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# Staatskoerant Government Gazette

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JUNE 1990

No. 12502

## GOEWERMENTSKENNISGEWING

### DEPARTEMENT VAN MANNEKRAM

No. 1195

1 Junie 1990

#### WET OP MANNEKRAMOPLEIDING, 1981

#### VAKLEERLINGOPLEIDINGSKEMA VIR DIE PLAASLIKE OWERHEIDSONDERNEMING

Ek, Eli van der Merwe Louw, Minister van Mannekrag, verklaar hierby kragtens artikel 39 (5) van die Wet op Mannekragopleiding, 1981, dat die bepalings van die Skema wat in die Bylae hiervan verskyn, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir 'n tydperk wat drie jaar vanaf genoemde datum eindig, bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Plaaslike Owerheidsonderneming in die Republiek van Suid-Afrika.

E. VANDER M. LOUW,  
Minister van Mannekrag.

#### BYLAE

Die Vakleerlingopleidingskema vir die Plaaslike Owerheidsonderneming, hierna die "Onderneming" genoem, is ingestel deur die Federasie van Werkgewersorganisasies vir Plaaslike Owerhede vir die opleiding van vakleerlinge in die Onderneming, en maak voorsiening vir die instelling van 'n Fonds vir die doeleindes van die Skema, die betaling van bydraes aan die Fonds deur werkgewers in die Onderneming en vir die daarstelling van 'n Vakleerlingopleidingsraad om die Fonds, genoem die "Vakleerlingopleidingsfonds van die Plaaslike Owerheidsonderneming", te bestuur.

#### 1. Naam van die Skema

Die naam van die Skema is die "Vakleerlingopleidingskema vir die Plaaslike Owerheidsonderneming".

#### 2. Toepassingsbestek van die Skema

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers wat betrokke is by, of in diens is in die Plaaslike Owerheidsonderneming in die Republiek van Suid-Afrika.

## GOVERNMENT NOTICE

### DEPARTMENT OF MANPOWER

No. 1195

1 June 1990

#### MANPOWER TRAINING ACT, 1981

#### APPRENTICE TRAINING SCHEME FOR THE LOCAL AUTHORITY UNDERTAKING

I, Eli van der Merwe Louw, Minister of Manpower, hereby, in terms of section 39 (5) of the Manpower Training Act, 1981, declare that the provisions of the Scheme which appear in the Schedule hereto shall be binding with effect from the second Monday after the date of publication of this notice and for a period ending three years from the said date upon all employers and employees who are engaged or employed in the Local Authority Undertaking in the Republic of South Africa.

E. VANDER M. LOUW,  
Minister of Manpower.

#### SCHEDULE

The Apprentice Training Scheme for the Local Authority Undertaking, hereinafter referred to as the "Undertaking", has been established by the Federation of Employers Organisations for Local Authorities for the training of apprentices in the Undertaking, and makes provision for the establishment of a Fund for the purposes of the Scheme, the payment of contributions to the Fund by employers in the Undertaking and for the establishment of an Apprentice Training Board to administer the Fund, which is to be known as the "Apprentice Training Fund of the Local Authority Undertaking".

#### 1. Name of the Scheme

The name of the Scheme shall be the "Apprentice Training Scheme for the Local Authority Undertaking".

#### 2. Scope of application of the Scheme

The provisions of the Scheme shall be observed by all employers and employees who are engaged or employed in the Local Authority Undertaking in the Republic of South Africa.

### 3. Woordomskrywing

Alle uitdrukings wat in hierdie Skema gebesig en in die Wet op Mannekragopleiding, 1981, omskryf word, het dieselfde betekenis as in die Wet en alle verwysings na die Wet omvat alle wysings van die Wet en enige regulasies kragtens die Wet uitgevaardig en tensy onbestaanbaar met die sinsverband, beteken—

“Fonds” die Vakleerlingopleidingsfonds van die Plaaslike Owerheidsonderneming ingestel by klousule 5;

“opleidingsaansporing” enige skenking, subsidie, prys of ander voordeel, hetsy finansiell of andersins, betaal of verkry van die Fonds of geskenk kragtens die Skema, aan 'n werkewer vir die voorsiening van opleiding;

