)	0.60
<b>Dituelo tsa go tlhagisa gape tse di kailweng mo Molawaneng wa 7(1) ke tse di latelang:</b>	
1. Fothotokhophi nngwe le nngwe ya tsebe ya bogolo jwa A4	0.60

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimisetso ya Setheo sa Puso sa Tsamaiso ya Diphešene

kgotsa karolo ya yona	
2. Khophi nngwe le nngwe e e gatisitsweng ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona e e tshotsweng mo khomputareng kgotsa ka mokgwa o o buisegang mo motšhining	0.40
3. Khophi mo khomputareng ka mokgwa o o buisegang mo motšhining mo:	5.00
a. disiking ya setifi	40.00
b. Disiki e e kitlaneng (mokgwa o o buisegang)	
4. Kwalololo ya ditshwano tsa pono:	
a. ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona	22.00
b. Khophi ya ditshwano tsa pono	60.00
5. Kwalololo ya rekhoto ya theetso:	
a. ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona	12.00
b. Khophi ya rekhoto ya theetso	17.00
<b>Dituelo tsa phitlhelelo e e duelwang ke mokopi yo o kailweng mo Molawaneng wa 7(3) ke tse di latelang:</b>	
1. Fothotokhophi nngwe le nngwe ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona	0.60
2. Khophi nngwe le nngwe e e gatisitsweng ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona e e tshotsweng mo khomputareng kgotsa ka mokgwa o o buisegang mo motšhining	0.40
3. Khophi mo khomputareng ka mokgwa o o buisegang mo motšhining mo:	5.00
a. disiking ya setifi	40.00
b. Disiki e e kitlaneng	
4. Kwalololo ya ditshwano ta pono , tsa tsebe ya bogolo jwa A4 kgotsa karolo ya yona	22.00
5. Khophi ya ditshwano tsa pono	60.00
6. Kwalololo ya rekhoto ya theetso:	12.00
a) ya tsebe ya bogolo jwa A4 kgotsa karolo ya yona	17.00
b) Khophi ya rekhoto ya theetso	

Go batla le go rulaganya rekhoto gore e senolwe, R15.00 ura nngwe le nngwe kgotsa karolo ya ura, go sa akarediwa ura ya ntlha, e e tlhokegang go amogelesegile go batla le go rulaganya goo	
Tuelo ya go posa e e duelwang fa khopi ya rekhoto e tshwanetse go posediwa mokopi. Tshegenyelo ya go posa e ikaegile ka kelotefo go ya ka kwa go posediwang teng.	

**TLHOKOMELA: DIFOROMO TSE DI DIRISIWANG GO KOPA TSHEDIMOSETSO KA PAIA DI MO TSEBENG E E LATELANG**

**FOROMO YA A**

**KOPO YA PHITLHELELO YA DIREKHOTO TSA**

Karolo ya 18(1) ya PAIA

**[Molawana wa 10]**

**A. Dintlha tsa GPAA**

**B. Aterese ya lefelo:**

34 Hamilton Street

Pretoria

**C. Dintlha tsa motho yo o kopang phitlhelelo ya rekhoto**

- (a) *Dintlha tsa motho yo o kopang phitlhelelo ya rekhoto di tshwanetse go newa kwa tlase.*
- (b) *Aterese le/kgotsa nomoro ya fekese mo Rephaboliking e tshedimose tso e romelwang kwa go tsona di tshwanetse go neelwa.*
- (c) *Bosupi jwa maemo a kopo e diriwang ka ona, fa bo le teng, bo tshwanetse go tshwaragannwa.*
- d) *Mabaka a go fitlhelela direkhoto*

Maina ka botlalo le sefane:.....

Nomoroitshupo: .....

Aterese ya poso:.....

Nomoro ya fekese: .....Nomoro ya mogala: .....

Aterese ya imeile: .....

Mabaka a go fitlhelela direkhoto:

.....

.....

#### **D. Dintlha tsa motho yo go diriwang kopo mo boemong jwa gagwe**

*Karolo e e tshwanetse go tladiwa FELA fa kopo ya tshedimose tso e diriwa mo boemong jwa motho yo mongwe.*

Maina ka botlalo le sefane: .....

Nomoroitshupo: .....

Aterese ya poso:.....

Fekese: .....Mogala:.....

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso ya Setheo sa Puso sa Tsamaiso ya Diphenšene

Imeile:.....

Maemo a kopo e diriwang ka ona, fa e dirwa mo boemong jwa motho yo mongwe:

.....

