



# Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA  
REPUBLIEK VAN SUID AFRIKA

Vol. 634

6 April 2018  
April

No. 41561

**PART 1 OF 3**

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

For purposes of reference, all Proclamations, Government Notices, General Notices and Board Notices published are included in the following table of contents which thus forms a weekly index. Let yourself be guided by the gazette numbers in the righthand column:

### Weekly Index

No.	Page No.	Gazette No.
<b>PROCLAMATION</b>		
8 Commissions Act (8/1947) :Amendment of the Regulations of the Commission of Inquiry into Allegations of State Capture, Corruption and Fraud in the Public Sector Including Organs of State .....	4	41522
<b>GOVERNMENT NOTICE</b>		
<b>Agriculture, Forestry and Fisheries, Department of</b>		
394 Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act (36/1947) :Regulations relating to the tariffs for the registration of fertilizers, farm feeds, agricultural remedies, stock remedies, sterilizing plants and pest control operators, appeals and imports: Amendment .....	4	41541
<b>Arts and Culture, Department of</b>		
238 Heraldry Act (18/1962) :Notice of change of names relating to the registration of heraldic representations .....	21	41512
239 Heraldry Act (18/1962) :Bureau of Heraldry: Notice of Change of Names relating to the Registration of Heraldic Representations .....	23	41512
<b>Economic Development Department</b>		
240 Competition Act (89/1998) :Amended terms of Reference for the Grocery Retail Sector Market Inquiry (March 2018) .....	24	41512
395 Competition Act (89/1998) :Notice for designation of the Petroleum Industry in terms of the Act.....	4	41542
<b>Health, Department of</b>		
R.359 National Health Act (61/2003) :Regulations Regarding the Rendering of Forensic Pathology Service.....	4	41524
R.360 Health Professions Act (56/1974) :Regulations Relating to the Registration of Forensic Pathology Officers .....	20	41524
<b>Higher Education and Training, Department of</b>		
361 Skills Development Act (97/1998), as amended :Call for nominations for the appointment of Chairpersons of Accounting Authorities for Four (4) Sector Education and Training Authorities for the term 1 May 2018 to 31 March 2020 .....	4	41525
380 The Continuing Education and Training Act (16/2006) :National Policy on Annual Reporting for Community Education and Training Colleges .....	4	41531

Alle Proklamasies, Goewermentskennisgewings, Algemene Kennisgewings en Raadskennisgewings gepubliseer, word vir verwysingsdoeleindes in die volgende Inhoudopgawe ingesluit wat dus weeklikse indeks voorstel. Laat self deur die Koerantnommers in die regterhandse kolom lei:

### Weeklikse Indeks

No.	Bladsy No.	Koerant No.
<b>PROKLAMASIES</b>		
8 Commissions Act (8/1947) :Amendment of the Regulations of the Commission of Inquiry into Allegations of State Capture, Corruption and Fraud in the Public Sector Including Organs of State .....	6	41522
<b>GOEWERMENTSKENNISGEWINGS</b>		
<b>Landbou, Bosbou en Visserye, Departement van</b>		
394 Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act (36/1947) :Regulations relating to the tariffs for the registration of fertilizers, farm feeds, agricultural remedies, stock remedies, sterilizing plants and pest control operators, appeals and imports: Amendment .....	4	41541
<b>Kuns en Kultuur, Departement van</b>		
238 Heraldry Act (18/1962) :Notice of change of names relating to the registration of heraldic representations .....	22	41512
239 Heraldry Act (18/1962) :Bureau of Heraldry: Notice of Change of Names relating to the Registration of Heraldic Representations .....	23	41512
<b>Ekonomiese Ontwikkeling Departement</b>		
240 Competition Act (89/1998) :Amended terms of Reference for the Grocery Retail Sector Market Inquiry (March 2018) .....	24	41512
395 Competition Act (89/1998) :Notice for designation of the Petroleum Industry in terms of the Act.....	4	41542
<b>Gesondheid, Departement van</b>		
R.359 National Health Act (61/2003) :Regulations Regarding the Rendering of Forensic Pathology Service.....	4	41524
R.360 Health Professions Act (56/1974) :Regulations Relating to the Registration of Forensic Pathology Officers .....	20	41524
<b>Hoër Onderwys en Opleiding, Departement van</b>		
361 Skills Development Act (97/1998), as amended :Call for nominations for the appointment of Chairpersons of Accounting Authorities for Four (4) Sector Education and Training Authorities for the term 1 May 2018 to 31 March 2020 .....	4	41525
380 The Continuing Education and Training Act (16/2006) :National Policy on Annual Reporting for Community Education and Training Colleges .....	4	41531



No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
<b>Home Affairs, Department of</b>			<b>Binnelandse Sake, Departement van</b>		
382 Births and Deaths Registration Act (51/1992) :Alteration of Forenames in terms of Section 24 of the Act.....	15	41534	382 Births and Deaths Registration Act (51/1992) :Alteration of Forenames in terms of Section 24 of the Act.....	15	41534
383 Births and Deaths Registration Act (51/1992)1 :Alteration of Surnames.....	27	41534	383 Births and Deaths Registration Act (51/1992)1 :Alteration of Surnames.....	27	41534
384 Births and Deaths Registration Act (51/1992) :Alteration of Surnames in terms of Section 26 of the Act.....	48	41534	384 Births and Deaths Registration Act (51/1992) :Alteration of Surnames in terms of Section 26 of the Act.....	48	41534
385 Births and Deaths Registration Act (51/1992) :Alteration of Forenames in terms of Section 24 of the Act.....	49	41534	385 Births and Deaths Registration Act (51/1992) :Alteration of Forenames in terms of Section 24 of the Act.....	49	41534
<b>Independent Communications Authority of South Africa</b>			<b>Onafhanklike Kommunikasie-owerheid van Suid-Afrika</b>		
392 Electronic Communications Act (36/2005), as amended :Number Portability Regulations.....	4	41538	392 Electronic Communications Act (36/2005), as amended :Number Portability Regulations.....	4	41538
<b>Justice and Constitutional Development, Department of</b>			<b>Justisie en Staatkundige Ontwikkeling, Departement van</b>		
R.391 Promotion of National Unity and Reconciliation Act (34/1995) :Publication of increased amounts in terms of regulation 9(2)(a) of the Regulations relating to assistance to victims in respect of Higher Education and Training .....	11	41535	R.391 Wet op Bevordering van Nasionale Eenheid en Versoening (34/1995) :Publikasie van verhoogde bedrae ingevolge regulasie 9(2)(a) van die Regulasies betreffende bystand aan slagoffers ten opsigte van Hoër Onderwys en Opleiding.....	13	41535
393 Magistrates' Courts Act (32/1944) :Appointment of one or more places within each District for the Holding of a Court for such district.....	4	41539	393 Magistrates' Courts Act (32/1944) :Appointment of one or more places within each District for the Holding of a Court for such district.....	4	41539
404 Judicial Service Commission Act (9/1994) :Procedure of the Commission.....	4	41547	404 Judicial Service Commission Act (9/1994) :Procedure of the Commission.....	4	41547
406 Magistrates' Courts Act (32/1944) :Intention to create magisterial districts and establish district courts in the Eastern Cape Province as part of the rationalisation of magisterial districts.....	4	41552	406 Magistrates' Courts Act (32/1944) :Intention to create magisterial districts and establish district courts in the Eastern Cape Province as part of the rationalisation of magisterial districts.....	4	41552
407 Magistrates' Courts Act (32/1944) :Intention to create magisterial districts and establish courts in respect of KwaZulu-Natal Province.....	12	41552	407 Magistrates' Courts Act (32/1944) :Intention to create magisterial districts and establish courts in respect of KwaZulu-Natal Province.....	12	41552
408 Superior Courts Act (10/2013) :Determination of the area under jurisdiction of the Gauteng and North West Division of the High Court of South Africa.....	26	41552	408 Superior Courts Act (10/2013) :Determination of the area under jurisdiction of the Gauteng and North West Division of the High Court of South Africa.....	26	41552
409 Magistrate's Courts Act (32/1944) :Creation of Magisterial Districts and establishment of District Courts in respect of the Northern Cape Province .....	29	41552	409 Magistrate's Courts Act (32/1944) :Creation of Magisterial Districts and establishment of District Courts in respect of the Northern Cape Province .....	29	41552
<b>Labour, Department of</b>			<b>Arbeid, Departement van</b>		
379 Compensation for Occupational Injuries and Diseases Act (130/1993), as amended :Rules, Forms and Particulars which shall be furnished in terms of the Act.....	4	41529	379 Compensation for Occupational Injuries and Diseases Act (130/1993), as amended :Rules, Forms and Particulars which shall be furnished in terms of the Act.....	4	41529
386 Labour Relations Act, 1995 :Bargaining Council for the Furniture Manufacturing Industry of the Western Cape: Extension to Non-Parties of the Main Collective Amending Agreement .....	50	41534	386 Labour Relations Act, 1995 :Bargaining Council for the Furniture Manufacturing Industry of the Western Cape: Extension to Non-Parties of the Main Collective Amending Agreement .....	50	41534
387 Employment Equity Act (55/1998) :Public Register Notice .....	64	41534	387 Employment Equity Act (55/1998) :Public Register Notice .....	64	41534

