



UNIE VAN SUID-AFRIKA
UNION OF SOUTH AFRICA

(As 'n Nuusblad by die Poskantoor Geregistreer)

(REGULASIEKOERANT No. 1)

13
B
UITENGEWONE

EXTRAORDINARY

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8 JANUARY

GOEWERMENTSKENNISGEWINGS.

DEPARTEMENT VAN BINNELANDSE SAKE.

No. R. 28.]

[8 Januarie 1960.

REGULASIES INGEVOLGE ARTIKEL TWAALF
VAN DIE WET OP STATISTIEKE, 1957 (WET
No. 73 VAN 1957).

INSAMELING VAN STATISTIEKE TEN OPSIGTE VAN EFFEKTEMAKELAARS EN EFFEKTE- OF AANDEELHANDELAARS.

1. Vir die toepassing van hierdie regulasies beteken—

- (a) „effektemakelaar”, iemand wat effekte of aandele vir en ten behoeve van ander persone koop en verkoop as 'n sakeonderneming;
- (b) „effekte- of aandeelhandelaar”, iemand wat effekte of aandele op 'n ander manier as deur tussenkoms van 'n effektemakelaar vir eie rekening koop en verkoop as 'n sakeonderneming.

2. Elke effektemakelaar of effekte- of aandeelhandelaar in die Unie moet, nadat die Direkteur van Sensus en Statistiek, hom daartoe versoek het en nadat 'n vorm soos voorgeskryf in Bylae A, behoorlik aan hom gestuur, afgelewer of aangebied is, aan die Direkteur van Sensus en Statistiek, Pretoria, op gemelde vorm 'n opgawe verstrek ten opsigte van die boekjaar wat, met betrekking tot die sakeonderneming van die betrokke effektemakelaar of effekte- of aandeelhandelaar, gedurende die twaalf maande 1 Julie 1958 tot 30 Junie 1959 geëindig het, en daarna met tussenpose van 'n jaar of langer, soos die Direkteur van Sensus en Statistiek mag besluit, ten opsigte van elke boekjaar wat, met betrekking tot die betrokke sake-onderneming, gedurende die twaalf maande 1 Julie tot 30 Junie geëindig het.

3. Die opgawe gemeld in regulasie 2, moet verstrek word binne 'n tydperk van sestig dae vanaf die datum van die versoek van die Direkteur van Sensus en Statistiek.

4. 'n Effektemakelaar of effekte- of aandeelhandelaar wat, nadat hy kragtens regulasie 2 daartoe versoek is, sonder 'n regsgeldige rede versuim om aan hierdie regulasies te voldoen, begaan 'n oortreding en is, by skuldigbevinding, strafbaar met 'n boete van hoogstens vyf-en-twintig pond of, in die geval van voortdurende versuim om daaraan te voldoen, met 'n boete van hoogstens een pond vir elke dag wat die versuim voortduur.

A—7088584

GOVERNMENT NOTICES.

DEPARTMENT OF INTERIOR.

No. R. 28.]

[8 January 1960.

REGULATIONS UNDER SECTION TWELVE OF
THE STATISTICS ACT, 1957 (ACT No. 73 OF 1957).

COLLECTION OF STATISTICS REGARDING STOCK-BROKERS AND DEALERS IN STOCKS OR SHARES.

1. For the purpose of these regulations—

- (a) “stock-broker” means any person who carries on the business of buying and selling stocks or shares for and on behalf of other persons;
- (b) “dealer in stocks or shares” means any person who carries on the business of buying and selling stocks or shares on his own account, otherwise than through a stock-broker.

2. Every stock-broker or dealer in stocks or shares in the Union shall, after having been requested by the Director of Census and Statistics to do so and after a form as prescribed in Annexure “A” has been duly sent, delivered or tendered to him, render to the Director of Census and Statistics, Pretoria, upon the said form a return in respect of the financial year which, with reference to the business of the stock-broker or dealer in stocks or shares concerned, ended during the twelve months 1st July, 1958, to 30th June, 1959, and thereafter annually or at longer intervals as the Director of Census and Statistics may decide in respect of each financial year which, with reference to the business concerned, ended during the twelve months 1st July to 30th June.

3. The return mentioned in regulation 2, shall be furnished within a period of sixty days after the date of the request by the Director of Census and Statistics.

4. Any stock-broker or dealer in stocks or shares who, having been requested in terms of regulation 2, without valid reason fails to comply with these regulations shall be guilty of an offence and liable, on conviction, to a fine not exceeding twenty-five pounds or, in the case of a continuing failure to comply therewith, to a fine not exceeding one pound for every day during which such failure continues.

1—6344

BYLAE „A”.

STATISTIEKE VAN EFFEKTEMAKELAARS EN EFFEKTE- OF AANDEELHANDELAARS.

Naam van firma _____

Adres _____

Meld of die firma die eiendom is van: 'n Eenmansaak/Vennootskap _____

Indien 'n vennootskap, meld die getal vennote _____

DEEL A.—INKOMSTE EN UITGAWE VIR DIE JAAR GEËINDIG _____ 19____

<i>Uitgawe.</i>	<i>Slegs £.</i>	<i>Inkomste.</i>	<i>Slegs £.</i>
1. Salarisse, lone, lewenskostetoelae en bonusse.....	_____	13. Makelaarsloon.....	_____
2. Bydrae tot personeelfondse (pensioen-, voorsienings-, mediese hulpfondse, ens.).....	_____	14. Onderskryfkommissie.....	_____
3. Werkgewer se bydrae tot bestaansbeveiligingsfondse (skadeloosstelling van werkmense en werkloosheidsversekering).....	_____	15. Ondersteuningsgelde.....	_____
4. Indirekte belastinge en lisensies (met inbegrip van Bantoeregistrasie en diensheffingsfondse).....	_____	16. Waardasiegelde.....	_____
5. Rente betaal aan—	_____	17. Arbitrasie (bruto wins).....	_____
(a) Finansiële inrigtings (banke, beleggingsmaatskappye, ens.).....	_____	18. Makelaarswerk vir eie rekening („Jobbing”) (bruto wins).....	_____
(b) Ander effektemakelaars.....	_____	19. Rente uit lenings, ens. (bruto)—	_____
(c) _____	_____	(a) Kliënte en ander makelaars.....	_____
6. Waardevermindering: Uitrusting (meubels, kantoor-toestelle, voertuie, ens.).....	_____	(b) Ander (deposito's en beleggings).....	_____
7. Verliese gely—	_____	20. Dividende ontvang.....	_____
(a) Wantransaksies.....	_____	21. Verliese verhaal (spesifiseer aard)—	_____
(b) Slechte skulde.....	_____	_____	_____
(c) Ander (spesifiseer aard)—	_____	22. Ander ontvangste (spesifiseer)—	_____
_____	_____	_____	_____
8. Skenkings.....	_____	_____	_____
9. Arbitrasie (bruto verlies).....	_____	_____	_____
10. Makelaarswerk vir eie rekening („Jobbing”) (bruto verlies).....	_____	_____	_____
11. Ander uitgawes (totaal).....	_____	23. Saldo: Netto verlies (as daar is).....	_____
12. Saldo: Netto wins (voor belasting).....	_____	_____	_____
TOTAAL.....	_____	TOTAL.....	_____

DEEL B.—WERKNEMERS, SALARISSE, LONE, ENS.

(a) Getal werknemers op 30 Junie 19____

Geslag.	Blankes.	Bantoes.	Kleurlinge.	Asiate.	Totaal.
Voltyds:—					
Mans.....					
Vrouens.....					
TOTAAL.....					
Deeltyds:—					
Mans.....					
Vrouens.....					
TOTAAL.....					

(b) Salarisse en lone (met inbegrip van lewenskostetoelae, bonusse en bydraes tot pensioen-, voorsienings- en mediese hulpfondse) gedurende die jaar geëindig _____ 19____

Voltyds en deeltyds:—

£

Blankes.....	_____
Bantoes.....	_____
Kleurlinge.....	_____
Asiate.....	_____

TOTAAL*.....

* Hierdie syfer moet klop met die totaal van items 1 en 2 onder „Uitgawe” van Deel A.

DEEL C.—BESONDERHEDE VAN SEKERE BATES WAT IN DIE BESIGHEID GEBRUIK WORD OP _____ 19____

Uitrusting (Meubels, kantoortoestelle, voertuie, ens.):—	<i>Slegs £.</i>
Boekwaarde aan begin van jaar.....	_____
Plus Aankope (bruto waarde) gedurende jaar.....	_____
TOTAAL.....	_____
Min: Verkope en inruilwaarde gedurende jaar.....	_____
„ Waardevermindering en afskrywings gedurende jaar.....	_____
Boekwaarde aan einde van jaar.....	_____

ANNEXURE "A".

STATISTICS OF STOCK-BROKERS AND DEALERS IN STOCKS AND SHARES.

Name of firm.....
 Address.....
 State whether the firm is owned by: An Individual/A Partnership.....
 If partnership, state number of partners.....

PART A.—INCOME AND EXPENDITURE FOR THE YEAR ENDED 19.....

Expenditure.	£ Only.	Income.	£ Only.
1. Salaries, wages, cost of living allowances and bonuses	_____	13. Brokerage.....	_____
2. Contribution of staff funds (pension, provident, medical aid fund, etc.).....	_____	14. Underwriting commission.....	_____
3. Employers' contribution to Social security funds (workmen's compensation and unemployment insurance).....	_____	15. Sponsoring fees.....	_____
4. Indirect taxes and licences (including Bantu registration and service levy fund).....	_____	16. Valuation fees.....	_____
5. Interest paid to—	_____	17. Arbitrage (gross profit).....	_____
(a) Financial institutions (banks, investment companies, etc.).....	_____	18. Jobbing (gross profit).....	_____
(b) Other brokers.....	_____	19. Interest from loans, etc. (gross)—	_____
(c).....	_____	(a) Clients and other brokers.....	_____
6. Depreciation: Equipment (furniture, office appliances, vehicles, etc.).....	_____	(b) Other (deposits and investments).....	_____
7. Losses incurred—	_____	20. Dividends received.....	_____
(a) Misdeals.....	_____	21. Losses recovered (specify nature)—	_____
(b) Bad debts.....	_____	_____	_____
(c) Other (specify nature)—	_____	_____	_____
_____	_____	22. Other receipts (specify)—	_____
8. Donations.....	_____	_____	_____
9. Arbitrage (gross loss).....	_____	_____	_____
10. Jobbing (gross loss).....	_____	_____	_____
11. Other expenses (total).....	_____	23. Balance: Net loss (if any).....	_____
12. Balance: Net profit (before tax).....	_____	_____	_____
TOTAL.....	_____	TOTAL.....	_____

PART B.—EMPLOYEES, SALARIES, WAGES, ETC.

(a) Number of Employees at 30th June, 19.....

Sex.	Whites.	Bantu.	Coloureds.	Asiatics.	Total.
Full-time:—					
Male.....	_____	_____	_____	_____	_____
Female.....	_____	_____	_____	_____	_____
TOTAL.....	_____	_____	_____	_____	_____
Part-time:—					
Male.....	_____	_____	_____	_____	_____
Female.....	_____	_____	_____	_____	_____
TOTAL.....	_____	_____	_____	_____	_____

(b) Salaries and wages (including cost of living allowances, bonuses and contributions to pension, provident and medical-aid funds) during the year ended 19.....

Full-time and Part-time:—

Whites.....
 Bantu.....
 Coloureds.....
 Asiatics.....

TOTAL*.....

* This figure should agree with the total of items 1 and 2 under "Expenditure" Part A.

PART C.—PARTICULARS OF CERTAIN ASSETS USED IN THE BUSINESS AS AT 19.....

Equipment: (Furniture, office appliances, vehicles, etc.):—

Book value at beginning of year.....
 Plus Purchases (gross value) during year.....
 TOTAL.....

£ Only.

Less Sales and trade-in value during year.....
 „ Depreciation and written-off during year.....
 Book value at end of year.....

£ Only.

DEPARTEMENT VAN GESONDHEID.

No. R. 29.]

[8 Januarie 1960.

Die Minister van Gesondheid in die uitoefening van die bevoegdheid hom verleen by artikel *eenhonderd en vyftien* van die Volksgezondheidswet, 1919 (Wet No. 36 van 1919), soos gewysig, het die volgende regulasies betreffende die toebereiding, verpakking, opberging en verkoop van bevrore eierpap binne die Unie van Suid-Afrika, gemaak, met ingang van 1 April 1960.

REGULASIES BETREFFENDE DIE TOEBEREIDING, VERPAKKING, OPBERGING EN VERKOOP VAN BEVRORE EIERPAP BINNE DIE UNIE VAN SUID-AFRIKA.

1. OMSKRYWING.

Vir die doeleindes van hierdie regulasies beteken „bevrore eierpap”, die pap wat verkry word van eiers wat gevries is nadat die doppe verwyder is. Dit sluit in beide eiergeel en eierwit of eiergeel afsonderlik of eierwit afsonderlik.

2. PERSELE.

A. Ontvangs- en Uitpakkamer.

Die vertrek waarin die eiers vir die toebereiding van bevrore eierpap ontvang en uitgepak word, moet afsonderlik van, maar grensend aan, die breekkamer wees. Die vertrek moet ronde hoeke en 'n vloeroppervlakte van minstens 25 vk. voet per werknemer hê of 'n totaal van 150 vk. voet., naamlik die grootste; die vensterruimte, waarvan die helfte oopgemaak moet kan word, moet minstens 15 persent van die vloerruimte wees en moet kruisbelugting van 25 kubieke voet lug per minuut per persoon of 4-6 lugveranderings per uur, naamlik die gunstigste, verskaf; alle openings na buite moet met gaasdraad vliegdig gemaak wees; die vloer moet wees van beton of soortgelyke ondeurdringbare materiaal met 'n doeltreffende val na 'n grip wat die water na 'n riool buitekant die gebou wegvoer; die hoek wat die vloer met die muur maak, moet rond wees; die plafon moet stofdig en met wit waterdigte verf geverf wees en geïsoleer tot tevredenheid van die plaaslike bestuur; die mure moet glad gepleister wees met harde sement en moet met wit waterdigte verf geverf wees. Geen produk behalwe eiers mag in hierdie vertrek gehanteer word nie.

B. Breekkamer.

(i) Buitekant die ingang van die breekkamer moet wasgeriewe aangebring word in ooreenstemming met die vereistes van die Fabriekswet, No. 22 van 1941, en die regulasies daarkragtens uitgevaardig. Reuklose ontsmettingsmiddels en seep asook naelborsels en papierhanddoeke moet daar verskaf word en slegs persone wat skoon oorklere en kopbedekking dra, mag in die kamer wees.

(ii) Die breekkamer moet baksteen- of betonmure hê wat glad gepleister is met harde sement of soortgelyke ondeurdringbare materiaal en geverf is met wit waterdigte verf, of die mure moet met wit geglasuurde teëls geteël wees. Die hoek wat die kamer se vloer met die muur maak, moet rond wees en die kamer moet 'n gladde vloer hê van beton of soortgelyke ondeurdringbare materiaal, met 'n val na 'n grip wat buitekant die gebou in 'n riool doeltreffend dreineer. Die vertrek moet 'n oppervlakte van minstens 25 vk. voet per werknemer of 'n totaal van 144 vk. voet hê, naamlik die grootste; die vensterruimte, waarvan die helfte oopgemaak moet kan word, moet minstens 15 persent van die vloerruimte wees en moet, benevens lugstene, doeltreffende kruisbelugting tot tevredenheid van die plaaslike bestuur verskaf; die plafon moet stofdig en met wit waterdigte verf geverf wees en geïsoleer tot tevredenheid van die plaaslike bestuur in ooreenstemming met die vereistes van die Fabriekswet, No. 22 van 1941, en die regulasies daarkragtens uitgevaardig. Alle buiteure, vensters en luggate moet met gaasdraad vliegdig gemaak wees. Geen produk behalwe eiers mag in hierdie kamer gehanteer word nie.

DEPARTMENT OF HEALTH.

No. R. 29.]

[8 January 1960.

The Minister of Health, in the exercise of the powers vested in him by section *one hundred and fifteen* of the Public Health Act, 1919 (Act No. 36 of 1919), as amended, has made the following regulations relating to the production, packing, storage and sale of frozen egg pulp within the Union of South Africa, with effect from the 1st April, 1960.

REGULATIONS RELATING TO THE PRODUCTION, PACKING, STORAGE AND SALE OF FROZEN EGG PULP WITHIN THE UNION OF SOUTH AFRICA.

1. DEFINITION.

For the purpose of these regulations, “frozen egg pulp” means the pulp which is obtained by removing the shells from eggs and which has been frozen. It includes both the yolk and the white of eggs, or the yolk or the white separately.

2. PREMISES.

A. Receiving and Unpacking Room.

The room in which eggs are received and unpacked as a preliminary to the production of frozen egg pulp shall be separate from but adjoining the breaking room. The room shall have rounded corners and a floor surface of at least 25 square feet per employee or a total of 150 square feet, whichever may be the larger; the window space, of which one half shall be capable of being opened, shall be equal to at least 15 per cent of the floor space and shall provide cross-ventilation of 25 cubic feet of air per minute per person or 4-6 changes of air per hour, whichever may be the more favourable; all openings to the outside shall be rendered fly-proof with wire gauze; the floor shall be of concrete or similar impervious material effectively graded to a furrow which will convey the water to a sewer outside the building; corners made by the floor with the wall shall be rounded; the ceiling shall be dustproof and painted with waterproof paint, and insulated to the satisfaction of the local authority; the walls shall be smoothly plastered with hard cement and painted with white waterproof paint. No product other than eggs may be handled in this room.

B. Breaking Room.

(i) Washing facilities must be provided outside the entrance to the breaking room, in accordance with the requirements of the Factories Act, No. 22 of 1941, and the regulations promulgated thereunder. Odourless disinfectants and soap as well as nail brushes and paper hand-towels must be supplied there, and only persons wearing clean overalls and hair covering may be present in the room.

(ii) The breaking room shall have brick or concrete walls, smoothly plastered with hard cement or similar impervious material painted with white waterproof paint, or they shall be tiled with white glazed tiles. The corners made by the floor with the walls of the room shall be rounded and the room shall have a smooth floor of concrete or similar impervious material graded to a furrow which effectively drains to a sewer outside the building. The room shall have a floor surface of at least 25 square feet per employee or a total of 144 square feet, whichever may be the larger; the window space of which one half shall be capable of being opened, shall be equal to at least 15 per cent of the floor space and shall, together with vents, provide effective cross-ventilation to the satisfaction of the local authority; the ceiling shall be dust-proof and painted with white waterproof paint, and insulated to the satisfaction of the local authority in accordance with the requirements of the Factories Act, No. 22 of 1941, and the regulations promulgated thereunder. All outside doors, windows and vents shall be rendered flyproof with wire gauze. No product other than eggs may be handled in this room.

(iii) Geen kaste of eierverpakkingsmateriaal uitgesonderd vleklose staalhousers, „Keyes” of soortgelyke eierlaaie mag in die breekkamer ingebring word nie.

(iv) Die mure, vloere en plafonne moet te alle tye skoongehou word en die vloere en mure moet boonop aan die einde van elke dag of elke werkskof met water en seep of ander suiweringsmiddels gewas word.

C. Koelkamer.

(i) Slegs koelkamers wat deur die Departement van Landbou vir die opberging van eiers en bevrore eierpap goedgekeur is, mag vir hierdie doel gebruik word.

(ii) Die vervaardiger moet minstens een koelkamer verskaf met bevroeringsfasiliteite wat die soliede bevroering van die hele inhoud van die blikke eierpap binne 36 uur sal verseker. 'n Konstante temperatuur van hoogstens 10° F. moet gehandhaaf word in die kamers waarin bevrore eierpap in blikke opgeberg word. Bevrore eierpap moet dwarsdeur solied bevries wees.

3. TOERUSTING EN GEREEDSKAP.

(a) Alle dele van breektoerusting asook van gereedskap wat direk in aanraking kom met eierpap tydens die breek van eiers, en die homogeniseer, filtreer en plaas van sulke eierpap in die blikke, moet van vleklose staal wees en so saamgestel dat dit maklik uitmekaar gehaal kan word vir die doeltreffende skoonmaak en sterilisering daarvan.

(b) Indien 'n geskikte vervoerbandstelsel nie in gebruik is nie, mag slegs vleklose staalhousers, „Keyes” of soortgelyke eierlaaie gebruik word om die eiers van die kamer waar dit uitgepak word na die breekkamer te vervoer.

(c) Die apparaat moet aan die begin van elke skof met water by 'n temperatuur van minstens 200° F. gewas word alvorens werksaamhede begin. Die hele apparaat moet aan die end van elke skof en voordat dit uitmekaar gehaal word, met koue water en 'n geskikte reuklose reinigingsmiddel gewas en onmiddellik daarna gesteriliseer word met stoom of water by 'n temperatuur van minstens 200° F.

(d) Alle breekpanne en eierhousers moet gedurende die breekproses minstens elke twee uur of onmiddellik nadat 'n slegte eier gevind is, met koue water gewas en met stoom of water by 'n temperatuur van minstens 200° F. gesteriliseer word. Geen slegte eier mag onder enige omstandighede hoegenaam met die eierpap gemeng word nie.

4. VEREISTES VAN WERKNEMERS.

Werkgewers moet sorg—

(a) dat spu en die gebruik van tabak in die gebou verbied word en dat die nodige kennisgewings in hierdie verband in opvallende plekke aangebring word;

(b) dat alle werknemers skoon beskermende oorklere met skoon wasbare pette oor die hare dra;

(c) dat alle werknemers gereeld met kort tussenpose hulle hande met skoon lopende water en reuklose seep of 'n ander geskikte reuklose reinigingsmiddel was [sien 2 B (i) hierbo], vernameklik na enige onderbreking in die proses, of wanneer hulle uit die breekkamer afwesig was; verder, dat elke werknemer betrokke by die breek van eiers by die breektafel in ooreenstemming met die Fabriekswet, No. 22 van 1941, gratis voorsien word van papierhanddoeke om die hande mee af te vee en dat doekhanddoeke nie vir die doel gebruik word nie;

(d) dat geen werknemer wat aan 'n aansteeklike siekte ly of 'n hand- of gesigbesering het of wat 'n verband, pleister of ander beskermende bedekking vir 'n handbesering dra, toegelaat word om in die breekkamer te werk nie.

5. VEREISTES VIR TOEBEREIDING.

(a) Slegs goeie eiers met skoon doppe mag vir die produksie van bevrore eierpap gebruik word. 'n Maksimum van drie eiers op 'n keer mag in die breekpan gebreek word. Indien enige slegte eier met die eierpap in die pan gemeng mag raak, moet al die besoedelde eierpap onmiddellik weggegooi word.

(iii) No boxes or egg packing material excepting stainless steel containers and „Keyes” or similar egg trays may be brought into the breaking room.

(iv) The walls, floors and ceilings shall be kept clean at all times and in addition the floors and walls shall be washed at the end of each day or each shift with soap and water or other detergents.

C. Cold Storage Room.

(i) Only cold storage rooms approved by the Department of Agriculture for the storage of eggs and frozen egg pulp may be used for this purpose.

(ii) The manufacturer shall provide at least one cold storage room with freezing facilities which ensure the solid freezing of the entire contents of tins of egg pulp within 36 hours. A constant temperature not exceeding 10° F. shall be maintained in the rooms in which tinned frozen egg pulp is stored. Frozen egg pulp shall be frozen solid throughout.

3. EQUIPMENT AND UTENSILS.

(a) All portions of breaking equipment and of utensils which come into direct contact with egg pulp during the breaking of eggs and the homogenising, filtering and placing of such egg pulp in tins, shall be of stainless steel and so constructed as to be readily detachable for effective cleaning and sterilising.

(b) If a suitable belt conveyor is not in use, only stainless steel containers and „Keyes” or similar egg trays may be used for removing the eggs from the unpacking room to the breaking room.

(c) The apparatus must be washed with water at a temperature of at least 200° F. at the beginning of each shift before work begins. At the end of each shift the entire apparatus shall, before it is dismantled, be washed with cold water and a suitable odourless detergent and sterilised immediately thereafter with steam or water at a temperature of at least 200° F.

(d) All breaking pans and egg containers shall be washed with cold water and sterilised with steam or water at a temperature of at least 200° F. at least every two hours or immediately if a bad egg is found. No unsound egg may under any circumstances whatever be mixed with the egg pulp.

4. REQUIREMENTS FOR EMPLOYEES.

Employers shall ensure—

(a) that spitting and the use of tobacco in the building is prohibited and that the necessary notices in this connection are conspicuously displayed;

(b) that all employees wear clean protective overalls and clean washable caps covering their hair;

(c) that all employees regularly at short intervals wash their hands with clean running water and odourless soap or other suitable odourless detergent [see 2 B (i) above], especially after any interruption of the process or when they have been absent from the breaking room. Further, that each employee concerned with the breaking of eggs at the breaking table shall be provided gratis with paper towels for wiping the hands, in accordance with the Factories Act No. 22 of 1941, and that cloth towels shall not be used for this purpose;

(d) that no employee suffering from an infectious disease or a hand or face injury, or wearing a bandage, plaster or other protective covering for a hand injury is allowed to work in the breaking room.

5. REQUIREMENTS FOR PRODUCTION.

(a) Only sound eggs with clean shells may be used in the production of frozen egg pulp. A maximum of three eggs at a time may be broken into the breaking pan. If an unsound egg should become mixed with the egg pulp in the pan, the entire contaminated egg pulp shall immediately be discarded.

(b) Die voorbereidingsproses moet verseker dat 'n produk verkry word wat eenvormig, homogeen en vry is van doppe, vliese, vreemde stof of onsuiverhede.

(c) Behoorlike vliegdigte metaalhouers waarin doppe en afgekeurde eiers weggegooi kan word, moet in die breekkamer gehou en minstens eenkeer elke twee uur leeggemaak en dan deeglik met water en 'n geskikte reuklose reinigingsmiddel skoongemaak word, alvorens hulle in die breekkamer teruggeplaas mag word.

6. VERPAKKING EN OPBERGING.

(a) Alle bevrore eierpap moet verpak en opgeberg word in skoon lugdigte metaalhouers.

(b) Houers met bevrore eierpap moet, terwyl dit in die vrieskamer is, op so 'n manier gepak en gestapel word om die vrye sirkulasie van koue lug rondom die houers te verseker.

(c) Houers, gevul soos hierbo aangedui en met deksels verseël, moet onmiddellik in 'n vrieskamer geplaas word. Die hele inhoud moet dwarsdeur gevries wees binne 36 uur nadat die deur van die koelkamer aan die einde van die dag of skof se werksaamhede toegemaak is.

7. STRAFBEPALING.

Enigeen wat versuim om die vereistes van hierdie regulasies na te kom, begaan 'n misdryf en is, by skuldigbevinding, strafbaar met 'n boete soos in die Wet bepaal.

DEPARTEMENT VAN ONDERWYS, KUNS EN WETENSKAP.

No. R. 30.] [8 Januarie 1960.

UNIVERSITEITSKOLLEGE, WES-KAAPLAND.—
DIENSVORWAARDES VAN PERSONEEL IN
STAATSPORTE.