“Plaaslike Owerheidsonderneming” die onderneming waarin werkewers en hulle werknemers geassosieer is vir die instelling, voortsetting en afhandeling van enige handeling, skema of aktiwiteit wat deur 'n werkewer onderneem word;

“Raad” die Vakleerlingopleidingsraad vir Plaaslike Owerhede waarna in klousule 6 verwys word;

“Registrateur” die Registrateur van Mannekragopleiding aangestel kragtens die Wet;

“Skema” die Vakleerlingopleidingskema vir die Plaaslike Owerheidsonderneming;

“werkewer” 'n plaaslike owerheid soos omskryf in die Wet op Swart Plaaslike Owerhede, 1982 (Wet No. 102 van 1982), of die Wet op Provinciale Bestuur, 1961 (Wet No. 32 van 1961, artikel 84);

“werknemer” enige persoon in die voltydse diens van 'n werkewer; en

“Wet” die Wet op Mannekragopleiding, 1981 (Wet No. 56 van 1981).

### 4. Doelstellings van die Skema

Die doelstellings van die Skema is—

(1) om die nodige fondse te voorsien ten einde te verseker dat voldoende opgeleide ambagsmannen aan die Plaaslike Owerheidsonderneming voorsien word en om sodanige opleiding finansiell te ondersteun; en

(2) om die administrasie van die Raad en die doelstellings van die Raad, soos in sy konstitusie uiteengesit, te finansier.

### 5. Vakleerlingopleidingsfonds

(1) Hierby word 'n Fonds ingestel wat bekend staan as die Vakleerlingopleidingsfonds van die Plaaslike Owerheidsonderneming.

(2) In die Fonds word inbetaal—

(a) opleidingsheffings ingevolge hierdie Skema kragtens artikel 39 van die Wet;

(b) rente en/of kapitaalappresiasi verkry uit die belegging van enige gelde van die Fonds; en

(c) enige ander gelde waarop die Fonds geregtig mag word.

(3) Die Fonds word deur die Raad bestuur.

(4) Die gelde van die Fonds word aangewend ter bereiking van die doelstelling van die Skema soos vervat in klousule 4.

### 3. Definitions

Any expression used in this Scheme which is defined in the Manpower Training Act, 1981, shall have the same meaning as in the Act and any reference to the Act shall include any amendments to the Act and any regulations made in terms of the Act and, unless inconsistent with the context—

“Act” means the Manpower Training Act, 1981 (Act No. 56 of 1981);

“Board” means the Apprentice Training Board for Local Authorities referred to in clause 6;

“employee” means any person in the full time service of an employer;

“employer” means a local authority, as defined in the Black Local Authorities Act, 1982 (Act No. 102 of 1982), or the Provincial Government Act, 1961 (Act No. 32 of 1961, section 84);

“Fund” means the Apprentice Training Fund of the Local Authority Undertaking established by clause 5;

“Local Authority Undertaking” means the undertaking in which employers and their employees are associated for the instituting, continuing and finishing of any act, scheme or activity which is undertaken by an employer;

“Registrar” means the Registrar of Manpower Training appointed in terms of the Act;

“Scheme” means the Apprentice Training Scheme for the Local Authority Undertaking; and

“training incentive” means any donation, subsidy, prize or other benefit, whether financial or otherwise, paid or received from the Fund or donated in terms of the Scheme to an employer for the provision of training.

### 4. Objectives of the Scheme

The objectives of the Scheme are—

(1) to provide the necessary funds to ensure an adequate supply of trained artisans for the Local Authority Undertaking and to financially assist with the training; and

(2) to finance the administration of the Board and the objectives of the Board as set out in its constitution.

### 5. Apprentice Training Fund

(1) There is hereby established a Fund to be known as the Apprentice Training Fund of the Local Authority Undertaking.

(2) Into the Fund shall be paid—

(a) training levies under this Scheme in terms of section 39 of the Act;

(b) interest and/or capital appreciation derived from the investment of any moneys of the Fund; and

(c) any other moneys to which the Fund may become entitled.

(3) The Fund shall be administered by the Board.

(4) The moneys of the Fund shall be used for the attainment of the objectives of the Scheme as set out in clause 4.