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
<b>National Treasury</b>			<b>Nasionale Tesourie</b>		
356 Division of Revenue Amendment Act (10/2017) :Stopping and re-allocation of funds in terms of the Division of Revenue Act (3/2017) and the Division of Revenue Amendment Act (10/2017) .....	4	41519	356 Division of Revenue Amendment Act (10/2017) :Stopping and re-allocation of funds in terms of the Division of Revenue Act (3/2017) and the Division of Revenue Amendment Act (10/2017) .....	4	41519
357 Short-term Insurance Act (53/1998) :Proposed Amendments to the Regulations made under Section 70 .....	4	41523	357 Short-term Insurance Act (53/1998) :Proposed Amendments to the Regulations made under Section 70 .....	4	41523
358 Long-Term Insurance Act, 1998 :Proposed Amendments to the Regulations made under Section 72 .....	12	41523	358 Long-Term Insurance Act, 1998 :Proposed Amendments to the Regulations made under Section 72 .....	12	41523
381 Division of Revenue Act (3/2017) :Conversions of Education and Disaster Grants ...	4	41532	381 Division of Revenue Act (3/2017) :Conversions of Education and Disaster Grants ...	4	41532
388 Public Finance Management Act (1/1999) :Amendment of Schedule 3 .....	620	41534	388 Public Finance Management Act (1/1999) :Amendment of Schedule 3 .....	620	41534
R.405 Financial Sector Regulation Act, 2017 :Regulations in terms of Sections 61(4), 288 and 304 of the Act.....	4	41550	R.405 Financial Sector Regulation Act, 2017 :Regulations in terms of Sections 61(4), 288 and 304 of the Act.....	4	41550
<b>Social Development, Department of</b>			<b>Maatskaplike Ontwikkeling, Departement van</b>		
R.362 Social Assistance Act (13/2004), as amended :Increase in respect of social grants.....	4	41526	R.362 Social Assistance Act (13/2004), as amended :Increase in respect of social grants.....	4	41526
<b>South African Revenue Service</b>			<b>Suid-Afrikaanse Inkomstediens</b>		
241 Wet op Belastingadministrasie, 2011 :Op-gawes van Inligting deur Derde Partye ingevolge Artikel 26 van die Wet ingedien te word.....	26	41512	241 Wet op Belastingadministrasie, 2011 :Op-gawes van Inligting deur Derde Partye ingevolge Artikel 26 van die Wet ingedien te word.....	30	41512
R.341 Customs and Excise Act, 1964 :Amendment of Rules (DAR 172).....	11	41515	R.341 Customs and Excise Act, 1964 :Amendment of Rules (DAR 172).....	11	41515
R.342 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/5B/164) ....	30	41515	R.342 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/5B/164) ....	31	41515
R.343 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/5A/163) ....	32	41515	R.343 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/5A/163) ....	33	41515
R.344 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/3D/23) .....	34	41515	R.344 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/3D/23) .....	36	41515
R.345 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/3C/21) .....	38	41515	R.345 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/3C/21) .....	39	41515
R.346 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/3A/20).....	40	41515	R.346 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/3A/20).....	41	41515
R.347 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/2B/165) ....	42	41515	R.347 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/2B/165) ....	46	41515
R.348 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/1/1596).....	50	41515	R.348 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/1/1596) .....	51	41515
R.349 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 6 (No. 6/3/47) .....	52	41515	R.349 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 6 (No. 6/3/47) .....	53	41515
R.350 Customs and Excise Act, 1964 :Amendment of Schedule No. 6 (No. 6/5/1).....	54	41515	R.350 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 6 (No. 6/5/1) .....	59	41515
R.351 Customs and Excise Act, 1964 :Amendment of Schedule No. 4 (No. 4/1/1).....	64	41515	R.351 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 4 (No. 4/1/1) .....	66	41515
R.352 Customs and Excise Act, 1964 :Amendment of Schedule No. 5 (No. 5/6/1).....	68	41515	R.352 Customs and Excise Act, 1964 :Amendment of Schedule No. 5 (No. 5/6/1).....	69	41515