Kragtens die bevoegdheid my verleen by artikel *ses-en-dertig* van die Wet op Uitbreiding van Universiteitsopleiding, 1959 (Wet No. 45 van 1959), en Proklamasie No. 212 van 1959 maak ek, JAN JONATHAN SERFONTEIN, Minister van Onderwys, Kuns en Wetenskap, hierby onderstaande regulasies ten opsigte van die Universiteitskollege Wes-Kaapland, waarvan die instelling kragtens subartikel (2) van artikel *drie* van genoemde Wet by Goewermentskennisgewing No. 1776 van 30 Oktober 1959 afgekondig is.

DEEL I.

WOORDBEPALING EN ALGEMEEN.

Woordbepaling.

1. In hierdie regulasies beteken „die Wet” die Wet op Uitbreiding van Universiteitsopleiding, 1959 (Wet No. 45 van 1959), en het 'n uitdrukking waaraan 'n betekenis in die Wet geheg is, dieselfde betekenis en, tensy dit strydig is met die sinsverband, beteken—

- „administratiewe personeel” die registrateur en die ander beamptes wat die Sekretaris bepaal;
- „beampte” 'n persoon wat in 'n Staatspos vas aangestel is, al is die aanstelling op proef;
- „besoldig” die salaris of loon wat normaalweg aan 'n beampte of werknemer betaalbaar is en sluit in toelaes wat nie deel van salaris of loon uitmaak nie, met behoorlike inagneming van regulasies met betrekking tot en opdragte in verband met sulke toelaes wat die Sekretaris uitreik;
- „Departement” die Departement van Onderwys, Kuns en Wetenskap;
- „diens” enige onafgebroke voltydse diens by 'n universiteitskollege in enige hoedanigheid;
- „doserende personeel” 'n rektor, professor, senior lektor, lektor en enigiemand anders wat onderwyspligte vervul;
- „hoofkwartier” die universiteitskollege of plek waar die vernaamste pligte van 'n beampte of werknemer uitgevoer word of uitgevoer moet word of wat die Sekretaris vir hom as sy hoofkwartier aanwys;

(b) The process of production shall ensure a product which is uniform, homogeneous and free from all shell, membrane or other foreign matter or impurities.

(c) Proper fly-proof metal containers for the disposal of shells and rejected eggs shall be kept in the breaking room, emptied at least once every two hours and thoroughly cleaned with water and a suitable odourless detergent before being replaced in the breaking room.

6. PACKING AND STORING.

(a) All frozen egg pulp shall be packed and stored in clean air-tight metal containers.

(b) Containers with frozen egg pulp shall, while in the cold storage room, be packed and stacked in such a manner as to ensure the free circulation of cold air around them.

(c) Containers, filled as indicated above and with lids sealed, shall be placed immediately in a cold storage room. The entire contents must be frozen right through within 36 hours after the door of the cold storage room has been closed at the end of the day or the shift.

7. PENALTY.

Any person who fails to comply with the requirements of these regulations is guilty of an offence and liable, on conviction, to a fine as provided in the Act.

DEPARTMENT OF EDUCATION, ARTS AND SCIENCE.

No. R. 30.] [8 January 1960.

UNIVERSITY COLLEGE, WESTERN CAPE.—
CONDITIONS OF SERVICE OF STAFF IN GOVERNMENT POSTS.

By virtue of the powers vested in me by section *thirty-six* of the Extension of University Education Act, 1959 (Act No. 45 of 1959), and Proclamation No. 212 of 1959, I, JAN JONATHAN SERFONTEIN, Minister of Education, Arts and Science, hereby make the following regulations in respect of the University College, Western Cape, the establishment of which was notified by Government Notice No. 1776, dated 30th October, 1959, in terms of sub-section (2) of section *three* of the above-mentioned Act.

PART I.

DEFINITIONS AND GENERAL.

Definitions.

1. In these regulations, “the Act” means the Extension of University Education Act, 1959 (Act No. 45 of 1959), and any term to which a meaning has been assigned in the Act shall have the same meaning, and unless inconsistent with the context—

- “administrative staff” means the registrar and such other officers as the Secretary may determine;
- “calendar month” means a period extending from the first to the last day, both days inclusive, of any one of the twelve months of a calendar year;
- “calendar year” means a year ending on the 31st December;
- “clerical staff” means officers and employees classified as such by the Secretary;
- “college term” means a period approved as such for a university college by the Secretary;
- “college vacation” means the period intervening between two consecutive college terms;
- “cycle” means a period of three years reckoned from the 1st January, 1959, and each succeeding period of three years;
- “day of rest” means—

- (a) a Sunday or a public holiday in the case of an officer or employee who normally does not work on such a day; or
- (b) in the case of an officer or employee who normally works on a Sunday or public holiday, any other day on which he normally is relieved from duty in lieu thereof;

„huishouding” —

- (a) die vrou van 'n beampte of werknemer en sy kind (insluitende 'n aangenome kind), wat permanent by hom inwoon en noodsaaklikerwys geheel en al van hom afhanklik is;
- (b) 'n familielid van 'n beampte of werknemer wat permanent by hom inwoon en noodsaaklikerwys van hom afhanklik is en wie se eie inkomste die maksimum bedrag wat voorgeskryf is kragtens paragraaf (a), in die geval van 'n blanke, of paragraaf (b), in die geval van 'n nie-blanke, ongeag sy ras, van subartikel (1) van artikel ses van die Ouderdomspensioenwet, 1928 (Wet No. 22 van 1928), of 'n vermeerdering daarvan, nie te bowe gaan nie; en
- (c) hoogstens twee huisbediendes wat in 'n voltydse hoedanigheid by die beampte of werknemer in diens is;

„kalenderjaar” 'n jaar eindigende op 31 Desember;

„kalendermaand” 'n tydperk wat van die eerste tot en met die laaste dag van enigeen van die twaalf maande van 'n kalenderjaar strek;

„klerklike personeel” beamptes en werknemers wat die Sekretaris as sodanig klassifiseer;

„kollegekwartaal” die tydperk wat die Sekretaris as sodanig vir 'n universiteitskollege goedkeur;

„kollegevakansie” die tydperk wat tussen twee agtereenvolgende kollegekwartale val;

„maand” 'n tydperk wat strek vanaf 'n datum in een kalendermaand tot die datum wat die ooreenstemmende datum in die volgende kalendermaand voorafgaan, albei datums inbegrepe;

„persoonlike besittings” die roerende goed van 'n beampte of werknemer of van sy huishouding, met inbegrip van voertuie maar nie lewendende hawe nie;

„rusdag” —

- (a) 'n Sondag of openbare feesdag, in die geval van 'n beampte of werknemer wat gewoonlik nie op sodanige dag werk nie; of
- (b) in die geval van 'n beampte of werknemer wat gewoonlik op 'n Sondag of 'n openbare feesdag werk, enige ander dag waarop hy gewoonlik in plaas daarvan van diens vrygestel is;

„salaris of loon” die jaarlikse salaris of loon insluitende enige toelaes en die kontantwaarde van enige voorregte wat in natura verskaf word mits sulke toelaes en voorregte deur die Minister as pensioengewend verklaar is;

„salarisverhoging” die goedgekeurde bedrag waarmee 'n salaris volgens die toepaslike skaal verhoog kan word;

„salarisverhogingstydperk” 'n tydperk van twaalf maande of 'n ander goedgekeurde tydperk wat met betrekking tot enige beampte of werknemer moet vestryk voordat sy salaris volgens die skaal wat op hom van toepassing is, verhoog kan word;

„semester” 'n akademiese halfjaar van 'n universiteitskollege;

„tydkring” 'n tydperk van drie jaar gereken vanaf 1 Januarie 1959 en elke daaropvolgende tydperk van drie jaar;

„universiteitskollege” 'n universiteitskollege soos in subartikel (1) van artikel drie van die Wet bedoel;

„verblyftoelae” betaling wat bedoel is om 'n beampte of werknemer te vergoed vir redelike uitgawes wat hy benewens sy normale bestaansuitgawes by sy huis, noodsaaklikerwys aan huisvesting moet aangaan wanneer hy in amptelike diens van sy hoofkwartier afwesig is;

„verhogingsmaand” die kalendermaand waarin die salaris van 'n beampte of werknemer verhoog kan word volgens die skaal wat op hom van toepassing is;

„werknemer” enige persoon wat in 'n Staatspos op 'n tydelike grondslag of op kontrak vir 'n vasgestelde tydperk aangestel is en wie se volle tyd tot beskikking van 'n universiteitskollege is en sluit 'n huisbediende en 'n arbeider in.

„Department” means the Department of Education, Arts and Science;

„employee” means any person employed in a State post on a temporary basis or under contract for a fixed period whose whole time is at the disposal of a university college and includes a domestic servant and a labourer;

„headquarters” means the university college or place where the principal duties of an officer or employee are or have to be performed or that may be indicated to him by the Secretary as his headquarters;

„household” means—

- (a) the wife of an officer or employee and his child (including an adopted child), who is permanently resident with and necessarily entirely dependent upon him;
- (b) a relative of an officer or employee who is permanently resident with and necessarily dependent upon him and whose own income does not exceed the maximum amounts laid down in terms of paragraph (a), in the case of a European, or paragraph (b) in the case of a non-European, irrespective of race, of subsection (1) of section six of the Old Age Pensions Act, 1928 (Act No. 22 of 1928), or any increase thereof; and
- (c) not more than two domestic servants employed in a whole-time capacity by the officer or employee;

„incremental month” means the calendar month in which the salary of an officer or employee may be increased in accordance with the scale applicable to him;

„incremental period” means a period of twelve months or any other approved period that has to elapse in respect of any officer or employee before an increase in his salary may be granted in accordance with the salary scale applicable to him;

„month” means a period extending from a date in any one calendar month to the date preceding the corresponding date in the following calendar month, both dates included;

„officer” means a person appointed in a permanent capacity to a State post even if such appointment is on probation;

„pay” means the salary or wage normally payable to an officer or employee and includes allowances that do not form part of salary or wage, due regard being had to regulations pertaining to and directions in connection with such allowances issued by the Secretary;

„personal effects” means the movable property of an officer or employee or of his household, including vehicles but excluding livestock;

„salary increment” means the approved amount by which a salary may be increased in accordance with the appropriate scale;

„salary or wage” means the annual salary or wage, inclusive of any allowances and the cash value of any privileges supplied in kind, provided such allowances and privileges have been declared pensionable by the Minister;

„semester” means an academic half-year of a university college;

„service” means any continuous whole-time service at a university college in any capacity;

„subsistence allowance” means a payment designed to recompense an officer or employee in respect of reasonable expenses necessarily incurred by him on accommodation whilst absent from his headquarters on official duty, over and above his normal living expenses at his home;

„teaching staff” means a rector, professor, senior lecturer, lecturer and any other person performing educational duties;

„university college” means a university college as referred to in sub-section (1) of section three of the Act.

Toepassing van regulasies.

2. Tensy uitdruklik anders bepaal, is hierdie regulasies van toepassing op alle persone in diens in Staatsposte aan en studente wat toegelaat is tot 'n universiteitskollege.

Oordrag van bevoegdhede.

3. (1) Behoudens die bepalings van die Wet kan die Minister enige van die bevoegdhede by hierdie regulasies aan hom verleen, aan die Sekretaris of 'n ander beampte van die Departement oordra en kan die Sekretaris insgeelyks bevoegdhede by hierdie regulasies aan hom verleen, aan 'n ander beampte van die Departement of 'n beampte oordra.

(2) 'n Rektor kan bevoegdhede by hierdie regulasies aan hom verleen aan 'n registrateur van 'n universiteitskollege en, met die goedkeuring van die Sekretaris, aan 'n ander beampte oordra.

Ondersoeke.

4. Ten einde die Sekretaris in staat te stel om doeltreffende toesig te hou oor die toepassing van die Wet en enige ander wet of regulasies wat van toepassing is op 'n universiteitskollege, kan hy 'n ondersoek laat instel na—

- (a) die bestuur en organisasie van,
- (b) die onderrig verskaf by,
- (c) die boeke, rekeninge, bewysstukke, gelde, registers, uitrusting en voorrade gehou by, en geboue en kos-huise van,
- (d) die pligte en werksaamhede van persone in diens by, en
- (e) enige ander aangeleentheid betreffende sodanige universiteitskollege.

Vertolking van regulasies.

5. Alle aangeleenthede betreffende die uitleg en krag van hierdie regulasies word na die Sekretaris vir beslissing verwys.

Doeleindes waarvoor geboue en grond gebruik kan word.

6. Die gebruik van die geboue en grond van 'n universiteitskollege vir enige doeleindes ander as die doeleindes waarvoor dit opgerig of verkry is, is onderworpe aan die goedkeuring van en voorwaardes bepaal deur die Sekretaris.

DEEL II.

AANSTELLING, BESOLDIGING, ONTSLAG, TUG, GEDRAG, BEVOEGDHEDE, PLIGTE, DIENSURE EN DIENSVOORWAARDES VAN PERSONE IN DIENS BY 'N UNIVERSITEITS-KOLLEGE IN STAATSPORTE.

Beheer oor 'n universiteitskollege.

1. (1) Die beheer oor 'n universiteitskollege berus by die rektor, wat toesig hou oor die algemene administrasie, leiding gee in verband met die onderrig en ander werksaamhede van die universiteitskollege en direk aan die Sekretaris verantwoordelik is. Die rektor hou algemene toesig oor die werksaamhede van die doserende, administratiewe, klerklike en ander personeel wat aangestel of toegewys is om hom by te staan by die uitvoering van die bepalings en nakoming van die vereistes van 'n wet, regulasie, reël of voorskrif wat op 'n universiteitskollege van toepassing is.

(2) 'n Beampte of werknemer by 'n universiteitskollege staan onder die beheer van die rektor en voer, benewens die bepalings van die Wet en die pligte gewoonlik verbonde aan sy pos, die pligte in verband met sport, organisasie van spele, debatsverenigings en enige ander werksaamhede wat die rektor van tyd tot tyd van hom verlang, uit; verder is hy onderworpe aan die reëls vir die huishoudelike beheer van die universiteitskollege wat die rektor opstel of uitreik.

(3) 'n Beampte of werknemer gehoorsaam 'n opdrag van iemand wat oor hom gesag voer; indien hy rede het om ontevrede te wees met 'n opdrag, kan hy, nadat hy dit uitgevoer het, die persoon wat die opdrag gegee het, vra om dit skriftelik te herhaal en hy kan dan besware by die rektor vir beslissing indien, en indien hy ontevrede is met die rektor se beslissing, kan hy versoek dat die beslissing aan die Sekretaris vir hersiening voorgelê word.

Applicability of Regulations.

2. Except where otherwise specifically stated, these regulations shall apply to all persons employed in State posts at, and students admitted to, a university college.

Delegation of Powers.

3. (1) Subject to the provisions of the Act the Minister may delegate any of the powers vested in him by these regulations to the Secretary or any other officer of the Department and the Secretary may likewise delegate any powers vested in him by these regulations to any other officer of the Department or any officer.

(2) A rector may delegate any powers vested in him by these regulations to a registrar of a university college and, with the approval of the Secretary, to any other officer.

Investigations.

4. To enable the Secretary to exercise effective supervision over the administration of the Act or any other Act or regulation applying to a university college, he may cause investigations to be made into—

- (a) the management and organisation of,
- (b) the tuition given at,
- (c) the books, accounts, vouchers, funds, records, equipment and stores maintained at, and buildings and hostels of,
- (d) the duties and functions of persons employed at, and
- (e) any other matter concerning, such university college.

Interpretation of Regulations.

5. All questions pertaining to the interpretation and effect of these regulations shall be submitted to the Secretary for decision.

Purposes for which Buildings and Grounds may be Used.

6. The use of the buildings and grounds of a university college for any purposes other than the purposes for which they have been erected or acquired, shall be subject to the approval of, and such conditions as may be stipulated by the Secretary.

PART II.

APPOINTMENT, REMUNERATION, DISCHARGE, DISCIPLINE, CONDUCT, POWERS, DUTIES, HOURS OF ATTENDANCE AND CONDITIONS OF SERVICE OF PERSONS EMPLOYED AT A UNIVERSITY COLLEGE IN STATE POSTS.

Control of a University College.

1. (1) The control of a university college shall be vested in the rector who shall supervise the general administration and direct the instructional and other activities of the university college and be directly responsible to the Secretary. The rector shall exercise general supervision over the work of the teaching, administrative, clerical and other staff appointed or assigned to assist him in the carrying out of the provisions and compliance with the requirements of any act, regulation, rule or instruction applying to a university college.

(2) An officer or employee at a university college shall be under the control of the rector and shall, in addition to complying with any provision of the Act, and the duties normally attaching to his post, perform such duties in connection with sport, organisation of games, debating societies and other activities as the rector may from time to time require. In addition he shall be subject to any such rules for the internal control of the university college as may be made or issued by the rector.

(3) Any officer or employee shall obey any instruction given to him by his superior. If an officer or employee has any reason to be dissatisfied with an instruction he may, after having carried it out, request the person who gave such instruction to repeat it in writing, after which he may submit his objections to the rector for decision. Should the officer or employee be dissatisfied with the rector's decision, he may request that the decision be referred to the Secretary for review.

(4) Indien iemand wat oor 'n werknemer of beampte gesag voer, aan 'n beampte of werknemer 'n regmatige vraag stel betreffende enige aangeleentheid wat in verband staan met 'n beweerde oortreding van die Wet deur 'n ander persoon, en sodanige beampte of werknemer antwoord nie uitdruklik daarop nie, is hy skuldig aan 'n oortreding van hierdie regulasies.

Amptelike verbindingskanale.

2. (1) Tensy ander reëlings deur die Sekretaris goedgekeur is, word alle mededelings van 'n beampte of werknemer in verband met sy pligte wat vir die Departement of vir 'n ander staatsdepartement bedoel is, deur bemiddeling van die rektor aan die Sekretaris gerig.

(2) 'n Beampte of werknemer kan versoek of 'n aansoek in verband met sy posisie of iets wat hy wil voorstel, deur die kanaal in subregulasie (1) aangedui, aan die Sekretaris voorlê.

Toewyding aan diens.

3. Gedurende diensure moet 'n beampte of werknemer hom met sy ampspligte besig hou en mag nie sy aandag aan private aangeleenthede wy of sonder die toestemming van die rektor of van sy gesagvoerende persoon sy pos verlaat om private besigheid te verrig of anders van sy werk wegbly nie.

Geld leen.

4. 'n Beampte word nie toegelaat om geld van 'n junior beampte of werknemer te leen nie.

Beampte of werknemer kan gevra word om state van skuld voor te lê.

5. Indien die Sekretaris of rektor op grond van inligting tot sy beskikking van oordeel is dat 'n beampte of werknemer met inagneming van sy salaris en ander omstandighede in 'n onredelike mate in die skuld is, of indien 'n beampte of werknemer insolvent word of sy boedel afstaan ten voordele van sy skuldeisers of met hulle 'n kompromis aangaan, of indien 'n vonnis weens skuld of 'n gyselingsbevel teen 'n beampte of werknemer in 'n geregshof verkry is, kan die Sekretaris of rektor hom versoek om 'n uitvoerige en volledige staat van sy skulde voor te lê, en om te verklaar hoe die skulde aangegaan is en hoe hy voornemens is om dit te betaal, en versuim om so 'n staat voor te lê of die voorlegging van 'n onjuiste staat, met die wete dat dit onjuis is, is 'n oortreding van hierdie regulasies.

Beampte of werknemer van wangedrag beskuldig moet op sy pos bly.

6. 'n Beampte of werknemer teen wie stappe ingevolge die bepalings van die Wet ingestel is, mag nie sonder die toestemming van die Sekretaris van sy kantoor of pos wegbly nie totdat genoemde stappe afgehandel is.

Aanneem van nominasies vir parlement, provinsiale raad, ens.

7. (1) Indien 'n beampte of werknemer 'n nominasie aanvaar as kandidaat vir verkiesing tot parlamentslid of lid van 'n provinsiale raad, word geag dat hy vrywilliglik bedank het vanaf die datum waarop hy die nominasie aanvaar.

(2) Die Sekretaris kan toestemming verleen dat 'n beampte of werknemer 'n nominasie aanneem vir en diens doen as lid van 'n skoolraad, plaaslike bestuur of enige ander dergelike liggaam, mits hy tevrede is dat die betrokke beampte of werknemer se pligte in geen opsig daaronder sal ly nie: Met dien verstande dat, indien 'n geskilpunt tussen die Unieregering of 'n provinsiale administrasie of 'n universiteitskollege en enige sodanige raad, plaaslike bestuur of liggaam ontstaan, 'n beampte of werknemer wat toegelaat is om lid daarvan te word, geen deel aan die bespreking daarvan mag neem of daaroor mag stem nie.

Aanstelling van waarnemende beamptes.

8. (1) Indien 'n beampte weens sy afwesigheid, ongesteldheid of 'n ander rede nie in staat is nie om die pligte van sy betrekking te vervul of indien die betrekking vakant raak, kan die Sekretaris en, in die geval van 'n

(4) If an officer or employee's superior puts a lawful question to him in regard to any matter connected with an alleged contravention of the Act by any other person and such officer or employee does not reply categorically to such question, he shall be guilty of a contravention of these regulations.

Official Channels of Communication.

2. (1) Except where the Secretary has approved other arrangements, all communications from an officer or employee in connection with his duties intended for the Department or for any other Government department, shall be submitted to the Secretary through the rector.

(2) An officer or employee may submit any representations or application in connection with his position or any proposal he may desire to make, to the Secretary through the channel referred to in sub-regulation (1).

Attention to Duty.

3. During the hours of duty an officer or employee shall devote himself to the discharge of his official duties and shall not allow his attention to be engaged by private affairs or, without the permission of the rector or his superior, leave his post to conduct private business or otherwise absent himself from duty.

Borrowing of Money.

4. An officer is not permitted to borrow money from a junior officer or employee.

Officer or Employee may be Required to Submit Statement of Liabilities.

5. If the Secretary or the rector is of the opinion by reason of information in his possession, that an officer or employee is in debt to an unreasonable extent, having regard to his salary and other circumstances, or if an officer or employee becomes insolvent or assigns his estate for the benefit of or compromises with his creditors, or if a judgment for a debt or a decree of civil imprisonment has been obtained against any officer or employee in any court of law, the Secretary or the rector may call upon him to furnish a detailed and complete statement of his liabilities and to state how they were incurred and how he proposes to liquidate them, and failure to submit such a statement or the submission of an incorrect statement, knowing the same to be incorrect, shall constitute a contravention of these regulations.

Officer or Employee Charged with Misconduct to Remain at His Post.

6. An officer or employee against whom any proceedings have been instituted under the Act shall not, without the permission of the Secretary, absent himself from his office or post until such proceedings have been concluded.

Acceptance of Nomination for Parliament, Provincial Council, etc.

7. (1) In the event of an officer or employee accepting a nomination as a candidate for election as a member of Parliament or of a provincial council, he shall be deemed to have voluntarily resigned as from the date on which he accepts such nomination.

(2) The Secretary may grant permission to an officer or employee to accept nomination for election to and to serve as a member of a school board, local authority, or any other similar body, if he is satisfied that such officer's or employee's duties will not suffer in any way as a result thereof: Provided that, in the event of any question arising between the Union Government or a provincial administration or a university college, and any such board, local authority or body, an officer or employee who has been permitted to become a member thereof shall take no part in the discussion of or vote on any such question.

Appointment of Acting Officers.

8. (1) Whenever by reason of the absence or incapacity through sickness or any other cause whatever, any office is unable to carry out the functions of his office, or when ever a post becomes vacant, the Secretary and, in the case

rektor, die Minister, 'n geskikte persoon magtig om waar te neem in die plek van die afwesige of ongestelde beampte of, na gelang van die geval, in die vakante betrekking totdat dit gevul is.

(2) (a) Die Sekretaris kan magtiging verleen tot die betaling van addisionele besoldiging aan 'n beampte wat vir meer as drie maande moet waarneem as rektor: Met dien verstande dat sodanige addisionele besoldiging nie aan 'n beampte betaal word nie terwyl hy die werk van 'n rektor doen solank laasgenoemde met diens of verlof afwesig is.

(b) Die bedrag van enige addisionele besoldiging wat kragtens hierdie regulasie toegeken mag word, mag in geen geval groter wees nie as die verskil tussen die salaris wat die waarnemende beampte werklik ontvang en die minimum salaris van die betrekking waarin hy in 'n waarnemende hoedanigheid aangestel is.

Beampte of werknemer plaas al sy tyd tot beskikking van die universiteitskollege.

9. 'n Beampte of werknemer plaas al sy tyd tot die beskikking van 'n universiteitskollege en mag sonder die goedkeuring van die Sekretaris geen ander besoldigde werk verrig of hom verbind om dit vir 'n ander persoon te verrig nie.

Kandidate vir aanstelling moet dokumente indien.

10. 'n Kandidaat vir aanstelling by 'n universiteitskollege moet indien deur die Sekretaris verlang—

- (a) 'n aansoek op 'n vorm wat deur die Sekretaris goedgekeur is, voorlê;
- (b) bewys lewer dat hy van goeie karakter en geskik vir aanstelling by 'n universiteitskollege is;
- (c) 'n verklaring, en 'n geneeskundige verslag wat na die mening van die Sekretaris bevredigend is, en 'n vorm wat deur die Sekretaris goedgekeur is, voorlê; en
- (d) 'n geboortesertifikaat en enige ander aangeduide besonderhede verstrek.

Aanstelling op proef.

11. (1) Die vaste aanstelling van 'n lid van die personeel is onderworpe aan 'n tydperk van twaalf maande proefdiens: Met dien verstande dat die Sekretaris vrystelling van hierdie voorwaarde kan verleen in die geval van 'n persoon wat in voltydse diens is van—

- (a) 'n deur Parlements wet ingestelde universiteit of universiteitskollege;
- (b) 'n provinsiale onderwysdepartement;
- (c) 'n staatsdepartement;
- (d) 'n onderwysinrigting wat ingestel of as 'n staats-ondersteunde skool erken is kragtens 'n wet wat deur 'n staatsdepartement geadmistrateer word;
- (e) die Suid-Afrikaanse Spoorweë;
- (f) die Staatsdelwerye;
- (g) 'n kantoor van die Staatsprokureur; of
- (h) 'n provinsiale administrasie en ingevolge 'n provinsiale ordonnansie aangestel is,

en sonder onderbreking in sy diens aangestel word in of oorgeplaas word na 'n betrekking op die vaste diensstaat by 'n universiteitskollege.

(2) Die diens van 'n beampte wat op proef dien, kan te eniger tyd met een maand skriftelike kennisgewing voor die verstryking van sy proeftydperk beëindig word: Met dien verstande dat sy diens sonder kennisgewing beëindig kan word indien die Minister van mening is dat die beampte se gedrag onbevredigend is.

(3) Die bekragtiging van 'n aanstelling by verstryking van die proeftydperk is onderworpe aan—

- (a) die uitreiking van 'n sertifikaat deur die rektor dat die beampte gedurende sy proeftydperk of verlengde proeftydperk, na gelang van die geval, ywerig en sy gedrag deurgaans bevredigend was en dat hy in alle opsigte bevoeg is vir 'n bekragtigde aanstelling; en
- (b) die goedkeuring van die Minister.

