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[No. 1112.]

GOVERNMENT NOTICE.

OFFICE OF THE PUBLIC SERVICE COMMISSION.

No. R. 666.] [14 May 1965.]

1. Government Notice No. R. 500 of the 9th April, 1965, is hereby withdrawn and substituted by the following:—

The State President has, by virtue of the powers vested in him by section *twenty-six* of the Public Service Act, 1957 (Act No. 54 of 1957), as amended, been pleased to make the following regulation:—

The Public Service Regulations, published under Government Notice No. 2047 of the 11th December, 1959, as amended, are hereby further amended by:—

The insertion of a new Chapter H governing the provision and occupation of official quarters in substitution of Part V of the Regulations published under Government Notice No. 2203 dated 7th December, 1925, as amended.

Amendment No. 39.]

2. The following is the Chapter H referred to above, and the provisions thereof are effective as from the 1st July, 1965:—

A—6623984

GOEWERMENSKENNISGEWING.

KANTOOR VAN DIE STAATSDIENS- KOMMISSIE.

No. R. 666.] [14 Mei 1965.]

1. Hierby word Goewermenskennisgewing No. R. 500 van 9 April 1965 ingetrek en deur die volgende vervang:—

Dit het die Staatspresident behaag om kragtens die bevoegheid hom verleen by artikel *ses-en-twintig* van die Staatsdienswet, 1957 (Wet No. 54 van 1957), soos gewysig, onderstaande regulasie te maak:—

Die Staatsdiensregulasies gepubliseer by Goewermenskennisgewing No. 2047 van 11 Desember 1959, soos gewysig, word hierby verder gewysig deur:—

Die invoeging van 'n nuwe Hoofstuk H wat die verskaffing en bewoning van amptelike kwartiere reël ter vervanging van Afdeling V van die Regulasies afgekondig by Goewermenskennisgewing No. 2203 van 7 Desember 1925, soos gewysig.

Wysiging No. 39.]

2. Newensgaande is die Hoofstuk H waarna hierbo verwys word en die voorskrifte daarvan tree met ingang van 1 Julie 1965, in werking:—

1—1112

CHAPTER H

OFFICIAL QUARTERS

Definitions

In these regulations, unless the context otherwise indicates, an expression defined in the Act bears the same meaning and—

“equipment officer” means the officer or employee in charge of equipment;

“expendable items” means fuses and fuse wire, dry cell batteries, electric light bulbs, tubes for fluorescent lights, tap or valve washers, bath, sink and washbasin plugs and chains, oil and gas-lamp wicks, mantles and chimney glasses and such other items of a similar nature as may be approved by the Treasury;

“landlord department” means any department charged by the Treasury, on the recommendation of the Secretary for Public Works, with the duty of providing, maintaining and controlling the tenancy of official quarters;

“married quarters” means those official quarters available to a head of department for assignment in terms of regulation H5 and designed for an officer or employee with a family or other dependants who normally reside with him;

“official quarters” means those premises, inclusive of buildings, outbuildings, grounds, fixtures, fittings, plant and equipment, but exclusive of furniture, which, being owned or held on lease or otherwise in the lawful possession of the State, are available to a head of department for assignment in terms of regulation H5 or which have been allotted to an officer or employee in terms of regulation H6;

“single quarters” means those official quarters available to a head of department for assignment in terms of regulation H5 and designed for an officer or employee who is not married, or has no dependants who normally reside with him;

“tenant” means the officer or employee to whom official quarters are assigned in terms of regulation H5 or allotted in terms of regulation H6.

Applicability of Regulations

H1.1 Subject to the provisions of sub-regulation 1 of regulation H7, all the regulations of this chapter shall apply to a tenant, but, save as is provided for in regulation H2, shall not apply to—

- (a) an officer or employee who is employed in a provincial administration or the administration of the territory;
- (b) a member of the services;
- (c) a general assistant (labourer); or
- (d) a non-White officer or employee.

H1.2 The obligations devolving upon a tenant in terms of the regulations of this chapter shall—

- (a) commence on the date on which he assumes duty in a post to which official quarters are attached or on the date on which he moves into the quarters, whichever is the earlier;
- (b) cease from the date—
 - (i) on which his services in the post mentioned in paragraph (a) terminate or on which he actually vacates the official quarters, whichever is the later; or
 - (ii) on which the assignment of the official quarters to the holder of the post in question is withdrawn or on which he actually vacates the official quarters, whichever is the later;
- (c) be suspended for any period during which he is required to vacate the official quarters to permit of occupation by a *locum tenens* or of repairs or renovations being carried out,

except in the case mentioned in sub-regulation 2 of regulation H7: Provided that the obligations of a tenant to whom official quarters have been allotted in terms of regulation H6 shall commence on a date mutually agreed upon by him and the head of department but not later than the date on which he actually takes occupation of the quarters, and cease on a date mutually agreed upon by him and the head of department, failing which agreement, on the expiry of a period of notice of not less than one calendar month on either side, but in no case earlier than the date on which he vacates the quarters.

General Assistants (Labourers) and non-Whites and Officers and Employees of the Provinces and the Territory

H2 The conditions of occupation and the rentals of quarters provided to—

- (a) a general assistant (labourer) or a non-White officer or employee shall be as approved by the Treasury on the recommendation of the Commission; and
- (b) an officer or employee who is employed in a provincial administration or the administration of the territory shall be determined by the Administrator on the recommendation of the Commission.

HOOFSTUK H

AMPTELIKE KWARTIERE

Woordbepalings

In hierdie regulasies, tensy uit die samehang anders blyk, het 'n uitdrukking wat in die Wet omskryf is, dieselfde betekenis en beteken—

„amptelike kwartiere” dié kwartiere, insluitende geboue, buitegeboue, die terrein, vaste toebehore, toebehore, masjinerie en uitrusting, maar uitgesonderd meubels, wat die eiendom van die Staat is of wat onder huurkontrak of andersins in die wettige besit van die Staat is en wat tot die beskikking van 'n departementshoof gestel is vir toewysing kragtens regulasie H5 of wat aan 'n beampte of werknemer kragtens regulasie H6 toegeken is;

„enkelkwartiere” dié amptelike kwartiere wat tot die beskikking van 'n departementshoof gestel is vir toewysing kragtens regulasie H5 en wat bedoel is vir 'n beampte of werknemer wat ongetroud is of wat nie afhanklikes het wat gewoonlik by hom inwoon nie;

„getroudekwartiere” dié amptelike kwartiere wat tot die beskikking van 'n departementshoof gestel is vir toewysing kragtens regulasie H5 en wat bedoel is vir 'n beampte of werknemer met 'n gesin of ander afhanklikes wat gewoonlik by hom inwoon;

„huurder” die beampte of werknemer aan wie amptelike kwartiere kragtens regulasie H5 toegewys of kragtens regulasie H6 toegeken is;

„uitrustingsbeampte” die beampte of werknemer wat oor uitrusting toesig hou;

„verbruikbare artikels” sekerings en smeltdraad, droëselbatterie, elektriese gloeilampe, buise vir fluoresseerligte, kraan- of klepwassers, proppe en kettings vir baddens, opwasbakke en wasbakke, pitte, kappe en lampglase vir olie- en gaslampe en sodanige ander soortgelyke items as wat die Tesourie goedkeur;

„verskaffingsdepartement” enige departement waaraan die plig deur die Tesourie, op aanbeveling van die Sekretaris van Openbare Werke, opgedra is om amptelike kwartiere te verskaf en te onderhou en om die bewoning daarvan te beheer.