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
R.353 Customs and Excise Act, 1964 :Amendment of Schedule No. 5 (No. 5/2).....	70	41515	R.353 Customs and Excise Act, 1964 :Amendment of Schedule No. 5 (No. 5/2).....	71	41515
R.354 Customs and Excise Act, 1964 :Amendment of Schedule No. 1 (No. 1/7A/1) .....	72	41515	R.354 Doeane- en Aksynswet, 1964 :Wysiging van Bylae No. 1 (No. 1/7A/1).....	73	41515
<b>Trade and Industry, Department of</b>			<b>Handel en Nywerheid, Departement van</b>		
242 Companies Act, 2008 :Notice regarding Semi-Closure of CIPC on 29 March 2018.	46	41512	242 Companies Act, 2008 :Notice regarding Semi-Closure of CIPC on 29 March 2018.	46	41512
389 Special Economic Zones Act (16/2014) :Invitation for the public to comment on the Draft Guidelines on the Processes and Procedures for the Planning and Establishment of the Special Economic Zones Programme .....	621	41534	389 Special Economic Zones Act (16/2014) :Invitation for the public to comment on the Draft Guidelines on the Processes and Procedures for the Planning and Establishment of the Special Economic Zones Programme .....	621	41534
390 Special Economic Zones Act (16/2014) :Notice in terms of section 25(7) of the Act .....	657	41534	390 Special Economic Zones Act (16/2014) :Notice in terms of section 25(7) of the Act .....	657	41534
402 Broad-Based Black Economic Empowerment Act (53/2003) :Amendment of Draft Statement 000, Codes Series 000 of the B-BBEE Act .....	4	41546	402 Broad-Based Black Economic Empowerment Act (53/2003) :Amendment of Draft Statement 000, Codes Series 000 of the B-BBEE Act .....	4	41546
403 Broad-Based Black Economic Empowerment Amendment Act (53/2003) :Draft Statement 300, Code Series 300 of 2018 for 60 day public commentary: Codes of Good Practice on Broad Based Black Economic Empowerment.....	28	41546	403 Broad-Based Black Economic Empowerment Amendment Act (53/2003) :Draft Statement 300, Code Series 300 of 2018 for 60 day public commentary: Codes of Good Practice on Broad Based Black Economic Empowerment.....	28	41546
<b>Transport, Department of</b>			<b>Vervoer, Departement van</b>		
243 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of existing National Road D2683 Section 1 as National Road R582 Section 1: Amendment of Declaration No. 342 of 2016 .....	47	41512	243 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of existing National Road D2683 Section 1 as National Road R582 Section 1: Amendment of Declaration No. 342 of 2016.....	48	41512
244 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Bestaande Nasionale Pad D2948, Seksie 1 as Nasionale Pad R581 Seksie 2: Wysiging van Verklaring No. 784 van 2000 .....	49	41512	244 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Bestaande Nasionale Pad D2948, Seksie 1 as Nasionale Pad R581 Seksie 2: Wysiging van Verklaring No. 784 van 2000 .....	50	41512
245 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of Existing National Road R579 as National Road R574 Section 1: Amendment of Declaration No. 538 of 2014 .....	51	41512	245 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of Existing National Road R579 as National Road R574 Section 1: Amendment of Declaration No. 538 of 2014.....	52	41512
246 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of existing National Road D1120 Section 1 as National Road R571 Section 2: Amendment of Declaration No. 784 of 2000.....	53	41512	246 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of existing National Road D1120 Section 1 as National Road R571 Section 2: Amendment of Declaration No. 784 of 2000 .....	54	41512
247 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad R570 Seksie 2: Wysiging van Verklaring No. 784 van 2000.....	55	41512	247 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad R570 Seksie 2: Wysiging van Verklaring No. 784 van 2000.....	56	41512
248 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Bestaande Nasionale Pad D797 Seksie 1 as Nasionale Pad R581 Seksie 1: Wysiging van Verklaring No. 557 van 2015 .....	59	41512	248 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Bestaande Nasionale Pad D797 Seksie 1 as Nasionale Pad R581 Seksie 1: Wysiging van Verklaring No. 557 van 2015 .....	60	41512

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
249 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of Existing National Road P80 Section 1 as National Road R570 Section 1: Amendment of Declaration No. 784 of 2000.....	61	41512	249 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of Existing National Road P80 Section 1 as National Road R570 Section 1: Amendment of Declaration No. 784 of 2000 .....	62	41512
250 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R556 Section 1: Amendment of Declaration No. 784 of 2012 .....	63	41512	250 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R556 Section 1: Amendment of Declaration No. 784 of 2012.....	64	41512
251 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R555 Section 1: Amendment of Declaration No. 229 of 1999.....	72	41512	251 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R555 Seksie 1: Wysiging van Verklaring No. 229 van 1999.....	73	41512
252 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 3: Wysiging van Verklaring No. 582 van 2004.....	86	41512	252 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 3: Wysiging van Verklaring No. 582 van 2004.....	87	41512
253 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 2: Wysiging van Verklaring No. 582 van 2004.....	90	41512	253 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 2: Wysiging van Verklaring No. 582 van 2004.....	91	41512
254 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 1: Wysiging van Verklaring No. 582 van 2004.....	100	41512	254 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R521 Seksie 1: Wysiging van Verklaring No. 582 van 2004.....	101	41512
255 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R512 Section 3: Amendment of Declaration No. 784 of 2012 .....	114	41512	255 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R512 Section 3: Amendment of Declaration No. 784 of 2012 .....	115	41512
256 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R510 Section 1: Amendment of Declaration No. 784 of 2012 .....	121	41512	256 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R510 Section 1: Amendment of Declaration No. 784 of 2012 .....	122	41512
257 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R505 Section 6: Amendment of Declaration No. 784 of 2012 .....	141	41512	257 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R505 Section 6: Amendment of Declaration No. 784 of 2012.....	142	41512
258 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R30 Section 7: Amendment of Declaration No. 784 of 2012.....	157	41512	258 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R30 Seksie 7: Wysiging van Verklaring No. 784 van 2012 .....	158	41512
259 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R505 Section 4: Amendment of Declaration No. 784 of 2012 .....	166	41512	259 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad R505 Seksie 4: Wysiging van Verklaring No. 784 .....	167	41512
260 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R504 Section 4: Amendment of Declaration No. 784 of 2012.....	196	41512	260 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R504 Seksie 4: Wysiging van Verklaring No. 784 van 2012 .....	197	41512
261 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R504 Section 3: Amendment of Declaration No. 784 of 2012 .....	204	41512	261 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R504 Seksie 3: Wysiging van Verklaring No. 784 van 2012 .....	205	41512