(4) Die proeftydperk van 'n beampte kan verleng word indien 'n sertifikaat, soos in subregulasie (3) beskryf, nie uitgereik kan word nie: Met dien verstande dat die totale proeftydperk, insluitende enige verlenging daarvan, nie 'n tydperk van twee jaar mag oorskry nie.

of a rector, the Minister, may authorise a fit and proper person to act in the place of the absent or incapacitated officer, or to act in the vacant office or post until the vacancy is filled.

(2) (a) The Secretary may authorise the payment of additional remuneration to an officer who is required to act as rector for a period exceeding three months: Provided that no such additional remuneration shall be paid to an officer while he undertakes the duties of a rector during the absence of the latter on duty or on leave.

(b) The amount of additional remuneration that may be granted under this regulation shall in no case exceed the amount representing the difference between the salary actually drawn by the acting officer and the minimum salary of the post in which he has been appointed to act.

Officer or Employee shall Place Whole Time at the Disposal of the University College.

9. An officer or employee shall place the whole of his time at the disposal of the university college and shall not perform or undertake to perform any other remunerative work for any other person without the approval of the Secretary.

Candidates for Appointment to Submit Documents.

10. A candidate for appointment at a university college shall, if required by the Secretary—

- (a) submit an application on a form approved by the Secretary;
- (b) submit evidence that he is of good character and that he is suitable for employment at a university college;
- (c) submit in a form approved by the Secretary a declaration and a medical report which in the opinion of the Secretary is satisfactory; and
- (d) furnish a birth certificate and any other particulars indicated.

Appointments on Probation.

11. (1) The permanent appointment of a member of the staff is made on twelve months' probation: Provided that the Secretary may grant exemption from this requirement in the case of a person who is in the full-time employ of—

- (a) any university or university college established by an Act of Parliament;
- (b) any provincial education department;
- (c) any Government department;
- (d) any educational institution established or recognised as a state-aided school in terms of any Act administered by a Government department;
- (e) the South African Railways;
- (f) the State Diggings;
- (g) any office of the State Attorney; or
- (h) any provincial administration and who was appointed in terms of a provincial ordinance,

and is appointed or transferred without a break in service to any post on the fixed establishment of a university college.

(2) The services of an officer on probation may be terminated at any time before the expiry of the probationary period by one month's notice in writing: Provided that his services may be terminated without notice if the Minister is of the opinion that the officer's conduct is unsatisfactory.

(3) The confirmation of an appointment on expiry of the period of probation is subject to—

- (a) the issue of a certificate by the rector to the effect that during the period of probation or extended period of probation, as the case may be, the officer has been diligent and his conduct has been uniformly satisfactory and that he is in every respect suitable for the confirmation of his appointment; and
- (b) the approval of the Minister.

(4) If a certificate referred to in sub-regulation (3) cannot be furnished, the period of probation of the officer concerned may be extended: Provided that the total period of probation including any extension thereof shall not exceed two years.

Salarisverhogings.

12. (1) Die salaris van 'n beampte of werknemer word verhoog met een salarisverhoging binne die perke van dié skaal wat op hom van toepassing is, na die voltooiing van elke salarisverhogingstydperk en wel met ingang van die eerste dag van sodanige beampte of werknemer se verhogingsmaand.

(2) Indien 'n rektor 'n sertifikaat uitreik waarin verklaar word dat 'n beampte of werknemer se gedrag met betrekking tot ywer, dissipline, presiesheid of tyd of matigheid gedurende 'n salarisverhogingstydperk nie deurgaans bevredigend was of dat hy sy werk gedurende sodanige salarisverhogingstydperk nie deurgaans op 'n bevredigende wyse verrig het nie, word die salaris van sodanige beampte of werknemer nie ingevolge die bepalings van subregulasie (1) verhoog nie: Met dien verstande dat die Sekretaris na goeddunke kan goedkeur dat die salaris van 'n beampte of werknemer kragtens die bepalings van subregulasie (1) of vanaf 'n ander datum verhoog word, alhoewel so 'n sertifikaat uitgereik is: Met dien verstande voorts dat die Sekretaris een of meer salarisverhogings vanaf 'n datum deur hom vasgestel en op die voorwaardes wat hy bepaal, kan goedkeur.

(3) Indien die salaris van 'n beampte of werknemer nie ingevolge die bepalings van subregulasie (1) verhoog word nie, word hy skriftelik van die redes daarvoor verwittig.

Geneeskundige ondersoek.

13. (1) 'n Geneeskundige ondersoek vir die doel van regulasie 10 van hierdie Deel word gedoen deur 'n distriks-geneesheer, geneeskundige beampte in Regeringsdiens of enige ander geregistreerde geneeskundige praktisyn wat die Sekretaris aanwys.

(2) Die Sekretaris kan, in verband met enige geneeskundige ondersoek van of verslag oor 'n beampte of werknemer, vereis dat sodanige beampte of werknemer hom onderwerp aan verdere geneeskundige ondersoek deur 'n geneeskundige praktisyn of geneeskundige raad wat die Sekretaris vir dié doel aanstel. Die verslag word opgestel in 'n vorm wat die Sekretaris goedkeur. Indien die Sekretaris op grond van die verslag van sodanige praktisyn of raad oortuig is dat die ongesteldheid, siekte of letsel deur die beampte of werknemer se eie toedoen veroorsaak is, dra sodanige beampte of werknemer die koste van die verdere ondersoek.

Personeelverslae.

14. (1) 'n Rektor of ander beampte verstrek, indien dit deur die Sekretaris of 'n persoon deur die Sekretaris gemagtig, van hom verlang word, in 'n vorm deur die Sekretaris goedgekeur, 'n verslag oor enige beampte of werknemer onder sy beheer.

(2) Die beampte of werknemer oor wie verslag gedoen word, het nie die reg om die verslag te sien nie: Met dien verstande dat, indien enige besonderhede wat daarin voorkom tot sy nadeel strek om enige rede behalwe gebrek aan ervaring, 'n uittreksel van sodanige besonderhede gemaak en skriftelik deur die verslaggewende beampte aan hom meegegee word: Met dien verstande voorts dat, indien die Sekretaris daarvan oortuig is dat die bekendmaking van die ongunstige besonderhede die betrokke persoon se gesondheid kan benadeel, hy toestemming daartoe kan verleen dat die besonderhede van die beampte teruggehou word.

(3) Die persoon oor wie verslag gedoen is, onderteken die uittreksel uit die verslag en besorg dit aan die verslaggewende beampte, tesame met enige skriftelike vertoë wat hy wil voorle.

Bedankings.

15. (1) 'n Beampte wat 'n lid van die doserende personeel is, kan, mits hy minstens een kollegekwartaal kennis van bedanking gee, uit sy betrekking bedank, maar slegs met ingang van die end van 'n semester.

(2) 'n Beampte wat nie lid van die doserende personeel is nie, gee minstens 'n kalendermaand kennis van sy voorneme om uit sy betrekking te bedank.

Salary Increments.

12. (1) On completion of every incremental period the salary of an officer or employee shall be increased by one salary-increment within the limits of the scale applicable to him with effect from the first day of such officer's or employee's incremental month.

(2) If the rector issues a certificate to the effect that an officer's or employee's conduct as to industry, discipline, punctuality or sobriety has not been satisfactory throughout an incremental period or that the performance of his work has not been consistently satisfactory throughout such incremental period, the salary of such officer or employee shall not be increased in terms of the provisions of sub-regulation (1): Provided that the Secretary may in his discretion approve the increase of an officer's or employee's salary in terms of the provisions of sub-regulation (1), or from a different date notwithstanding the issue of such certificate: Provided further that the Secretary may approve one or more salary increments from such date and on such conditions as he may determine.

(3) If the salary of an officer or employee is not increased in terms of the provisions of sub-regulation (1), he shall be informed in writing of the reasons therefor.

Medical Examinations.

13. (1) A medical examination for the purposes of regulation 10 of this Part shall be made by a district surgeon, government medical officer or any other registered medical practitioner indicated by the Secretary.

(2) The Secretary may, in connection with any medical examination of or report on an officer or employee, require such officer or employee to submit to a further medical examination by a medical practitioner or medical board appointed by the Secretary for this purpose. The report shall be prepared in a form approved by the Secretary. If the Secretary is satisfied by the report of such practitioner or board that the officer or employee was himself responsible for his illness, disease or injury, the cost of such further examination shall be borne by such officer or employee.

Staff Reports.

14. (1) A rector or any other officer shall, when so required by the Secretary or any person authorised by the Secretary, submit a report in the form approved by the Secretary on any officer or employee under his control.

(2) The officer or employee reported upon shall not be entitled to have access to the report: Provided that, if any of the particulars contained therein are to his detriment for any reason other than inexperience, such particulars shall be extracted and communicated to him in writing by the reporting officer: Provided further that if the Secretary is satisfied that the communication of the adverse particulars is likely to affect the health of the person concerned detrimentally, he may agree to the withholding of such particulars from the officer.

(3) The person reported upon shall sign the extract from the report and return it to the reporting officer together with any written representations he may desire to submit.

Resignations.

15. (1) Any officer who is a member of the teaching staff may resign his post, but only as from the end of a semester, provided he gives notice of at least one college term.

(2) Any officer other than a member of the teaching staff shall give at least one calendar month's notice of his intention to resign his post.

(3) Die Sekretaris kan, indien die omstandighede dit na sy mening regverdig, 'n korter tydperk van kennisgewing as dié wat by subregulasies (1) en (2) voorgeskryf is, aanvaar.

(4) Tensy anders in sy aanstellingsvoorwaardes bepaal, gee 'n werknemer minstens 'n kalendermaand kennis van sy voorneme om uit sy betrekking te bedank.

(5) 'n Vroulike beampte wat voornemens is om te trou of uit haar betrekking bedank met die voorneme om te trou, gee vooraf skriftelik kennis aan die Sekretaris van die datum van haar voorgename huwelik.

Kennis by ontslag.

16. (1) Die dienste van 'n beampte wat 'n lid van die doserende personeel is en wat ontslaan word om enige rede in paragraaf (d) of (e) van subartikel (1) van artikel nege-en-twintig van die Wet vermeld, word beëindig slegs aan die end van 'n semester: Met dien verstande dat hy minstens 'n kollegekwartaal kennis, wat nie later nie as gedurende die eerste sewe dae van sodanige kwartaal gegee moet word, van sy ontslag kry.

(2) Indien 'n beampte wat nie lid van die doserende personeel is nie, ontslaan word in die omstandighede in subregulasie (1) beskryf, kry hy minstens een kalendermaand kennis daarvan.

Diensure.

17. Die amptelike dienstyd van 'n beampte of werknemer is soos die Sekretaris bepaal: Met dien verstande dat die Sekretaris verskillende amptelike dienste vir verskillende beamptes of werknemers mag bepaal.

Oortyd en ekstra diens.

18. (1) 'n Beampte of werknemer kan, benewens enige diensure kragtens regulasie 17 bepaal, gelas word om diens te verrig op tye wat die rektor of Sekretaris nodig ag.

(2) 'n Beampte of werknemer het geen aanspraak op bykomende besoldiging ten opsigte van diens wat ingevolge subregulasie (1) deur hom verrig word nie.

Sedeer van salaris.

19. 'n Beampte of werknemer mag nie sy salaris en toelaes of 'n deel daarvan sonder die goedkeuring van die Sekretaris seeder nie.

DEEL III.

AFWESIGHEIDSVARLOF.

ALGEMENE BEPALINGS.

Toepassing van verlofregulasies.

1. (1) Die regulasies in hierdie Deel is van toepassing op werknemers wie se diensvoorwaardes vasgestel is volgens die bepalinge van nywerheidsooreenkomste en op halfgeskikte arbeiders slegs vir sover daar by hierdie regulasies uitdruklik bepaal word dat hulle van toepassing is op sodanige werknemers en arbeiders en die verlofvoorregte van daardie werknemers en arbeiders is origens dié wat die Minister goedkeur.

(2) Aan iemand wat deelyds aangestel word mag nie verlof ingevolge die regulasies in hierdie Deel toegestaan word nie, maar slegs dié verlof wat die Sekretaris goedkeur.

Indeling van afwesigheidsverlof.

2. (1) Alle afwesigheid van diens met verlof word onder een of meer van die volgende hoofde ingedeel:—

(a) Vakansieverlof.

- (i) Oplopende vakansieverlof met volle besoldiging;
- (ii) nie-oplopende vakansieverlof met volle besoldiging;
- (iii) vakansieverlof sonder besoldiging.

(3) The Secretary may, if in his opinion the circumstances warrant it, accept shorter notice than that prescribed by sub-regulations (1) and (2).

(4) Unless otherwise provided in his conditions of appointment, an employee shall give not less than one calendar month's notice of his intention to resign his post.

(5) A female officer who contemplates marriage or who resigns her post in contemplation of marriage shall give the Secretary written notice in advance of the date of her proposed marriage.

Notice on Discharge.

16. (1) The services of a member of the teaching staff who is discharged for any reason mentioned in paragraph (d) or (e) of sub-section (1) of section twenty-nine of the Act, shall be terminated only at the end of a semester: Provided that he shall be given notice of at least one college term of his discharge, such notice to be given not later than during the first seven days of such term.

(2) If an officer who is not a member of the teaching staff is discharged in the circumstances described in sub-regulation (1), he shall be given at least one calendar month's notice of such discharge.

Hours of Duty.

17. The hours of duty of an officer or employee are as determined by the Secretary: Provided that the Secretary may determine different official hours of duty for different officers or employees.

Overtime and Extra Duty.

18. (1) An officer or employee may in addition to the hours of duty determined in terms of regulation 17, be required to perform duty at such other times as the rector or the Secretary may deem necessary.

(2) An officer or employee is not entitled to claim extra remuneration in respect of duties performed by him in terms of sub-regulation (1).

Assignment of Salary.

19. An officer or employee may not, without the approval of the Secretary, assign the whole or part of his salary and allowances.

PART III.

LEAVE OF ABSENCE.

GENERAL PROVISIONS.

Applicability of Leave Regulations.

1. (1) The regulations in this Part shall apply to employees whose conditions of service are determined in accordance with the provisions of industrial agreements and to semi-fit labourers only in so far as these regulations specifically provide that they are applicable to such employees and labourers, and the leave privileges of those employees and labourers are otherwise such as may be approved by the Minister.

(2) Any person employed part-time may not be granted leave under the regulations in this Part but only such leave as may be approved by the Secretary.

Classification of Leave of Absence.

2. (1) All absences from duty on leave are classified under one or more of the following heads:—

(a) Vacation Leave.

- (i) Accumulative vacation leave with full pay;
- (ii) non-accumulative vacation leave with full pay;
- (iii) vacation leave without pay.

(b) *Siekteverlof.*

- (i) Siekteverlof met volle besoldiging;
- (ii) siekteverlof met halfbesoldiging;
- (iii) siekteverlof sonder besoldiging;
- (iv) spesiale siekteverlof met volle of verminderde besoldiging.

(c) *Spesiale verlof.*

- (i) Spesiale verlof met volle besoldiging;
- (ii) spesiale verlof op besoldigingsvoorwaardes wat die Sekretaris goedkeur.

(d) *Studieverlof.*

- (i) Studieverlof met volle besoldiging;
- (ii) studieverlof sonder besoldiging.

(2) Die toestaan van verlof onder een van die hoofde in subregulasie (1) vermeld, raak nie die toestaan van verlof onder 'n ander hoof daarin vermeld nie, behalwe soos elders in hierdie regulasies uitdruklik bepaal.

Indeling van beamptes en werknemers vir verlofdoeleindes en verlofvoorsiening.

3. Behoudens die bepalings van regulasie 1, word beamptes en werknemers vir die doeleindes van die toestaan van afwesigheidsverlof in ondervermelde groepe ingedeel:—

Groep A.

Doseerende personeel.

Persone wat tydelik in hierdie hoedanighede werksaam is, kom vir slegs die helfte van die olopende vakansieverlof en siekteverlof hierin voorgeskryf in aanmerking.

Olopende vakansieverlof met volle besoldiging..... 20 dae per jaar.

Nie-olopende vakansieverlof met volle besoldiging..... Gedurende tydperke waar-tydens onderrig opgeskort is indien hul dienste nie benodig word nie.

Studieverlof..... Studieverlof met volle besoldiging ingevolge regulasie 47.

Siekteverlof in elke tydkring, met—
Volle besoldiging..... 90 dae.
Halfbesoldiging..... 90 dae.

Groep B.

Administratiewe personeel—

(i) Personeellede permanent in diens—

Olopende vakansieverlof met volle besoldiging.... 20 dae per jaar.

Nie-olopende vakansieverlof met volle besoldiging Hoogstens 28 dae in elke kalenderjaar gedurende tydperke waartydens onderrig opgeskort is.

Siekteverlof in elke tydkring met—
Volle besoldiging..... 120 dae.
Halfbesoldiging..... 120 dae.

(ii) Personeellede tydelik in diens—

Olopende vakansieverlof met volle besoldiging.... 10 dae per jaar.

Nie-olopende vakansieverlof met volle besoldiging Hoogstens 28 dae in elke kalenderjaar gedurende tydperke waartydens onderrig opgeskort is.

Siekteverlof in elke tydkring, met—
Volle besoldiging..... 60 dae.
Halfbesoldiging..... 60 dae.

Groep C.

Klerklike personeel.

(i) Personeellede permanent in diens—

Olopende vakansieverlof met volle besoldiging.... 14 dae per jaar.

Nie-olopende vakansieverlof met volle besoldiging Hoogstens 28 dae in elke kalenderjaar gedurende tydperke waartydens onderrig opgeskort is.

Siekteverlof in elke tydkring, met—
Volle besoldiging..... 120 dae.
Halfbesoldiging..... 120 dae.

(b) *Sick Leave.*

- (i) Sick leave with full pay;
- (ii) sick leave with half pay;
- (iii) sick leave without pay;
- (iv) special sick leave with full or reduced pay.

(c) *Special Leave.*

- (i) Special leave with full pay;
- (ii) special leave with pay conditions as approved by the Secretary.

(d) *Study Leave.*

- (i) Study leave with full pay;
- (ii) study leave without pay.

(2) The granting of leave under any one of the heads mentioned in sub-regulation (1) shall not affect the granting of leave under any of the other heads mentioned therein, except in so far as is specifically provided elsewhere in these regulations.

Classification of Officers and Employees for Leave Purposes and the Provision of Leave.

3. Officers and employees shall, for the purpose of the granting of leave of absence, be classified in the under-mentioned groups, subject to the provisions of regulation 1:—

Group A.

Teaching Staff.

Persons temporarily employed in any such capacity are eligible for only one-half of the accumulative vacation leave and sick leave prescribed herein.

Accumulative vacation leave with full pay..... 20 days per annum.

Non-accumulative vacation leave with full pay..... During periods for which instruction is suspended, if their services are not required.

Study leave..... Study leave with full pay in terms of regulation 47.

Sick leave in each cycle with—
Full pay..... 90 days.
Half pay..... 90 days.

Group B.

Administrative Staff.

(i) Staff members permanently employed—

Accumulative vacation leave with full pay.... 20 days per annum.

Non-accumulative vacation leave with full pay Not exceeding 28 days in each calendar year during periods for which instruction is suspended.

Sick leave in each cycle—
With full pay..... 120 days.
With half pay..... 120 days.

(ii) Staff members temporarily employed—

Accumulative vacation leave with full pay.... 10 days per annum.

Non-accumulative vacation leave with full pay Not exceeding 28 days in each calendar year during periods for which instruction is suspended.

Sick leave in each cycle—
Full pay..... 60 days.
Half pay..... 60 days.

Group C.

Clerical Staff.

(i) Staff members permanently employed—

Accumulative vacation leave with full pay.... 14 days per annum.

Non-accumulative vacation leave with full pay Not exceeding 28 days in each calendar year during periods for which instruction is suspended.

Sick leave in each cycle with—
Full pay..... 120 days.
Half pay..... 120 days.

- (ii) Personeellede tydelik in diens—
Oplopende vakansieverlof met volle besoldiging.... 7 dae per jaar.
Nie-oplopende vakansieverlof met volle besoldiging..... Hoogstens 28 dae in elke kalenderjaar gedurende tydperke waartydens onderrig opgeskort is.
- Siekteverlof in elke tydkring, met—
Volle besoldiging..... 60 dae.
Halfbesoldiging..... 60 dae.

Groep D.

Huismoeder- en verpleegpersoneel—

- (i) Personeellede permanent in diens—
Oplopende vakansieverlof met volle besoldiging.... 10 dae per jaar.
Nie-oplopende vakansieverlof met volle besoldiging..... Gedurende tydperke waar tydens onderrig opgeskort is, indien hul dienste nie benodig word nie.
- Siekteverlof in elke tydkring, met—
Volle besoldiging..... 60 dae.
Halfbesoldiging..... 60 dae.
- (ii) Personeellede tydelik in diens—
Oplopende vakansieverlof met volle besoldiging.... 5 dae per jaar.
Nie-oplopende vakansieverlof met volle besoldiging..... Gedurende tydperke waar tydens onderrig opgeskort is indien hul dienste nie benodig word nie.
- Siekteverlof in elke tydkring, met—
Volle besoldiging..... 30 dae.
Halfbesoldiging..... 30 dae.

Groep E.

Ander blanke beamptes wat nie onder groepe A, B, C of D ingedeel is nie en wat—

- (i) Vyftien jaar of langer diens voltooi het—
Oplopende vakansieverlof. 38 dae per jaar.
Siekteverlof in elke tydkring, met—
Volle besoldiging..... 120 dae.
Halfbesoldiging..... 120 dae.
- (ii) Tien jaar of langer maar minder as vyftien jaar diens voltooi het—
Oplopende vakansieverlof. 34 dae per jaar.
Siekteverlof in elke tydkring, met—
Volle besoldiging..... 120 dae.
Halfbesoldiging..... 120 dae.
- (iii) Minder as tien jaar diens voltooi het—
Oplopende vakansieverlof. 30 dae per jaar.
Siekteverlof in elke tydkring, met—
Volle besoldiging..... 120 dae.
Halfbesoldiging..... 120 dae.

Groep F.

Blanke werknemers, uitgesonderd werknemers wie se diensvoorwaardes vasgestel is volgens die bepalinge van nywerheids-ooreenkomste en die in groepe A, B, C en D bedoelde werknemers, wat—

- (i) Vyftien jaar of langer diens voltooi het—
Oplopende vakansieverlof. 34 dae per jaar.
Siekteverlof in elke tydkring, met—
Volle besoldiging..... 90 dae.
Halfbesoldiging..... 90 dae.
- (ii) Tien jaar of langer maar minder as vyftien jaar diens voltooi het—
Oplopende vakansieverlof. 30 dae per jaar.
Siekteverlof in elke tydkring, met—
Volle besoldiging..... 70 dae.
Halfbesoldiging..... 70 dae.

- (ii) Staff members temporarily employed—

Accumulative vacation leave with full pay.... 7 days per annum.
Non-accumulative vacation leave with full pay Not exceeding 28 days in each calendar year during periods for which instruction is suspended.

Sick leave in each cycle with—
Full pay..... 60 days.
Half pay..... 60 days.

Group D.

Housemother and Nursing Staff.

- (i) Staff members permanently employed—
Accumulative vacation leave with full pay.... 10 days per annum.
Non-accumulative vacation leave with full pay During periods for which instruction is suspended, if their services are not required.
- Sick leave in each cycle with—
Full pay..... 60 days.
Half pay..... 60 days.
- (ii) Staff members temporarily employed—
Accumulative vacation leave with full pay.... 5 days per annum.
Non-accumulative vacation leave with full pay During periods for which instruction is suspended, if their services are not required.
- Sick leave in each cycle with—
Full pay..... 30 days.
Half pay..... 30 days.

Group E.

Other European officers not classified under Groups A, B, C or D and who have completed—

- (i) Fifteen years' or longer service—
Accumulative vacation leave..... 38 days per annum.
Sick leave in each cycle with—
Full pay..... 120 days.
Half pay..... 120 days.
- (ii) Ten years' or longer but less than fifteen years' service—
Accumulative vacation leave..... 34 days per annum.
Sick leave in each cycle with—
Full pay..... 120 days.
Half pay..... 120 days.
- (iii) Less than ten years' service—
Accumulative vacation leave..... 30 days per annum.
Sick leave in each cycle with—
Full pay..... 120 days.
Half pay..... 120 days.

Group F.

European employees, excluding employees whose conditions of service have been determined in accordance with the provisions of industrial agreements and those employees mentioned in groups A, B, C and D who have completed—

- (i) Fifteen years' or longer service—
Accumulative vacation leave..... 34 days per annum.
Sick leave in each cycle with—
Full pay..... 90 days.
Half pay..... 90 days.
- (ii) Ten years' or longer, but less than fifteen years' service—
Accumulative vacation leave..... 30 days per annum.
Sick leave in each cycle with—
Full pay..... 70 days.
Half pay..... 70 days.

- (iii) Vyf jaar of langer maar minder as tien jaar diens voltooi het—
 Oplopende vakansieverlof. 26 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 50 dae.
 Halfbesoldiging. 50 dae.

- (iv) Minder as vyf jaar diens voltooi het—
 Oplopende vakansieverlof. 22 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 30 dae.
 Halfbesoldiging. 30 dae.

Groep G.

Nie-blanke beamptes en werknemers, uitgesonderd werknemers wie se diensvoorwaardes vasgestel is volgens die bepalings van nywerheidsooreenkomste en die in groepe A, B, C en D bedoelde nie-blanke werknemers, wat—

- (i) Twintig jaar of langer diens voltooi het—
 Oplopende vakansieverlof. 30 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 80 dae.
 Halfbesoldiging. 80 dae.

- (ii) Vyftien jaar of langer maar minder as twintig jaar diens voltooi het—
 Oplopende vakansieverlof. 26 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 60 dae.
 Halfbesoldiging. 60 dae.

- (iii) Tien jaar of langer maar minder as vyftien jaar diens voltooi het—
 Oplopende vakansieverlof. 22 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 40 dae.
 Halfbesoldiging. 40 dae.

- (iv) Vyf jaar of langer maar minder as tien jaar diens voltooi het—
 Oplopende vakansieverlof. 18 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 30 dae.
 Halfbesoldiging. 30 dae.

- (v) Minder as vyf jaar diens voltooi het—
 Oplopende vakansieverlof. 14 dae per jaar.
 Siekteverlof in elke tydkring, met—
 Volle besoldiging. 15 dae.
 Halfbesoldiging. 15 dae.

Kontantwaarde van ongebruikte verlof nie betaalbaar nie.

4. Afwesigheidsverlof waarvoor in hierdie regulasies voorsiening gemaak word, is 'n voorreg en word alleen toegestaan met inagneming van die behoeftes van 'n universiteitskollege. Verlof kan nie as 'n reg geëis word nie en indien 'n beampte of werknemer die diens van 'n universiteitskollege verlaat, om watter rede ookal, kan hy nie eis dat die kontantwaarde van ongebruikte verlof aan hom betaal word nie. Met dien verstande dat hierdie bepalings nie die betaling van verlofgratifikasies op voorwaardes wat die Minister goedkeur, belet nie.