Toepaslikheid van Regulasies

H1.1 Behoudens die bepalings van subregulasie 1 van regulasie H7, is al die regulasies van hierdie hoofstuk op 'n huurder van toepassing, dog, behalwe soos bepaal in regulasie H2, is dié regulasies nie van toepassing nie op—

- (a) 'n beampte of werknemer wat in diens is in 'n provinsiale administrasie of die administrasie van die gebied;
- (b) 'n lid van die dienste;
- (c) 'n algemene assistent (arbeider); of
- (d) 'n nie-Blanke beampte of werknemer.

H1.2 Die verpligtinge wat 'n huurder deur die regulasies van hierdie hoofstuk opgelê word—

- (a) neem 'n aanvang op die datum waarop hy diens aanvaar in 'n pos waaraan amptelike kwartiere verbonde is of op die datum waarop hy die kwartiere betrek, naamlik die vroegste datum;
- (b) eindig op die datum—
 - (i) waarop sy dienste in die pos in paragraaf (a) genoem, eindig, of waarop hy die amptelike kwartiere werklik ontruim, naamlik die laatste datum; of
 - (ii) waarop die toewysing van amptelike kwartiere aan die bekleër van die betrokke pos teruggetrek word of waarop hy die amptelike kwartiere werklik ontruim, naamlik die laatste datum;
- (c) word opgeskort vir enige tydperk waartydens dit van hom vereis word om die amptelike kwartiere te ontruim sodat 'n plaasvervanger hulle kan bewoon of sodat herstel- of opknappingswerk uitgevoer kan word,

behalwe in die geval genoem in subregulasie 2 van regulasie H7: Met dien verstande dat die verpligtinge van 'n huurder aan wie amptelike kwartiere kragtens regulasie H6 toegeken is 'n aanvang neem op 'n datum wat deur onderlinge ooreenkoms tussen hom en die departementshoof bepaal is, maar nie later nie as die datum waarop hy die kwartiere werklik betrek, en eindig op 'n datum wat deur onderlinge ooreenkoms tussen hom en die departementshoof bepaal is of, as daar nie so 'n ooreenkoms aangegaan is nie, by verstryking van 'n tydperk van kennisgewing van nie korter nie as een kalendermaand deur enigeen van die partye, maar in geen geval vroeër as die datum waarop hy die kwartiere ontruim nie.

Algemene Assistent (Arbeiders) en nie-Blankes en Beamptes en Werknemers van die Provinsies en die Gebied

H2 Die voorwaardes van bewoning en die huurgelde van kwartiere wat verskaf word aan—

- (a) 'n algemene assistent (arbeider) of 'n nie-Blanke beampte of werknemer is soos deur die Tesourie op aanbeveling van die Kommissie goedgekeur; en
- (b) 'n beampte of werknemer wat in diens is in 'n provinsiale administrasie of die administrasie van die gebied word deur die Administrateur op aanbeveling van die Kommissie bepaal.

Provision of Furniture

H3.1 Furniture for married quarters shall not be provided unless the Treasury so approves on the recommendation of the Department of Public Works.

H3.2 Furniture for single quarters may be provided by the landlord department.

H3.3 Where furniture is provided the provisions of sub-regulation 5 of regulation H8 are applicable.

Classification of Official Quarters

H4.1 Subject to the provisions of sub-regulation 2, official quarters shall be classified by the landlord department as—

- (a) married quarters; or
- (b) single quarters.

H4.2 Official quarters assigned in terms of regulation H5 or allotted in terms of regulation H6 to an officer or employee with a family or dependants who normally reside with him, shall be classified as married quarters notwithstanding that such official quarters are designed for an officer or employee who is not married or who has no dependants who normally reside with him.

Assignment of Official Quarters

H5 Official quarters available to a head of department shall be assigned by him as residential accommodation to the officer or employee holding the particular post specified by the landlord department: Provided that if the public interest so demands—

- (a) the whole or portion of official quarters may be withheld or withdrawn from assignment with the approval of the Treasury given on the recommendation of the Commission; and
- (b) the head of department may, with the approval of the Treasury given on the recommendation of the Commission, withhold or withdraw the assignment of—
 - (i) married quarters to such an officer or employee who is not married or who has no dependants who reside with him; or
 - (ii) single quarters to such an officer or employee who is married or who has dependants who normally reside with him:

Provided further that if, for reasons acceptable to the head of department, the officer or employee who occupies the particular post specified by the landlord department, is not prepared or is unable to occupy the official quarters, the head of department may grant him exemption from occupying the quarters concerned.

Allotment of Official Quarters

H6.1 Official quarters withheld or withdrawn in terms of paragraph (b) of the first proviso to regulation H5 or of the occupation of which exemption has been granted in terms of the second proviso to regulation H5 or which cannot be assigned owing to the post in respect of which they have been provided being vacant, may be allotted by the head of department to another officer or employee of his department for the period they are not assigned or for the period such post is vacant. Such allotment shall be subject, in all respects, to the provisions of the regulations of this chapter.

H6.2 If the head of department cannot allot the official quarters in terms of sub-regulation 1, he shall immediately notify the landlord department which may then, at its discretion, make the quarters available to another department for assignment or allotment or let them temporarily—

- (a) to a person who is not an officer or employee; or
- (b) to an officer or employee mentioned in paragraph (a) of regulation H2,

on such terms and conditions as the Department of Public Works may, on the recommendation of the Commission, determine.

Liability for Rent

H7.1 A tenant is liable to pay rent for official quarters in terms of regulation H9 unless he is—

- (a) in terms of his appointment, entitled to free quarters; or
- (b) in terms of arrangements approved by the Treasury, on the recommendation of the Commission, provided with both board and lodging either free of charge or at an inclusive charge.

H7.2 A tenant shall pay rent in respect of the whole period during which he is subject to the obligations of tenancy in terms of sub-regulation 2 of regulation H1, except that—

- (a) when he is transferred from one headquarters to another, at both of which official quarters are available and assigned, he shall pay rent in respect of the official quarters at the old headquarters up to and including the day preceding the date on which he becomes liable to pay rent in respect of the official quarters at the new headquarters; and
- (b) if he is absent on official duty or leave, of whatever nature, for a continuous period exceeding 30 days during which the official quarters are not required for a *locum tenens*, nor sub-let, nor occupied, rent at one half the rate prescribed in or in terms of the provisions of this chapter may be paid in respect of the whole period of his absence.