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
262 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R503 Section 2: Amendment of Declaration No. 784 of 2012.....	213	41512	262 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R503 Section 2: Amendment of Declaration No. 784 of 2012.....	214	41512
263 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R503 Seksie 1: Wysiging van Verklaring No. 784 van 2012.....	221	41512	263 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R503 Seksie 1: Wysiging van Verklaring No. 784 van 2012.....	222	41512
264 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van bestaande Nasionale Pad S25 Seksie 1 en 2 as Nasionale Pad R360 Seksie 1: Wysiging van Verklaring No. 937 van 1989 en 2135 van 1992...	245	41512	264 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van bestaande Nasionale Pad S25 Seksie 1 en 2 as Nasionale Pad R360 Seksie 1: Wysiging van Verklaring No. 937 van 1989 en 2135 van 1992.....	246	41512
265 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R300 Section 1: Amendment of Declaration No. 2136 of 1992.....	247	41512	265 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R300 Section 1: Amendment of Declaration No. 2136 of 1992.....	248	41512
266 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R75 Seksie 4: Wysiging van Verklaring No. 305 van 2012.....	265	41512	266 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R75 Seksie 4: Wysiging van Verklaring No. 305 van 2012.....	266	41512
267 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R75 Section 3: Amendment of Declaration No. 305 of 2012.....	287	41512	267 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R75 Section 3: Amendment of Declaration No. 305 of 2012.....	288	41512
268 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R72 Section 1: Amendment of Declaration No. 306 of 2012.....	303	41512	268 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R72 Seksie 1: Wysiging van Verklaring No. 306 van 2012.....	304	41512
269 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R63 Seksie 16: Wysiging van Verklaring No. 305 van 2012.....	324	41512	269 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R63 Seksie 16: Wysiging van Verklaring No. 305 van 2012.....	325	41512
270 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R63 Section 8: Amendment of Declaration No. 305 of 2012.....	348	41512	270 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R63 Seksie 8: Wysiging van Verklaring No. 305 van 2012.....	349	41512
271 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R62 Section 8: Amendment of Declaration No. 305 of 2012.....	359	41512	271 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R62 Section 8: Amendment of Declaration No. 305 of 2012.....	360	41512
272 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R62 Section 7: Amendment of Declaration No. 305 of 2012.....	374	41512	272 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R62 Section 7: Amendment of Declaration No. 305 of 2012.....	375	41512
273 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R62 Section 6: Amendment of Declaration No. 305 of 2012.....	396	41512	273 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R62 Seksie 6: Wysiging van Verklaring No. 305 van 2012.....	397	41512
274 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R56 Section 5: Amendment of Declaration No. 305 of 2012.....	417	41512	274 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R56 Section 5: Amendment of Declaration No. 305 of 2012.....	418	41512



No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
275 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R56 Section 3: Amendment of Declaration No.305 of 2012.....	431	41512	275 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R56 Section 3: Amendment of Declaration No.305 of 2012 .....	432	41512
276 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R53 Section 2 .....	446	41512	276 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad R53 Seksie 2: Wysiging van Verklaring No. 784 van 2012 .....	447	41512
277 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R53 Seksie 1: Wysiging van Verklaring No. 784 van 2012 .....	463	41512	277 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R53 Seksie 1: Wysiging van Verklaring No. 784 van 2012 .....	464	41512
278 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R52 Section 1: Amendment of Declaration No. 784 of 2012.....	480	41512	278 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R52 Seksie 1: Wysiging van Verklaring No. 784 van 2012 .....	481	41512
279 South African National Roads Agency Limited and the National Roads Act (7/1998) :South African National Roads Agency Limited and the National Roads Act (7/1998) .....	491	41512	279 South African National Roads Agency Limited and the National Roads Act (7/1998) :South African National Roads Agency Limited and the National Roads Act (7/1998) .....	492	41512
280 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R38 Section 4: Amendment of Declaration No. 176 of 2007.....	525	41512	280 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R38 Seksie 4: Wysiging van Verklaring No. 176 van 2007 .....	526	41512
281 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R36 Section 7: Amendment of Declaration No.'s 454 of 2009 and 283 of 2013.....	544	41512	281 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R36 Seksie 7: Wysiging van Verklaring No.'s 454 van 2009 en 283 van 2013 .....	545	41512
282 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R35 Seksie 2: Wysiging van Verklaring No 175 van 2007 .....	558	41512	282 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R35 Seksie 2: Wysiging van Verklaring No 175 van 2007 .....	559	41512
283 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N11 Section 1: Amendment of Declaration No. 375 of 1979 .....	583	41512	283 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N11 Section 1: Amendment of Declaration No. 375 of 1979 .....	584	41512
284 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 11: Amendment of Declaration No.'s 630 of 2005 and 929 of 2006....	591	41512	284 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 11: Amendment of Declaration No.'s 630 of 2005 and 929 of 2006.....	592	41512
285 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 7: Amendment of Declaration No. 630 of 2005 .....	650	41512	285 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 7: Amendment of Declaration No. 630 of 2005 .....	651	41512
286 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 6: Amendment of Declaration No. 994 of 2010 .....	664	41512	286 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 6: Amendment of Declaration No. 994 of 2010 .....	665	41512
287 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N10 Section 4: Amendment of Declaration No. 1322 of 1989.....	681	41512	287 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N10 Seksie 4: Wysiging van Verklaring No. 1322 van 1989.....	682	41512

No.		Page No.	Gazette No.	No.		Page No.	Gazette No.
288	South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N9 Section 5: Amendment of Declaration No. 544 of 2003 .....	710	41512	288	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N9 Seksie 5: Wysiging van Verklaring No. 544 van 2003 .....	711	41512
289	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N7 Section 8: Amendment of Declaration No. 140 of 2008 .....	729	41512	289	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N7 Seksie 8: Wysiging van Verklaring No. 140 van 2008 .....	730	41512
290	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N7 Section 1: Amendment of Declaration No. 911 of 2010 .....	759	41512	290	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N7 Seksie 1: Wysiging van Verklaring No. 911 van 2010 .....	760	41512
291	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R34 Section 3: Amendment of Declaration No. 784 of 2012 .....	776	41512	291	Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R34 Seksie 3: Wysiging van Verklaring No. 784 van 2012 .....	777	41512
292	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 27X: Amendment of Declaration No. 2030 of 1990 .....	780	41512	292	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N1 Seksie 27X: Wysiging van Verklaring No. 2030 van 1990 .....	781	41512
293	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R34 Section 1: Amendment of Declaration No. 784 of 2012 .....	796	41512	293	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R34 Section 1: Amendment of Declaration No. 784 of 2012 .....	797	41512
294	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R33 Seksie 12: Wysiging van Verklaring No. 538 van 2014 .....	813	41512	294	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R33 Seksie 12: Wysiging van Verklaring No. 538 van 2014 .....	814	41512
295	South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road R30 Section 9: Amendment of Declaration No. 784 of 2012 .....	837	41512	295	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R30 Seksie 9: Wysiging van Verklaring No. 784 van 2012 .....	838	41512
296	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R505 Section 5: Amendment of Declaration No. 784 of 2012 .....	862	41512	296	South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R505 Section 5: Amendment of Declaration No. 784 of 2012 .....	863	41512
297	Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 11: Wysiging van Verklaring No. 956 van 2010 .....	873	41512	297	Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 11: Wysiging van Verklaring No. 956 van 2010 .....	874	41512
298	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 9: Wysiging van Verklaring No. 285 van 2006, .....	899	41512	298	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 9: Wysiging van Verklaring No. 285 van 2006, .....	900	41512
299	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 8: Wysiging van Verklaring No. 285 van 2006 .....	937	41512	299	Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 8: Wysiging van Verklaring No. 285 van 2006 .....	938	41512
300	Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 7: Wysiging van Verklaring No. 285 van 2006 .....	957	41512	300	Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad R27 Seksie 7: Wysiging van Verklaring No. 285 van 2006 .....	958	41512