Goedkeuring van verlofaansoeke.

5. Die toestaan van alle afwesigheidsverlof is onderworpe aan die goedkeuring van die rektor en verlof wat reeds toegestaan is, kan te eniger tyd deur hom ingetrek word.

Voorafgaande goedkeuring van afwesigheidsverlof.

6. Behalwe in die geval waar 'n beampte in sy diens geskors is of waar 'n beampte of werknemer weens sy skielike siekte of weens ander omstandighede wat vir die rektor aanneemlik is, verhinder word om in sy werk aan te bly of hom vir diens aan te meld, mag hy nie sy werk verlaat of van diens wegbly nie voordat hy skriftelik om verlof aansoek gedoen het en hy deur die rektor in kennis gestel is dat die verlofaansoek goedgekeur is.

- (iii) Five years' or longer but less than ten years' service—
 Accumulative vacation leave. 26 days per annum.
 Sick leave in each cycle with—
 Full pay. 50 days.
 Half pay. 50 days.

- (iv) Less than Five years' service—
 Accumulative vacation leave. 22 days per annum.
 Sick leave in each cycle with—
 Full pay. 30 days.
 Half pay. 30 days.

Group G.

Non-European officers and employees, excluding employees whose conditions of service have been determined in accordance with the provisions of industrial agreements and those non-European employees mentioned in groups A, B, C and D who have completed—

- (i) Twenty years' or longer service—
 Accumulative vacation leave. 30 days per annum.
 Sick leave in each cycle with—
 Full pay. 80 days.
 Half pay. 80 days.

- (ii) Fifteen years' or longer but less than twenty years' service—
 Accumulative vacation leave. 26 days per annum.
 Sick leave in each cycle with—
 Full pay. 60 days.
 Half pay. 60 days.

- (iii) Ten years' or longer but less than fifteen years' service—
 Accumulative vacation leave. 22 days per annum.
 Sick leave in each cycle with—
 Full pay. 40 days.
 Half pay. 40 days.

- (iv) Five years' or longer but less than ten years' service—
 Accumulative vacation leave. 18 days per annum.
 Sick leave in each cycle with—
 Full pay. 30 days.
 Half pay. 30 days.

- (v) Less than five years' service—
 Accumulative vacation leave. 14 days per annum.
 Sick leave in each cycle with—
 Full pay. 15 days.
 Half pay. 15 days.

Cash Value of Unused Leave not Payable.

4. Leave of absence provided for in these regulations is a privilege and is granted only with due regard to the exigencies of a university college. Leave cannot be claimed as of right and if an officer or employee leaves the service of a university college, for any reason whatsoever, he cannot claim payment in respect of the cash value of leave standing to his credit: Provided that these provisions do not preclude the payment of leave gratuities on conditions approved by the Minister.

Approval of Applications for Leave.

5. The granting of all leave of absence is subject to approval by the rector and leave already granted may at any time be withdrawn by him.

Prior Approval of Leave of Absence.

6. Except in the case where an officer is suspended from duty or where an officer or employee is prevented by his sudden illness or by other circumstances that are acceptable to the rector from remaining on or reporting for duty, he may not leave or stay away from work until he has applied in writing for leave and has been advised by the rector that the application for leave has been approved.

Skriftelike aansoek om verlof.

7. Aansoeke om verlof word skriftelik gedoen in 'n vorm wat deur die Sekretaris goedgekeur is en die vorm van die geneeskundige sertifikaat wat ter staving van 'n aansoek om siekteverlof moet dien, word deur die Sekretaris goedgekeur.

Kontrakaanstellings.

8. Aan iemand wat op kontrak aangestel is, word verlof kragtens hierdie regulasies toegestaan tensy sy dienskontrak anders bepaal en sy groepering vir verlofdoeleindes word op dieselfde wyse bepaal as dié van 'n vergelykbare beampte of werknemer.

Ongemagtigde afwesigheid van diens.

9. Behalwe soos in paragraaf (c) van subregulasie (1) van regulasie 45 bepaal of tensy die Sekretaris anders bepaal, word alle ongemagtigde afwesigheid van diens ongeag ander tugmaatreëls wat teen 'n beampte of werknemer ingestel kan word, geag vakansieverlof sonder besoldiging te wees: Met dien verstande dat die indiening van 'n skriftelike verlofaansoek wat in regulasie 7 vermeld word, nie 'n vereiste in die geval van ongemagtigde afwesigheid is nie.

Verval van verlof by uitdienstreding.

10. (1) Sodra 'n beampte of werknemer kennis gee van bedanking, of sodra 'n vroulike beampte kennis gee van haar voorneme om in die huwelik te tree en ingevolge artikel *nege-en-twintig* (1) (b) van die Wet ontslaan word, verval enige toegestane verlof met besoldiging met ingang van die datum van sodanige kennisgewing of, indien die kennisgewing nie gedateer is nie, vanaf die datum van ontvangs daarvan deur die rektor, en enige verlof aangevra of afwesigheid van diens na daardie datum word geag vakansieverlof sonder besoldiging te wees: Met dien verstande dat die bepalinge van hierdie subregulasie—

(a) slegs van toepassing is ten opsigte van afwesigheid gedurende die laaste dertig dae van 'n beampte of werknemer se diens; en

(b) nie van toepassing is nie op—

- (i) siekteverlof;
- (ii) spesiale verlof wat kragtens paragraaf (b), (c) of (d) van subregulasie (1) van regulasie 45 toegestaan word;
- (iii) vakansieverlof wat kragtens regulasie 37 toegestaan word; en
- (iv) 'n beampte of werknemer wat uit sy betrekking bedank om 'n betrekking te aanvaar by 'n inrigting onder die beheer van 'n staatsdepartement waar sy volle salaris deur daardie staatsdepartement betaal word, mits die Sekretaris vooraf goedkeur dat sy aanstelling in genoemde betrekking beskou word as 'n oorpasing met erkenning van vorige diens vir verlof- en pensioendoeleindes; en voorts, mits die tyd in beslag geneem deur sy reis van sy ou hoofkwartier na die plek waar hy sy nuwe betrekking moet aanvaar, deur 'n goedgekeurde aansoek om verlof gedek is.

(2) Indien 'n beampte of werknemer uit die diens van 'n universiteitskollege tree, verval sy toegestane afwesighedsverlof op die laaste dag van sy diens of op die datum wat ingevolge subregulasie (1) bepaal word indien gemelde subregulasie op hom van toepassing is: Met dien verstande dat 'n beampte of werknemer se dienstydperk nie verleng word nie ten einde hom in staat te stel om gebruik te maak van verlof wat hom toekom.

Verlofvoorregte by heraanstelling in 'n tydelike hoedanigheid.

11. Indien 'n beampte wat uit 'n permanente pos afgetree het, of wat 'n permanente betrekking neergelê het om watter rede ookal, met of sonder onderbreking van diens in 'n tydelike hoedanigheid heraanstelling word, word so 'n heraanstelling vir alle doeleindes van hierdie regulasies as 'n nuwe aanstelling beskou: Met dien verstande dat verlof wat opgehoop het by beëindiging van die permanente aanstelling verval: Met dien verstande voorts dat vorige permanente diens nie as diens vir verlofdoeleindes tel nie.

Written Application for Leave.

7. Applications for leave shall be made in writing in a form approved by the Secretary and the form of the medical certificate that is to serve in support of an application for sick leave shall also be approved by the Secretary.

Contract Appointments.

8. Any person appointed on contract shall, unless his service contract provides otherwise, be granted leave in accordance with these regulations, and his grouping for leave purposes shall be determined in the same manner as that of a comparable officer or employee.

Unauthorised Absence from Duty.

9. Except as provided in paragraph (c) of sub-regulation (1) of regulation 45, or unless the Secretary determines otherwise, all unauthorised absences from duty shall, apart from any disciplinary steps that may be taken against an officer or employee, be deemed to be vacation leave without pay: Provided that the submission of a written application for leave, referred to in regulation 7, shall not be required in the case of unauthorised absences.

Lapse of Leave on Retirement.

10. (1) Immediately an officer or employee gives notice of resignation, or a female officer gives notice of her contemplation of marriage and is discharged in terms of section *twenty-nine* (1) (b) of the Act, any leave with pay granted shall lapse with effect from the date of such notice, or, if the notice is undated, from the date of receipt of the notice by the rector, and any leave applied for or absence from duty after that date shall be deemed to be vacation leave without pay: Provided that the provisions of his sub-regulation shall—

(a) apply only in respect of absences during an officer's or employee's last thirty days of service; and

(b) not apply to—

- (i) sick leave;
- (ii) special leave granted in terms of paragraph (b), (c) or (d) of sub-regulation (1) of regulation 45;
- (iii) vacation leave granted in terms of regulation 37; and
- (iv) an officer or employee who resigns his appointment with a view to accepting an appointment at an institution under the control of a Government department where his full salary is paid by such department: Provided that the Secretary's prior approval has been obtained for such appointment to be regarded as a transfer with recognition of previous service for leave and pension purposes: Provided further that any time spent in travelling from his old headquarters to the place where he is to take up his new appointment is covered by an approved application for leave.

(2) If an officer or employee leaves the service of a university college, any leave of absence granted to him shall lapse on the last day of his service or on the date determined in terms of sub-regulation (1) if that sub-regulation applies to him: Provided that the period of service of an officer or employee shall not be extended in order to enable him to utilise leave due to him.

Leave Privileges on Re-appointment in a Temporary Capacity.

11. If an officer who has retired from a permanent post or who has relinquished a permanent post for any reason whatsoever is re-appointed, in a temporary capacity, with or without a break in service, such re-appointment shall be regarded as a new appointment for all purposes of these regulations: Provided that accumulated leave shall lapse when the permanent appointment terminates: Provided further that previous permanent service shall not count as service for leave purposes.

Rusdae.

12. (1) 'n Rusdag word nie geag verlot te wees en word nie in die verlotstaat as sulks aangeteken nie: Met dien verstande dat—

- (a) 'n rusdag, of twee of meer opeenvolgende rusdae, wat binne 'n tydperk van verlot val, geag word verlot te wees wat onder dieselfde hoof van sub-regulasie (1) van regulasie 2 val as die verlot wat sodanige rusdag of rusdae voorafgaan en daarop volg;
- (b) 'n rusdag, of twee of meer opeenvolgende rusdae, wat tussen 'n tydperk van vakansie- of nie-oplopende vakansieverlot en 'n tydperk van siekteverlot (of omgekeerd) val, geag word vakansieverlot te wees, tensy die betrokke beampde of werknemer bewys lewer dat hy werklik op sodanige rusdag of rusdae siek was;
- (c) in die geval waar 'n beampde of werknemer aangesê word om hom op 'n rusdag vir diens aan te meld en hy in gebreke bly om dit te doen, sodanige rusdag geag word vakansieverlot sonder besoldiging te wees, tensy hy weens omstandighede wat vir die rektor aanneemlik is, verhinder word om hom vir diens aan te meld.

(2) 'n Beampde of werknemer word nie salaris of loon ten opsigte van 'n rusdag betaal nie, tensy hy kragtens sy diensvoorwaardes op betaling vir die dag geregtig is.

*Vakansie- en siekteverlot sonder besoldiging:
Kollegevakansies deel daarvan.*

13. Indien 'n beampde of werknemer wat gewoonlik in aanmerking kom vir nie-oplopende vakansieverlot gedurende die kollegevakansies, tot en met die laaste dag van 'n kollegekwartaal met siekteverlot afwesig is en met ingang van die volgende kollegekwartaal met verlot gaan, word die tussenkommende kollegevakansie as nie-oplopende verlot beskou, behalwe waar sodanige kollegevakansie voorafgegaan en gevolg word deur vakansie- of siekteverlot sonder besoldiging; in dié geval word die kollegevakansie as vakansie- of siekteverlot sonder besoldiging, na gelang van die geval, aangeteken.

Verlot wat vir verlotdoeleindes tel.

14. (1) Alle verlot van watter aard ookal, met volle of gedeeltelike besoldiging, en vakansie-, siekte-, en studieverlot sonder besoldiging van hoogstens altesaam 15 dae in 'n kalendermaand, tel vir die doel van verlofaanwas. Indien die verlot sonder besoldiging die hierin gemelde getal dae oorskry, word—

- (a) sodanige oorskryding nie as diens vir die doeleindes van regulasie 18 gereken nie; en
- (b) die voorsiening ten opsigte van siekteverlot met volle besoldiging en siekteverlot met halfbesoldiging wat ingevolge regulasie 3 op 'n beampde of werknemer van toepassing is, met een-ses-en-dertigste ten opsigte van elke sodanige oorskryding verminder, en hierdie vermindering word aangebring aan die voorsiening van die tydkring waarin die oorskryding voorkom of, indien die beskikbare siekteverlot van die betrokke tydkring reeds gebruik is, aan die voorsiening vir die eersvolgende tydkring.

(2) Vakansie-, siekte- en studieverlot sonder besoldiging tel as diens vir die vasstelling van die indeling van 'n beampde of werknemer by 'n verlotgroep kragtens regulasie 3.

(3) Vakansieverlot wat ingevolge subregulasie (1) gedurende 'n tydperk van vakansie-, siekte- of studieverlot sonder besoldiging aan was, word nie aan 'n beampde of werknemer toegestaan nie voordat hy, na sy afwesigheid met sodanige verlot sonder besoldiging, weer sy dienste hervat het en word ook nie met terugwerkende krag toegestaan nie.

Verlot tel vir salarisverhogingsdoeleindes.

15. Alle verlot, van watter aard ookal, hetsy met of sonder besoldiging, tel vir salarisverhogingsdoeleindes.

Days of Rest.

12. (1) A day of rest shall not be regarded as leave and shall not be recorded as such in the leave register: Provided that—

- (a) a day of rest, or two or more consecutive days of rest, falling within a period of leave shall be regarded as leave falling under the same heading of sub-regulation (1) of regulation 2 as the leave that precedes and succeeds such day or days of rest;
- (b) a day of rest, or two or more consecutive days of rest, falling between a period of vacation or non-accumulative vacation leave and a period of sick leave (or *vice versa*) shall be regarded as vacation leave unless the officer or employee concerned produces evidence that he was actually ill on such day or days of rest;
- (c) in the case of an officer or employee who is called upon to report for duty on a day of rest and who fails to do so, such day of rest shall be regarded as vacation leave without pay, unless he is prevented from reporting for duty by circumstances that are acceptable to the rector.

(2) An officer or employee shall not be paid salary or wage in respect of a day of rest unless he is entitled to such payment for the day in terms of his conditions of service.

Vacation and Sick Leave Without Pay—College Vacations Forming Part of.

13. If an officer or employee who is ordinarily eligible for non-accumulative vacation leave during the college vacations is absent on sick leave up to and including the last day of a college term and proceeds on leave as from the first day of the next succeeding college term, the period of the college vacation intervening shall rank as non-accumulative leave, unless such college vacation is preceded and succeeded by vacation or sick leave without pay, in which case the college vacation will be recorded as vacation or sick leave without pay as the case may be.

Leave that Counts for Leave Purposes.

14. (1) All leave of whatever nature, with full or part pay, and vacation, sick and study leave without pay not exceeding 15 days in the aggregate in a calendar month, shall count for the purpose of leave accrual. If the leave without pay exceeds the number of days mentioned herein—

- (a) such excess shall not be regarded as service for the purposes of regulation 18; and
- (b) the provision in respect of sick leave with full pay and sick leave with half pay applying to an officer or employee in terms of regulation 3, shall be reduced by one thirty-sixth in respect of each such excess, which reduction shall be made from the provision of the cycle in which the excess occurs, or, if the available sick leave for the relative cycle has already been taken, from the provision for the next succeeding cycle.

(2) Vacation, sick and study leave without pay shall count as service for the purpose of determining an officer's or employee's leave group under regulation 3.

(3) Vacation leave accruing in terms of sub-regulation (1) during a period of vacation, sick or study leave without pay, shall not be granted to an officer or employee until he has resumed his duties after his absence on such leave without pay, and shall furthermore not be granted with retrospective effect.

Leave Counts for the Purpose of Salary Increments.

15. All leave, of whatever nature, whether with or without pay, shall count for the purpose of salary increments.

Buitengewone gevalle.

16. (1) Indien daar omstandighede ontstaan wat 'n afwyking van die bepalings van hierdie Deel regverdig, kan die rektor aan 'n beampte of werknemer of klasse beamptes of werknemers verlof toestaan op die voorwaardes wat die Minister goedkeur.

(2) Die Sekretaris kan, met die goedkeuring van die Minister, spesiale verlofvoorregte vir 'n beampte of werknemer of klasse beamptes of werknemers, asook verlof-aangeleenthede wat nie deur hierdie regulasies gedek word nie of wat 'n afwyking van die bepalings van die regulasies meebring, bepaal.

Verlofstase.

17. (1) Die rektor hou ten opsigte van elke beampte en werknemer 'n verlofstase, waarin alle afwesigheid van diens behalwe die nie-oplopende vakansieverlof waarvoor vir groepe A, B, C en D by regulasie 3 voorsiening gemaak word, aangeteken word volgens die indeling vervat in regulasie 2.

(2) Alle verlofaansoeke word bewaar in die kantoor waar die verlofstase gehou word en vir die tydperk wat die Sekretaris gelas. Elke aanwas van oplopende vakansieverlof ingevolge regulasie 29 word ook in die verlofstase aangeteken: Met dien verstande dat geen tegoed aldus aangeteken word nie tensy dit deur die rektor goedgekeur is. Die goedkeuring moet ter stawing van sodanige tegoedinskrywing bewaar word.

VAKANSIEVERLOF.—ALGEMENE BEPALINGS.**OPLOPENDE VAKANSIEVERLOF.***Aanwas van oplopende vakansieverlof.*

18. Oplopende vakansieverlof, uitgesonderd oplopende vakansieverlof wat ingevolge regulasie 29 tot 'n beampte of werknemer se krediet geplaas word, was aan ten opsigte van elke voltooide kalendermaand van diens en wel teen een-twaalfde van die voorsiening wat ingevolge regulasie 3 op 'n beampte of werknemer van toepassing is.

Verpligte gebruikmaak van oplopende vakansieverlof.

19. Die rektor kan te eniger tyd van 'n beampte of werknemer vereis dat hy 'n gedeelte van of al die oplopende vakansieverlof wat hom toekom, neem: Met dien verstande dat die maksimum-tydperk van oplopende vakansieverlof wat by regulasie 23 en 24 voorgeskryf word, nie oorskry word nie.

Oorgeplaaste beamptes en werknemers.

20. Indien iemand wat voltyds in diens is van—

- (a) 'n deur Parlements-wet ingestelde universiteit of universiteitskollege;
- (b) 'n provinsiale onderwysdepartement;
- (c) 'n staatsdepartement;
- (d) 'n onderwysinrigting wat ingestel is of as 'n staats-ondersteunde skool erken is kragtens 'n wet wat deur 'n staatsdepartement geadministreer word;
- (e) die Suid-Afrikaanse Spoorweë;
- (f) die Staatsdelwerye;
- (g) 'n kantoor van die Staatsprokureur;
- (h) 'n provinsiale administrasie, en ingevolge 'n provinsiale ordonnansie aangestel is,

en sonder 'n onderbreking van diens aangestel word in of oorgeplaas word na 'n pos waarin hierdie regulasies op hom van toepassing word, behou hy die oplopende vakansieverlof wat hy te goed gehad het op die dag voor sy aanstelling of oorpasing. Indien sulke verlof slegs na die voltooiing van 'n vasgestelde dienstrydperk geneem sou kon word en sodanige dienstrydperk op die datum waarop hierdie regulasies op die beampte of werknemer van toepassing word, nog nie voltooi is nie, kan die tegoed in verhouding tot die gedeelte van die betrokke dienstrydperk wat hy op laasgenoemde datum voltooi het bereken word en kan die betrokke verlof onmiddellik toegestaan word: Met dien verstande dat, behalwe met goedkeuring van die Sekretaris, die vorige diens ten opsigte waarvan die verlof-tegoed oorgedra word, nie tel as diens vir verlofdoeleindes nie: Met dien verstande voorts dat by die toepassing van die bepalings van hierdie regulasie enige gedeelte van 'n dag as een dag gereken word wanneer die opgeloopte vakansieverlof tot 'n beampte of werknemer se krediet geplaas word op die datum waarop hierdie regulasies op hom van toepassing word.

Exceptional Cases.

16. (1) In the event of circumstances arising that justify a departure from the provisions of this Part, the rector may grant leave to an officer or employee or classes of officers or employees on such conditions as the Minister may approve.

(2) The Secretary may, with the approval of the Minister, determine special leave privileges for an officer or employee or classes of officers or employees and other leave matters that are not covered by these regulations or that constitute a departure from the provisions of the regulations.

Leave Registers.

17. (1) The rector shall keep a leave register in respect of each officer and employee in which all absences from duty, except the non-accumulative vacation leave provided for Groups A, B, C and D under regulation 3, shall be recorded in accordance with the classification contained in regulation 2.

(2) All applications for leave shall be filed in the office where the leave register is kept, for such period as the Secretary may direct. Every accrual of accumulative vacation leave in terms of regulation 29 shall also be recorded in such register: Provided that no credit shall be so recorded unless approved by the rector. The approval given shall be filed in support of such credit entry.

VACATION LEAVE.—GENERAL PROVISIONS.*Accrual of Accumulative Vacation Leave.*

18. Accumulative vacation leave, excluding accumulative vacation leave placed to the credit of an officer or employee in terms of regulation 29, shall accrue in respect of each completed calendar month of service at the rate of one-twelfth of the provision applicable to an officer or employee in terms of regulation 3.

Compulsory Use of Accumulative Vacation Leave.

19. The rector may at any time require an officer or employee to take the whole or a portion of the accumulative vacation leave due to him: Provided that the maximum period of accumulative vacation leave prescribed by regulations 23 and 24 shall not be exceeded.

Transferred Officers and Employees.

20. Any person who is in the full-time employ of—

- (a) any university or university college established by Act of Parliament;
- (b) any provincial education department;
- (c) any Government department;
- (d) any educational institution established or recognised as a state-aided institution under any Act administered by a Government department;
- (e) the South African Railways;
- (f) the State Diggings;
- (g) any office of the State Attorney;
- (h) any provincial administration and who was appointed under a provincial ordinance; and

who is appointed or transferred, without a break in service, to any post in which these regulations become applicable to him, shall retain the accumulative vacation leave standing to his credit on the day before his appointment or transfer. If such leave could have been taken only after the completion of a specified period of service and such period of service has not been completed on the date these regulations become applicable to the officer or employee, the credit may be calculated in proportion to the portion of the relative period of service he has completed on such date, and the leave in question may be granted forthwith: Provided that, except with the approval of the Secretary, the previous service in respect of which the leave credit is carried forward shall not count as service for leave purposes: Provided further that, for the purposes of this regulation, any portion of a day shall be regarded as one day when the accumulated vacation leave is placed to the credit of an officer or employee on the date on which these regulations become effective or become applicable to him.

Indeling vir verlofdoeleindes by oorpasing na ander betrekking.

21. Tensy die bepalings van regulasie 11 van toepassing is op 'n beampste of werknemer wat van een pos na 'n ander pos oorgeplaas word en wie se oorpasing 'n verandering van sy groepering vir verlofdoeleindes meebring of wat om enige ander rede as sy oorpasing van die een na die ander vakansieverlofgroep oorgaan—

- (a) behou hy die oplopende vakansieverlofkrediet wat gedurende sy dienstydperk in die vorige groep of groepe aangewas het; en
- (b) word die nuwe groep met oplopende vakansieverlof op hom van toepassing vanaf die eerste dag van die kalendermaand waarin sodanige oorpasing of oorgang van krag word.

Beperking van oplopende vakansieverlof vir groep A.

22. 'n Beampste of werknemer op wie die verlofvoorregte van groep A van regulasie 3 van toepassing is, mag nie minder oplopende vakansieverlof as een hele kollegekwartaal neem nie, en dan slegs wanneer sodanige verlof toegeval het en beskikbaar is: Met dien verstande dat die rektor na goeë dunks 'n beampste of werknemer kan magtig om te eniger tyd die oplopende vakansieverlof wat hom toekom of 'n gedeelte daarvan, te neem.

Maksimum oplopende vakansieverlof vir groep A.

23. Die aanvangs- en verstrykingsdatum van enige tydperk van oplopende vakansieverlof wat aan 'n beampste of werknemer op wie die verlofvoorregte van groep A van regulasie 3 van toepassing is, toegestaan word, val saam met onderskeidelik die eerste en die laaste dag van 'n kollegekwartaal, behalwe waar die rektor anders goedkeur en die totale onafgebroke tydperk van oplopende vakansieverlof mag nie oor meer as een semester strek nie: Met dien verstande dat die rektor 'n kort redelike verlenging van verlof kan toestaan aan 'n beampste of werknemer wat deur oorsake waaroor hy geen beheer het nie, verhinder word om hom vir diens aan te meld, mits hy nog voldoende verlof te goeë het: Met dien verstande voorts dat, indien sodanige beampste of werknemer nie voldoende verlof het om die verlangde verlenging te dek nie, enige tydperk van verlof wat toegestaan word bo wat hy te goeë het as verlof sonder besoldiging aangeteken word.

Maksimum oplopende vakansieverlof vir groepe B tot G.

24. In die geval van 'n beampste of werknemer op wie die verlofvoorregte van groepe B, C, D, E, F of G van regulasie 3 van toepassing is, mag onafgebroke afwesigheid met oplopende vakansieverlof 184 dae nie oorskry nie: Met dien verstande dat die rektor 'n kort redelike verlenging kan toestaan aan 'n beampste of werknemer wat deur oorsake waaroor hy geen beheer het nie, verhinder word om hom vir diens aan te meld, mits hy nog voldoende oplopende vakansieverlof te goeë het: Met dien verstande voorts dat, indien sodanige beampste of werknemer nie voldoende oplopende vakansieverlof te goeë het om die verlangde verlenging te dek nie, enige tydperk van verlof wat toegestaan word bo wat hy te goeë het, as vakansieverlof sonder besoldiging aangeteken word: Met dien verstande voorts dat vir die doel van hierdie regulasie oplopende vakansieverlof wat ingevolge subregulasie (1) van regulasie 40 toegestaan is, buite rekening gelaat word.

Oplopende vakansieverlof vir studiedoeleindes.

25. Ondanks andersluidende bepalings van hierdie regulasies, kan aan 'n beampste of werknemer oplopende vakansieverlof vir 'n tydperk van hoogstens twaalf maande of, in die geval van 'n lid van die doserende personeel, twee semesters vir studiedoeleindes wat die Sekretaris goedkeur, toegestaan word.

Aanteken van oplopende vakansieverlof.

Die oplopende vakansieverlof wat 'n beampste of werknemer op 1 Januarie van elke jaar tot sy krediet het, sal in die verlofstaat aangeteken, en by die aantekening van die krediet word enige gedeelte van 'n dag as 'n hele dag gereken.

Classification for Leave Purposes on Transfer to Another Post.