## 6. Instelling en werking van die Vakleerlingopleidingsraad vir Plaaslike Owerhede

(1) Die Vakleerlingopleidingsraad vir Plaaslike Owerhede is ingestel deur die Federasie van Werkgeversorganisasies vir Plaaslike Owerhede ooreenkomsdig 'n konstitusie wat deur die Registrateur goedgekeur moet word.

(2) Die Raad sal die bevoegdheid hê om oor alle sake wat binne die bestek van die doelstelling van hierdie Skema, uiteengesit in klosule 4, val, te beslis.

## 7. Opgawes en bydraes tot die Fonds

(1) Vanaf die datum van inwerkintreding van die Skema moet elke werkewer in die Plaaslike Owerheidsonderneming, ten opsigte van elke werknemer wat op die laaste dag van die finansiële jaar in diens van die werkewer is, nie later nie as die laaste dag van die maand wat volg op die einde van die finansiële jaar, aan die Fonds, by die Skema se hoofkantoor, Posbus 10638, Johannesburg, 2000, of by sodanige adres as waarvan hy van tyd tot tyd skriftelik in kennis gestel mag word—

(a) 'n opgawe verstrek in die vorm van Aanhanger A; en

(b) 'n jaarlikse heffing betaal op die basis van 0,02% van die totale salarisbegroting, welke betrekking die opgawe in paragraaf (a) vermeld moet vers gesel.

(2) Die koste verbonde aan die insameling van laat bydraes of heffings word verhaal op en betaal deur die betrokke werkewer.

## 8. Inligting

(1) Die Raad moet elke werkewer in die Plaaslike Owerheidsonderneming voorsien van besonderhede betreffende die Skema, in die vorm wat die Raad van tyd tot tyd bepaal: Met dien vestande dat sodanige besonderhede minstens die konstitusie van die Skema en die Raad, die bydraes wat tot die Fonds gemaak moet word, die opleidingsaansporing wat deur die Skema verskaf word, die getal vakleerlinge opgelei en die procedure wat gevolg moet word wanneer eise teen die Skema ingestel word, moet insluit.

(2) Die Raad moet binne ses maande na die sluiting van die finansiële jaar aan die Registrateur 'n verslag van sy aktiwiteite gedurende daardie finansiële jaar voorlê. 'n Afskrif van die geouditeerde staat van die inkomste en uitgawes moet jaarliks voor 30 September aan die Registrateur gestuur word. Afskrifte daarvan moet ook aan die Nasionale Opleidingsraad gestuur word.

## 9. Finansies

(1) Alle gelde wat in die Fonds inbetaal word, word gestort in 'n bankrekening wat op die naam van die Fonds geopen moet word. Betalings uit die Fonds geskied per tjek of debietorder geteken deur sodanige persone wat van tyd tot tyd deur die Raad daartoe gemagtig word.

(2) Alle gelde wat nie nodig is vir lopende uitbetaling van uitgawes van die Raad vir die Skema nie, min 'n redelike bedryfsbalans, word belê soos in die konstitusie van die Raad bepaal en, die aankoop van eiendom, hetsy roerend of onroerend, word vir hierdie doeleindes nie as 'n belegging beskou nie as dit slegs of hoofsaaklik aangekoop word vir gebruik deur die Skema in die nastrewing van sy doelstellings.

(3) Die Raad moet 'n openbare ouditeur aanstel, wat uit die Fonds vergoed moet word, om die rekeninge jaarliks te ouditeer vir die tydperk wat op 30 Junie eindig.

## 6. Establishment and function of the Apprentice Training Board for Local Authorities

(1) The Apprentice Training Board for Local Authorities was established by the Federation of Employers Organisations for Local Authorities in accordance with a constitution to be approved by the Registrar.

(2) The Board shall have the power to decide on all matters falling within the scope of the objectives of this Scheme, as set out in clause 4.

## 7. Return and contributions to the Fund

(1) From the date of coming into operation of the Scheme, every employer in the Local Authority Undertaking shall, in respect of every employee in the service of the employer, not later than the last day of the financial year, to the Fund at the head office of the Scheme at P.O. Box 10638, Johannesburg, 2000, or such other address as may be advised in writing to the employer from time to time, not later than the last day of the month which follows the end of the financial year—

(a) furnish a return in the form of Annexure A; and

(b) pay an annual levy on the basis of 0,02% of the total salary estimates, which payment shall accompany the return referred to in paragraph (a).