Verskaffing van Meubels

- H3.1 Meubels word nie vir getroudekware verskaf nie tensy die Tesourie sodanige verskaffing op aanbeveling van die Departement van Openbare Werke goedkeur.
- H3.2 Meubels vir enkelkwartiere kan deur die verskaffingsdepartement verskaf word.
- H3.3 Waar meubels verskaf word, is die bepalinge van subregulasie 5 van regulasie H8 van toepassing.

Indeling van Amptelike Kwartiere

- H4.1 Behoudens die bepalinge van subregulasie 2, word amptelike kwartiere deur die verskaffingsdepartement ingedeel onder—
- (a) getroudekware; of
 - (b) enkelkwartiere.
- H4.2 Amptelike kwartiere wat kragtens regulasie H5 toegewys of kragtens regulasie H6 toegeken is aan 'n beampde of werknemer met 'n gesin of afhanklikes wat gewoonlik by hom inwoon, word onder getroudekware ingedeel nieetnstaande dat sodanige amptelike kwartiere ontwerp is vir 'n beampde of werknemer wat ongetroud is of wat geen afhanklikes het wat gewoonlik by hom inwoon nie.

Toewysing van Amptelike Kwartiere

- H5 Amptelike kwartiere wat tot die beskikking van 'n departementshoof gestel is, word deur hom as huisvesting toegewys aan die beampde of werknemer wat die besondere pos beklee wat die verskaffingsdepartement aangewys het: Met dien verstande dat, as dit in die openbare belang is—
- (a) die geheel of 'n gedeelte van amptelike kwartiere met die goedkeuring van die Tesourie, verleen op aanbeveling van die Kommissie, van toewysing teruggehou of teruggetrek kan word; en
 - (b) die departementshoof met die goedkeuring van die Tesourie, verleen op aanbeveling van die Kommissie, die toewysing van—
 - (i) getroudekware aan sodanige beampde of werknemer wat ongetroud is of wat geen afhanklikes het wat by hom inwoon nie; of
 - (ii) enkelkwartiere aan sodanige beampde of werknemer wat getroud is of wat afhanklikes het wat gewoonlik by hom inwoon,

kan terughou of terugtrek: Met dien verstande voorts dat indien die beampde of werknemer wat die bepaalde pos beklee wat die verskaffingsdepartement aangewys het, om redes wat vir die departementshoof aanneemlik is, nie bereid is of nie in staat is om die amptelike kwartiere te bewoon nie, die departementshoof hom vrystelling kan verleen van bewoning van die betrokke kwartiere.

Toekenning van Amptelike Kwartiere

- H6.1 Amptelike kwartiere wat kragtens paragraaf (b) van die eerste voorbehoudsbepaling van regulasie H5 teruggehou of teruggetrek is of van die bewoning waarvan kragtens die tweede voorbehoudsbepaling van regulasie H5 vrystelling verleen is of wat nie toegewys kan word nie omdat die pos ten opsigte waarvan hulle verskaf is, vakant is, kan deur die departementshoof aan 'n ander beampde of werknemer van sy departement toegeken word vir die tydperk wat hulle nie toegewys is nie of vir die tydperk waartydens sodanige pos vakant is. Sodanige toekenning is in alle opsigte onderworpe aan die bepalinge van die regulasies van hierdie hoofstuk.
- H6.2 As die departementshoof die amptelike kwartiere nie kragtens subregulasie 1 kan toeken nie, moet hy die verskaffingsdepartement onmiddellik daarvan in kennis stel, wat dan die kwartiere na goeiddunke tot die beskikking van 'n ander departement vir toewysing of toekenning kan stel of hulle tydelik kan verhuur aan—
- (a) 'n persoon wat nie 'n beampde of werknemer is nie; of
 - (b) 'n beampde of werknemer genoem in paragraaf (a) van regulasie H2,
- op sodanige bedinge en voorwaardes as wat die Departement van Openbare Werke op aanbeveling van die Kommissie mag bepaal.

Aanspreeklikheid vir Huurgeld

- H7.1 'n Huurder is aanspreeklik vir die betaling van huurgeld ten opsigte van amptelike kwartiere kragtens regulasie H9 tensy hy—
- (a) kragtens sy aanstellingsvoorwaardes op vry huisvesting geregtig is; of
 - (b) kragtens reëlins wat deur die Tesourie op aanbeveling van die Kommissie goedgekeur is, van losies en inwoning of gratis of teen 'n allesinsluitende tarief voorsien word.
- H7.2 'n Huurder moet huurgeld betaal ten opsigte van die hele tydperk waartydens hy aan die verpligtinge van bewoning genoem in subregulasie 2 van regulasie H1, onderworpe is, behalwe dat—
- (a) wanneer hy van een hoofkwartier na 'n ander oorgeplaas word by albei waarvan amptelike kwartiere beskikbaar is toegewys is, hy huurgeld ten opsigte van die amptelike kwartiere by die ou hoofkwartier moet betaal tot en met die datum voorafgaande dié waarop sy aanspreeklikheid vir die betaling van huurgeld ten opsigte van die amptelike kwartiere by die nuwe hoofkwartier 'n aanvang neem; en
 - (b) as hy in amptelike diens of met verlof, van watter aard ook al, vir 'n aaneenlopende tydperk van langer as 30 dae afwesig is waartydens die amptelike kwartiere nie vir 'n plaasvervanger nodig is, onderverhuur of bewoon word nie, huurgeld teen die helfte van die tarief wat in of kragtens die bepalinge van hierdie hoofstuk voorgeskryf is, betaal kan word ten opsigte van die hele tydperk van sy afwesigheid.

Assessment of Rent for Official Quarters, Furniture and Garages

H8.1 The annual rental to be paid by a tenant of married quarters (inclusive of garage and/or outbuildings) is 12½ per cent of—

- (a) the mean of his annual salary scale which shall for these purposes be deemed to be one half of the sum of the minimum and maximum notches of that salary scale; or
- (b) such fixed amount as may, in lieu of a salary scale, constitute his annual salary.

H8.2 A rebate of the rental calculated in terms of sub-regulation 1 may be allowed in consideration of such aggregate of structural defects, shortcomings and other disadvantages inherent in a dwelling or its situation as is deemed materially to diminish enjoyment of occupation. The basis on which such rebate may be granted shall be as determined from time to time by the Treasury on the recommendation of the Commission.

H8.3 Where it is proved to the satisfaction of the Department of Public Works that there are circumstances extraneous to those taken into consideration in connection with the assessment of rent for married quarters which militate against full beneficial occupation of such quarters, that department may authorise reduction of the rent payable in terms of regulation H8.1 by an amount which, in its opinion, is adequate.