21. Unless the provisions of regulation 11 apply to an officer or employee who is transferred from one post to another and whose transfer results in a change in his classification for leave purposes or who, for any other reason than his transfer, passes from one vacation leave group to another—

- (a) he shall retain the accumulative vacation leave credit which accrued during his service in the previous group or groups; and
- (b) the new accumulative vacation leave group shall apply to him from the first day of the calendar month in which such transfer or transition becomes effective.

Limitation of Accumulative Vacation Leave for Group A.

22. Accumulative vacation leave shall not be taken by an officer or employee to whom the leave privileges of Group A of regulation 3 apply for less than one full college term and then only when such leave shall have accrued and be available: Provided that the rector may in his discretion authorise an officer or employee to take such accumulative vacation leave as may have accrued to him or a portion thereof at any time.

Maximum Accumulative Vacation Leave for Group A.

23. The date of commencement and date of termination of any period of accumulative vacation leave granted to an officer or employee to whom the leave privileges of Group A of regulation 3 apply, shall, except where otherwise approved by the rector, coincide with the first and the last day, respectively, of a college term, and the total continuous period of accumulative vacation leave shall not extend over more than one semester: Provided that the rector may grant an extension of leave for a short reasonable period to such officer or employee who, for reasons beyond his control, is prevented from reporting for duty, provided he has sufficient leave to his credit: Provided further that, if such officer or employee has not sufficient leave to his credit to cover the extension desired, any period of leave that may be granted in excess of his leave credit shall be recorded as leave without pay.

Maximum Accumulative Vacation Leave for Groups B to G.

24. In the case of an officer or employee to whom the leave privileges of Groups B, C, D, E, F or G of regulation 3 apply, continuous absence on accumulative vacation leave shall not exceed a period of 184 days: Provided that the rector may grant an extension for a short reasonable period to such officer or employee who, for reasons beyond his control, is prevented from reporting for duty, provided he has sufficient accumulative vacation leave to his credit: Provided further that if such officer or employee has not sufficient leave to his credit to cover the extension desired, any period of leave that may be granted in excess of the leave credit shall be recorded as vacation leave without pay: Provided further that for the purposes of this regulation no account shall be taken of accumulative vacation leave granted in terms of sub-regulation (1) of regulation 40.

Accumulative Vacation Leave for Study Purposes.

25. Notwithstanding anything to the contrary contained in these regulations, an officer or employee may be granted accumulative vacation leave for a period not exceeding 12 months or, in the case of a member of the teaching staff, two semesters for study purposes approved by the Secretary.

Recording of Accumulative Vacation Leave.

26. The accumulative vacation leave standing to the credit of an officer or employee on the 1st January of each year shall be recorded in the leave register, and in recording such credit any portion of a day shall be regarded as one day.

Oortoeëning van oplopende vakansieverlof.

27. Indien daar aan 'n beamppte of werknemer meer vakansieverlof met volle betaling toegestaan is as waarvoor hierdie regulasies voorsiening maak kan so 'n oortoeëning afgetrek word van vakansieverlof wat later aan hom toeval, mits die Sekretaris tevrede is dat die oortoeëning te goeder trou gedoen is: Met dien verstande dat, indien die beamppte of werknemer bedank of sy dienste beëindig word voordat voldoende vakansieverlof vir die doel van so 'n aftrekking aan hom toegeval het, daardie gedeelte van die oortoeëning wat sy vakansieverlofaanwas op die laaste dag van sy diens oorskry as 'n oorbetalings van salaris geag word, wat of teruggevorder of met goedkeuring van die Sekretaris afgeskryf word.

NIE-OPLOPENDE VAKANSIEVERLOF.

Toeval van nie-oplopende vakansieverlof vir Groepe A en D.

28. Nie-oplopende vakansieverlof ingevolge groepe A en D van regulasie 3 val toe van die begin en vir die duur van die eerste kollegevakansie na aanstelling en daarna van die begin en vir die duur van elke daaropvolgende kollegevakansie: Met dien verstande dat, indien iemand wat voltyds in diens is van—

- (a) 'n deur Parlements wet ingestelde universiteit of universiteitskollege;
- (b) 'n provinsiale onderwysdepartement;
- (c) 'n staatsdepartement;
- (d) 'n onderwysinrigting wat ingestel of as 'n staats-ondersteunde skool erken is kragtens 'n wet wat deur 'n staatsdepartement geadministreer word;
- (e) die Suid-Afrikaanse Spoorweë;
- (f) die Staatsdelwerye;
- (g) 'n kantoor van die Staatsprokureur;
- (h) 'n provinsiale administrasie en ingevolge 'n provinsiale ordonnansie aangestel is,

sonder 'n onderbreking van diens aangestel word in of oorgeplaas word na die doserende personeel van 'n universiteitskollege en sodanige aanstelling of oorplasing gedurende 'n kollegevakansie plaasvind, nie-oplopende vakansieverlof aan so iemand toegestaan kan word vanaf die datum van sy aanstelling of oorplasing en vir die onverstreke gedeelte van genoemde kollegevakansie.

Verpligte diens gedurende kollegevakansies.

29. Gedurende enige tydperk van nie-oplopende vakansieverlof kan die rektor na goeë dunks vereis dat 'n beamppte of werknemer wat vir verloffdoeleindes onder groep B of C van regulasie 3 ressorteer, op diens bly: Met dien verstande dat, indien 'n beamppte of werknemer aldus verplig word om op diens te bly, hy gekrediteer kan word met oplopende vakansieverlof gelykstaande met die helfte van die getal dae wat hy aldus op diens gebly het: Met dien verstande voorts dat 'n beamppte of werknemer ten opsigte van sodanige diens nie met meer as 14 dae oplopende vakansieverlof in elke kalenderjaar gekrediteer word nie.

VAKANSIEVERLOF SONDER BESOLDIGING.

30. Indien daar gegronde redes daarvoor bestaan, kan die rektor na goeë dunks, maar behoudens die perke wat by paragraaf (c) van subregulasie (1) van regulasie 42 opgelê word, aan 'n beamppte of werknemer wat geen vakansieverlof met besoldiging teëoed het nie, vakansieverlof sonder besoldiging toestaan, maar vir hoogstens altesaam 184 dae in enige tydperk van agtien maande.

SIEKTEVERLOF—ALGEMENE BEPALINGS.

*Siekteverlof met volle en halfbesoldiging.
Toeval van siekteverlof.*

31. (1) Siekteverlof val toe aan 'n beamppte of werknemer op die eerste dag van 'n tydkring, en met ingang van daardie dag en onderworpe aan enige ander bepaling van hierdie regulasies kan die volle voorsiening van die betrokke tydkring aan hom toegestaan word: Met dien verstande dat aan geen beamppte of werknemer siekteverlof

Overgrant of Accumulative Vacation Leave.

27. If an officer or employee has been granted vacation leave with full pay in excess of that provided for in these regulations, such overgrant may be deducted from vacation leave that subsequently accrues to him: Provided that the Secretary is satisfied that the overgrant was made in good faith: Provided further that, if the officer or employee resigns or his services are terminated before sufficient vacation leave has accrued to him for the purpose of such deduction, the portion of the overgrant that has not yet been set off against his leave accrual on his last day of service shall be regarded as an overpayment of salary which shall be recovered or written off with the approval of the Secretary.

NON-ACCUMULATIVE VACATION LEAVE.

Accrual of Non-accumulative Vacation Leave for Groups A and D.

28. Non-accumulative vacation leave in terms of Groups A and D of regulation 3 shall accrue from the commencement and for the duration of the first college vacation after appointment and thereafter from the commencement and for the duration of each succeeding college vacation: Provided that any person who is in the full-time employ of—

- (a) any university or university college established by Act of Parliament;
- (b) any provincial education department;
- (c) any Government department;
- (d) any educational institution established or recognised as a state-aided school under any Act administered by a Government department;
- (e) the South African Railways;
- (f) the State Diggings;
- (g) any office of the State Attorney;
- (h) any provincial administration and who was appointed in terms of a provincial ordinance;

and is appointed or transferred without a break in service to the teaching staff of a university college and such appointment or transfer takes place during a college vacation, such person may be granted non-accumulative leave from the date of his appointment or transfer and for the unexpired portion of such college vacation.

Compulsory Duty During College Vacations.

29. During any period of non-accumulative vacation leave the rector may, in his discretion, require an officer or employee who for leave purposes falls under Groups B or C of regulation 3 to remain on duty: Provided that, if an officer or employee is thus required to remain on duty, he shall be credited with accumulative vacation leave equal to one-half the number of days he so remained on duty: Provided further that an officer or employee shall not be credited in respect of such duty with more than 14 days accumulative leave in each calendar year.

VACATION LEAVE WITHOUT PAY.

30. If sound reasons exist, the rector may, in his discretion but subject to the limits imposed by paragraph (c) of sub-regulation (1) of regulation 42, grant an officer or employee who has no vacation leave with pay to his credit, vacation leave without pay but not exceeding 184 days in the aggregate in any period of eighteen months.

SICK LEAVE—GENERAL PROVISIONS.

*Sick Leave with Full and Half Pay.
Accrual of Sick Leave.*

31. (1) Sick leave shall accrue to an officer or employee on the first day of a cycle and, subject to any other provisions of these regulations, the full provision of the cycle may be granted to him with effect from the first day of the cycle: Provided that no officer or employee may be

met volle of halfbesoldiging toegestaan mag word nie voordat hy dertig dae diens wat tel as diens vir verlofdoel-eindes, voltooi het en dan slegs ten opsigte van afwesig-hede na die voltooiing van sodanige diens.

(2) Indien 'n beamppte of werknemer gedurende 'n tyd-kring sonder onderbreking van diens oorgaan na 'n groep waarin die siekteverlofvergunning minder gunstig is as die wat voorheen op hom van toepassing was, behou hy vir die duur van die betrokke tydkring die siekteverlofver-gunning wat voorheen op hom van toepassing was.

(3) Indien 'n beamppte of werknemer gedurende 'n tyd-kring sonder onderbreking van diens oorgaan na 'n groep waar die siekteverlofvergunning gunstiger is, verwerf hy onmiddellik die siekteverlofvergunning van die nuwe groep min enige besoldigde siekteverlof wat hy reeds gedurende die betrokke tydkring gebruik het.

Verval van ongebruikte siekteverlof.

32. Ongebruikte siekteverlof wat vir 'n bepaalde tyd-kring voorgeskryf is, verval aan die einde van die betrokke tydkring.

Toestaan van siekteverlof.

33. Siekteverlof word slegs toegestaan ten opsigte van 'n beamppte of werknemer se afwesigheid van diens weens 'n siekte, ongesteldheid of besering wat nie te wyte is aan sy eie toedoen of gebrek aan behoorlike voorsorg nie.

Siekteverlof vir sekere siektes.

34. Siekteverlof vir senuwee-aandoenings, slapeloosheid, swakte en dergelike minder goed omskreef siektes of ongesteldhede word toegestaan slegs indien die rektor oortuig is dat die applikant se gesondheidstoestand—

- (a) hom ongeskik maak vir sy werk; en
- (b) nie voortvloei uit sy versuim om aansoek om vakan-sieverlof te doen nie.

Verpligte mediese ondersoek.

35. (1) Die rektor kan te eniger tyd eis dat 'n beamppte of werknemer hom onderwerp aan 'n ondersoek deur een of meer geregistreerde geneesheer wat die rektor aanwys.

(2) Die onkoste verbonde aan so 'n ondersoek word uit staatsfondse betaal.

Siekteverlof vir meer as drie dae.

36. (1) Indien 'n beamppte of werknemer weens siekte van diens afwesig is vir 'n aaneenlopende tydperk van langer as drie dae, word siekteverlof aan hom toegestaan slegs as hy 'n sertifikaat van 'n geregistreerde geneesheer (of 'n geregistreerde tandarts, indien regulasie 38 op hom van toepassing is) wat—

- (a) duidelik die aard van die siekte omskryf;
- (b) verklaar dat hy nie in staat is om sy ampspligte waar te neem nie; en
- (c) aantoon watter tydperk nodig is vir sy herstel, by die rektor indien.

(2) Die rektor kan na goeie oordeel eis dat so 'n sertifikaat ook ten opsigte van tydperke van drie dae of minder ingedien word.

(3) Indien die Sekretaris oortuig is dat die beamppte of werknemer se afwesigheid *bona fide* te wyte is aan siekte, kan daar goeie redes bestaan waarom 'n geneeskundige word ingedien is nie, kan hy, by wyse van 'n sertifikaat van sodanige geneesheer, die verlofaansoek, die beamppte of werknemer se indiening van 'n sertifikaat vrystel ten opsigte van 'n aaneenlopende tydperk van siekteverlof van

Siekteverlof sonder geneeskundige sertifikaat.

37. Siekteverlof met of sonder besoldiging ten opsigte waarvan 'n in regulasie 36 bedoelde sertifikaat nie ingedien is nie, word slegs toegestaan vir altesaam tien dae gedurende enige kalenderjaar en enige verdere afwesigheid moet gedek word deur die toestaan van vaksieverlof of, indien die beamppte of werknemer geen vaksieverlof tot sy krediet het nie, van vaksansieverlof sonder besoldiging: Met dien verstande dat die bepalinge van hierdie regulasie nie van toepassing is nie op tydperke van afwesigheid ten opsigte waarvan vrystelling kragtens regulasie 36 verleen is: Met dien verstande voorts dat sodanige tydperke nie by die vasstelling van die ses dae ingereken word nie.

leave with full or half pay until he has completed thirty days' service that counts as service for leave purposes and then only in respect of absences subsequent to the completion of such service.

(2) If an officer or employee, during a cycle and without a break in service, passes to a group in which the sick leave provision is less favourable than that formerly applicable to him, he shall, for the duration of the relative cycle, retain the sick leave provision formerly applicable to him.

(3) If an officer or employee, during a cycle and without a break in service, passes to a group in which the sick leave provision is more favourable, he shall immediately acquire the sick leave provision of the new group less any paid sick leave already used by him during the relative cycle.

Lapse of Unused Sick Leave.

32. Unused sick leave prescribed for a particular cycle shall lapse at the end of that cycle.

Granting of Sick Leave.

33. Sick leave shall be granted only in respect of the absence from duty of an officer or employee owing to an illness, indisposition or injury for which he was not himself responsible or which was not due to his failure to take reasonable precautions.

Sick Leave for Certain Illnesses.

34. Sick leave may be granted in respect of nervous complaints, insomnia, debility and similar ill-defined illnesses or indispositions only if the rector is satisfied that the applicant's condition of health—

- (a) incapacitates him for duty; and
- (b) does not arise from his failure to apply for vacation leave.

Compulsory Medical Examination.

35. (1) The rector may at any time require an officer or employee to submit to an examination by one or more registered medical practitioners nominated by the rector.

(2) The expenditure connected with such examination shall be met from public funds.

Sick Leave in Excess of Three Days.

36. (1) If an officer or employee is absent from duty for a continuous period of more than three days owing to illness he shall be granted sick leave only if he furnishes the rector with a certificate by a registered medical practitioner (or a registered dentist, if regulation 38 is applicable to him) which—

- (i) clearly describes the nature of the illness;
- (ii) states that he is not capable of performing his official duties; and
- (iii) indicates the period necessary for his recuperation.

(2) The rector may, in his discretion, require the submission of such a certificate in respect of periods of three days or less.

(3) If the Secretary is satisfied that the absence of the officer or employee is *bona fide* due to illness and that there are good reasons for the non-production of a medical certificate, he may, by an endorsement on the leave application, waive the submission of a medical certificate by the officer or employee in respect of sick leave for a continuous period not exceeding 14 days.

Maximum Sick Leave Without Medical Certificate.

37. Sick leave, with or without pay, in respect of which a certificate referred to in regulation 36 is not submitted, may be granted only for an aggregate of ten days during any calendar year and any further absences shall be covered by the granting of vacation leave or, if the officer or employee has no vacation leave to his credit, of vacation leave without pay: Provided that the provisions of this regulation shall not be applicable to periods of absence in respect of which exemption in terms of regulation 36 has been granted: Provided further that such periods shall not be taken into consideration in the determination of the six days.

Geneeskundige sertifikaat deur 'n tandarts uitgereik.

38. (1) Indien 'n beampte of werknemer se afwesigheid te wyte is aan 'n tandverswering, kakebeenbreuk, akute Vincentbesmetting van die mond of komplikasies wat voortvloei uit die trek van tande, soos beenmurgontsteking, beenontsteking en sekondêre bloeding, kan 'n sertifikaat soos by regulasie 36 omskryf en deur 'n geregistreerde tandarts uitgereik, vir die doel van daardie regulasie aanvaar word.

(2) Ondanks die bepalings van subregulasie (1) kan die rektor vereis dat 'n sertifikaat van 'n geregistreerde geneesheer ingediën word aler hy siekteverlof toestaan.

Weiering van siekteverlof.

39. Ondanks die indiening van 'n sertifikaat soos by regulasies 36 en 38 omskryf, kan die Sekretaris na goeddunke weier om siekteverlof met besoldiging toe te staan ten opsigte van enige afwesigheid van diens waarop die sertifikaat betrekking het, en in so 'n geval word die afwesigheid as ongemagtig beskou en is die bepalings van regulasie 9 van toepassing.

Omset van vakansieverlof in siekteverlof.

40. (1) Aan 'n beampte of werknemer kan, op sy skriftelike aansoek, enige vakansieverlof wat hy tot sy krediet het, toegestaan word in plaas van siekteverlof met halfbesoldiging of siekteverlof sonder besoldiging, mits sodanige aansoek nie later nie as dertig dae nadat hy sy dienste hervat het, ingediën word.

(2) Indien bedoelde vakansieverlof aan 'n beampte of werknemer toegestaan is en hy ten opsigte daarvan betaling ontvang het, mag dit nie weer in siekteverlof met halfbesoldiging of sonder besoldiging omgesit word nie.

Toestaan van siekteverlof gedurende afwesigheid met ooplopende vakansieverlof.

41. (1) Indien 'n beampte of werknemer aan wie ooplopende vakansieverlof toegestaan is, siek word nadat hy reeds sy diens verlaat het om met vakansieverlof te gaan, kan daardie gedeelte van bedoelde ooplopende vakansieverlof waartydens hy siek was in siekteverlof omgeskep word indien—

- (a) die beampte of werknemer by die rektor 'n sertifikaat indien van 'n geregistreerde geneesheer (of 'n geregistreerde tandarts indien regulasie 38 op hom van toepassing is) wat aan die vereistes by subregulasie (1) van regulasie 36 voorgeskryf, voldoen; en
- (b) die nodige siekteverlof kragtens hierdie regulasies beskikbaar is.

(2) Vakansieverlof sonder besoldiging mag nie in siekteverlof omgeskep word nie.

SIEKTEVERLOF SONDER BESOLDIGING.*Beperking van siekteverlof sonder besoldiging en voorlegging van geneeskundige sertifikaat.*

42. (1) (a) Ondanks die bepalings van regulasie 40, kan siekteverlof sonder besoldiging vir hoogstens 365 dae in enige besondere tydkring toegestaan word aan 'n beampte of werknemer wat sy besoldigde siekteverlof waarvoor in hierdie regulasies voorsiening gemaak is, opgebruik het.

(b) Die toekenning ingevolge paragraaf (a) kan gedoen word ongeag die toestaan aan die beampte of werknemer van addisionele siekteverlof met halfbesoldiging ingevolge regulasie 44.

(c) Indien die siekteverlof sonder besoldiging waarvoor in hierdie regulasie voorsiening gemaak word, aan 'n beampte of werknemer toegestaan is, mag geen verdere verlof, van watter aard ookal gedurende die betrokke tydkring aan hom toegestaan word nie om sy afwesigheid van diens weens siekte te dek.

(2) (a) Die toekenning aan 'n beampte of werknemer van siekteverlof sonder besoldiging ingevolge subregulasie (1) is onderworpe aan die voorlegging deur hom aan die rektor van 'n bevredigende geneeskundige sertifikaat ten opsigte van elke afwesigheid van langer as drie dae.

(b) Ten opsigte van afwesigheid wat nie drie dae oorskry nie, kan die rektor vrystelling van die indiening van 'n geneeskundige sertifikaat verleen.

Medical Certificate Issued by a Dentist.

38. (1) If an officer's or employee's absence is due to a dental abscess, a fracture of the jaw, acute Vincent infection of the mouth or complications following dental extractions, such as osteomyelitis, osteitis and secondary haemorrhage, a certificate as defined by regulation 36 and issued by a registered dentist may be accepted for the purposes of that regulation.

(2) Notwithstanding the provisions of sub-regulation (1), the rector may require that a certificate by a registered medical practitioner be submitted before sick leave is granted by him.

Refusal of Sick Leave.

39. Notwithstanding the submission of a certificate as defined by regulations 36 and 38, the Secretary may, in his discretion, refuse to grant sick leave with pay in respect of any absence from duty to which the certificate relates, and in such case the absence shall be regarded as unauthorised and the provisions of regulation 9 shall apply.

Conversion of Vacation Leave into Sick Leave.

40. (1) An officer or employee may, on his written application, be granted any vacation leave he may have to his credit in lieu of sick leave with half pay or sick leave without pay, provided such application is submitted not later than thirty days after he has resumed his duties.

(2) Once the vacation leave referred to has been granted to an officer or employee and he has received payment in respect thereof, such leave may not be reconverted into sick leave with half pay or without pay.

Granting of Sick Leave During Period of Absence on Accumulative Vacation Leave.

41. (1) If an officer or employee to whom accumulative vacation leave has been granted, becomes ill after he has left his duties to proceed on vacation leave, that portion of accumulative vacation leave during which he was indisposed, may be converted into sick leave if—

- (a) the officer or employee submits to the rector a certificate by a registered medical practitioner (or a registered dentist if regulation 38 is applicable to him) that complies with the requirements prescribed by sub-regulation (1) of regulation 36; and
- (b) the necessary sick leave is available in terms of these regulations.

(2) Vacation leave without pay may not be converted into sick leave.

SICK LEAVE WITHOUT PAY.*Limitation of Sick Leave without Pay and Submission of Medical Certificate.*

42. (1) (a) Notwithstanding the provisions of regulation 40, sick leave without pay not exceeding 365 days in any particular cycle may be granted to an officer or employee who has used all his paid sick leave provided for in these regulations.

(b) The grant in terms of paragraph (a) may be made irrespective of whether the officer or employee has been granted additional sick leave with half pay in terms of regulation 44.

(c) If an officer or employee has been granted the sick leave without pay provided for in this regulation, he shall not, during the relative cycle, be granted any further leave, of whatever nature, to cover his absence from duty owing to illness.

(2) (a) The granting to an officer or employee of sick leave without pay in terms of sub-regulation (1) is subject to the submission by him to the rector of a satisfactory medical certificate in respect of each absence in excess of three days.

(b) In respect of absences not exceeding three days the rector may waive the production of a medical certificate.

SPESIALE SIEKTEVERLOF.

Besering op diens.

43. (1) Aan 'n beampte of werknemer wat van diens afwesig is weens 'n besering wat spruit uit 'n ongeval wat uit sy diens ontstaan en in die loop daarvan plaasvind of weens 'n siekte wat in die loop van en as gevolg van sy diens opgedoen is, kan spesiale siekteverlof met volle besoldiging toegestaan word vir die tydperk wat hy nie geskik is om sy normale pligte uit te voer nie of, indien die geval binne die bestek van die Ongevallewet, 1941, val, spesiale siekteverlof met besoldiging gelykstaande met die verskil tussen volle besoldiging en die skadeloosstelling wat kragtens daardie Wet aan hom betaalbaar is.

(2) Spesiale siekteverlof ingevolge hierdie regulasie word nie toegestaan nie indien die rektor van oordeel is dat die ongeval aan die ernstige of opsetlike wangedrag van die beampte of werknemer toe te skryf is.

(3) Die bepalinge van regulasies 35, 36 en 38 is *mutatis mutandis* van toepassing op die toestaan van spesiale siekteverlof.

Buitengewone gevalle.

44. Indien aan 'n beampte of werknemer die maksimum hoeveelheid siekteverlof waarvoor in hierdie regulasies voorsiening gemaak is, toegestaan is, en hy daarna om gesondheidsredes nog nie in staat is nie om sy pligte te hervat, kan die Sekretaris—

- (a) by die voorlegging aan hom van 'n bevredigende sertifikaat van 'n geregistreerde geneesheer;
- (b) indien hy tevrede is dat die beampte of werknemer op die betrokke tydperk nie permanent ongeskik is vir die hervatting van sy normale pligte nie; en
- (c) indien die beampte of werknemer geen vakansieverlof tot sy krediet het nie,

na goedgekeurde verdere siekteverlof met halfbesoldiging aan sodanige beampte of werknemer toeken vir hoogstens 92 dae in enige besondere tydkring ten opsigte van afsonderlike tydperke van afwesigheid en ten opsigte van ongesteldhede van verskillende aard.

SPESIALE VERLOF.—ALGEMENE BEPALINGS.

SPESIALE VERLOF MET VOLLE BESOLDIGING.

Doeleindes waarvoor spesiale verlof toegestaan word.

45. (1) Spesiale verlof met volle besoldiging kan aan 'n beampte of werknemer toegestaan word—

- (a) indien hy 'n eksamen van 'n deur Parlements wet ingestelde universiteit of universiteitskollege of 'n ander eksamen wat die Sekretaris bepaal, aflê;
- (b) indien hy van diens afwesig is as gevolg van afsondering of isolasie volgens geneeskundige voorskrifte indien hy in aanraking was met 'n persoon wat 'n besmetlike of aansteeklike siekte opgedoen of vermoedelik opgedoen het: Met dien verstande dat die toestaan van spesiale verlof ingevolge hierdie paragraaf aan die indiening van 'n sertifikaat van 'n geregistreerde geneesheer wat die tydperk en oorsaak van afsondering of isolasie aandui, onderworpe is;
- (c) indien hy van diens afwesig is as gevolg van inhegtenisneming of omdat hy voor die hof moet verskyn op 'n kriminele aanklag en hy later vrygespreek word of die aanklag teruggetrek word, vir die tydperk van aanhouding en verhoor;
- (d) (i) indien hy as lid van die Burgermag ingevolge die Verdedigingswet, 1957, of 'n regulasie daarop onder uitgevaardig, onafgebroke of afgebroke opleiding moet ondergaan, behalwe wanneer hy voltydse diens in plaas van vredestrydse opleiding ingevolge artikel *twintig* of voltydse opleiding ingevolge artikel *drie-en-twintig* van die Verdedigingswet, 1957, verrig;
- (ii) indien hy as lid van die Burgermag, soos hierbo bepaal, met die toestemming van die Sekretaris vrywillig of as gevolg van 'n spesiale ooreenkoms tussen hom en die Departement van Verdediging in verband met sy opleiding, bo en behalwe enige opleiding wat hy ooreenkomstig

SPECIAL SICK LEAVE.

Injuries on Duty.

43. (1) An officer or employee who is absent from duty owing to an injury sustained in an accident arising out of and in the course of his duties or owing to a disease contracted in the course of and as a result of his duties, may be granted special sick leave with full pay for the period he is incapacitated for his normal duties, or, if the case falls within the scope of the Workmen's Compensation Act, 1941, special sick leave with remuneration equal to the difference between full pay and the compensation payable to him in terms of that Act.