(2) The costs incurred in collecting late levies or contributions shall be charged to and paid by the employer concerned.

## 8. Information

(1) The Board shall furnish every employer in the Local Authority Undertaking with details concerning the Scheme, in the form that the Board may from time to time determine: Provided that such details shall include at least the constitutions of the Scheme and the Board, the contributions to be made to the Fund, the training incentives that are provided by the Scheme, the number of apprentices trained and the procedure to be followed for the lodging of claims against the Fund.

(2) The Board shall, within six months after the closing of the financial year, submit to the Registrar a report of its activities during that financial year. A copy of the audited statement of the income and expenditure shall be sent to the Registrar annually before 30 September. Copies thereof shall be forwarded to the National Training Board.

## 9. Finance

(1) All moneys paid into the Fund shall be deposited into a banking account which shall be opened in the name of the Fund. Payments from the Fund shall be by cheque or debit order signed by the persons authorised thereto by the Board from time to time.

(2) All moneys which are not required for current payment of expenses of the Board for the Scheme, minus a reasonable running balance shall be invested as determined in the constitution of the Board and the purchase of property, whether movable or immovable, shall for these purposes not be considered as an investment if it is bought only or mainly for the use of the Scheme in the pursuance of its objectives.

(3) The Board shall appoint a public auditor, to be compensated out of the Fund, for the purpose of an annual audit for the period ending on 30 June.

## 10. Ontbinding van die Fonds

(1) In die geval van die beëindiging van die Skema om watter rede ook al, word alle bates van die Fonds oorgedra aan die Raad vir beskikking daaroor ooreenkomsdig sy konstitusie, en die Raad is aanspreeklik vir die bevrediging van alle verpligte van die Skema.

(2) Die Registrateur moet vroegtydig van die beëindiging van die Skema verwittig word.

## 11. Agents

(1) Die Raad kan agente aanstel om uitvoering te gee aan die doelstellings van die Skema, op sodanige voorwaarde en met sodanige voorbehoude as wat die Raad goeddink.

(2) Die aanstelling van 'n agent kan te eniger tyd en om enige rede deur die Raad teruggetrek word.

(3) Die agent is geregtig om enige instelling binne te gaan en kan die werkewer of enige werknemer ondervra met die doel om vas te stel of die bepaling van klousule 7 nagekom word al dan nie.

## 12. Verwysing na ander wetgewing

Enige verwysing na 'n vakleerlingopleidingskema vir die Plaaslike Owerheidsonderneming in bestaande Nywerheisaadooreenkoms moet beskou word as 'n verwysing na hierdie Skema.

## 13. Vrywaring

Die lede van die Raad is nie aanspreeklik vir verliese van die Fonds as gevolg van onbehoorlike belegging wat te goeder trou gedoen is, of as gevolg van 'n daad tydens hul *bona fide*-bestuur van die Fonds, of as gevolg van die nalatigheid of bedrog van 'n persoon in diens van die Raad, of as gevolg van 'n handeling of versuum van lede, of as gevolg van 'n ander saak of ding, uitgesonderd individuele opsetlike of bedrieglike optrede van die kant van sodanige lede wat aanspreeklik gehou kan word. Elke sodanige lid moet deur die Fonds vergoed word vir aanspreeklikheid wat hy opgeloop het om hom te verweer in 'n geding, hetsy sivel of strafregtelik, wat voortspruit uit 'n bewering dat daar te kwader trou gehandel is, en waarin die uitspraak in sy guns is of waarin hy onskuldig bevind word.

## 14. Vrystelling

(1) Die Minister, of enige beampte in die diens van die Departement van Mannekrag aan wie die bevoegdheid gedelegeer is om vrystelling ingevolge artikel 47 van die Wet van 'n opleidingskema ingevolge artikel 39 (4) van die Wet te verleen, kan na konsultasie met die Raad vrystelling verleen van enige bepaling van klousule 7 van die Skema.

(2) Enige aansoek om vrystelling moet by die Vakleerlingopleidingsraad vir Plaaslike Owerhede, Posbus 10638, Johannesburg, 2000, ingedien word, wat sodanige aansoek tesame met die Raad se aanbeveling moet deurstuur na die Direkteur-generaal van Mannekrag.