H8.4 (a) Subject to the provisions of paragraph (b), a tenant to whom single quarters have been assigned in terms of regulation H5 or allotted in terms of regulation H6, shall pay the following rent, inclusive of any charge for domestic services:—

- (i) An amount of R4 per month per person in respect of the use of bedroom accommodation and other communal rooms in self-contained detached single quarters of brick, stone, concrete or similar permanent construction (whether prefabricated or not) or an amount of R2 per month per person if such single quarters are constructed of wood and iron, asbestos and/or other composition materials.
- (ii) An amount of R3 per month per person for the use of bedroom accommodation and other communal rooms in single quarters, other than self-contained detached single quarters of brick, stone, concrete or similar permanent construction (whether prefabricated or not) or an amount of R1.50 per month per person if such single quarters are constructed of wood and iron, asbestos and/or other composition materials.
- (iii) An amount to be determined by the Department of Public Works in respect of single quarters consisting of more than one room made available for the exclusive use of the tenant.

(b) Where it is proved to the satisfaction of the Department of Public Works that there are circumstances which militate against the full beneficial occupation of single quarters, that department may authorise a reduction of the rent payable in terms of paragraph (a) by an amount which, in its opinion, is adequate.

H8.5 The rent which a tenant shall pay in respect of the use of furniture provided in official quarters by the landlord department shall be—

- (a) an amount equal to 7½ per cent per annum of the value, as assessed by the landlord department, of furniture provided for use in married quarters or in single quarters consisting of more than one room made available for the exclusive use of the tenant; or
- (b) an amount of R1 per month per person for bedroom furniture in single quarters, increased by an amount of 50c per month per person in respect of a refrigerator provided for communal use, plus such additional levy for the use of any additional furniture provided for communal use as the landlord department shall determine.

H8.6 A tenant of single quarters to whom a garage is made available, shall pay such rent as the landlord department may determine from time to time.

Collection of Rent and Other Amounts Due

H9 The head of department shall deduct from the salary of a tenant the rent payable in terms of the regulations of this chapter and, at the request of the landlord department, such other amounts, levies and impositions as may, in terms of such regulations, be payable by or recoverable from a tenant.

Occupation of Official Quarters by Household of Deceased Tenant

H10 In the event of the death of a tenant, his household shall be entitled to remain in occupation of the official quarters free of rent until the end of the month following that in which he died, but subject in all other respects to compliance with the provisions of the regulations in this chapter and Staff Code H.

Temporary Vacating of Official Quarters

H11.1 A tenant to whom official quarters have been assigned in terms of regulation H5 and who is absent from his normal place of duty for any reason, shall, on reasonable notice from the head of department, temporarily vacate such quarters for the period they are required for occupation by a *locum tenens*, and he shall remove all his personal effects unless he comes to some arrangement with the *locum tenens* whereby the personal effects may remain upon the premises.

H11.2 A tenant to whom official quarters have been assigned in terms of regulation H5, shall, on reasonable notice from the landlord department, temporarily vacate his official quarters for such period as vacant possession is required by that department for the purpose of effecting repairs or renovations, and he shall, if so required, remove his personal effects therefrom.

Vasstelling van Huurgeld ten opsigte van Amptelike Kwartiere, Meubels en Motorhuise

H8.1 Die jaarlikse huurgeld wat deur 'n huurder van getroudekwartiere (insluitende 'n motorhuis en/of buitegeboue) betaalbaar is, is 12½ persent van—

- (a) die middelpunt van sy jaarlikse salarisskaal wat vir hierdie doeleindes geag word die helfte van die som van die minimum- en die maksimumkerf van daardie salarisskaal, te wees; of
- (b) sodanige vaste bedrag as wat, in plaas van 'n salarisskaal, sy jaarlikse salaris uitmaak.

H8.2 'n Korting op die huurgeld bereken ooreenkomstig subregulasie 1 kan toegestaan word met inagneming van sodanige aggreëat van strukturegebreke, tekortkominge en ander nadele inherent aan 'n woning of die ligging daarvan as wat die bewoning daarvan wesenlik minder aangenaam maak. Die grondslag waarvolgens sodanige korting toegestaan kan word is soos van tyd tot tyd deur die Tesourie, op aanbeveling van die Kommissie, bepaal.

H8.3 As daar tot tevredenheid van die Departement van Openbare Werke bewys word dat daar omstandighede bestaan wat nie by die vasstelling van huurgeld vir getroudekwartiere in aanmerking geneem is nie en wat die volle benutting van sodanige kwartiere verhinder, kan daardie departement magtiging verleen dat die huurgeld wat kragtens regulasie H8.1 betaal moet word, verminder word met 'n bedrag wat, na sy mening, voldoende is.

H8.4 (a) Behoudens die bepalings van paragraaf (b), moet 'n huurder aan wie enkelkwartiere kragtens regulasie H5 toegewys of kragtens regulasie H6 toegeken is, die volgende huurgeld, wat enige vordering ten opsigte van huishoudelike dienste insluit, betaal:—

- (i) 'n Bedrag van R4 per maand per persoon ten opsigte van die gebruik van slaapkamerruimte en ander vertrekke wat vir gemeenskaplike gebruik bedoel is, in allesbevattende alleenstaande enkelkwartiere van baksteen-, klip-, beton- of soortgelyke permanente konstruksie (voorafvervaardig al dan nie) of 'n bedrag van R2 per maand per persoon as sodanige enkelkwartiere van hout en sink, asbes en/of ander saamgestelde materiaal vervaardig is.
- (ii) 'n Bedrag van R3 per maand per persoon ten opsigte van die gebruik van slaapkamerruimte en ander vertrekke wat vir gemeenskaplike gebruik bedoel is, in enkelkwartiere, uitgesonderd allesbevattende alleenstaande enkelkwartiere van baksteen-, klip-, beton- of soortgelyke permanente konstruksie (voorafvervaardig al dan nie) of 'n bedrag van R1.50 per maand per persoon as sodanige enkelkwartiere van hout en sink, asbes en/of ander saamgestelde materiaal vervaardig is.
- (iii) 'n Bedrag wat deur die Departement van Openbare Werke bepaal moet word, ten opsigte van enkelkwartiere bestaande uit meer as een vertrek wat vir die uitsluitlike gebruik van die huurder beskikbaar gestel is.

(b) As daar tot tevredenheid van die Departement van Openbare Werke bewys word dat daar omstandighede bestaan wat die volle benutting van enkelkwartiere verhinder, kan daardie departement magtiging verleen dat die huurgeld wat kragtens paragraaf (a) betaal moet word, verminder word met 'n bedrag wat, na sy mening, voldoende is.