(2) Special sick leave in terms of this regulation shall not be granted if the rector is of the opinion that the accident is due to the serious or wilful misconduct of the officer or employee.

(3) The provisions of regulations 35, 36 and 38 apply, *mutatis mutandis*, to the granting of special sick leave.

Exceptional Cases.

44. If an officer or employee who has been granted the maximum amount of sick leave provided for in these regulations is after such leave not yet able, for health reasons, to resume his duties, the Secretary may—

- (a) on the submission to him of a satisfactory certificate by a registered medical practitioner;
- (b) if he is satisfied that the officer or employee at that particular time is not permanently unfit to resume his normal duties; and
- (c) if the officer or employee has no vacation leave to his credit;

in his discretion, grant the officer or employee further sick leave with half pay not exceeding 92 days in any one cycle in respect of separate periods of absence and in respect of different kinds of illnesses.

SPECIAL LEAVE.—GENERAL PROVISIONS.

SPECIAL LEAVE WITH FULL PAY.

Purposes for which Special Leave is Granted.

45. (1) Special leave with full pay may be granted to an officer or employee—

- (a) for writing any examination of a university or university college established by Act of Parliament or any other examination that the Secretary may determine;
- (b) if he is absent from duty as a result of segregation or isolation on medical instructions if he has been in contact with a person who has contracted or is suspected of having contracted an infectious or contagious disease; provided that the granting of special leave under this paragraph is subject to the submission of a certificate by a registered medical practitioner indicating the period of and reason for segregation or isolation;
- (c) if he is absent from duty as a result of his arrest or his appearance in court on a criminal charge and he is subsequently acquitted or the charge withdrawn, for the period of detention and trial;
- (d) (i) if, as a member of the Citizen Force, he is required, in terms of the Defence Act, 1957, or any regulation made thereunder, to undergo continuous or non-continuous training, except when he is performing whole-time service in lieu of peace-time training in terms of section *twenty* or undergoing whole-time training in terms of section *twenty-three* of the Defence Act, 1957;
- (ii) if, as a member of the Citizen Force, as referred to above, he voluntarily, or under a special agreement between him and the Department of Defence relating to his training, and with the permission of the Secretary, undertakes any continuous or non-continuous training or

genoemde Wet moet ondergaan, enige onafgebroke of afgebroke opleiding onderneem, of 'n instruksie- of kwalifiserende kursus bywoon, mits die Bevelvoerder van die betrokke Kommandement of Lugmaggroep sertifiseer dat so 'n opleiding of kursus nodig is in belang van die Suid-Afrikaanse Weermag;

- (iii) indien hy as lid van 'n kommando ingevolge die Verdedigingswet, 1957, of 'n regulasie daar- onder uitgevaardig, opleidingsoefeninge of ander jaarlikse opleiding ingevolge artikel vier-en-veertig van genoemde Wet moet by- woon, mits die Bevelvoerder van die betrokke Kommandement sertifiseer dat bywoning van so 'n opleidingsoefening of ander jaarlikse opleiding in ooreenstemming met die bepalinge van voorgemelde regulasies is;
- (iv) indien hy as lid van 'n kommando 'n instruksie- of kwalifiserende kursus bywoon, mits die Bevelvoerder van die betrokke Kommandement sertifiseer dat bywoning van so 'n kursus nodig is in belang van die Suid-Afrikaanse Weermag;
- (v) indien hy as lid van die Reserwe van Offisiere 'n herhalingsoefenkursus moet bywoon of her- halingsopleiding moet ondergaan ten einde sy bevoegdheid te behou, mits die Stafhoof van die betrokke Landmag, Lugmag of Vlootmag sertifiseer dat so 'n kursus of opleiding nodig is in belang van die Suid-Afrikaanse Weermag;
- (vi) indien hy as lid van enige afdeling van die Suid- Afrikaanse Weermag (behalwe 'n lid van die Burgermag wat voltydse diens in plaas van vrede tydse opleiding ingevolge artikel twintig verrig of voltydse opleiding ingevolge artikel drie-en-twintig ondergaan) met inbegrip van 'n lid van die kommando wat opleidingsoefening of jaarlikse opleiding ingevolge artikel vier-en- veertig van die Verdedigingswet, 1957, onder- gaan, opgeroep word ingevolge die bepalinge van Hoofstuk X van die genoemde Wet vir diens in verband met die voorkoming of onder- drukking van onluste of ander nood in die Unie; en
- (vii) indien hy as lid van die doserende personeel enige onderwysklas of vakansiekursus vir dosente wat die Sekretaris goedkeur, bywoon.

(2) Die bepalinge van paragraaf (d) van subregulasie (1) is van toepassing op werknemers wie se diensvoorwaardes in ooreenstemming met die bepalinge van nywerheids- en ander ooreenkomste vasgestel is.

(3) Spesiale verlof wat ingevolge subregulasie (1) toege- staan word kan enige tydperk insluit wat werklik en nood- saaklikerwys deur reis vir doeleindes waarvoor die verlof toegestaan word in beslag geneem is.

SPESIALE VERLOF OP BESOLDINGSVOORWAARDES SOOS DEUR SEKRETARIS GOEDGEKEUR.

Buitengewone gevalle.

46. Die Sekretaris kan, in buitengewone gevalle, spesiale verlof goedkeur op besoldigingsvoorwaardes wat hy bepaal.

STUDIEVERLOF—ALGEMENE BEPALINGS.

STUDIEVERLOF MET VOLLE BESOLDIGING.

Grondslag van studieverlof met volle besoldiging.

47. Die Sekretaris kan aan 'n beampte of werknemer wat onder Groep A van regulasie 3 ingedeel is, vir die studies of navorsing wat hy goedkeur, studieverlof met volle besoldiging toestaan wat gelyk is aan die getal dae oplopende vakansieverlof met volle besoldiging wat vir die doel van die goedgekeurde studies of navorsing aan die beampte of werknemer toegestaan is.

STUDIEVERLOF SONDER BESOLDIGING.

Beperking van studieverlof sonder besoldiging.

48. Behoudens die bepalinge van regulasie 47, word verlof sonder besoldiging met die oog op verdere studie of navorsing wat die Sekretaris goedkeur, vir 'n tydperk van hoogstens twaalf maande toegestaan.

attends an instructional or qualifying course over and above any training for which he is liable in terms of the said Act, provided the officer commanding the respective Command or Air Force Group certifies that such training or course is necessary in the interests of the South African Defence Force;

- (iii) if, as a member of a commando, he is required, in terms of the Defence Act, 1957, or any regula- tion made thereunder, to attend training exer- cises or other annual training in terms of sec- tion forty-four of the said Act, provided the officer commanding the Command concerned certifies that attendance at such training exer- cises or other annual training is in accordance with the provisions of the aforesaid regulations;
- (iv) if, as a member of a commando, he attends an instructional or qualifying course, provided the officer commanding the Command concerned certifies that attendance at such course is neces- sary in the interests of the South African Defence Force;
- (v) if, as a member of the Reserve of Officers, he is required to attend a refresher course or undergo refresher training in order to maintain his proficiency, provided the Army, Air or Naval Chief of Staff concerned certifies that such course or training is necessary in the in- terests of the South African Defence Force;
- (vi) if, as a member of any section of the South African Defence Force (except a member of the Citizen Force who is performing whole-time service in lieu of peace-time training in terms of section twenty or is undergoing whole-time training in terms of section twenty-three), in- cluding a member of the commando who is attending a training exercise or annual training in terms of section forty-four of the Defence Act, 1957, he is called out in terms of the provisions of Chapter X of the said Act for service in the prevention or suppression of dis- order or other emergency in the Union; and
- (vii) if, as a member of the teaching staff, he attends any class of instruction or any vacation course for lectures approved by the Secretary.

(2) The provisions of paragraph (d) of sub-regulation (1) shall apply to employees whose conditions of service have been determined in accordance with the provisions of industrial and other agreements.

(3) Special leave granted in terms of sub-regulation (1) may include any period actually and necessarily occupied in travelling for the purpose for which the leave is granted.

Special Leave with Pay Conditions as Approved by the Secretary.

Exceptional Cases.

46. The Secretary may in exceptional cases approve special leave subject to such pay conditions as he may determine.

STUDY LEAVE—GENERAL PROVISIONS.

STUDY LEAVE WITH FULL PAY.

Basis of Study Leave with Full Pay.

47. The Secretary may, for such studies or research as may be approved by him, grant to an officer or employee who is classified under Group A of regulation 3, study leave with full pay equal to the number of days accumula- tive vacation leave with full pay granted to the officer or employee for the purposes of the approved studies or research.

STUDY LEAVE WITHOUT PAY.

Limitation of Study Leave Without Pay.

48. Subject to the provisions of regulation 47, leave without pay may be granted for a period not exceeding twelve months for such further study or research as may be approved by the Secretary.

No. R. 31.]

[8 Januarie 1960.]

GEMEENSKAPLIKE MATRIKULASIERAAD.

REGULASIES.

Die Minister van Onderwys, Kuns en Wetenskap het, kragtens die bevoegdheid hom verleen by artikel vyftien van die Wet op Universiteite, 1955 (Wet No. 61 van 1955); sy goedkeuring geheg aan onderstaande regulasies van die Gemeenskaplike Matrikulasieraad:—

M. REGULASIES VIR DIE MATRIKULASIESERTIFIKAAT.

M1. 'n Kandidaat kies sy vakke uit die onderstaande lys van vakke wat vir die eksamen goedgekeur is:—

AFDELING A.

1. Afrikaans (Hoër of Laer Graad).
2. Engels (Hoër of Laer Graad).
3. Nederlands (Hoër of Laer Graad).
4. Duits (Hoër of Laer Graad).
5. Alle Bantoetale (Hoër of Laer Graad) waarin die Raad eksamen afneem: Met dien verstande dat, wat betref die groepe (i) Xhosa en Zulu en (ii) Noord-Sotho, Suid-Sotho en Tswana, hoogstens een taal uit diselfde groep geneem mag word.
6. Latyn.
7. Grieks.
8. Frans.
9. Hebreeus.
10. Portugees.
11. Italiaans.

Die Raad is bereid om die afneem van 'n eksamen in enige Europese of Bantoetaal wat nie in die offisiële lys verskyn nie, te oorweeg, mits—

- (a) 'n lys werke wat vir matrikulasiedoeleindes geskik is, voorgelê word;
- (b) minstens twee volle jare vantevore skriftelik kennis gegee is van die begeerte om die eksamen af te lê (d.w.s. aansoeke moet twee jaar vooruit en wel voor 1 Desember ingedien word);
- (c) die betrokke kandidaat by aansoek hom bereid verklaar om addisionele eksamengeld van £5. 5s. vir elke taal te betaal (hierdie bedrag word nie terugbetaal nie tensy die aansoek geweier word); en
- (d) geskikte persone gevind kan word om as eksaminatore en moderatore op te tree.

12. Matesis.
13. Natuur- en Skeikunde* (mag nie met Natuurkunde of Skeikunde geneem word nie).
14. Natuurkunde* (mag nie met Meganika geneem word nie).
15. Sielkunde*.
16. Biologie* (mag nie met Plantkunde of Dierkunde geneem word nie).
17. Plantkunde*.
18. Dierkunde*.
19. Aardrykskunde.
20. Geskiedenis.
21. Geologie*.

'n Kandidaat vermeld op sy inskrywingsvorm, in die geval van Duits, Frans, Hebreeus, Portugees of Italiaans, waar hy sy mondelinge onderrig in die vakke ontvang het en, in die geval van 'n natuurwetenskapvak, waar hy sy praktiese (proefondervindelike) onderrig in die vak ontvang het.

AFDELING B.

22. Landbou.
23. Huisvlyt en gesondheidsleer.
24. Boekhou en Handelsreken.
25. Snel- en Tikskrif.
26. Addisionele Matesis (mag nie sonder Matesis geneem word nie).
27. Meganika (mag nie met Natuurkunde of sonder Matesis geneem word nie).
28. Kuns.
29. Musiek.

UITREIKING VAN 'N MATRIKULASIESERTIFIKAAT.

M2. (a) 'n Matrikulasiesertifikaat word uitgereik aan 'n kandidaat wat ses of sewe vakke, maar nie meer as vier tale nie, uit Afdelings A en B gekies het, hulle by een en dieselfde eksamen geneem het, in minstens vyf daarvan geslaag het, en—

- (1) 'n minimum van 40 persent behaal het in elk van vier vakke uit Afdeling A, waarvan een uit elkeen van onderstaande groepe gekies is:—

- (i) Afrikaans (Hoër Graad) of Engels (Hoër Graad);

*Vakke erken as natuurwetenskappe word met 'n sterretjie aangedui.

No. R. 31.]

[8 January 1960.]

JOINT MATRICULATION BOARD.

REGULATIONS.

The Minister for Education, Arts and Science has, under and by virtue of the powers vested in him by section fifteen of the Universities Act, 1955 (Act No. 61 of 1955), approved the following regulations of the Joint Matriculation Board:—

M.—REGULATIONS FOR THE MATRICULATION CERTIFICATE.

M1. A candidate shall select his subjects from the following list of subjects approved for the examination:—

SECTION A.

1. Afrikaans (Higher or Lower Grade).
2. English (Higher or Lower Grade).
3. Nederlands (Higher or Lower Grade).
4. German (Higher or Lower Grade).
5. All Bantu Languages (Higher or Lower Grade) in which the Board conducts an examination: Provided that in groups (i) Xhosa and Zulu and (ii) Northern Sotho, Southern Sotho and Tswana, not more than one language may be offered from the same group.
6. Latin.
7. Greek.
8. French.
9. Hebrew.
10. Portuguese.
11. Italian.

The Board shall be prepared to consider the holding of an examination in a European or Bantu language not on the official list, provided that—

- (a) a list of books suitable for Matriculation purposes can be submitted;
- (b) at least two full years' written notice shall have been given in advance of the desire to take the examination (i.e. applications shall be made before 1st December two years in advance);
- (c) the candidate concerned on application pays an additional fee of £5. 5s. for each language (this fee shall not be refunded unless the application is refused); and
- (d) suitable persons can be found to act as examiners and moderators.

12. Mathematics.
13. Physical Science.* (Not to be taken with Physics or Chemistry.)
14. Physics.* (Not to be taken with Mechanics.)
15. Chemistry.*
16. Biology.* (Not to be taken with Botany or Zoology.)
17. Botany.*
18. Zoology.*
19. Geography.
20. History.
21. Geology.*

In the case of German, French, Hebrew, Portuguese or Italian, candidates shall state in their entry forms where they have obtained their oral instruction in the subjects; and in the case of science subjects candidates shall state in their entry forms where they have obtained their practical (experimental) instruction in the subjects.

SECTION B.

22. Agriculture.
23. Housecraft and Hygiene.
24. Bookkeeping and Commercial Arithmetic.
25. Shorthand and Typewriting.
26. Additional Mathematics (may not be taken without Mathematics).
27. Mechanics (may not be taken with Physics or without Mathematics).
28. Art.
29. Music.

ISSUE OF A MATRICULATION CERTIFICATE.

M2. (a) A matriculation certificate shall be awarded to a candidate who has taken six or seven subjects, but not more than four languages, selected from Sections A and B of the list of approved subjects, at one and the same examination, who has passed in at least five subjects, and who has—

- (1) obtained a minimum of 40 per cent in each of four subjects selected from Section A, one from each of the following groups:—
- (i) Afrikaans (Higher Grade) or English (Higher Grade).

*Subjects recognised as science subjects are marked with an asterisk.

- (ii) Afrikaans (Hoër of Laer Graad), Engels (Hoër of Laer Graad), Nederlands (Hoër of Laer Graad), Duits (Hoër of Laer Graad), Xhosa (Hoër Graad), Zulu (Hoër Graad), Noord-Sotho (Hoër Graad), Suid-Sotho (Hoër Graad), Tswana (Hoër Graad), Tsonga (Hoër Graad), Venda (Hoër Graad), Latyn, Grieks, Frans, Hebreeus, Portugees, Italiaans of enige ander taal deur die Raad goedgekeur;
- (iii) Matesis of 'n wetenskapvak van Afdeling A (nl. Natuur- en Skeikunde, Natuurkunde, Skeikunde, Biologie, Plantkunde, Dierkunde, Geologie); en
- (iv) 'n vak uit (ii), wat nie reeds geneem is nie, Matesis [indien nie onder (iii) geneem nie], Aardrykskunde, Geskiedenis of, in die geval van 'n kandidaat wie se huistaal nie 'n Bantoetaal is nie, 'n Bantoetaal op die Laer Graad, mits daar nie 'n Bantoetaal op die Hoër Graad as die vak uit Groep (ii) geneem is nie;
- (2) (i) by die vier gekose vakke minstens een van die vakke Nederlands, Duits, Latyn, Grieks, Frans, Hebreeus, Portugees, Italiaans of Matesis ingesluit het*; of
- (ii) as 'n vyfde vak*, minstens een van die vakke Nederlands, Duits, Latyn, Grieks, Frans, Hebreeus, Portugees, Italiaans of Matesis geneem het* en minstens 33½ persent van die totale aantal punte daarin behaal het; en
- (3) vanaf November/Desember 1963 of in twee tale plus Matesis geslaag het of in drie goedgekeurde tale, indien hy nie in Matesis geslaag het nie.
- (b) 'n Kandidaat wat 'n skoolleidendertifikaat asook die voorgeskrewe minimum groototaal vir die matrikulasiesertifikaat behaal, maar nie daarin slaag nie om 40 persent te behaal in een of meer van die vakke onder (1) hierbo gespesifiseer, of nie aan die vereiste onder (2) hierbo voldoen het nie, kan aan die vereistes vir 'n matrikulasiesertifikaat in 'n volgende eksamen of eksamens afgeneem deur die Raad of 'n Onderwysdepartement in die Unie, voldoen en, indien hy aan die vereistes voldoen, word 'n matrikulasiesertifikaat van dieselfde klas as sy oorspronklike skoolleidendertifikaat toegeken.
- [So 'n kandidaat kan aan die voorskrif onder (1) voldoen deur die vereiste 40 persent in enige vak of vakke uit die vereiste groep of groepe te behaal, of hy voorheen kandidaat was in daardie vak of vakke of nie.]
- (c) Indien 'n matrikulasiekandidaat sowel Afrikaans as Engels op die Hoër Graad by een en dieselfde eksamen neem en minstens 40 persent in Afrikaans of Engels behaal, word beskou dat hy met 40 persent in die ander op die Laer Graad geslaag het indien sy punte tussen 30 en 40 persent val.
- (d) Indien 'n matrikulasiekandidaat Afrikaans of Engels en Nederlands of Duits of 'n Bantoetaal op die Hoër Graad by een en dieselfde eksamen neem en minstens 40 persent in Afrikaans of Engels behaal, word beskou dat hy met 40 persent in Nederlands of Duits of die Bantoetaal op die Laer Graad geslaag het indien sy punte tussen 30 en 40 persent val.
- (e) 'n Kandidaat wat vir ses of sewe vakke inskryf en in vyf vakke, wat minstens een vak uit Groepe (i) en (ii) insluit, minstens 33½ persent en ook die minimum-groototaal vir die matrikulasiesertifikaat behaal, kan die matrikulasiesertifikaat verwerf deur, by 'n daaropvolgende eksamen of eksamens afgeneem deur die Raad of 'n Onderwysdepartement in die Unie, minstens 40 persent van die maksimum punte in die verpligte vak of vakke waarin hy nie minstens 40 persent behaal het nie, of in enige ander vakke wat aan dieselfde vereistes voldoen, te behaal.
- M3. Die benaderde standaard om in die eksamen as geheel te slaag is—

	Kandidate	
	met ses vakke.	met sewe vakke.
Om in klas III te slaag.....	1,000	1,000
Om in klas II te slaag.....	1,040	1,120
Om in klas I te slaag.....	1,350	1,450

(Geen punte minder as 25 persent in enige individuele vak word in die kandidaat se groototaal ingesluit nie.)

E.—VRYSTELLINGSREGULASIES.

WOORDBEPALING.

E1. Tensy uit die samehang anders blyk, beteken in hierdie regulasies—

- (a) „derde taal” een van onderstaande vakke: Nederlands, Duits, Latyn, Grieks, Frans, Hebreeus, Portugees, Italiaans of enige ander taal deur die Raad vir vrystellingsdoel-eindes goedgekeur: Met dien verstande dat iemand wie se huistaal 'n Bantoetaal is en wat hierdie taal onder Regulasie M2 (a) (i) (ii) aanbied, één van die vakke Nederlands, Duits, Latyn, Grieks, Frans, Hebreeus, Portugees of Italiaans kan vervang deur of Afrikaans of Engels, watter

*(a) 'n Kandidaat wie se huistaal 'n Bantoetaal is en wat hierdie taal aanbied om aan die vereistes van Groep 1 (ii) te voldoen, kan of Engels of Afrikaans [nie onder Groep 1 (i) geneem nie] as vyfde vak aanbied. Engels of Afrikaans vir hierdie doel aangebied, kan of op die Hoër of op die Laer Graad geneem word.

(b) Vanaf November/Desember 1963 word die vakke beperk tot Duits, Latyn, Grieks, Frans en Matesis.

- (ii) Afrikaans (Higher or Lower Grade), English (Higher or Lower Grade), Nederlands (Higher or Lower Grade), German (Higher or Lower Grade), Xhosa (Higher Grade), Zulu (Higher Grade), Northern Sotho (Higher Grade), Southern Sotho (Higher Grade), Tswana (Higher Grade), Tsonga (Higher Grade), Venda (Higher Grade), Latin, Greek, French, Hebrew, Portuguese, Italian or any other language approved by the Board;
- (iii) Mathematics or a science subject from Section A (viz. Physical Science, Physics, Chemistry, Biology, Botany, Zoology, Geology); and
- (iv) a subject chosen from (ii) not already taken, or Mathematics if not taken under (iii), or Geography or History, or in the case of a candidate whose home language is not a Bantu language, a Bantu language on the Lower Grade, provided that a Bantu language on the Higher Grade shall not have been offered as the Group (ii) subject;
- (2) either (i) included among the four selected subjects at least one of the subjects Nederlands, German, Latin, Greek, French, Hebrew, Portuguese, Italian or Mathematics*; or
- (ii) taken, as a fifth subject,* at least one of the subjects Nederlands, German, Latin, Greek, French, Hebrew, Portuguese, Italian or Mathematics,* and obtained not less than 33½ per cent of the total marks therein; and
- (3) as from November/December, 1963, passed in either two languages plus Mathematics or three approved languages, if he does not pass in Mathematics.
- (b) A candidate who obtains a school-leaving certificate and also the prescribed minimum aggregate for the matriculation certificate but fails to obtain 40 per cent in one or more of the subjects specified under (1) above, or has not complied with the requirement under (2) above, may complete the requirements for a matriculation certificate at a subsequent examination or examinations conducted by the Board or any Education Department in the Union and, if he is successful in completing these requirements, he shall be awarded a matriculation certificate of the same class as his original school-leaving certificate.
- [Such a candidate may satisfy the requirement under (1) by obtaining the required 40 per cent in any subject or subjects of the required group or groups, whether or not he has previously been a candidate in such subject or subjects.]
- (c) If a matriculation candidate takes both Afrikaans and English on the Higher Grade at one and the same examination and obtains at least 40 per cent in one of these subjects, he shall be considered to have passed with 40 per cent in the Lower Grade in the other if his mark falls between 30 and 40 per cent.
- (d) If a matriculation candidate takes Afrikaans or English and Nederlands or German or a Bantu language on the Higher Grade at one and the same examination and obtains at least 40 per cent in Afrikaans or English, he shall be considered to have passed with 40 per cent in the Lower Grade in Nederlands or German or the Bantu language if his mark falls between 30 and 40 per cent.
- (e) A candidate who enters for six or seven subjects and obtains at least 33½ per cent in five subjects, including at least one subject from Groups (i) and (ii), and who also obtains the minimum aggregate for the matriculation certificate, may qualify for the matriculation certificate by gaining at any subsequent examination or examinations conducted by the Board or any Education Department in the Union not less than 40 per cent of the maximum marks in the compulsory subject or subjects in which he failed to obtain at least 40 per cent, or in any other subjects which satisfy the same requirements.
- M3. The approximate standard for a pass in the examinations as a whole shall be—

	Candidates taking	
	six subjects.	seven subjects.
For a pass in Class III.....	1,000	1,000
For a pass in Class II.....	1,040	1,120
For a pass in Class I.....	1,350	1,450

(No marks under 25 per cent in any individual subject shall be included in the candidate's aggregate.)

E. REGULATIONS GOVERNING EXAMINATION.

DEFINITION OF TERMS.

E1. In these regulations, unless the context otherwise indicate—

- (a) “third language” means one of the following subjects: Nederlands, German, Latin, Greek, French, Hebrew, Portuguese, Italian or any other language approved by the Board for exemption purposes: Provided that a candidate whose home language is a Bantu language and who offers this language under Regulation M2 (a) (i) (ii), may substitute for one of the subjects Nederlands, German, Latin, Greek, French, Hebrew, Portuguese or Italian, either

*(a) A candidate whose home language is a Bantu language and who offers this language to satisfy the requirements under Group 1 (ii) may offer as a fifth subject English or Afrikaans [whichever has not been offered under Group 1 (i)]. English or Afrikaans offered for this purpose may be taken on either the Higher or the Lower Grade.

(b) As from November/December, 1963, the subjects shall be limited to German, Latin, Greek, French and Mathematics.

een ook al nie onder Regulasie M2 (a) (i) geneem is nie, of op die Hoër of op die Laer Graad geneem. Voorts met dien verstande dat, vanaf November/Desember 1963, 'n derde taal een van die vakke Duits, Latyn, Grieks of Frans beteken;

(b) „erkende eksamen” vir die doel van Regulasies E3, E4 en E5—

- (i) die matrikulasie-eksamen van die Raad;
- (ii) die eksamen vir enige van die sertifikate in Regulasies E9, E10 en E11; of
- (iii) die graadeksamens van enige Suid-Afrikaanse universiteit;

(c) „matrikulasiestandaard” vir 'n vak—

- (i) 'n minimum van 40 persent in die eksamen vir enigeen van die Suid-Afrikaanse sertifikate in Regulasie E10;
- (ii) die slaag met krediet by die eksamens vir enigeen van die Britse of Ierse sertifikate in paragraaf A1 van Bylae I;
- (iii) die slaag by die eksamens vir enigeen van die oorblywende sertifikate in Bylae I; of
- (iv) die slaag by die graadeksamens van 'n Suid-Afrikaanse universiteit in die vereiste vak of vakke.

Met dien verstande dat, indien sowel Afrikaans as Engels op die Hoër Graad geneem en die matrikulasiestandaard in een van hulle bereik is, 'n punt tussen 30 en 40 persent in die ander een vir vrystellingsdoeleindes aangeneem word as gelykstaande met die matrikulasiestandaard in so 'n vak op die Laer Graad;

(d) „Raad” die Matrikulasieraad.

AANSOKE OM VRYSTELLING.

E2. 'n Aansoek om 'n sertifikaat van vrystelling van die matrikulasie-eksamen word aan die Raad ter oorweging voorgelê op die gedrukte vorm vir dié doel verskaf, wat van die Sekretaris verkrygbaar is; met dokumentêre bewys, tot voldoening van die Raad, van die kwalifikasies op grond waarvan vrystelling gevra word en betaling van die voorgeskrewe bedrag.