## 10. Dissolution of the Fund

(1) Upon the termination of the Scheme, for whatever reason, all the assets of the Fund shall be transferred to the Board for disposal in accordance with its constitution and the Board shall be responsible for the satisfaction of all the liabilities of the Scheme.

(2) The Registrar shall be notified in good time of the termination of the Scheme.

## 11. Agents

(1) The Board may appoint agents to give effect to the objectives of the Scheme on such conditions and with such reservations as the Board may deem fit.

(2) The appointment of an agent may be withdrawn by the Board at any time and for any reason.

(3) The agent shall be entitled to enter any establishment and may question the employer or any employee for the purpose of ascertaining whether or not the provisions of clause 7 are being observed.

## 12. Reference to other legislation

Any reference to an apprentice training scheme for the Local Authority Undertaking in existing Industrial Council agreements shall be regarded as a reference to this Scheme.

## 13. Indemnity

The members of the Board shall not be liable for any loss to the Fund arising from any improper investment made in good faith, or by any act in their bona fide administration of the Fund, or by the negligence or fraud of any person who may be employed by the Board, or by reason of any act or omission by members or by reason of any other matter or thing save individual wilful or fraudulent wrong-doing on the part of such members who may be held liable. Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising out of an allegation that he acted in bad faith and in which judgment is given in his favour or in which he is acquitted.

## 14. Exemption

(1) The Minister, or any officer in the service of the Department of Manpower to whom any power to grant exemption in terms of section 47 of the Act from a training scheme in terms of section 39 (4) of the Act has been delegated, may grant exemption from any provision of clause 7 of this Scheme after consultation with the Board.

(2) Any application for exemption shall be lodged with the Apprentice Training Board for Local Authorities, at P.O. Box 10638, Johannesburg, 2000, which shall forward such application together with any recommendation by the Board to the Director-General of Manpower.

## AANHANGSEL A

### DIE VAKLEERLINGOPLEIDINGSFONDS VAN DIE PLAASLIKE OWERHEIDSONDERNEMING

Posbus 10638,  
JOHANNESBURG  
2000

### JAARLIKSE OPGawe VAN BYDRAES

Bestudeer asseblief die volgende opmerkings voordat die opgawe ingevul word:

- Elke werkewer wat deelneem aan die Vakleerlingopleidingskema vir die Plaaslike Owerheidsonderneming moet, ten opsigte van elke werknemer, aan die Vakleerlingopleidingsraad vir Plaaslike Owerhede 'n jaarlikse bydrae betaal.

2. Die totale bedrag wat elke jaar betaalbaar is, word bereken op die basis van 0,02% van die totale salarisbegroting van die plaaslike owerheid.
3. Die bedrag betaalbaar vir elke finansiële jaar moet gestuur word aan die Vakleerlingopleidingsfonds van die Plaaslike Owerheidsonderneming, Posbus 10638, Johannesburg, 2000, om dit nie later te bereik nie as die laaste dag van die tweede maand wat volg op die jaar waarvoor die bydrae verskuldig is.

**OPGawe VIR DIE FINANSIELE JAAR EINDIGENDE 30 JUNIE 19..**

Werkewer.....

Getal werknelmers in diens op 30 Junie 19....

Totale bydrae betaalbaar teen 0,02% van die totale salarisbegroting ..... R .....

Datum..... 19....

(Getekken) *Stadsklerk*

Adres.....

(Getekken) *Stadstesourier*

Tel. No. (Kode)..... (No.).....

**ANNEXURE A****THE APPRENTICE TRAINING FUND OF THE LOCAL AUTHORITY UNDERTAKING**

P.O. Box 10638  
JOHANNESBURG  
2000

**ANNUAL RETURN OF CONTRIBUTIONS**

Please study the following notes before completing this return:

1. Every employer participating in the Apprentice Training Scheme for the Local Authority Undertaking shall, in respect of each employee, pay to the Apprentice Training Board for Local Authorities a yearly contribution.
2. The total amount payable each year shall be calculated on the basis of 0,02% of the total salary estimates of the local authority.
3. The amount payable for each financial year shall be forwarded to the Apprentice Training Fund of the Local Authority Undertaking, P.O. Box 10638, Johannesburg, 2000, to reach it not later than the last day of the second month following each year for which the contribution is due.

RETURN FOR THE FINANCIAL YEAR ENDING 30 JUNE 19.....