H8.5 Die huurgeld wat 'n huurder moet betaal ten opsigte van die gebruik van meubels wat vir amptelike kwartiere deur die verskaffingsdepartement verskaf word, is—

- (a) 'n bedrag gelyk aan 7½ persent per jaar van die waarde, soos deur die verskaffingsdepartement getakseer, van meubels wat verskaf is vir gebruik in getroudekwartiere of in enkelkwartiere bestaande uit meer as een vertrek wat vir die uitsluitlike gebruik van die huurder beskikbaar gestel is; of
- (b) 'n bedrag van R1 per maand per persoon vir slaapkamermeublement in enkelkwartiere, vermeerder met 50c per maand per persoon ten opsigte van 'n yskas wat vir gemeenskaplike gebruik verskaf word, plus sodanige addisionele heffing vir die gebruik van enige addisionele meubels wat vir gemeenskaplike gebruik verskaf word, as wat deur die verskaffingsdepartement bepaal word.

H8.6 'n Huurder van enkelkwartiere tot wie se beskikking 'n motorhuis gestel is, betaal sodanige huurgeld as wat die verskaffingsdepartement van tyd tot tyd bepaal.

Inordering van Huurgeld en ander verskuldigde Gelde

H9 Die departementshoof moet die huurgeld wat kragtens die regulasies van hierdie hoofstuk betaal moet word en, op versoek van die verskaffingsdepartement, sodanige ander gelde, heffings en oplegings as wat kragtens sodanige regulasies deur 'n huurder betaal of op hom verhaal moet word, van 'n huurder se salaris aftrek.

Bewoning van Amptelike Kwartiere deur Huishouding van 'n oorlede Huurder

H10 In geval van die dood van 'n huurder is sy huishouding daarop geregtig om, sonder om huurgeld te betaal, in die amptelike kwartiere aan te bly tot aan die einde van die maand wat volg op die waarin hy oorlede is, dog onderworpe daaraan dat aan die bepalings van die regulasies in hierdie hoofstuk en personeelkode H in alle ander opsigte voldoen word.

Tydlike Ontruiming van Amptelike Kwartiere

H11.1 'n Huurder aan wie amptelike kwartiere kragtens regulasie H5 toegewys is en wat van sy gewone werkplek afwesig is, om watter rede ook al, moet, na redelike kennisgewing deur die departementshoof, sodanige kwartiere tydelik ontruim vir die tydperk wat hulle deur 'n plaasvervanger vir bewoning nodig is, en hy moet al sy persoonlike besittings verwyder tensy hy 'n ooreenkoms met die plaasvervanger tref waarvolgens hy die persoonlike besittings op die perseel mag laat bly.

H11.2 'n Huurder aan wie amptelike kwartiere kragtens regulasie H5 toegewys is, moet, na redelike kennisgewing deur die verskaffingsdepartement, sy amptelike kwartiere tydelik ontruim vir sodanige tydperk as wat daardie departement hulle onbewoon nodig het om herstel- of opknappingswerk daaraan te doen en, indien nodig, moet hy sy persoonlike besittings daaruit verwyder.

H11.3 (a) A tenant who is required to remove his personal effects in terms of the provisions of sub-regulation 1, may be reimbursed reasonable expenses actually incurred by him in connection with the removal and storage of his personal effects not exceeding 14,000 lb. in weight (gross), provided the arrangements made in regard to the removal and storage have had the prior approval of the head of department.

(b) A tenant who is required to remove his personal effects in terms of the provisions of sub-regulation 2 may be reimbursed—

- (i) reasonable expenses actually incurred by him in connection with the removal and storage of his personal effects not exceeding 14,000 lb. in weight (gross) provided the arrangements made in regard to the removal and storage have had the prior approval of the head of department; and
- (ii) the amount by which his actual living expenses for the period of compulsory non-occupation of the quarters exceeds his normal living expenses whilst resident in the official quarters, provided that the head of department may refund a lesser amount than that claimed if he is of opinion that the claim is excessive.

(c) Claims submitted in terms of this sub-regulation must be supported by properly certified and completed vouchers and the cost of all reimbursements made shall form a charge against the vote of the department requiring the removal of the personal effects.

Occupation of Official Quarters by Locum Tenens

H12 Where official quarters are occupied by a *locum tenens* he shall pay rent calculated in accordance with the relevant provisions of regulation H8 which shall be applicable to him *mutatis mutandis* and he shall be responsible for all obligations devolving upon a tenant in terms of the regulations of this chapter and Staff Code H.

Temporary Sub-letting of Official Quarters

H13.1 If through absence on leave or official duty for a continuous period exceeding 30 days a tenant is unable to occupy his official quarters and they are not required for a *locum tenens*, he may be permitted by the head of department to sub-let them for a period and to a person approved by the landlord department, subject to the tenant remaining in all respects liable for his obligations under these regulations including the payment of rent on the basis prescribed in this chapter. If the rent paid by the sub-tenant exceeds the rent payable by the tenant, the landlord department shall decide, in consultation with the Department of Public Works, what portion of such excess shall be paid into Revenue and what portion retained by the tenant as compensation for the use of personal effects belonging to him and utilised by the sub-tenant.

H13.2 In exceptional circumstances, other than the circumstances mentioned in sub-regulation 1, the landlord department, may, in consultation with the head of the tenant's department if the tenant is not employed in the landlord department, permit the tenant to sub-let the official quarters subject to such terms and conditions as may be determined by the Department of Public Works: Provided that if such official quarters are sub-let at a higher rental than that payable by the tenant in terms of the provisions of this chapter, such excess shall be paid into Revenue.

Conditions of Tenancy

H14.1 The tenant shall be liable and responsible for—

- (a) keeping the buildings in a clean and tidy condition;
- (b) keeping the buildings free of vermin: Provided that the landlord department may, at its discretion, undertake the extermination of bugs and either recover the cost from the tenant whom it deems liable for the infestation, or accept liability in cases where it cannot fix responsibility for the infestation;
- (c) repairs and maintenance of the buildings and the furniture, fittings, fixtures, plant and equipment, other than repairs required to be made as a result of fair wear and tear, structural defects and *vis major*, and for the cost of rectifying defects, dilapidations and deficiencies occasioned by his default;
- (d) the maintenance and keeping clean and in order of the grounds, playing courts and gardens, pruning of trees, shrubs and hedges, spraying of fruit trees and the cutting and trimming of lawns and grass: Provided that where grounds are extensive or form part of the lay-out of a State institution the landlord department may, at its discretion, reimburse the tenant a portion of the cost incurred in keeping clean and maintaining uncultivated portions thereof;
- (e) all glass, except where replacement is necessitated by fair wear and tear, structural defects and *vis major*;
- (f) all keys received by him;
- (g) the cost of operating, maintaining and repairing (other than repairs necessitated by fair wear and tear, mechanical defects or *vis major*), of all lighting and pumping equipment installed for his use: Provided that the landlord department may undertake such maintenance if, in its opinion, it is desirable that it should be undertaken departmentally, in which case a reasonable monthly charge, to be determined by the Department of Public Works, shall be recovered from the tenant;

H11.3 (a) Aan 'n huurder wat sy persoonlike besittings kragtens die bepalings van subregulasie 1 moet verwyder, kan die redelike uitgawes terugbetaal word werklik deur hom aangegaan in verband met die verwydering en opberging van sy persoonlike besittings van hoogstens 14,000 lb. in gewig (bruto), mits die reëlins wat in verband met die verwydering en opberging getref is, vooraf deur die departementshoof goedgekeur is.