GEDEELTELIKE VRYSTELLING.

E3. Die Raad kan 'n sertifikaat van gedeeltelike vrystelling uitreik aan iemand wat in besit is van enigeen van die in Regulasies E8, E9 of E10 bedoelde sertifikate of die Skooleindsertifikaat van die Raad, indien hy 'n minimum-groototaal van 1,000 punte by die eksamen behaal het. Met dien verstande dat geen sertifikaat van gedeeltelike vrystelling uitgereik mag word nie aan iemand wat in besit is van—

- (i) die Nasionale Senior Sertifikaat wat hy as deeltydse kandidaat ingevolge Regulasie E9 (i) behaal het; of
- (ii) 'n sertifikaat uitgereik deur enigeen van die erkende eksaminerende liggame in die Unie volgens Regulasies E9 (ii) of E10, tensy hy in een en dieselfde eksamen vir daardie sertifikaat minstens ses vakke geneem het, in minstens vyf geslaag het en die minimum-groototaal by Regulasies E9 (ii) of E10 vereis, behaal het. Met dien verstande dat die vakke vir die sertifikaat Afrikaans of Engels op die Hoër Graad en minstens een ander erkende taal moet insluit. Voorts met dien verstande dat die Raad, ten opsigte van die vereistes waaraan hy alreeds voldoen het, 'n sertifikaat van gedeeltelike vrystelling kan verleen indien die vakke waarin hy geslaag het by die erkende eksamen nie die volle aantal van vier vakke gekies uit elk van die vier groepe by Regulasie M2 (a) (1) voorgeskryf vir die matrikulasiesertifikaat, insluit nie, of indien hy nie daarin geslaag het om die voorgeskrewe matrikulasiestandaard in een of meer van hierdie vier vakke te behaal nie of nie geslaag het in of Matesis of 'n derde taal nie. Voorts met dien verstande dat die Raad 'n sertifikaat van volle vrystelling kan verleen aan iemand aan wie 'n sertifikaat van gedeeltelike vrystelling verleen is indien hy by een of meer daaropvolgende erkende eksamens die matrikulasiestandaard in 'n vak van elk van die ontbrekende groepe behaal, en indien hy nie reeds geslaag het in of Matesis of 'n derde taal nie, ook in een van hierdie vakke by 'n daaropvolgende erkende eksamen slaag.

VOORWAARDELIKE VRYSTELLING.

E4. (a) Die Raad kan, op aansoek by die betrokke onderwysdepartement, 'n sertifikaat van voorwaardelike vrystelling verleen aan iemand wat aan die vereistes van Regulasie E3 vir gedeeltelike vrystelling voldoen en verlang om onmiddellik as 'n gematrikuleerde student van 'n Suid-Afrikaanse universiteit in te trede. Met dien verstande dat so 'n sertifikaat nie uitgereik word nie tensy die vakke waarin hy die matrikulasiestandaard in die erkende eksamen behaal het, drie vakke insluit, gekies uit drie van die vier groepe by Regulasie M2 (a) (1) voorgeskryf vir die matrikulasiesertifikaat en hy in die vak uit elke groep met minstens 33½ persent geslaag het asook in of 'n derde taal. Voorts met dien verstande dat iemand 'n Nasionale Senior Sertifikaat as deeltydse kandidaat verleen op voorwaardelike vrystelling geregtig is nie. Iemand wat voldoen aan die voorwaardes wat in paragraaf (a) voorgeskryf is gedurende die tydperk van voorwaardelike vrystelling wat op die sertifikaat gemeld word, die matrikulasiestandaard behaal in 'n vak uit die ontbrekende groep matrikulasiesertifikaat voorgeskryf en enige krediet tot 'n Suid-Afrikaanse universiteit verkry, word hy geag 'n gematrikuleerde student te gewees het vanaf die aanvang van die tydperk die Raad 'n sertifikaat van volle vrystelling

English or Afrikaans, whichever has not been offered under Regulation M2 (a) (1) (i), either on the Higher or on the Lower Grade: Provided further that as from November/December, 1963, a third language shall mean one of the subjects German, Latin, Greek or French;

(b) “recognised examination” means for the purposes of Regulations E3, E4, and E5—

- (i) the matriculation examination of the Board;
- (ii) the examinations for any of the certificates specified in Regulations E9, E10 and E11;
- (iii) the degree examinations of any South African university;

(c) “matriculation standard” for a subject means—

- (i) a minimum of 40 per cent at the examination for any of the South African certificates under Regulation E10;
- (ii) a pass with credit at the examinations for any of the British or Irish certificates listed under Section A1 of Appendix I;
- (iii) a pass at the examinations for any of the remaining certificates listed in Appendix I; or
- (iv) a pass at the degree examinations of a South African university in the subject or subjects required.

Provided that if both Afrikaans and English are taken on the Higher Grade and the matriculation standard has been attained in one of them, a mark between 30 per cent and 40 per cent in the other shall be accepted for purposes of exemption as equivalent to the matriculation standard in such subject on the Lower Grade;

(d) “Board” means the Matriculation Board.

APPLICATIONS FOR EXEMPTION.

E2. An application for exemption from the matriculation shall be submitted to the Board for consideration on the printed form provided for this purpose, which is obtainable from the Secretary, together with documentary proof to the satisfaction of the Board of the qualifications by virtue of which exemption is sought and the fee as specified in Schedule A.

PARTIAL EXEMPTION.

E3. The Board may grant a certificate of partial exemption to an application who holds any one of the recognised certificates listed under Regulations E8, E9 and E10 or the school-leaving certificate of the Board, if the candidate obtained a minimum aggregate of 1,000 marks at the examination: Provided that no certificate of partial exemption shall be issued to an applicant who holds—

- (i) the National Senior Certificate obtained as a part-time candidate in terms of Regulation E9 (i); or
- (ii) a certificate issued by any one of the recognised examining bodies in the Union of South Africa in terms of Regulation E9 (ii) or E10, unless he has, at one and the same examination for that certificate, taken at least six and passed in at least five subjects and obtained the minimum aggregate as prescribed in Regulation E9 (ii) or E10: Provided that the subjects of the certificate shall include English or Afrikaans on the Higher Grade and at least one other recognised language: Provided further that the Board may grant a certificate of partial exemption in respect of the requirements which he has satisfied if the subjects in which he has passed at the recognised examination do not include the full total of four subjects selected from each of the four groups prescribed in Regulation M2 (a) (i) for the matriculation certificate, or if the applicant has failed to attain the prescribed matriculation standard in one or more of these four subjects, or if the applicant has not obtained a pass in either Mathematics or a third language: Provided further that the Board may grant a certificate of full exemption to an applicant to whom a certificate of partial exemption has been issued if he, at one or more subsequent recognised examinations, attains the matriculation standard in a subject from each of the outstanding groups and if, not having already obtained a pass in either Mathematics or a third language, he also obtains a pass in one of these subjects at a subsequent recognised examination.

CONDITIONAL EXEMPTION.

E4. (a) The Board may, on application to the Education Department concerned, grant a certificate of conditional exemption to an applicant who satisfies the requirements for partial exemption in terms of Regulation E3 and who desires to register immediately as a matriculated student of a South African university: Provided that no such certificate shall be issued unless the subjects in which the applicant attained the matriculation standard at the recognised examination include three subjects, one from each of three of the four groups prescribed in Regulation M2 (a) (1) for the matriculation certificate, and unless he obtained at least 33½ per cent in the subject from the fourth group and has passed in either Mathematics or a third language: Provided further that an applicant who holds the National Senior Certificate obtained as a part-time candidate shall not be eligible for conditional exemption.

(b) If an applicant who has satisfied the conditions prescribed in sub-paragraph (a) attains the matriculation standard in a subject from the outstanding group prescribed for the matriculation certificate, and obtains any credit for a degree at a South African university during the period stated on the certificate of conditional exemption, he shall be considered to be a matriculated student as from the commencement of the period and the Board

dienooreenkomstig gedateer aan hom uit: Met dien verstand dat indien hy gedurende die tydperk van voorwaardelike vrystelling die matrikulasiestandaard behaal in 'n vak uit die ontbrekende groep vir die matrikulasiesertifikaat voorgeskryf maar geen krediet tot 'n graad aan 'n Suid-Afrikaanse universiteit gedurende hierdie tydperk verkry nie, die Raad 'n sertifikaat van volle vrystelling gedateer met krag van die eerste dag van die kwartaal wat volg op sy slaag in die vak uit die ontbrekende groep aan hom uitreik. Voorts met dien verstande dat, indien hy nie binne 'n tydperk deur die Raad vasgestel, by 'n erkende eksamen die matrikulasiestandaard behaal nie in 'n vak uit die ontbrekende groep vir die matrikulasiesertifikaat voorgeskryf, die sertifikaat van voorwaardelike vrystelling vervel, maar 'n nuwe sertifikaat van voorwaardelike vrystelling op aansoek van die kandidaat en teen betaling van die bedrag van 15s. uitgereik kan word.

(c) Die sertifikaat van volle vrystelling wat uiteindelik uitgereik word in die geval van iemand wat—

- (i) 'n oorsese toelatingskwalifikasie tot 'n erkende oorsese universiteit verkry het en wat so 'n universiteit bygewoon het; en
- (ii) daarna voorwaardelike vrystelling van die matrikulasie-eksamen verkry het en aan die voorwaarde voldoen het deur te slaag in die ontbrekende vak of vakke by 'n erkende eksamen,

dateer vanaf 1 Januarie van die jaar waarin hy vir die eerste keer aan die universiteit kolleges wat in 'n Suid-Afrikaanse universiteit erken sou word, geloop het.

VOORWAARDELIKE VRYSTELLING OP GROND VAN GEVORDERDE OUDERDOM.

E5. (a) Die Raad kan, ten behoeve van iemand wat die ouderdom van 25 jaar bereik het nie later nie as 30 April van die jaar waarin hy van voorneme is om sy graadleergang aan 'n Suid-Afrikaanse universiteit te begin en wies algemene opvoedkundige kwalifikasies die Raad bevredig, of wat reeds voor 31 Maart van die jaar waarvoor voorwaardelike vrystelling verlang word, geslaag het in minstens vier vakke gekies uit lyste A en B vir die matrikulasiesertifikaat of ander vakke erken deur die Raad, op aansoek by die betrokke universiteit, 'n sertifikaat van voorwaardelike vrystelling uitreik aan die Registrateur van die universiteit, indien die Registrateur uitdruklik verklaar dat na sy mening daar redelik verwag kan word dat die applikant die leergang sal voltooi.

(b) Die Raad kan 'n sertifikaat van volle vrystelling verleen aan so 'n student wat—

- (i) die graadleergang deur hom voorgestel, voltooi; en
- (ii) by een of meer erkende eksamens in sodanige vak of vakke wat die Raad vasstel, om te voldoen aan die groeperingsvereistes van die Raad asook aan die vereiste in verband met Matesis of 'n derde taal, slaag

en so 'n sertifikaat word gedateer met 1 Januarie van die jaar waarin hy die eerste voorwaardelike Krediet tot 'n graad ingevolge hierdie regulasie verkry het.

VOORWAARDELIKE VRYSTELLING AAN APPLIKANTE UIT VREEMDE LANDE.

E6. (a) Die Raad kan, ten behoeve van iemand uit 'n land waarvan die taal nie Engels of Afrikaans is nie, 'n sertifikaat van voorwaardelike vrystelling verleen aan die Registrateur van 'n Suid-Afrikaanse universiteit waardeur so iemand na voltooiing aan daardie universiteit van die vereistes vir 'n graad of diploma waarvoor 'n matrikulasiesertifikaat 'n voorvereiste is, op volle vrystelling geregtig is: Met dien verstande dat so 'n sertifikaat nie uitgereik word nie tensy hy—

- (i) in besit is van 'n sertifikaat wat hom onvoorwaardelik toelaat tot 'n erkende universiteit in die land van oorsprong; en
- (ii) voldoen het aan al die Raad se vereistes vir volle vrystelling soos voorgeskryf by Regulasie E11 en/of die laaste voorbehoudsbepaling by Regulasie E3, met dié uitsondering dat Engels of Afrikaans op die Hoër graad geneem, in Groep (i) van Regulasie M1 (a) (1) vervang kan word deur sy landstaal.

(b) Die datum van die sertifikaat van volle vrystelling is die datum waarop hy aan al die vereistes van sub-paragraaf (a) (i) en (ii) voldoen het.

VRYSTELLING OP GROND VAN MEDIESE OF LIGGAAMLIKE ONGESKIKTHEID.

E7. (a) Die Raad kan 'n vrystellingsertifikaat verleen aan iemand wat weens mediese of liggaamlike ongeskiktheid nie in staat is om aan die normale vereistes vir matrikulasie te voldoen nie.

(b) Die aansoek moet vergesel gaan van soveel inligting as moontlik aangaande die applikant en die aard van die ongeskiktheid, met 'n mediese sertifikaat ter ondersteuning daarvan.

VOLLE VRYSTELLING OP GROND VAN AKADEMIESE EN PROFESSIONELE SERTIFIKATE.

E8. (a) Die Raad kan, sonder inagneming van die vakke wat geneem is vir die kwalifiserende eksamen, sertifikate van volle vrystelling verleen aan—

- (i) 'n gegradeerde deur eksamen van 'n universiteit of ander inrigting deur die Raad goedgekeur;
- (ii) iemand wat deur die slaag by 'n eksamen aan 'n erkende universiteit of ander erkende inrigting aan al die vereistes van 'n diploma of sertifikaat wat na die mening van die Raad gelykwaardig is met 'n erkende universiteitsgraad, voldoen het;

shall grant a certificate of full exemption dated accordingly: Provided that if he attains the matriculation standard in a subject from the outstanding group prescribed for the matriculation certificate during the period stated on the certificate of conditional exemption but obtains no credit for a degree at a South African university during this period, the Board shall grant a certificate of full exemption dated with effect from the first day of the quarter following his pass in the subject from the outstanding group: Provided further that if he does not attain the matriculation standard at a recognised examination in a subject from the outstanding group during the period prescribed by the Board, the certificate of conditional exemption shall be considered to have lapsed, but a fresh certificate of conditional exemption may be issued on application by the candidate and on payment of a fee of 15s.

(c) The date of the certificate of full exemption, as finally issued, in the case of an applicant who—

- (i) has obtained an overseas entrance qualification to a recognised overseas university and has attended such university; and
- (ii) has thereafter obtained conditional exemption from the matriculation examination and completed the requirements by passing in the outstanding subject or subjects at a recognised examination,

shall be as from 1st January of the year in which the applicant first attended courses of the university which would be recognised in a South African university.

CONDITIONAL EXEMPTION ON THE GROUNDS OF MATURE AGE.

E5. (a) The Board may issue a certificate of conditional exemption on application to the university concerned to the Registrar of the university on behalf of an applicant who has attained the age of 25 years not later than 30th April in the year in which he proposed to commence his degree curriculum at a South African university and whose general educational qualifications are deemed satisfactory by the Board or who has passed before 31st March in the year for which conditional exemption is required in at least four subjects selected from lists A and B prescribed for the matriculation certificate or in other subjects recognised by the Board, if the Registrar of the university states specifically that in his opinion the applicant may reasonably be expected to complete the curriculum.

(b) The Board may grant a certificate of full exemption to such candidate who—

- (i) completes the degree curriculum proposed by him; and
- (ii) passes at one or more recognised examinations in such subject or subjects as the Board may determine in order to satisfy the grouping requirements of the Board and also the requirements in connection with Mathematics or a third language,

and such certificate shall be dated as from 1st January of the year in which he first received provisional credit for a degree in terms of this regulation.

CONDITIONAL EXEMPTION TO APPLICANTS FROM FOREIGN COUNTRIES.

E6. (a) The Board may grant a certificate of conditional exemption to the Registrar of any South African university, on behalf of any person from a country of which the language is not English or Afrikaans, qualifying such person for full exemption on completion of the requirements for a degree or diploma for which a matriculation certificate is a prerequisite at such South African university: Provided that no such certificate of conditional exemption shall be issued unless the applicant—

- (i) holds a certificate which admits him unconditionally to a recognised university in the country of origin; and
- (ii) has fulfilled all the Board's requirements for full exemption as prescribed by Regulation E11 and/or the last proviso to Regulation E3, except that the language of the applicant's country of origin may be substituted in Group (i) of Regulation M1 (a) (1) for English or Afrikaans taken on the Higher Grade.

(b) The certificate of full exemption shall be dated as from the date on which the applicant satisfied all the requirements of sub-paragraph (a) (i) and (ii).

EXEMPTION ON THE GROUNDS OF MEDICAL OR PHYSICAL DISABILITY.

E7. (a) The Board may grant certificates of exemption to applicants who owing to medical or physical disability are unable to comply with the normal requirements for matriculation.

(b) The application shall be accompanied by the fullest possible information regarding the applicant and the nature of the disability, supported by a medical certificate.

FULL EXEMPTION ON THE GROUNDS OF ACADEMIC AND PROFESSIONAL CERTIFICATES.

E8. (a) The Board may grant certificates of full exemption without regard to the subjects taken at the qualifying examination to—

- (i) a graduate by examination of a university or other institution approved by the Board;
- (ii) any person who has completed by examination at a recognised university or other recognised institution the requirements for a diploma or certificate which in the opinion of the Board is equivalent to a recognised university degree;
- (iii) a medical or a dental practitioner duly licensed as such under the provisions of the Medical, Dental or Pharmacy Act of 1928.

(iii) 'n mediese praktisyn of tandarts behoorlik gelisensieer om as sodanige te praktiseer ingevolge die bepalings van die Wet op Geneeshere, Tandartse en Aptekers van 1928.

(b) 'n Sertifikaat van volle vrystelling uitgereik ingevolge sub-paragrafe (i) en (iii) van paragraaf (a), word gedateer met die datum van aanvang van die studie wat lei tot die kwalifikasie op grond waarvan vrystelling verleen word en sodanige sertifikaat uitgereik ingevolge sub-paragraaf (ii) van paragraaf (a) word gedateer met die datum van voltooiing van die sertifikaat op grond waarvan vrystelling verleen word.

VOLLE VRYSTELLING OP GROND VAN DIE NASIONALE SENIOR SERTIFIKAAT VAN DIE DEPARTEMENT VAN ONDERWYS, KUNS EN WETenskap.

E9. Die Raad kan, op aansoek by die Departement van Onderwys, Kuns en Wetenskap, 'n sertifikaat van volle vrystelling verleen aan—

(i) 'n *bona fide deeltydse student* wat 'n minimum van 45 persent van die groot-totaal by die eksamen behaal het vir 'n Nasionale Senior Sertifikaat wat 'n minimum insluit van ses goedgekeurde vakke gekies ooreenkomstig die groepering van die Raad vir die matrikulasiesertifikaat soos bepaal by Regulasie M2 (a) (1) en (2), indien hy by die eerste eksamen 40 persent in elk van minstens drie goedgekeurde vakke behaal het en by 'n daaropvolgende eksamen al die orige goedgekeurde vakke geskryf en 40 persent in elk daarvan behaal het: Met dien verstande dat, indien hy by die twee eksamens saam in vyf goedgekeurde vakke met 40 persent in elke geslaag het en in die tweede eksamen in een vak gedruip het maar nie minder as 25 persent van die moontlike maksimum aantal punte behaal het nie, hy die eksamen kan voltooi deur 40 persent in daardie of in 'n ander goedgekeurde vak van dieselfde groep by enige daaropvolgende eksamen deur die Departement van Onderwys, Kuns en Wetenskap of die Raad afgeneem, te behaal: Voorts met dien verstande dat 'n Nasionale Senior Sertifikaat nie in aanmerking kom vir vrystellingsdoeleindes nie indien aan die houder daarvan vrystelling van eksamen in 'n vak of vakke verleen is op grond van sukses by enige ander eksamen;

(ii) 'n *vollydse of deeltydse student* wat 'n minimum van 45 persent van die groot-totaal by die eksamen behaal het vir 'n Nasionale Senior Sertifikaat, indien hy daarvoor by een en dieselfde eksamen—

- (a) 'n minimum van ses goedgekeurde vakke geskryf het;
- (b) minstens 40 persent in elk van vier vakke, een uit elk van die Groepe (i), (ii), (iii) en (iv) soos bepaal by Regulasie M2 (a) (1) behaal het;
- (c) minstens 35 persent in een van die oorblywende vakke behaal het; en

(d) in of Matesis of 'n derde taal geslaag het: Met dien verstande dat 'n kandidaat wat in vyf vakke geslaag het en die voorgeskrewe groot-totaal behaal het maar nie die Nasionale Senior Sertifikaat verwerf het nie, die vereistes vir vrystelling van die Matrikulasie-eksamen kan voltooi deur 40 persent in die vak waarin hy gedruip het of in 'n ander goedgekeurde vak uit dieselfde groep by 'n daaropvolgende eksamen deur die Departement van Onderwys, Kuns en Wetenskap of die Raad afgeneem, te behaal: Voorts met dien verstande dat 'n Nasionale Senior Sertifikaat nie in aanmerking kom vir vrystellingsdoeleindes nie indien aan die houder daarvan vrystelling van eksamen in 'n vak of vakke verleen is op grond van sukses by enige ander eksamen;

(iii) iemand wat 'n minimum van 45 persent van die groot-totaal by die eksamen behaal het vir die Nasionale Senior Sertifikaat deur by een en dieselfde eksamen in al die vakke te slaag maar nie 40 persent in een of meer van die vakke van Groepe (i), (ii), (iii) en (iv) soos bepaal by Regulasie M2 (a) (1) behaal het nie of nie aan die vereistes wat betref Matesis of 'n derde taal voldoen het nie, en by 'n daaropvolgende eksamen of eksamen minstens 40 persent in enige vak of vakke uit die vereiste groep of groepe, met inbegrip van Matesis of 'n derde taal, behaal, of hy voorheen 'n kandidaat in daardie vak of vakke was of nie: Met dien verstande dat iemand wat ses of meer goedgekeurde vakke afskryf, in vyf slaag en genoemde groot-totaal in die vyf vakke behaal maar wat, volgens die regulasies van die Departement van Onderwys, Kuns en Wetenskap, in die oorblywende of 'n ander goedgekeurde vak by 'n daaropvolgende eksamen moet slaag om die Nasionale Senior Sertifikaat te verwerf, wanneer hy die sertifikaat verwerf het, dit in 'n matrikulasievrystellingsertifikaat kan omskep deur in die vak of vakke uit die verpligte groepe van vakke soos bepaal by Regulasies M2 (a) (1) en (2) wat nie in sy keuse van vakke ingesluit was nie, of waarin hy in die eerste instansie nie 40 persent behaal het nie, by 'n latere eksamen of eksamens 40 persent te behaal: Voorts met dien verstande dat 'n kandidaat wat eksamen doen in die een ontbrekende vak waarin hy gedruip het, by dieselfde eksamen enige vak of vakke uit Groepe (i), (ii), (iii) en (iv) van genoemde regulasie waarin hy nie 40 persent behaal het nie, of wat nie in sy keuse van vakke ingesluit was nie, kan afskryf met die doel om die matrikulasiestandaard van 40 persent te behaal.

(b) A certificate of full exemption issued in terms of sub-paragraphs (i) and (iii) of paragraph (a) shall be dated as from the date of commencement of the studies leading to the qualification on the ground of which the exemption is granted, and, if issued under sub-paragraph (ii) of paragraph (a) such certificate shall be dated as from the date of completion of the certificate on the strength of which exemption is granted.

FULL EXEMPTION ON THE GROUNDS OF THE NATIONAL SENIOR CERTIFICATE OF THE DEPARTMENT OF EDUCATION, ARTS AND SCIENCE.

E9. The Board may, on application to the Department of Education, Arts and Science, grant a certificate of full exemption to—

(i) a *bona fide part-time candidate* who obtained a minimum of 45 per cent of the aggregate for the National Senior Certificate, which included a minimum of six approved subjects selected in accordance with the grouping requirements of the Board for the matriculation certificate as prescribed by Regulation M2 (a) (1) and (2), if, at the first examination, he obtained 40 per cent in each of at least three approved subjects and at a subsequent examination he offered the remaining subjects and obtained at least 40 per cent in each of the remaining subjects: Provided that if at the two examinations together, he obtained a 40 per cent pass in each of five approved subjects and failed one subject at the second examination but obtained not less than 25 per cent of the maximum possible marks therein, he may complete the examination by obtaining at least 40 per cent in that subject or another approved subject from the same group at any subsequent examination conducted by the Department of Education, Arts and Science or by the Board: Provided further that a National Senior Certificate shall not be considered for the purpose of exemption if the holder thereof has been granted exemption from any subject or subjects by reason of success at any other examination;

(ii) a *full-time or part-time candidate* who obtained a minimum of 45 per cent of the aggregate for the National Senior Certificate and if at one and the same examination for the certificate he—

- (a) wrote a minimum of six approved subjects;
- (b) obtained at least 40 per cent in each of four subjects, one from each of Groups (i), (ii), (iii) and (iv) as prescribed by Regulation M2 (a) (1);
- (c) obtained at least 35 per cent in one of the remaining subjects; and
- (d) passed in either Mathematics or a third language: Provided that a candidate who passed in five subjects and obtained the prescribed aggregate but did not obtain the National Senior Certificate may complete the requirements for exemption from the matriculation examination by obtaining 40 per cent in the subject which he failed or in any other approved subject from the same group at a subsequent examination conducted by the Department of Education, Arts and Science or by the Board: Provided further that a National Senior Certificate shall not be considered for the purpose of exemption if the holder thereof has been granted exemption from any subject or subjects by reason of success at any other examination;

(iii) a candidate who obtained 45 per cent of the aggregate for the National Senior Certificate by passing all the subjects at one and the same examination but did not obtain 40 per cent in one or more of the subjects from Groups (i), (ii), (iii) and (iv) as prescribed in Regulation M2 (a) (1), or did not complete the requirements with regard to Mathematics or a third language, if at a subsequent examination or examinations he obtained a minimum of 40 per cent in any subject or subjects from the required group or groups including Mathematics or a third language, irrespective of whether he had previously been a candidate for the examination in that subject or those subjects: Provided that a candidate who wrote six or more approved subjects, passed in five and obtained the prescribed aggregate in the five, and who in terms of the regulations of the Department of Education, Arts and Science, is required to pass in the remaining subject or any other approved subject at a subsequent examination to qualify for the National Senior Certificate, may, when he has obtained the Certificate, convert it into a matriculation exemption certificate by obtaining 40 per cent in any subject or subjects from the compulsory groups of subjects, as prescribed by Regulation M2 (a) (1) and (2), not previously included in his choice of subjects, or in which he did not obtain 40 per cent in the first instance, at a subsequent examination or examinations: Provided further that a candidate who writes an examination in the one remaining subject which he has failed may, at the same examination, write any subject or subjects from Groups (i), (ii), (iii) and (iv) of the said regulation in which he failed to obtain 40 per cent or which were not previously included in his choice of subjects, with a view to obtaining the matriculation standard of 40 per cent.