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
301 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R23 Section 2: Amendment of Declaration No. 996 of 2010.....	965	41512	301 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale pad R23 Seksie 2: Wysiging van Verklaring No. 996 van 2010 .....	966	41512
302 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R21 Section 1: Amendment of Declaration No. 555 of 2015.....	988	41512	302 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R21 Section 1: Amendment of Declaration No. 555 of 2015.....	989	41512
303 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R21 Section 2: Amendment of Declaration No. 352 of 2016.....	992	41512	303 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R21 Section 2: Amendment of Declaration No. 352 of 2016.....	993	41512
304 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N18 Seksie 3 en verklaring van bestaande pad deur die dorpsgebied van Vryburg as deel van Nasionale Pad N18 Seksie 3 .....	1006	41512	304 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N18 Seksie 3 en verklaring van bestaande pad deur die dorpsgebied van Vryburg as deel van Nasionale Pad N18 Seksie 3 .....	1007	41512
305 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Roads R54, R501 and National Road N14 Section 13: Amendment of Declaration No. 784 of 2012 .....	1022	41512	305 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Roads R54, R501 and National Road N14 Section 13: Amendment of Declaration No. 784 of 2012.....	1026	41512
306 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 9: Amendment of Declaration No's. 784 of 2012 and 282 of 2013 .....	1028	41512	306 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 9: Amendment of Declaration No's. 784 of 2012 and 282 of 2013 .....	1029	41512
307 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 8 and declaration of existing road through the Town of Vryburg as part of National Road N14 Section 8 .....	1052	41512	307 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 8 and declaration of existing road through the Town of Vryburg as part of National Road N14 Section 8 .....	1053	41512
308 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 5: Amendment of Declaration No. 629 of 2005 .....	1080	41512	308 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N14 Section 5: Amendment of Declaration No. 629 of 2005 .....	1081	41512
309 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N12 Section 19: Amendment of Declaration No. 1322 of 1989.....	1115	41512	309 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N12 Seksie 19: Wysiging van Verklaring No. 1322 of 1989.....	1116	41512
310 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N12 Section 18: Amendment of Declaration No's 180 of 1982, 620 of 1993 and 173 of 1994.....	1166	41512	310 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N12 Section 18: Amendment of Declaration No's 180 of 1982, 620 of 1993 and 173 of 1994.....	1167	41512
311 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 12: Wysiging van Verklaring No.'s 1227 van 2004 en 1137 van 2005....	1184	41512	311 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 12: Wysiging van Verklaring No.'s 1227 van 2004 en 1137 van 2005....	1185	41512
312 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 11: Wysiging van Verklaring No. 1137 van 2005 .....	1207	41512	312 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 11: Wysiging van Verklaring No. 1137 van 2005 .....	1208	41512



No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
313 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 8: Wysiging van Verklaring No. 265 van 2008 .....	1219	41512	313 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 8: Wysiging van Verklaring No. 265 van 2008 .....	1220	41512
314 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 4: Wysiging van Verklaring No. 1322 van 1989 .....	1240	41512	314 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 4: Wysiging van Verklaring No. 1322 van 1989 .....	1241	41512
315 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 2: Wysiging van Verklaring No. 1322 van 1989 .....	1262	41512	315 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N11 Seksie 2: Wysiging van Verklaring No. 1322 van 1989 .....	1263	41512
316 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of existing National Road N5 Section 1 as National Road N5 Section 4: Amendment of Declaration No. 910 of 2010 .....	1283	41512	316 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van bestaande Nasionale Pad N5 Seksie 1 as Nasionale Pad N5 Seksie 4: Wysiging van Verklaring No. 910 van 2010 .....	1284	41512
317 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N5 Section 2 as National Road N5 Section 2: Amendment of Declaration No. 547 of 2003 .....	1285	41512	317 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N5 Section 2 as National Road N5 Section 2: Amendment of Declaration No. 547 of 2003 .....	1286	41512
318 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Bestaande Nasionale Pad N5 Seksie 3 as Nasionale Pad N5 Seksie 2: Wysiging van Verklaring No. 547 van 2003 .....	1287	41512	318 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Bestaande Nasionale Pad N5 Seksie 3 as Nasionale Pad N5 Seksie 2: Wysiging van Verklaring No. 547 van 2003 .....	1288	41512
319 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N4 Section 13: Amendment of Declaration No. 755 of 2007 .....	1289	41512	319 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N4 Seksie 13: Wysiging van Verklaring No. 755 van 2007 .....	1290	41512
320 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N4 Section 5x: Amendment of Declaration No. 187 of 2009 .....	1313	41512	320 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N4 Seksie 5x: Wysiging van Verklaring No. 187 van 2009 .....	1314	41512
321 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad N4 Seksie 2: Wysiging van Verklaring No. 668 van 2006 .....	1331	41512	321 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad N4 Seksie 2: Wysiging van Verklaring No. 668 van 2006 .....	1332	41512
322 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N4 Section 1: Amendment of Declaration No's. 91 of 1981 and 217 of 1982 .....	1335	41512	322 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N4 Seksie 1: Wysiging van Verklaring No's. 91 van 1981 en 217 van 1982 .....	1336	41512
323 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N3 Section 12: Amendment of Declaration No's 22 of 1980, 336 of 1992, 856 of 1993, 1736 of 1994 and 1987 of 1994 .....	1352	41512	323 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N3 Section 12: Amendment of Declaration No's 22 of 1980, 336 of 1992, 856 of 1993, 1736 of 1994 and 1987 of 1994 .....	1353	41512
324 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N3 Seksie 4: Wysiging van Verklaring No. 236 van 1972 .....	1397	41512	324 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring wysiging van Nasionale Pad N3 Seksie 4: Wysiging van Verklaring No. 236 van 1972 .....	1398	41512

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
325 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N2 Seksie 28: Wysiging van Verklaring No.'s 17 van 1979, 806 van 1995, 189 van 1985 en 124 van 1982 .....	1440	41512	325 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N2 Seksie 28: Wysiging van Verklaring No.'s 17 van 1979, 806 van 1995, 189 van 1985 en 124 van 1982 .....	1441	41512
326 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N2 Section 24: Amendment of Declaration No.'s 92 of 1981, 182 of 1985, 2134 of 1992 and 1988 of 1994 .....	1461	41512	326 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N2 Section 24: Amendment of Declaration No.'s 92 of 1981, 182 of 1985, 2134 of 1992 and 1988 of 1994 .....	1462	41512
327 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N2 Section 15: Amendment of Declaration No. 172 of 2009 .....	1487	41512	327 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N2 Seksie 15: Wysiging van Verklaring No.172 van 2009.....	1488	41512
328 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National N2 Section 14: Amendment of Declaration No. 564 of 2009.....	1511	41512	328 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National N2 Section 14: Amendment of Declaration No. 564 of 2009 .....	1512	41512
329 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N2 Winelands Sections 1 and 2: Amendment of Declaration No.320 of 2008 .....	1546	41512	329 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N2 Winelands Sections 1 and 2: Amendment of Declaration No.320 of 2008.....	1547	41512
330 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N1 Section 29X: Amendment of Declaration No. 1107 of 2017 .....	1551	41512	330 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N1 Section 29X: Amendment of Declaration No. 1107 of 2017 .....	1552	41512
331 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 21: Amendment of Declaration No.'s 2015 of 1988, 1362 of 1996, 1370 of 1993, 259 of 1978, 740 of 1993, 226 of 1979, 763 of 1993 and 218 of 1982 .....	1590	41512	331 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 21: Amendment of Declaration No.'s 2015 of 1988, 1362 of 1996, 1370 of 1993, 259 of 1978, 740 of 1993, 226 of 1979, 763 of 1993 and 218 of 1982 .....	1591	41512
332 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N1 Section 20: Amendment of Declaration No. 1036 of 2012 .....	1632	41512	332 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad N1 Seksie 20: Wysiging van Verklaring No. 1036 van 2012 .....	1633	41512
333 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 19: Amendment of Declaration No.'s 178 of 1975 and 186 of 1985 .....	1689	41512	333 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 19: Amendment of Declaration No.'s 178 of 1975 and 186 of 1985 .....	1690	41512
334 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N1 Seksie 9X: Wysiging van Verklaring No.420 van 2016 .....	1720	41512	334 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N1 Seksie 9X: Wysiging van Verklaring No.420 van 2016 .....	1721	41512
335 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 3: Amendment of Declaration No. 319 of 2008 and 1136 of 2005 .....	1724	41512	335 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 3: Amendment of Declaration No. 319 of 2008 and 1136 of 2005 .....	1725	41512
336 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N1 Seksie 2: Wysiging van Verklaring No. 319 van 2008 .....	1754	41512	336 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad N1 Seksie 2: Wysiging van Verklaring No. 319 van 2008 .....	1755	41512