**E. Dintlha tsa rekhoto**

- |  |
|--|
| <p>(a) <i>Tlamela dintlha ka botlalo tsa rekhoto tse go kopiwa phitlhelelo ya tsona, go akaretsa nomoro ya kaelo fa o e itse, go kgonisa gore rekhoto e bonwe.</i></p> <p>(b) <i>Fa sebaka se se tlametsweng se sa lekana, tsweetswee tswelela mo foleong e e kwa thoko mme o e tshwaraganye le foromo e. Mokopi o tshwanetse go saena difoleo tsa tlaleletso.</i></p> |
|--|

**1. Tlhaloso ya rekhoto kgotsa karolo e e maleba ya rekhoto:**

.....  
.....  
.....

**2. Nomoro ya kaelo, fa e le teng:**

.....

**3. Dintlha tse dingwe tsa rekhoto go ya pele:**

.....  
.....

**F. Dituelo**

- (a) *Kopo ya phitlhelelo ya rekhoto, kwa ntle ga rekhoto e e nang le tshedimosetso ya sebele ka ga wena, e tla tswelediwa fela morago ga gore tuelo ya kopo e duelwe.*
- (b) *O tla itsisiwe ka bokanakang jo bo tlhokegang go duelwa jaaka tuelo ya kopo.*
- (c) *Tuelo e e duelwang ya phitlhelelo ya rekhoto e ikaegile ka mokgwa o phitlhelelo e tlhokegang ka ona le nako e e amogelesegileng ya go batla le go rulaganya rekhoto.*
- (d) *Fa o siamelwa ke kgololo ya tuelo ya tuelo nngwe le nngwe, tsweetswee tlhalosa lebaka la kgololo.*

Lebaka la kgololo mo go dueleng dituelo: .....

.....

.....

### G. Foromo ya phitlhelelo ya rekhoto

*Fa o thibelwa ke bogole go buisa, go lebelela kgotsa go reetsa rekhoto ka mokgwa o phitlhelelo e tlametsweng ka ona mo 1 go fitlha go 4 fa tlase, tlhalosa bogole jwa gago mme o supe gore rekhoto e tlhokega ka mofuta ofe.*

Bogole:	Mokgwa o rekhoto e tlhokegang ka ona:
<i>Tshwaya lebokoso le le maleba ka X.</i>	
<b>DITEMOSO:</b>	
(a) <i>Kobamelo ya kopo ya gago ka mokgwa o o totobaditsweng e ka ikaega ka mokgwa o rekhoto e leng teng ka ona.</i>	
(b) <i>Phitlhelelo ka mokgwa o o kopilweng e ka ganelwa mo mabakeng a a rileng. Fa go ntse jalo o tla itsisiwe fa phitlhelelo e tla neelwa ka mokgwa o mongwe.</i>	
(c) <i>Tuelo e e duelelwang phitlhelelo ya rekhoto, fa e le teng, e tla tlhomamisiwa ka bontlhannngwe ke mokgwa o phitlhelelo e kopilweng ka ona.</i>	

### 1. Fa rekhoto e le ka mokgwa o o kwadilweng kgotsa o o gatisitsweng:

khophi ya rekhoto*	thatlhobo ya rekhoto
--------------------	----------------------

<b>2. Fa rekhoto e na le ditshwano tsa pono</b>			
(Se se akaretsa ditshwantsho, diselaete, dikgatiso tsa video, ditshwano tse di dirilweng ka khomputara, dithalo, jj):			
lebelela ditshwano		khophi ya ditshwano*	3. kwalololo ya ditshwano*
<b>3. Fa rekhoto e na le mafoko a a gatisitsweng kgotsa tshedimose tso e e ka tlhagisiwang jaaka modumo:</b>			
reetsa tselanamodumo (khasete ya theetso)		kwalololo ya tselanamodumo* (tokomane e e kwadilweng kgotsa e e gatisitsweng)	

<b>4. Fa rekhoto e tshotswe mo khomputareng kgotsa mo eleketeroniking kgotsa mokgwa o o buisegang wa motšhine:</b>			
khophi e e gatisitsweng ya rekhoto*		khophi e e gatisitsweng ya tshedimose tso e e ntshitsweng mo rekhotong*	khopi ka mokgwa o o buisegang mo khomputareng* (setifi kgotsa disiki e e kitlaneng)
*Fa o kopile khopi kgotsa kwalololo ya rekhoto (kwa godimo), a o eletsa gore khopi kgotsa kwalololo e posediwe kwa go wena? <b>Go posa go a duelwa.</b>		EE	NNYAA

#### H. Ditlha tsa tshwanelo e e tla diragadiwang kgotsa e e tla sirelediwang

*Fa sebaka se se tlametsweng se sa lekana, tsweetswee tsewelela mo foleong e e kwa thoko mme o e tshwaraganye le foromo e. Mokopi o tshwanetse go saena difoleo tsa tlaleletso.*

- Supa gore ke tshwanelo efe e e tla diragadiwang kgotsa e tla sirelediwang:  
.....  
.....
- Tlhalosa gore goreng rekhotoo e e kopilweng e tlhokega go diragatsa kgotsa go sireletsa tshwanelo e e boletsweng fa godimo:  
.....