VOLLE VRYSTELLING OP GROND VAN ANDER ERKENDE SUID-AFRIKAANSE SKOOLCERTIFIKATE.

E10. Die Raad kan, op aansoek by die owerheid wat die sertifikaat toeken, volle vrystelling verleen aan iemand wat na eksamen een van onderstaande Suid-Afrikaanse skoolsertifikate met minstens die minimum groototaal daarby vermeld, verwerf het:—

- Die Transvaalse Middelbare Skool Sertifikaat, met 1,300 punte, verwerf in of na 1921;
- Die Kaapse Senior Sertifikaat, met 860 punte, verwerf in of na 1923;
- Die Vrystaatse Skooleindsertifikaat, met 900 punte, verwerf in of na 1939; of
- Die Natalse Senior Sertifikaat, met 860 punte, verwerf in of na 1953;

Met dien verstande dat geeneen van bogenelde sertifikate vir volle vrystelling in aanmerking geneem word nie, tensy hy by een en dieselfde eksamen vir sodanige sertifikaat minstens ses vakke uit afdelings A en B van Regulasie M1 en ooreenkomstig die groepering van vakke vir die matrikulasiesertifikaat voorgeskryf, geneem het en in minstens vyf geslaag het of in minstens enige vyf vakke deur die Raad goedgekeur en ooreenkomstig die genoemde groepering, geslaag het: Voorts met dien verstande dat die Raad 'n sertifikaat van volle vrystelling aan 'n applikant kan verleen indien die vakke waarin hy geslaag het, vier vakke insluit, een uit elk van die vier groepe voorgeskryf vir die matrikulasiesertifikaat, hy in elk van hierdie vier vakke die matrikulasiestandaard behaal en in of Matesis of 'n derde taal geslaag het.

VOLLE VRYSTELLING OP GROND VAN CERTIFIKATE UITGEREIK BUTTE DIE UNIE VAN SUID-AFRIKA.

E11. Die Raad kan 'n sertifikaat van volle vrystelling van die matrikulasie-eksamen verleen aan die houër van enige sertifikaat in Bylae I, mits die sertifikaat hom onvoorwaardelike toelating tot 'n universiteit in die land van oorsprong verleen en die vakke waarin hy by die erkende eksamen geslaag het, vier vakke insluit, een uit elk van die vier groepe voorgeskryf vir die matrikulasiesertifikaat, hy in elk van hierdie vier vakke die matrikulasiestandaard behaal, en geslaag het in of Matesis of 'n derde taal: Met dien verstande dat die Raad van hom kan vereis dat hy in 'n vyfde vak moes geslaag het: Voorts met dien verstande dat, in die geval van 'n sertifikaat verkry in 'n land waarvan die landstaal nie Engels of Afrikaans is nie, geen vrystelling ten opsigte van Engels Hoër Graad of Afrikaans Hoër Graad verleen word nie, behalwe by 'n spesiale besluit van die Raad of soos by Regulasie E5 bepaal.

Goewermentskenningsgewing No. 844 van 22 April 1955, soos by Goewermentskenningsgewings No. 1790 van 9 September 1955, No. 302 van 24 Februarie 1956, No. 1895 van 6 Desember 1957, No. 84 van 17 Januarie 1958, No. 486 van 3 April 1958, No. 915 van 27 Junie 1958 en No. 1464 van 3 Oktober 1958 gewysig, word hierby herroep.

BYLAE I.

SERTIFIKATE UITGEREIK DEUR EKSAMINERENDE LIG-GAME BUTTE DIE UNIE VAN SUID-AFRIKA, ERKEN VIR VRYSTELLINGSDOELEINDES INGEVOLGE REGULASIE E11, ONDER DIE VOORWAARDES WAT DIE RAAD BEPAAL.

A. DIE VERENIGDE KONINKRYK VAN GROOT-BRITTANJE EN IERLAND.

I. Die Skoolsertifikaat van:—

- (i) Oxford and Cambridge Schools Examination Board.
- (ii) Oxford Delegacy.
- (iii) Cambridge Syndicate.
- (iv) Joint Matriculation Board of the Northern Universities.
- (v) Central Welsh Board.
- (vi) University of London (General School Certificate).
- (vii) University of Durham.
- (viii) University of Bristol.

II. „The General Certificate of Education” van bogenoemde agt eksaminerende liggame.

III. „The Higher Certificate” van die eerste ses van bostaande eksaminerende liggame.

IV. Die Eindsertifikaat van:—

- (i) Scottish Education Department.
- (ii) Secondary School Branch, Department of Education, Eire.

V. Die Senior Sertifikaat van:—

- (i) Ministry of Education, Northern Ireland.

VI. Die Onderwysersertifikaat van:—

- (i) Board of Education England.
- (ii) Scottish Education Department.

VII. Fores Preliminary Examination (Certificate).

VIII. Passing-out Examination, Royal Naval College, Dartmouth.

IX. Enige ander sertifikaat wat die Raad goedkeur.

FULL EXEMPTION ON THE GROUNDS OF OTHER RECOGNISED SOUTH AFRICAN SCHOOL CERTIFICATES.

E10. The Board may, on application to the authority awarding the certificate, issue a certificate of full exemption to a candidate who has after examination obtained one of the following South African School Certificates with the minimum aggregate indicated:—

- The Transvaal Secondary School Certificate with 1,300 marks obtained in or after 1921;
- The Cape Senior Certificate with 860 marks obtained in or after 1923;
- The O.F.S. School-leaving Certificate with 900 marks obtained in or after 1939;
- The Natal Senior Certificate with 860 marks obtained in or after 1953;

Provided that none of the above certificates shall be considered for the purpose of full exemption unless the applicant has, at one and the same examination for that certificate, taken at least six subjects selected from Lists A and B of Regulation M1 and in accordance with the grouping of subjects prescribed for the matriculation certificate, and passed in at least five such subjects or in at least any five subjects approved by the Board for the purpose and selected in accordance with such grouping: Provided further that the Board may grant to the applicant a certificate of full exemption if the subjects in which he passed include four subjects, one from each of the four groups prescribed for the matriculation certificates; and if in each of these four subjects he attained the matriculation standard, and if the applicant has passed in either Mathematics or a third language.

FULL EXEMPTION ON THE GROUNDS OF CERTIFICATES AWARDED OUTSIDE THE UNION OF SOUTH AFRICA.

E11. The Board may grant a certificate of full exemption from the matriculation examination to the holder of any certificate listed in Appendix I, if such certificate entitles the holder to unconditional admission to a university in the country of origin and if the subjects in which he passed at the recognised examination include four subjects, one from each of the four groups prescribed for the matriculation certificate; and if in each of these four subjects the applicant has attained the matriculation standard, and if the applicant has passed in either Mathematics or a third language: Provided that the Board may require him to have passed in a fifth subject: Provided further that in the case of a certificate obtained in a country of which the language is not English or Afrikaans, no exemption shall be granted in respect of English Higher Grade or Afrikaans Higher Grade, except by special resolution of the Board, or as provided by Regulation E6.

Government Notice No. 844 of 22nd April, 1955, as amended by Government Notices No. 1790 of 9th September, 1955, No. 302 of 24th February, 1956, No. 1895 of 6th December, 1957, No. 84 of 17th January, 1958, No. 486 of 3rd April, 1958, No. 915 of 27th June, 1958, and No. 1464 of 3rd October, 1958, is hereby repealed.

APPENDIX I.

CERTIFICATES ISSUED BY EXAMINING BODIES OUTSIDE THE UNION OF SOUTH AFRICA, RECOGNISED FOR EXEMPTION PURPOSES IN TERMS OF REGULATION E11 UNDER SUCH CONDITIONS AS THE BOARD MAY PRESCRIBE.

A. THE UNITED KINGDOM OF GREAT BRITAIN AND EIRE

I. The School Certificate of:—

- (i) Oxford and Cambridge Schools Examination Board.
- (ii) Oxford Delegacy.
- (iii) Cambridge Syndicate.
- (iv) Joint Matriculation Board of the Northern Universities.
- (v) Central Welsh Board.
- (vi) University of London (General School Certificate).
- (vii) University of Durham.
- (viii) University of Bristol.

II. The General Certificate of Education of the above eight examining bodies.

III. The Higher Certificate of the first six examining bodies named above.

IV. The Leaving Certificate of:—

- (i) Scottish Education Department.
- (ii) Secondary School Branch, Department of Education, Eire.

V. The Senior Certificate of:—

- (i) Ministry of Education, Northern Ireland.

VI. The Teachers' Certificate of:—

- (i) Board of Education, England.
- (ii) Scottish Education Department.

VII. Forces Preliminary Examination (Certificate).

VIII. Passing-out Examination, Royal Naval College, Dartmouth.

IX. Any other certificate which may be approved by the Board.

B. ANDER ERKENDE SERTIFIKATE.

Ondergemelde sertifikate word deur die Raad erken, mits hulle die houters daarvan toelating verleen tot 'n erkende universiteit in die land van oorsprong:—

- (i) 'n Sertifikaat van die eerste klas in die Intermediêre eksamen in Lettere of Natuurwetenskappe van 'n Indiese universiteit.
- (ii) Matrikulasie- of ander toelatingssertifikaat van enige universiteit deur die Raad erken.
- (iii) Eindsertifikaat van 'n Onderwysdepartement wat die houer toelating verleen tot graadkursusse aan 'n universiteit deur die Raad goedgekeur.
- (iv) Eindsertifikaat van 'n middelbare skool of dergelike inrigting wat die houer toelating verleen tot graadkursusse aan 'n universiteit deur die Raad goedgekeur.
- (v) Einddiploma, Gymnasium, Holland.
- (vi) Einddiploma, Hoogere Burgerschool met vijfjarige cursus, Holland.
- (vii) Hoofakte/Akte van Bekwaamheid als Hoofdonderwyser, Holland.
- (viii) Diploma, Technische Hogeschool, Delft.
- (ix) Einddiploma, Middelbare Technische School, Holland.
- (x) Einddiploma, Middelbare (of Koloniale) Landbouwschool, Holland.
- (xi) Staatsexamen, Holland.
- (xii) Diploma van die „Ecole Supérieure de Jeunes Filles”, Switzerland.
- (xiii) Abiturium aan 'n Gymnasium of Oberrealschule in Duitsland of Switzerland.
- (xiv) Maturitäts-zeugnis of Zeugnis der Reife aan 'n Gymnasium of Oberrealschule in Duitsland of Switzerland.
- (xv) Baccalauréat (B. ès Lettres of B. ès Sciences of B. en Droit, Tweede Deel), Frankryk.
- (xvi) Licenza di Maturità Classica, Italië.
- (xvii) Licenza di Maturità Scientifica, Italië.
- (xviii) Matrikulasiesertifikaat van die Ministerie van Onderwys en Kultuur, Israel.
- (xix) Enige ander sertifikaat wat die Raad goedkeur.

B. OTHER RECOGNISED CERTIFICATES.

The following certificates shall be recognised by the Board provided that they are such as to entitle their holders to admission to an approved university in the country of origin:—

- (i) Certificate of first-class pass in the Intermediate Examination in Arts or Science of an Indian University.
- (ii) Matriculation or other Entrance Certificate of any university approved by the Board.
- (iii) Leaving Certificate of an Education Department, which certificate entitles the holder to admission to degree courses at any university approved by the Board.
- (iv) Leaving Certificates of a secondary school or similar institution, which certificate entitles the holder to admission to degree courses at any university approved by the Board.
- (v) Einddiploma, Gymnasium, Holland.
- (vi) Einddiploma, Hogere Burgerschool met vijfjarige cursus, Holland.
- (vii) Hoofakte/Akte van Bekwaamheid als Hoofdonderwyser, Holland.
- (viii) Diploma, Technische Hogeschool, Delft.
- (ix) Einddiploma, Middelbare Technische School, Holland.
- (x) Einddiploma Middelbare (or Koloniale) Landbouwschool, Holland.
- (xi) Staatsexamen, Holland.
- (xii) Diploma of the “Ecole Supérieure de Jeunes Filles”, Switzerland.
- (xiii) Abiturium at a Gymnasium or Oberrealschule in Germany or Switzerland.
- (xiv) Maturitäts-zeugnis or Zeugnis der Reife at a Gymnasium or Oberrealschule in Germany or Switzerland.
- (xv) Baccalauréat (B. ès Lettres or B. ès Sciences or B. en Droit, Second Part), France.
- (xvi) Licenza di Maturità Classica, Italy.
- (xvii) Licenza di Maturità Scientifica, Italy.
- (xviii) Matriculation Certificate of the Ministry of Education and Culture, Israel.
- (xix) Any other certificate which may be approved by the Board.

BYLAE II.

VAKKE WAT NIE IN DIE RAAD SE LYS VAN MATRIKULASIEVAKKE VERSKYN NIE MAAR WAT ERKEN WORD VIR VRYSTELLINGSDOELEINDES WANNEER HULLE VIR ANDER EKSAMENS GESKRYF WORD.

Eksamen.	Groep IV.	Groepe V, VI en VII.
Kaapse Senior Sertifikaat.	Handelsaardrykskunde en Geskiedenis	Snelskrif, Tikskrif, Boekhou, Tikskrif (byvak) en Snelskrif, Tikskrif (byvak), Snelskrif (Afrikaans) en Snelskrif (Engels), Kunslyt, Huishoudkunde, Letterkunde, Naaldwerk en Modemakery, Fisiologie en Gesondheidsleer, Handarbeid, Landboukunde, Kookkuns, Landbou-ekonomie, Houtwerk, Metaalwerk, Houtwerk en Metaalwerk (Saamgestelde kursus, nie saam met Houtwerk en Metaalwerk nie.)
Kaapse Senior Sertifikaat in Landboukunde	—	Landbou-ekonomie, Landbou (Prakties) en Landbou (Teorie). Laasgenoemde twee vakke moet saam met Algemene Wetenskap as Groep III geneem word.)
Natalse Senior Sertifikaat	—	Huislyt, Gesondheidsonderrig, Sosiale Studies, Kunslyt, Bybelstudie.
Nasionale Senior Sertifikaat	Ekonomie.....	Boekhou (nie met Boekhou en Handelsrekene nie), Handelsreg, Boukonstruksie en Tekene III, Elektriese Konstruksie en Tekene II, Elektrotegniek III, Hittewerktuie II, Masjienkonstruksie en Tekene II, Elektronika II, Telegrafie II, Telefonie II, Landmeting I, Mynbou I, Handelsrekene, Seevaart, Snelskrif, Tikskrif, Fisiologie en Gesondheidsleer, Toegepaste Werktuigkunde II, Vaktheorie en Werkwinkelpraktiek in die volgende: Ankerwikkeling, Bank-, Draai-, en Masjienwerk, Bootbou, Elektriese Grofsmidery, Ketelmakery en Struktuurstaalwerk, Kleremakery, Klipmesselwerk, Koelapparaatbediening, Masjinale Houtbewerking, Meubelmakery, Meubelpolyswerk, Modelmakery, Motorwerktuigkunde, Outomobiel Elektriese Werk, Outomobielplaatmetaalwerk, Plaatmetaalwerk, Pleisterwerk, Radiotriëns, Skilder- en Dekorasiwerk, Stoffeerwerk, Sweiswerk, Timmer- en Skryfwerk, Uithangbord-schilderwerk, Vormwerk, Steenmesselwerk en Tekene vir Loodgieters.
O.V.S. Skooleindsertifikaat	—	Boekhou, Boekhou en Handel (indien voor 1945 geneem), Snelskrif en Shorthand, Tikskrif en Kantoorroetine, Houtwerk, Naaldwerk, Godsdiensonderrig, Praktiese Landboukunde, Moederkunde, Rekeningkunde, Tikskrif, Handel en Administrasie Geometriese Tekene.
O.V.S.-Skooleindsertifikaat in Landbou	—	Plaasbestuur, Landbou (Spesiaal).
Transvaalse Eindsertifikaat van die Middelbare Skool	Aardrykskunde en Geskiedenis	Huislyt, Boekhou en Rekene (Landboukunde), Boekhou en Handelsrekene, Handel, Shorthand, Snelskrif, Tikskrif en Kantoorroetine, Snelskrif en Shorthand, Boekhou, Akkerbou, Veteelt, Plaaswerktuigkunde, Kookkuns, Modemakery.
Suid-Afrikaanse Universiteite	Ekonomie, Ekonomiese Geskiedenis, Ekonomie en Ekonomiese Geskiedenis, Ekonomiese Aardrykskunde	—

'n Erkende taal, behalwe dié waarin die Raad eksamen afneem, kan, indien dit op die Hoër Graad geneem word, as 'n Groep (ii)-vak en indien dit op die Laer Graad geneem word, as vyfde of sesde vak erken word.

Gevorderde Matesis vir die Natalse Senior Sertifikaat word erken as 'n vak wat voldoen aan die vereistes met betrekking tot Matesis.

'n Ander vak deur die Raad vir vrystellingsdoeleinde goedgekeur, kan onder Groep (ii), (iii) of (iv) erken word.

APPENDIX II.

SUBJECTS NOT INCLUDED IN THE BOARD'S LIST OF SUBJECTS FOR THE MATRICULATION CERTIFICATE RECOGNISED FOR EXEMPTION PURPOSES WHEN TAKEN AT OTHER EXAMINATIONS.

Examination.	Group IV.	Groups V, VI and VII.
Cape Senior Certificate...	Commercial Geography and History	Shorthand, Typewriting, Bookkeeping, Typewriting (minor) and Shorthand, Typewriting (minor), Shorthand (Afrikaans) and Shorthand (English), Art-Crafts, Domestic Science, Literature, Needlework and Dressmaking, Physiology and Hygiene, Manual Training, Agriculture, Cookery, Agricultural Economics, Woodwork, Metalwork, Woodwork and Metalwork (Combined course, not with Woodwork or Metalwork).
Cape Senior Certificate in Agriculture	—	Agricultural Economics, Agriculture (Practical) and Agriculture (Theory). (The latter two shall be taken together with General Science as Group III.)
Natal Senior Certificate...	—	Housecraft, Health Education, Social Study, Art-Crafts, Bible Study.
National Senior Certificate	Economics.....	Bookkeeping (not with Bookkeeping and Commercial Arithmetic), Mercantile Law, Building Construction and Drawing III, Electrical Construction and Drawing II, Electrotechnics III, Heat Engines II, Machine Construction and Drawing II, Electronics II, Telegraphy II, Telephony II, Surveying I, Mining I, Commercial Arithmetic, Navigation, Shorthand, Typewriting, Physiology and Hygiene, Applied Mechanics II, Trade Theory and Workshop Practice in the following: Armature Winding, Fitting, Turning and Machining, Boatbuilding, Electricians, Blacksmithing, Boilermaking and Structural Steelwork, Tailoring, Masonry, Refrigeration, Wood-machining, Cabinetmaking, Furniture Polishing, Patternmaking, Motor Mechanics, Automobile Electrical Work, Automobile Sheetmetalwork, Sheetmetalwork, Plastering, Radiotronics, Painting and Decorating, Upholstering, Welding, Carpentry and Joinery, Signwriting, Moulding, Brickwork and Drawing for Plumbers.
O.F.S. School-leaving	—	Bookkeeping, Bookkeeping and Commerce (if taken before 1945), Snelkskrif and Shorthand, Typewriting and Office Routine, Woodwork, Needlework, Religious Instruction, Practical Agriculture, Mothercraft, Accounting, Typewriting, Commerce and Administration, Geometrical Drawing.
O.F.S. School-leaving Certificate in Agriculture	—	Farm Management, Agriculture (Special).
Transvaal Secondary School Certificate	Geography and History..	Homecrafts, Bookkeeping and Arithmetic (Agriculture), Commerce, Bookkeeping and Commercial Arithmetic, Shorthand and Snelkskrif, Typewriting and Office Routine, Shorthand, Snelkskrif, Bookkeeping, Cookery, Dressmaking, Animal Husbandry, Field Husbandry, Farm Mechanics.
South African Universities	Economics, Economic History, Economics and Economic History, Economic Geography.	—

Any recognised language other than that in which the Board conducts an examination may, if taken on the Higher Grade, be recognised as a Group (ii) subject, and if taken on the Lower Grade, as a fifth or sixth subject.

Mathematics Higher for the Natal Senior Certificate Examination is recognised as fulfilling the requirements in connection with Mathematics.

Any other subject approved by the Board for exemption purposes may be recognised under Groups (ii), (iii) or (iv).

DEPARTEMENT VAN BANTOE-ONDERWYS.

No. R. 32.]

[8 Januarie 1960.

BEVOEGDHEDE, PLIGTE, FUNKSIES EN PROSEDURE VAN DIE UITVOERENDE KOMITEE VAN DIE RAAD VAN DIE UNIVERSITEITS-KOLLEGE VAN FORT HARE.

Kragtens die bevoegdheid my verleen by paragraaf (b) van subartikel (1) van artikel vyf-en-dertig van die Wet op Oordrag van die Universiteitskollege Fort Hare, 1959 (Wet No. 64 van 1959), vaardig ek, WILLEM ADRIAAN MAREE, Minister van Bantoe-onderwys, hierby die regulasies met betrekking tot die Uitvoerende Komitee van die Universiteitskollege van Fort Hare, ooreenkomstig die bygaande Bylae, uit.

W. A. MAREE,
Minister van Bantoe-onderwys.

BYLAE.

BEVOEGDHEDE, PLIGTE, FUNKSIES EN PROSEDURE VAN DIE UITVOERENDE KOMITEE VAN DIE RAAD VAN DIE UNIVERSITEITS-KOLLEGE VAN FORT HARE.

1. Daar is 'n Raadskomitee wat die Uitvoerende Komitee genoem word.

2. Die Raad stel uit sy eie geledere die Uitvoerende Komitee aan.

DEPARTMENT OF BANTU EDUCATION.

No. R. 32.]

[8 January 1960.

POWERS, DUTIES, FUNCTIONS AND PROCEDURE OF THE EXECUTIVE COMMITTEE OF THE COUNCIL OF THE UNIVERSITY COLLEGE OF FORT HARE.

Under and by virtue of the powers vested in me by paragraph (b) of sub-section (1) of section thirty-five of the University College of Fort Hare Transfer Act, 1959 (Act No. 64 of 1959), I, WILLEM ADRIAAN MAREE, Minister of Bantu Education, hereby make the regulations in respect of the Executive Committee of the University College of Fort Hare, in accordance with the accompanying Schedule.

W. A. MAREE,
Minister of Bantu Education.

SCHEDULE.

POWERS, DUTIES, FUNCTIONS AND PROCEDURE OF THE EXECUTIVE COMMITTEE OF THE COUNCIL OF THE UNIVERSITY COLLEGE OF FORT HARE.

1. There shall be a committee of the Council which shall be known as the Executive Committee.

2. The members of the Executive Committee shall be appointed by the Council from among its members.

3. Die Uitvoerende Komitee bestaan uit vyf lede van die Raad waarvan die Voorsitter en Rektor ampshalwe lede is. Die Rektor is voorsitter van die Uitvoerende Komitee.

4. Lede van die Uitvoerende Komitee beklee hulle amp vir 'n termyn van een jaar of totdat hulle as lid bedank of ophou om 'n lid van die Raad te wees.

5. Die Uitvoerende Komitee kan namens die Raad optree in dié sake wat die Raad aan hom delegeer en onderworpe aan dié voorwaardes wat die Raad bepaal.

6. Die Uitvoerende Komitee kan sy eie prosedure bepaal.

7. Drie lede van die Uitvoerende Komitee vorm 'n kworum.

8. 'n Besluit deur 'n meerderheid van die Uitvoerende Komitee lede wat op 'n vergadering aanwesig is, word geag 'n besluit van die Komitee te wees: Met dien verstande dat, in die geval van 'n staking van stemme die Voorsitter benewens sy gewone stem 'n beslissende stem het; en voorts met dien verstande dat die lede van genoemde komitee, sonder om 'n vergadering te hou, tot eenstemmigheid by wyse van 'n brief of telegram kan geraak, en dat eenstemmigheid waartoe daar aldus deur minstens drie-vyftes van al die lede geraak word, ook as 'n Komitee-besluit beskou word.

9. Die Uitvoerende Komitee dien by die eersvolgende vergadering van die Raad verslae oor sy verrigtings in.

10. Die Registrateur is verantwoordelik vir die Sekretariaat.

3. The Executive Committee shall consist of five members of the Council of which the Chairman and the Rector are *ex officio* members. The Rector shall be the Chairman of the Executive Committee.

4. Members of the Executive Committee shall hold office for one year or until they resign their office or cease to be members of the Council.

5. The Executive Committee shall have the power to act on behalf of the Council in such matters as are delegated to it by the Council and subject to such conditions as the Council may determine.

6. The Executive Committee may determine its own procedure.

7. Three members of the Executive Committee shall form a quorum.

8. A resolution of a majority of the members of the Executive Committee present at a meeting thereof shall be deemed to be a decision of the Committee: Provided that in the event of an equality of votes, the Chairman shall have a casting vote in addition to his deliberative vote; and provided further that the members of the said committee may, without holding a meeting, reach agreement by correspondence or telegram of all members, shall also be deemed to be a resolution of the Committee.

9. The Executive Committee shall furnish reports of its proceedings at the following meeting of the Council.

10. The Registrar shall be responsible for the Secretariat.

INHOUD.

No.	BLADSY
Departement van Binnelandse Sake.	
GOEWERMENTSKENNISGEWING.	
R. 28. Regulasies ingevolge Artikel 12 van die Wet op Statistieke, 1957: Insameling van Statistieke ten Op sigte van Effektemakelaars en Effekte- of Aandeelhandelaars	1
Departement van Gesondheid.	
GOEWERMENTSKENNISGEWING.	
R. 29. Regulasies Betreffende die Toebereiding, Verpakking, Opberging en Verkoop van Bevrore Eierpap binne die Unie van Suid-Afrika	4
Departement van Onderwys, Kuns en Wetenskap.	
GOEWERMENTSKENNISGEWING.	
R. 30. Universiteitskollege, Wes-Kaapland: Diensvoorwaardes van Personeel in Staatsposte	6
R. 31. Gemeenskaplike Matrikulasieraad: Regulasies	25
Departement van Bantoe-Onderwys.	
GOEWERMENTSKENNISGEWING.	
R. 32. Bevoegdhede, Pligte, Funksies en Prosedure van die Uitvoerende Komitee van die Raad van die Universiteitskollege van Fort Hare	32

CONTENTS.

No.	PAGE
Department of Interior.	
GOVERNMENT NOTICE.	
R. 28. Regulations under Section 12 of the Statistics Act, 1957: Collection of Statistics Regarding Stock-brokers and Dealers in Stocks or Shares	1
Department of Health.	
GOVERNMENT NOTICE.	
R. 29. Regulations Relating to the Production, Packing, Storage and Sale of Frozen Egg Pulp within the Union of South Africa	4
Department of Education, Arts and Science.	
GOVERNMENT NOTICES.	
R. 30. University College, Western Cape: Conditions of Service of Staff in Government Posts	6
R. 31. Joint Matriculation Board: Regulations	25
Department of Bantu Education.	
GOVERNMENT NOTICE.	
R. 32. Powers, Duties, Functions and Procedure of the Executive Committee of the Council of the University College of Fort Hare	32

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