(b) Aan 'n huurder wat sy persoonlike besittings kragtens die bepalings van subregulasie 2 moet verwyder, kan die volgende terugbetaal word—

(i) die redelike uitgawes werklik deur hom aangegaan in verband met die verwydering en opberging van sy persoonlike besittings van hoogstens 14,000 lb. in gewig (bruto), mits die reëlins wat in verband met die verwydering en opberging getref is, vooraf deur die departementshoof goedgekeur is; en

(ii) die bedrag waarmee sy werklike bestaansuitgawes gedurende die tydperk van verpligte ontruiming van die kwartiere sy normale bestaansuitgawes terwyl hy die amptelike kwartiere bewoon, oorskry: Met dien verstande dat die departementshoof 'n kleiner bedrag as die bedrag wat geëis word, kan terugbetaal as hy van mening is dat die eis buitensporig is.

(c) Eise wat kragtens hierdie subregulasie ingedien word, moet gestaaft word deur behoorlik gesertifiseerde en ingevulde bewysstukke en die koste van alle terugbetalings wat gedoen word, maak 'n las uit teen die begrotingspos van die departement wat vereis het dat die persoonlike besittings verwyder moet word.

Bewoning van Amptelike Kwartiere deur 'n Plaasvervanger

H12 As amptelike kwartiere deur 'n plaasvervanger bewoon word, betaal hy huurgeld wat bereken is ooreenkomstig die tersaaklike bepalings van regulasie H8 wat *mutatis mutandis* op hom van toepassing is en is hy aanspreeklik vir al die verpligtinge wat 'n huurder by die regulasies van hierdie hoofstuk en personeelkode H opgelê word.

Tydlike Onderverhuur van Amptelike Kwartiere

H13.1 As 'n huurder as gevolg van afwesigheid met verlof of in amptelike diens vir 'n aaneenlopende tydperk van langer as 30 dae nie in staat is om sy amptelike kwartiere te bewoon nie en as hulle nie vir 'n plaasvervanger nodig is nie, kan hy deur die departementshoof toegelaat word om hulle te onderverhuur vir 'n tydperk en aan 'n persoon wat deur die verskaffingsdepartement goedgekeur is, onderworpe daaraan dat die huurder in alle opsigte aanspreeklik bly vir sy verpligtinge ingevolge hierdie regulasies, insluitende die betaling van huurgeld volgens die grondslag wat in hierdie hoofstuk voorgeskryf is. As die huurgeld wat deur die onderhuurder betaal word, die huurgeld wat deur die huurder betaalbaar is, oorskry, besluit die verskaffingsdepartement in oorleg met die Departement van Openbare Werke watter gedeelte van sodanige oorskryding in Inkomste gestort moet word en watter gedeelte daarvan deur die huurder behou kan word ter vergoeding van die gebruik van persoonlike besittings wat aan hom behoort en waarvan die onderhuurder gebruik gemaak het.

H13.2 In buitengewone omstandighede, uitgesonderd die omstandighede genoem in subregulasie 1, kan die verskaffingsdepartement in oorleg met die hoof van die huurder se departement as die huurder nie in die verskaffingsdepartement in diens is nie, die huurder toelaat om die amptelike kwartiere te onderverhuur, onderworpe aan sodanige bedinge en voorwaardes as wat die Departement van Openbare Werke bepaal: Met dien verstande dat as sodanige amptelike kwartiere onderverhuur word teen 'n huurgeld wat die huurgeld oorskry wat die huurder kragtens die bepalings van hierdie hoofstuk moet betaal, die bedrag van sodanige oorskryding in Inkomste gestort moet word.

Voorwaardes van Bewoning

H14.1 Die huurder is aanspreeklik en verantwoordelik—

(a) om die geboue skoon en netjies te hou;

(b) om die geboue van ongedierte skoon te hou: Met dien verstande dat die verskaffingsdepartement na goëddunke die uitroeiing van weeluse kan onderneem en die koste op die huurder verhaal wat hy vir die besmetting aanspreeklik hou of self die las aanvaar as aanspreeklikheid vir die besmetting nie bepaal kan word nie;

(c) vir herstelwerk aan en onderhoud van die geboue en die meubels, toebehore, vaste toebehore, masjinerie en uitrusting, uitgesonderd herstelwerk wat gedoen moet word as gevolg van gewone slytasie, struktuurgebreke en *vis major* en vir die koste verbonde aan die herstel van defekte, bouvallighede en tekorte wat deur sy toedoen veroorsaak is;

(d) om die terrein, speelbane en tuine in 'n goeie toestand en skoon te hou, om bome, struie en heinings te snoei, om vrugtebome te bespuit en om grasperke en gras te knip en te sny: Met dien verstande dat waar die terrein uitgestrek is of deel uitmaak van die aanleg van 'n staatsinrigting die verskaffingsdepartement na goëddunke 'n gedeelte van die koste aan die huurder kan terugbetaal wat hy aangegaan het in verband met die skoonhou en onderhoud van onbewerkte gedeeltes daarvan;

(e) vir alle glas, behalwe as vervanging nodig is as gevolg van gewone slytasie, struktuurgebreke en *vis major*;

(f) vir alle sleutels deur hom ontvang;

(g) vir die bedryfskoste en die koste verbonde aan die onderhoud en herstel van alle beligtings- en pompuitrusting wat vir sy gebruik geïnstalleer is (uitgesonderd herstelwerk wat as gevolg van gewone slytasie, meganiese gebreke of *vis major* gedoen moet word): Met dien verstande dat die verskaffingsdepartement sodanige onderhoud kan onderneem as dit na sy mening wenslik is dat dit departementeel onderneem word, en in dié geval moet 'n redelike maandelikse vordering wat deur die Departement van Openbare Werke bepaal word, op die huurder verhaal word;

- (h) the replacement of expendable items;
- (i) maintaining an equipment register, in a form approved by the Treasury, of all fixtures, fittings, furniture, plant and equipment provided in the official quarters; and
- (j) reporting immediately any defects, dilapidations or deficiency and the cause thereof to the head of department who shall transmit the report to the landlord department.