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
337 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 1: Amendment of Declaration No. 319 of 2008 .....	1765	41512	337 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road N1 Section 1: Amendment of Declaration No. 319 of 2008 .....	1766	41512
338 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N6 Section 5: Amendment of Declaration No. 2136 of 1992.....	1806	41512	338 South African National Roads Agency Limited and the National Roads Act (7/1998) :Declaration amendment of National Road N6 Section 5: Amendment of Declaration No. 2136 of 1992 .....	1807	41512
339 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 34: Amendment of Declaration No. 688 of 2016.....	1832	41512	339 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en op Nasionale Paaie (7/1998) :Verklaring Wysiging van Nasionale Pad N2 Seksie 34: Wysiging van Verklaring No. 688 van 2016 .....	1833	41512
340 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N5 Section 1: Amendment of Declaration No. 568 of 2009 .....	1874	41512	340 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N5 Section 1: Amendment of Declaration No. 568 of 2009 .....	1875	41512
363 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R61 Section 4: Amendment of Declaration No. 546 of 2003 .....	5	41528	363 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R61 Seksie 4: Wysiging van Verklaring No. 546 van 2003.....	6	41528
364 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R22 Section 5: Amendment of Declaration No. 303 of 2009 .....	26	41528	364 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R22 Section 5: Amendment of Declaration No. 303 of 2009 .....	27	41528
365 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verlaring Wysiging van Nasionale Pad N2 Seksie 10: Wysiging van Verklaring No.'s 236 van 1972, 247 van 1981, 150 van 1981 en 2031 van 1990.....	43	41528	365 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Verlaring Wysiging van Nasionale Pad N2 Seksie 10: Wysiging van Verklaring No.'s 236 van 1972, 247 van 1981, 150 van 1981 en 2031 van 1990.....	44	41528
366 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 26: Amendment of Declaration No.'s 749 of 1987, 179 of 1973, 4672 of 2000, 1349 of 2003, 1099 of 2008 and 202 of 1991 .....	76	41528	366 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 26: Amendment of Declaration No.'s 749 of 1987, 179 of 1973, 4672 of 2000, 1349 of 2003, 1099 of 2008 and 202 of 1991 .....	77	41528
367 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R392 Section 1: Amendment of Declaration No. 733 of 2016.....	93	41528	367 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R392 Seksie 1: Wysiging van Verklaring No. 733 van 2016 .....	94	41528
368 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R30 Section 3: Amendment of Declaration No. 550 of 2003 .....	99	41528	368 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad R30 Seksie 3: Wysiging van Verklaring No. 550 van 2003.....	100	41528
369 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N2 Seksie 30: Wysiging van Verklaring No.'s 236 van 1972, 45 van 1978 en 81 van 1981 .....	107	41528	369 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N2 Seksie 30: Wysiging van Verklaring No.'s 236 van 1972, 45 van 1978 en 81 van 1981 .....	108	41528
370 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 9: Amendment of Declaration No.'s 29 of 1979, 236 of 1972, 86 of 1986, 936 of 1989 and 438 of 2006.....	139	41528	370 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 9: Amendment of Declaration No.'s 29 of 1979, 236 of 1972, 86 of 1986, 936 of 1989 and 438 of 2006.....	140	41528

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
371 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R61 Section 3: Amendment of Declaration No. 546 of 2003 .....	166	41528	371 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R61 Section 3: Amendment of Declaration No. 546 of 2003 .....	167	41528
372 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration amendment of National Road R56 Section 4: Amendment of Declaration No. 305 of 2012 .....	196	41528	372 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring wysiging van Nasionale Pad R56 Seksie 4: Wysiging van Verklaring No. 305 van 2012 .....	197	41528
373 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N11 Section 3: Amendment of Declaration No. 1322 of 1989 .....	210	41528	373 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N11 Section 3: Amendment of Declaration No. 1322 of 1989 .....	211	41528
374 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N6 Seksie 6: Wysiging van Verklaring No. 1353 van 2008 .....	232	41528	374 Suid Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N6 Seksie 6: Wysiging van Verklaring No. 1353 van 2008 .....	233	41528
375 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R61 Section 2: Amendment of Declaration No. 546 of 2003 .....	255	41528	375 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road R61 Section 2: Amendment of Declaration No. 546 of 2003 .....	258	41528
376 Suid-Afrikaanse Nasionale Padagentskapp Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N9 Seksie 6: Wysiging van Verklaring No. 544 van 2003 .....	289	41528	376 Suid-Afrikaanse Nasionale Padagentskapp Beperk en Nasionale Paaie Wet (7/1998) :Verklaring Wysiging van Nasionale Pad N9 Seksie 6: Wysiging van Verklaring No. 544 van 2003 .....	290	41528
377 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 25: Amendment of Declaration No.'s 329 of 1978, 60 of 1982, 749 of 1987, 2469 of 1991 and 808 of 1995 .....	323	41528	377 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N2 Section 25: Amendment of Declaration No.'s 329 of 1978, 60 of 1982, 749 of 1987, 2469 of 1991 and 808 of 1995 .....	324	41528
378 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N1 Section 26: Amendment of Declaration No's 43 of 1994 and 2139 of 1994 .....	359	41528	378 South African National Roads Agency Limited and National Roads Act (7/1998) :Declaration Amendment of National Road N1 Section 26: Amendment of Declaration No's 43 of 1994 and 2139 of 1994 .....	360	41528
396 Cross-Border Road Transport Act (4/1998) :Permit Tariff Fee Regulations, 2018: For public comment .....	4	41544	396 Wet op Oorgrenspadvervoer (4/1998) :Permit Tarief Regulasies, 2018: Vir openbare kommentaar .....	7	41544
397 South African National Roads Agency Limited and National Roads Act (7/1998) :Huguenot, Vaal River, Great North, Tsitsikamma, South Coast, North Coast, Mariannhill, Magalies, N17 and R30/R730/R34 Toll Roads: Publication of the amounts of toll for the different categories of motor vehicles, and the date and time from which the toll tariffs shall become payable .....	4	41545	397 South African National Roads Agency Limited and National Roads Act (7/1998) :Huguenot, Vaal River, Great North, Tsitsikamma, South Coast, North Coast, Mariannhill, Magalies, N17 and R30/R730/R34 Toll Roads: Publication of the amounts of toll for the different categories of motor vehicles, and the date and time from which the toll tariffs shall become payable .....	18	41545
398 South African National Roads Agency Limited and National Roads Act (7/1998) :National Route 4: Hans Strydom Interchange (Pretoria) to the Gauteng/Mpumalanga Border and Maputo Development Corridor Toll Roads: Publication of the Amounts of toll for the different categories of motor vehicles, and the date and time from which the toll tariffs shall become payable .....	32	41545	398 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Nasionale Roete 4: Hans Strydom Wisse-laar (Pretoria) na die Gauteng/Mpumalanga Grens en Maputo Ontwikkeling Korridor Tolpaaie: Publikasie van die toelbedrae vir die verskillende kategorieë van motorvoertuie, en die datum vanaf die toelbedrae betaalbaar word .....	36	41545