.....  
.....

**I. Kitsiso malebana le kopo ya phitlhelelo**

*o tla itsisiwe ka lekwalo gore kopo ya gago e rebotswa/ganetswe. Fa o rata go itsisiwe ka mokgwa o mongwe, tsweetswee totobatsa mokgwa oo mme o tlamele dintlha tse di tlhokegang go kgonisa kobamelo ya kopo ya gago.*

O tla rata go itsisiwe ka ga tshwetso malebana le kopo ya gago ya phitlhelelo ya rekhoto jang? SK. ka fekese/poso le go neela tshedimose tso ya ntlha.

.....

E saenilwe ka letsatsi le .....la(kgwedi)..... 20-----

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TSHAENO YA MOKOPI/MOTHO

YO GO DIRIWANG KOPO MO BOEMONG JWA

GAGWE



## FOROMO YA B

### KITSISO YA BOIKUELO JWA KA FA GARE

### SETHEO SA PUSO SA TSAMAISO YA DIPHENŠENE

(Karolo ya 75 ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso wa 2000 (Molao wa No. ya 2 wa 2000))

[Molawana wa 8]

TLHALOSA NOMORO YA GAGO YA KAELO:

\_\_\_\_\_

#### A. Dintlha tsa SETHEO SA PUSO SA TSAMAISO YA DIPHENŠENE

Motlhankedi wa Tshedimose tso/Motlatsa Motlhankedi wa Tshedimose tso:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### B. Dintlha tsa mokopi/motho yo mongwe yo o tlhomang boikuelo jwa ka fa gare

- (a) *Dintlha tsa motho yo o tlhomang boikuelo jwa ka fa gare di tshwanetse go neelwa kwa tlase.*
- (b) *Bosupi jwa maemo a boikuelo bo tlhomiwang ka bona, fa bo le teng, bo tshwanetse go tshwaraganngwa.*
- (c) *Fa moikuedi e le motho wa boraro mme e se motho yo o kopileng tshedimose tso kwa tshimologong, dintlha tsa mokopi di tshwanetse go neelwa kwa C kwa tlase.*

Maina ka botlalo le sefane: \_\_\_\_\_

Nomoroitshupo: \_\_\_\_\_

Aterese ya Poso: \_\_\_\_\_

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso ya Setheo sa Puso sa Tsamaiso ya Diphenšene

----- Nomoro ya  
fekese:-----

Nomoro ya mogala: -----

Aterese ya imeile:-----

Maemo a boikuelo jwa ka fa gare mo boemong jwa motho yo mongwe bo tlhomiwang ka  
ona:

---

---

**C. Dintlha tsa mokopi**

*Karolo e e tshwanetse go tladiwa FELA fa motho yo mongwe (kwa ntle ga mokopi) a  
tlhoma boikuelo jwa ka fa gare.*

Maina ka botlalo le sefane:.....

Nomoroitshupo: .....

Aterese ya poso:.....

-----

Nomoro ya fekese: -----

Nomoro ya mogala: -----

Aterese ya imeile:-----

**Tshwetso e go tlhomiwang boikuelo jwa ka fa gare kgatlhanong nayo**

*Tshwaya tshwetso e go tlhomiwang boikuelo jwa ka fa gare kgatlhanong nayo ka X mo  
lebokosong le le maleba:*

	Kganelo ya kopo ya phitlhelelo
	Tshwetso malebana le dituelo tse di beilweng go ya ka karolo ya 22 ya PAIA
	Tshwetso malebana le katoloso ya lobaka lo go tshwanetsweng go samaganwa le kopo ka lona go ya ka karolo ya 26 (1) ya PAIA
	Tshwetso go ya ka karolo ya 29 (3) ya PAIA go ganela phitlhelelo ya tshedimosetso ka mokgwa o e kopilweng ka ona ke mokopi
	Tshwetso ya go neelana ka phitlhelelo

#### D. Mabaka a go ikuela

*Fa sebaka se se tlametsweng se sa lekana, tsweetswee tsewela mo foleong e e kwa thoko mme o e tshwaraganye le foromo e. O tshwanetse go saena difoleo tsotlhe tsa tlaleletso.*