Employer.....

Total number of employees in service on 30 June 19 .....

Total contribution payable at 0.02% of the total salary estimates ..... R .....

Date ..... 19 ..

(Signed) *Town Clerk*

Address.....

(Signed) *City Treasurer*

Tel. No. (Code)..... (No.).....

**Werk mooi daarmee.****Ons leef****daarvan.****water is kosbaar****Use it.****Don't abuse****it.****water is for everybody**

# BELANGRIK!!

## Plasing van tale:

### *Staatskoerante*

1. Hiermee word bekendgemaak dat die omruil van tale in die *Staatskoerant* jaarliks geskied met die eerste uitgawe in Oktober.
  2. Vir die tydperk 1 Oktober 1989 tot 30 September 1990 word Afrikaans EERSTE geplaas.
  3. Hierdie reëeling is in ooreenstemming met dié van die Parlement waarby koerante met Wette ens. die taalvolgorde deurgaans behou vir die duur van die sitting.
  4. *Dit word dus van u, as adverteerde, verwag om u kopie met bovenoemde reëeling te laat strook om onnodige omskakeling en stylredigering in ooreenstemming te bring.*
- 

# IMPORTANT!!

## Placing of languages:

### *Government Gazettes*

1. Notice is hereby given that the interchange of languages in the *Government Gazette* will be effected annually from the first issue in October.
2. For the period 1 October 1989 to 30 September 1990, Afrikaans is to be placed FIRST.
3. This arrangement is in conformity with Gazettes containing Act of Parliament etc. where the language sequence remains constant throughout the sitting of Parliament.
4. *It is therefore expected of you, the advertiser, to see that your copy is in accordance with the above-mentioned arrangement in order to avoid unnecessary style changes and editing to correspond with the correct style.*

**BELANGRIKE AANKONDIGING*****Sluitingstye VOOR VAKANSIEDAE vir*****WETLIKE KENNISGEWINGS 1990  
GOEWERMENTSKENNISGEWINGS*****Die sluitingstyd is stiptelik 15:00 op die volgende dae:***

- **29 Maart**, Donderdag, vir die uitgawe van Donderdag **5 April**
- **4 April**, Woensdag, vir die uitgawe van Donderdag **12 April**
- **11 April**, Woensdag, vir die uitgawe van Vrydag **20 April**
- **26 April**, Donderdag, vir die uitgawe van Vrydag **4 Mei**
- **17 Mei**, Donderdag, vir die uitgawe van Vrydag **25 Mei**
- **23 Mei**, Woensdag, vir die uitgawe van Vrydag **1 Junie**
- **4 Oktober**, Donderdag, vir die uitgawe van Vrydag **12 Oktober**
- **18 Desember**, Dinsdag, vir die uitgawe van Vrydag **28 Desember**
- **21 Desember**, Vrydag, vir die uitgawe van Vrydag **4 Januarie**

Laat kennisgewings sal in die daaropvolgende uitgawe geplaas word. Indien 'n laat kennisgeving wel, onder spesiale omstandighede, aanvaar word, sal 'n dubbeltarief gehef word

Wanneer 'n APARTE Staatskoerant verlang word moet die kopie drie kalenderweke voor publikasie ingediend word

**IMPORTANT ANNOUNCEMENT*****Closing times PRIOR TO PUBLIC HOLIDAYS for*****LEGAL NOTICES 1990  
GOVERNMENT NOTICES*****The closing time is 15:00 sharp on the following days:***

- **29 March**, Thursday, for the issue of Thursday **5 April**
- **4 April**, Wednesday, for the issue of Thursday **12 April**
- **11 April**, Wednesday, for the issue of Friday **20 April**
- **26 April**, Thursday, for the issue of Friday **4 May**
- **17 May**, Thursday, for the issue of Friday **25 May**
- **23 May**, Wednesday, for the issue of Friday **1 June**
- **4 October**, Thursday, for the issue of Friday **12 October**
- **18 December**, Tuesday, for the issue of Friday **28 December**
- **21 December**, Friday, for the issue of Friday **4 January**

Late notices will be published in the subsequent issue. If, under special circumstances, a late notice is being accepted, a double tariff will be charged

The copy for a SEPARATE Government Gazette must be handed in not later than three calendar weeks before date of publication

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