No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
399 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Nasionale Roetes 1 en 4: Platinum Tolpad: Publikering van die tolbedrae vir die verskillende kategorieë van Motorvoertuie, en die datum en tyd vanaf die tolbedrae betaalbaar word.....	40	41545	399 Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie Wet (7/1998) :Nasionale Roetes 1 en 4: Platinum Tolpad: Publikering van die tolbedrae vir die verskillende kategorieë van Motorvoertuie, en die datum en tyd vanaf die tolbedrae betaalbaar word.....	44	41545
400 South African National Roads Agency Limited and National Roads Act (7/1998) :National Route 3: Cedara to Heidelberg Gauteng Toll Road: Publication of the amounts of toll for the different categories of motor vehicles, and the date and time from which the toll tariffs shall become payable.....	48	41545	400 South African National Roads Agency Limited and National Roads Act (7/1998) :National Route 3: Cedara to Heidelberg Gauteng Toll Road: Publication of the amounts of toll for the different categories of motor vehicles, and the date and time from which the toll tariffs shall become payable.....	52	41545
401 South African National Roads Agency Limited and National Roads Act (7/1998) :Gauteng Freeway Improvement Project, Toll Roads: Publication of Tolls.....	56	41545	401 Wet op die Suid-Afrikaanse Nasionale Padagentskap Beperk en Nasionale Paaie (7/1998) :Gauteng Deurpad Verbeteringsprojek, Tolpaaie: Publikasie van Tol....	69	41545

**GENERAL NOTICE****Electoral Commission**

158 Local Government: Municipal Electoral Act (27/2000) :Municipal By-elections-11 April 2018: Official list of voting stations .....	4	41520
---	---	-------

**Independent Communications Authority of South Africa**

145 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 2285 MHz to 2300 MHz .....	1893	41512
146 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 138 MHz to 143.6 MHz .....	1903	41512
147 Electronic Communications Act (36/2005) :Regulations on the Use of Television White Spaces .....	1913	41512
148 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 380 MHz to 400 MHz .....	1931	41512
149 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 150.5 MHz to 153 MHz .....	1942	41512
160 Electronic Communications Act (36/2005) :Expiry of Individual Electronic Communications Network Services (I-ECNS) and Individual Electronic Communications Services (I-ECS) Licences issued to Goal Technology Solutions (Pty) Ltd.....	668	41534
161 Electronic Communications Act (36/2005) :Discussion Document on Digital Sound Broadcasting.....	670	41534
168 Electronic Communications Act (36/2005) :Applications for the transfer of licences from China Times CC to K2015351513 South Africa (Pty) Ltd, t/a One Telecom ...	4	41548

**Justice and Constitutional Development, Department of**

167 Wetsontwerp op die Voorkoming en Bestryding van Haatmisdade en Haatspraak, 2018 :Publikasie van verduidelikende opsomming van die Wetsontwerp .....	4	41543
---	---	-------

**ALGEMENE KENNISGEWINGS****Verkiezingskommissie**

158 Local Government: Municipal Electoral Act (27/2000) :Municipal By-elections-11 April 2018: Official list of voting stations....	4	41520
---	---	-------

**Onafhanklike Kommunikasie-owerheid van Suid-Afrika**

145 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 2285 MHz to 2300 MHz .....	1893	41512
146 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 138 MHz to 143.6 MHz .....	1903	41512
147 Electronic Communications Act (36/2005) :Regulations on the Use of Television White Spaces .....	1913	41512
148 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 380 MHz to 400 MHz .....	1931	41512
149 Electronic Communications Act (36/2005) :Radio Frequency Spectrum Assignment Plan for the frequency band 150.5 MHz to 153 MHz .....	1942	41512
160 Electronic Communications Act (36/2005) :Expiry of Individual Electronic Communications Network Services (I-ECNS) and Individual Electronic Communications Services (I-ECS) Licences issued to Goal Technology Solutions (Pty) Ltd.....	668	41534
161 Electronic Communications Act (36/2005) :Discussion Document on Digital Sound Broadcasting.....	670	41534
168 Electronic Communications Act (36/2005) :Applications for the transfer of licences from China Times CC to K2015351513 South Africa (Pty) Ltd, t/a One Telecom ...	4	41548

**Justisie en Staatkundige Ontwikkeling, Departement van**

167 Wetsontwerp op die Voorkoming en Bestryding van Haatmisdade en Haatspraak, 2018 :Publikasie van verduidelikende opsomming van die Wetsontwerp .....	5	41543
---	---	-------