Tlhalosa mabaka a boikuelo jwa ka fa gare bo theilweng ka ona:

Tlhalosa tshedimosetso nngwe le nngwe e e ka nnang maleba fa go elwa boikuelo tlhoko:

-----

#### **Kitsiso ya tshwetso ya boikuelo**

*O tla itsisiwe ka lekwalo ka ga tshwetso ka ga boikuelo jwa gago jwa ka fa gare. Fa o rata go itsisiwe ka mokgwa o mongwe, tsweetswee totobatsa mokgwa oo mme o tlamele dintlha tse di tlhokegang go kgonisa kobamelo ya kopo ya gago.*

Tlhalosa mokgwa:

Dintlha tsa

mokgwa:.....

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimosetso ya Setheo sa Puso sa Tsamaiso ya Diphešene

.....  
.....

E saenilwe kwa-----ka-----letsatsi -----20-----

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TSHAENO YA MOIKUEDI

**E DIRISIWA SEMMUSO:**

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimosetso ya Setheo sa Puso sa Tsamaiso ya Diphešene

**REKHOTO YA SEMMUSO YA BOIKUELO JWA KA FA GARE:**

Boikuelo bo amogetswe ka------(letlha)ke -----  
 -----(tlhalosa maemo, leina  
 le sefane sa motlhankedi wa tshedimose tso/motlatsa motlhankedi wa tshedimose tso.)

Boikuelo bo tsamaya le mabaka a tshwetso ya ga motlhankedi wa  
 tshedimose tso/motlatsa motlhankedi wa tshedimose tso, le, fa go tlhokegang teng,  
 dintlha tsa motho yo mongwe yo rekhoto e amanang le ene, e motlhankedi wa  
 tshedimose tso/motlatsa motlhankedi wa tshedimose tso a e neetseng ka-----  
 -----(letlha) bothati jo bo maleba.

**BOWETSO JWA BOIKUELO:**

TSHWETSO YA MOTLHANKEDI WA TSHEDIMOSE TSO/MOTLATS A MOTLHANKEDI  
 WA TSHEDIMOSE TSO E TIISITSWE/E FETOTSWE KA TSHWETSO E NTSHWA

TSHWETSO E NTŠHWA: -----  
 -----  
 -----  
 -----  
 -----

BOTHATI JO BO MALEBA:----- LETLHA:-----  
 --

E AMOGETSWE KE MOTLHANKEDI WA TSHEDIMOSE TSO/MOTLATS A  
 MOTLHANKEDI WA TSHEDIMOSE TSO GO TSWA GO BOTHATI JO BO MALEBA KA  
 (letlha):-----

## FOROMO YA D

TSHENOLO KA BOITHAOPO LE DIREKHOTO TSE DI TENG KA TLHAMALALO LE PHITLHELELO YA DIREKHOTO TSEO (Karolo ya 15 ya PAIA e e Boeleditsweng ka 2015/16)

[Melawana wa 5A]

<b>TLHASOLO YA DIREKHOTO GO YA KA 15(1)(A) YA MOLAO</b>	<b>MOKGWA WA PHITLHELELO YA DIREKHOTO (eleketeroniki sk. weposaete)</b>	<b>MOTHO YO GO GOLAGANWANG LE ENA</b>
<b>GO TLHATLHOBWA GO YA KA KAROLO YA 15 (1)(a)(i):</b>		
Ga e teng jaanong		
<b>GO REKISIWA GO YA KA KAROLO YA 15(1)(a)(ii):</b>		
Ga e teng jaanong		
<b>GO KOPOLOLWA GO YA KA KAROLO YA 15(1)(a)(ii):</b>		
<b>DITHULAGANYO TSA TOGAMAANO</b>		
<b>NGWAGA</b>		
	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
<b>THULAGANYO YA NGWAGA YA TIRAGATSO</b>		
<b>NGWAGA</b>		
	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
<b>DITHULAGANYO TSA KGWEBO</b>		
<b>NGWAGA</b>		
<b>DIPEGELO TSA NGWAGA</b>		
<b>NGWAGA</b>		
	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
<b>PEOMOLAO</b>		
<b>DIPEGELO TSE DINGWE</b>		
<b>DITHENDARA</b>		

Bukana ya Molao wa Thotloetso ya Phitlhelelo ya Tshedimose tso ya Setheo sa Puso sa Tsamaiso ya Diphešene

Dithendara tse dintšhwa	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
Babeeletsi	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
Dithendara tse di tswetsweng	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola
Dithendara tse di abilweng	E teng mahala mo <a href="http://www.gppa.gov.za">www.gppa.gov.za</a>	Sitlholola