H14.2 (a) The tenant shall be liable for any levy, rate or other charges raised by the State, a local authority or other undertaking for sewage and rubbish removal and any other sanitary services and for water, gas and electric current supply, irrespective of whether such levy is imposed on the tenant, occupier, landlord or owner, and whether use has been made of such supply or service and shall pay the amounts owing on the dates due and, if so required, furnish proof of payment thereof to the landlord department: Provided that the tenant shall not be liable for the payment of any such levy, or portion thereof, which does not cover a direct service or confer an immediate and direct benefit on the tenant: Provided further that the landlord department shall have the right to effect payment to the local authority of all such levies for which the tenant is liable and to recover the whole or a portion thereof from the tenant in the manner prescribed in regulation H9.

(b) Where the levy, rate or imposition for sewage and rubbish removal and any other sanitary services and for water, gas and electric current supply is included in any general or assessment rate, being a tax levied by a local authority, the tenant shall pay such proportion thereof as is determined by the landlord department.

(c) Where water, gas and electricity are supplied and sewage and rubbish removal or other sanitary services are rendered to two or more official quarters jointly and a single amount is charged or levied, either by means of a levy or rate or by a charge based on joint consumption or services rendered, or in any other manner, the tenant shall pay such proportion of the joint levy, rate or charge as is determined by the landlord department.

(d) Where the services mentioned in paragraph (f) of sub-regulation 4 are provided by the State, the tenant shall be liable for and shall pay for such services, concurrently with payment of rent, such amount as is determined by the landlord department from time to time: Provided that the landlord department may levy a fixed monthly charge for the purpose of this paragraph.

H14.3 The tenant shall not—

- (a) effect any additions or alterations to the official quarters or to equipment and installations;
- (b) effect any material alterations to the layout of the grounds, except with the prior written consent of the landlord department and on such conditions as that department may stipulate: Provided that the tenant may, prior to the date of termination of his tenancy, remove any additions or improvements so effected and not taken over by the landlord department, on condition that such removal will not result in any damage to the official quarters;
- (c) cut down or remove any trees, shrubs or plants of a perennial variety without the prior consent of the landlord department;
- (d) utilise the official quarters in any way as a source of income or sub-let them except as provided for in the regulations of this chapter; or
- (e) effect any replacement or repairs to official quarters except replacement of glass and expendable items and such further items as the landlord department may approve.

H14.4 The landlord department shall be responsible for—

- (a) the maintenance, internally and externally, of all buildings, fixtures, fittings, furniture, plant, equipment and fences provided by it and for the rectification of defects and dilapidations, where such maintenance or rectification is necessitated by fair wear and tear, structural defects or *vis major*;
- (b) the provision and maintenance, at its discretion, of water, gas, electricity and sewerage connections;
- (c) the provision of rubbish bins for external use, where necessary;
- (d) the provision and replacement of sanitary buckets, where necessary;
- (e) the initial and basic layout of grounds which it deems necessary, including the erection of fences, the provision of gates, and the construction of terraces, paths and driveways, and may, at its discretion, reimburse the tenant a portion of the cost of water consumed in the initial layout of grounds; and
- (f) determining what services are necessary for the communal benefit of the occupants, and the time and manner of rendering such services, where there are two or more official quarters in a building.

H14.5 The State is not responsible for any loss of or damage to a tenant's personal effects in the official quarters.

H14.6 When official quarters are vacated, the outgoing tenant shall hand over to the incoming tenant or, in the absence of the incoming tenant, to a responsible officer or employee, or in the case of single quarters, to the equipment officer or head of office, the official quarters and the furniture provided by the landlord department and shall at the same time bring to notice in writing on a handing-over certificate, in a form approved by the Department of Public Works, any defects, dilapidations

(h) vir die vervanging van verbruikbare artikels;

(i) om 'n uitrustingsregister te hou in 'n vorm deur die Tesourie goedgekeur, van alle vaste toebehore, toebehore, meubels, masjinerie en uitrusting wat vir die amptelike kwartiere verskaf is; en

(j) om enige defek, bouvalligheid of tekort asook die oorsaak daarvan, onmiddellik aan die departementshoof te rapporteer wat op sy beurt die rapport aan die verskaffingsdepartement moet deurstuur.

H14.2 (a) Die huurder is aanspreeklik vir enige heffing, belasting of ander vorderings opgelê deur die Staat, 'n plaaslike owerheid of ander onderneming vir die verwydering van rioolvuil en vuilgoed en enige ander sanitêre dienste en vir die verskaffing van water-, gas- en elektrisiteitstoever, ongeag of sodanige heffing die huurder, bewoner, huisbaas of eienaar opgelê word en of daar van sodanige toever of diens gebruik gemaak is en hy moet die verskuldigde bedrae op die betrokke vervaldatums betaal en indien nodig die verskaffingsdepartement van bewys van betaling daarvan voorsien: Met dien verstande dat die huurder nie vir die betaling van enige sodanige heffing, of gedeelte daarvan, wat nie vir die huurder 'n direkte diens of 'n onmiddellike en direkte voordeel inhou nie, aanspreeklik is nie: Met dien verstande voorts dat die verskaffingsdepartement die reg het om sodanige heffings waarvoor die huurder aanspreeklik is, regstreeks aan 'n plaaslike owerheid te betaal en om die geheel of 'n gedeelte daarvan op die huurder te verhaal op die wyse in regulasie H9 voorgeskryf.

(b) As die heffing, belasting of oplegging vir die verwydering van rioolvuil en vuilgoed en enige ander sanitêre dienste en vir water-, gas- en elektrisiteitstoever by enige algemene of eiendomsbelasting wat deur 'n plaaslike owerheid gehef word, ingesluit is, betaal die huurder sodanige gedeelte daarvan as wat die verskaffingsdepartement bepaal.

(c) As die verskaffing van water, gas en elektrisiteit en die verwydering van rioolvuil en vuilgoed of enige ander sanitêre verwyderingsdienste aan twee of meer amptelike kwartiere gesamentlik geskied en 'n enkelbedrag gehef of gevorder word, of by wyse van 'n heffing of belasting of by wyse van 'n vordering gebaseer op gesamentlike verbruik of dienste gelewer, of op enige ander wyse, betaal die huurder sodanige gedeelte van die gesamentlike heffing, belasting of vordering as wat die verskaffingsdepartement bepaal.

(d) As die dienste genoem in paragraaf (f) van subregulasie 4 deur die Staat verskaf word, is die huurder aanspreeklik vir en betaal hy vir sodanige dienste tesame met die betaling van huurgeld, sodanige bedrag as wat die verskaffingsdepartement van tyd tot tyd bepaal: Met dien verstande dat die verskaffingsdepartement 'n vaste maandelikse bedrag vir die doeleindes van hierdie paragraaf kan vorder.

H14.3 Die huurder mag nie—

(a) toevoegings of veranderings aan die amptelike kwartiere of uitrusting en installasies aanbring nie;

(b) enige noemenswaardige verandering aan die aanleg van die terrein aanbring nie, behalwe met die voorafgaande skriftelike toestemming van die verskaffingsdepartement en op sodanige voorwaardes as wat daardie departement stel: Met dien verstande dat die huurder, voor die verstryking van sy huurtermyn, enige toevoegings of verbeteringe wat aldus aangebring is en wat nie deur die verskaffingsdepartement oorgeneem is nie, kan verwyder mits sodanige verwydering nie die beskadiging van die amptelike kwartiere tot gevolg sal hê nie;

(c) bome, struik of plante van 'n meerjarige soort sonder die toestemming van die verskaffingsdepartement afkap of verwyder nie;

(d) amptelike kwartiere op enige manier as 'n bron van inkomste gebruik of hulle onderverhuur nie, behalwe soos in die regulasies van hierdie hoofstuk bepaal is; of

(e) enige vervangings of herstelwerk aan die amptelike kwartiere bewerkstellig nie, behalwe die vervanging van glas en verbruikbare artikels en sodanige ander artikels as wat die verskaffingsdepartement goedkeur.

H14.4 Die verskaffingsdepartement is verantwoordelik—

(a) vir die onderhoud, binnens- en buitenshuis, van al die geboue, vaste toebehore, toebehore, meubels, masjinerie, uitrusting en omheinings wat hy verskaf het en vir die herstel van defekte en bouvallighede, as sodanige onderhoud of herstelwerk deur gewone slytasie, struktuur-gebreke of *vis major* genoodsaak is;

(b) vir die aanbring en onderhoud, na sy goeddunke, van water-, gas-, elektrisiteits- en riool-aansluitings.

(c) vir die verskaffing, waar nodig, van vuilgoedblikke vir gebruik buitenshuis;

(d) vir die verskaffing en vervanging, waar nodig, van sanitêre emmers;

(e) vir die aanvanklike en basiese aanleg van die terrein wat hy nodig ag insluitende die oprigting van omheinings, die verskaffing van hekke en die maak van terrasse, loop- en rypaaie en kan, na goeddunke, aan die huurder 'n gedeelte van die koste van water wat in verband met die aanvanklike aanleg van die gronde gebruik word, terugbetaal; en

(f) om te bepaal watter dienste vir die gesamentlike voordeel van die bewoners nodig is as daar twee of meer amptelike kwartiere in 'n gebou is, en die tye en wyse waarop sodanige dienste verskaf moet word.

H14.5 Die Staat is nie vir enige verlies van of skade aan 'n huurder se persoonlike besittings in die amptelike kwartiere aanspreeklik nie.

H14.6 Wanneer amptelike kwartiere ontruim word, oorhandig die uitgaande huurder die amptelike kwartiere en die meubels wat deur die verskaffingsdepartement verskaf is, aan die inkomende huurder of, in sy afwesigheid, aan 'n verantwoordelike beampte of werknemer, of in die geval van enkelkwartiere, aan die uitrustingsbeampte of kantoorhoof en terselfdertyd vermeld hy op 'n oorhandiging-sertifikaat in 'n vorm deur die Departement van Openbare Werke goedgekeur, enige defekte,

and deficiencies. The incoming tenant, equipment officer, head of office or responsible officer or employee, as the case may be, shall inspect the condition of the official quarters and all items reflected in the equipment register, complete the handing-over certificate, indicating thereon the condition in which he received the official quarters, and hand one copy to the outgoing tenant. When the official quarters are taken over by the incoming tenant in the absence of the outgoing tenant, the former shall, in the company of a responsible officer or employee, or in the case of single quarters, the equipment officer or head of office, inspect the official quarters and furniture and indicate in writing on the handing-over certificate the condition in which he has received them. The incoming tenant shall be deemed to have received the official quarters and furniture in good order and condition unless he reports in writing within seven days of the date of commencement of the obligations imposed by the regulations of this chapter, any defects, dilapidations or deficiencies.

Settlement of Disputes

H15 A dispute between a department and the Department of Public Works, arising from the application of the provisions of this chapter, shall be referred to the Treasury for decision in consultation with the Commission.

Exceptional Cases

H16 If circumstances arise which justify a departure from the provisions of this chapter, the Treasury may authorise the occupation of official quarters on such terms and conditions as the Commission may recommend.

Delegation of Authority

H17 With the exception of the powers provided for in regulations H15 and H16 the Treasury may, subject to such conditions as it deems expedient, delegate to the Department of Public Works or a landlord department such of its functions as are prescribed in this chapter or in any relevant supplementary code.

bouvallighede en tekorte. Die inkomende huurder, uitrustingsbeampte, kantoorhoof of verantwoordelike beampte of werknemer, na gelang van die geval, stel ondersoek in na die toestand van die amptelike kwartiere en al die items wat in die uitrustingsregister verskyn, vul die oorhandiging-sertifikaat in waarop die toestand waarin hy die amptelike kwartiere en meubels ontvang het, aangedui word en oorhandig een afskrif daarvan aan die uitgaande huurder. Wanneer die amptelike kwartiere deur die inkomende huurder in die afwesigheid van die uitgaande huurder oorgeneem word, stel hy, in die teenwoordigheid van 'n verantwoordelike beampte of werknemer of, in die geval van enkelkwartiere, van die uitrustingsbeampte of kantoorhoof, ondersoek in na die toestand van die amptelike kwartiere en meubels en toon die toestand waarin hy hulle ontvang het skriftelik op die oorhandiging-sertifikaat aan. Die inkomende huurder word geag die amptelike kwartiere en meubels in goeie toestand te ontvang het, tensy hy enige defekte, bouvallighede en tekorte skriftelik aanmeld binne sewe dae vanaf die datum waarop die verpligtings wat hom deur die regulasies van hierdie hoofstuk opgelê word, 'n aanvang neem.

Beslegting van Geskille

H15 'n Geskil wat tussen 'n departement en die Departement van Openbare Werke ontstaan as gevolg van die toepassing van die bepalings van hierdie hoofstuk, word na die Tesourie verwys wat, in oorleg met die Kommissie, 'n beslissing daaromtrent gee.

Buitengewone Gevalle

H16 As daar omstandighede ontstaan wat 'n afwyking van die bepalings van hierdie hoofstuk regverdig, kan die Tesourie die bewoning van amptelike kwartiere goedkeur op sodanige bedinge en voorwaardes as wat die Kommissie aanbeveel.

Delegasie van Bevoegdhede

H17 Met uitsondering van die bevoegdhede ingevolge regulasies H15 en H16, kan die Tesourie, onderworpe aan sodanige voorwaardes as wat hy goeddink, aan die Departement van Openbare Werke of 'n verskaffingsdepartement sodanige van sy funksies deleger as wat in hierdie hoofstuk of in enige toepaslike aanvullende kode voorgeskryf word.

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