No.	Page No.	Gazette No.	No.	Page No.	Gazette No.
<b>National Treasury</b>			<b>Nasionale Tesourie</b>		
165 Public Finance Management Act, 1999 :Statement of The National Revenue, Expenditure and Borrowing as at 28 February 2018.....	11	41536	165 Public Finance Management Act, 1999 :Statement of The National Revenue, Expenditure and Borrowing as at 28 February 2018.....	11	41536
169 Financial Sector Regulation Act (9/2017) :Commencement of Financial Sector Regulation Act, 2017 .....	4	41549	169 Financial Sector Regulation Act (9/2017) :Commencement of Financial Sector Regulation Act, 2017 .....	4	41549
<b>Non-Governmental Organization</b>			<b>Nie-Regeringsorganisasie</b>		
162 SABC's Technology Division :SABC Group Executive: MTI .....	733	41534	162 SABC's Technology Division :SABC Group Executive: MTI .....	733	41534
<b>Parliament of the Republic of South Africa</b>			<b>Parlement van die Republiek van Suid-Afrika</b>		
166 Civil Union Amendment Bill, 2018 :Correction notice: Government Gazette No. 41475 dated 1 March 2018 .....	4	41540	166 Civil Union Amendment Bill, 2018 :Correction notice: Government Gazette No. 41475 dated 1 March 2018 .....	4	41540
<b>Rural Development and Land Reform, Department of</b>			<b>Landelike Ontwikkeling en Grondhervorming, Departement van</b>		
150 Land Title Adjustment Act (111/1993) :Witfontein 1 JS, Tweefontein 154 JR and Toiskraal 6 JS in the district of Sekhukhune Limpopo Province (designated land).....	1951	41512	150 Land Title Adjustment Act (111/1993) :Witfontein 1 JS, Tweefontein 154 JR and Toiskraal 6 JS in the district of Sekhukhune Limpopo Province (designated land).....	1951	41512
151 Restitution of Land Rights Act (22/1994), as amended :Erf 712, Cape Town at Diep River .....	1953	41512	151 Restitution of Land Rights Act (22/1994), as amended :Erf 712, Cape Town at Diep River .....	1953	41512
152 Restitution of Land Rights Act (22/1994) :Erven 2745, 3477 & 3557, Hout Bay, City of Cape Town.....	1954	41512	152 Restitution of Land Rights Act (22/1994) :Erven 2745, 3477 & 3557, Hout Bay, City of Cape Town.....	1954	41512
153 Restitution of Land Rights Act (22/1994) :Erf 5, Piketberg, West Coast District Municipality.....	1955	41512	153 Restitution of Land Rights Act (22/1994) :Erf 5, Piketberg, West Coast District Municipality.....	1955	41512
154 Restitution of Land Rights Act (22/1994) as amended :Erf 113865, Cape Town at Claremont.....	1956	41512	154 Restitution of Land Rights Act (22/1994) as amended :Erf 113865, Cape Town at Claremont.....	1956	41512
155 Restitution of Land Rights Act (22/1994) :Erf 4673, Constantia (City of Cape Town)	1957	41512	155 Restitution of Land Rights Act (22/1994) :Erf 4673, Constantia (City of Cape Town)	1957	41512
163 Restitution of Land Rights Act (22/1994) :Erf 662, Vanrhynsdorp.....	736	41534	163 Restitution of Land Rights Act (22/1994) :Erf 662, Vanrhynsdorp.....	736	41534
<b>Social Development, Department of</b>			<b>Maatskaplike Ontwikkeling, Departement van</b>		
159 Social Assistance Amendment Bill, 2018 :Publication of explanatory summary of the above-mentioned Bill .....	4	41530	159 Social Assistance Amendment Bill, 2018 :Publication of explanatory summary of the above-mentioned Bill .....	4	41530
<b>Sport and Recreation South Africa</b>			<b>Sport en Ontspanning, Departement van</b>		
157 National Sport and Recreation Act (11/1998) as amended :Notice to withdraw the establishment of committee of inquiry and its terms reference to investigate facts and events that led to the death of two soccer fans and injury to twenty-one other fans at the soccer match between Orlando Pirates and Kaizer Chiefs on 29 July 2017, published on 20 October 2017, Notice No. 41186.....	4	41518	157 National Sport and Recreation Act (11/1998) as amended :Notice to withdraw the establishment of committee of inquiry and its terms reference to investigate facts and events that led to the death of two soccer fans and injury to twenty-one other fans at the soccer match between Orlando Pirates and Kaizer Chiefs on 29 July 2017, published on 20 October 2017, Notice No. 41186.....	4	41518
<b>Transport, Department of</b>			<b>Vervoer, Departement van</b>		
170 Airports Company Act (44/1993), as amended :Update published airport charges due to changes in the VAT rate from 14% to 15% .....	4	41551	170 Airports Company Act (44/1993), as amended :Update published airport charges due to changes in the VAT rate from 14% to 15% .....	4	41551

**BOARD NOTICE**

42 Health Professions Act (56/1974) :Rules relating to fees payable to Council .....	1958	41512
43 The Council under the Pharmacy Act (53/1974) :Re-publication of fees payable to the Act following adjustment in Value Added Tax (VAT) .....	4	41521

**RAADSKENNISGEWINGS**

42 Health Professions Act (56/1974) :Rules relating to fees payable to Council .....	1958	41512
43 The Council under the Pharmacy Act (53/1974) :Re-publication of fees payable to the Act following adjustment in Value Added Tax (VAT) .....	4	41521

**IMPORTANT NOTICE:**

**THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.**

**No FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.**

**Contents**

<i>No.</i>		<i>Gazette No.</i>	<i>Page No.</i>
<b>PROCLAMATIONS • PROKLAMASIES</b>			
9	Special Investigating Units and Special Tribunals Act (74/1996): Referral of matters to existing Special Investigating Unit and Special Tribunal: Mbashe Local Municipality .....	41561	28
9	Wet op Spesiale Ondersoekkeenheid en Spesiale Tribunale (74/1996): Verwysing van aangeleenthede na Bestaande Spesiale Ondersoekkeenheid: Mbashe Plaaslike Munisipaliteit .....	41561	30
10	Special Investigating Units and Special Tribunals Act (74/1996): Referral of matters to existing Special Investigating Unit and Special Tribunal: Department of Correctional Services .....	41561	32
10	Wet op Spesiale Ondersoekkeenheid en Spesiale Tribunale (74/1996): Verwysing van aangeleenthede na Bestaande Spesiale Ondersoekkeenheid: Departement van Korrektiewe Dienste .....	41561	35
11	Special Investigating Units and Special Tribunals Act (74/1996): Referral of matters to existing Special Investigating Unit and Special Tribunal: Eskom Holdings SOC Limited and Transnet SOC Limited .....	41561	38
11	Wet op Spesiale Ondersoekkeenheid en Spesiale Tribunale Wet (74/1996): Verwysing van aangeleenthede na Bestaande Spesiale Ondersoekkeenheid: Eskom Beherend MSB Beperk en Transnet MSB Beperk .....	41561	41
<b>GOVERNMENT NOTICES • GOEWERMENSKENNISGEWINGS</b>			
<b>Agriculture, Forestry and Fisheries, Department of/ Landbou, Bosbou en Visserye, Departement van</b>			
417	Subdivision of Agricultural Land Act (70/1970): Revised tariffs for services rendered in terms of the SALA Act of 1970 and Conservation of Agricultural Resource Act (43/1983) .....	41561	44
<b>Higher Education and Training, Department of/ Hoër Onderwys en Opleiding, Departement van</b>			
418	Continuing Education and Training Act (16/2006): Strategic Disability Policy Framework for the Post-School Education and Training System .....	41561	45
<b>Mineral Resources, Department of/ Minerale Bronne, Departement van</b>			
419	Mine Health and Safety Act (29/1996): Guideline for the Compilation of a Mandatory Code of Practice for and Occupational Health Programme (Occupational Hygiene and Medical Surveillance) on Personal Exposure to Airborne Pollutants .....	41561	46
<b>Social Development, Department of/ Maatskaplike Ontwikkeling, Departement van</b>			
420	Child Justice Act (75/2008): Invitation for Applications for the Accreditation of Diversion Programmes and Diversion Service Providers .....	41561	169
<b>GENERAL NOTICES • ALGEMENE KENNISGEWINGS</b>			
<b>Education, Department of/ Onderwys, Departement van</b>			
171	General and Further Education and Training Quality Assurance Act (58/2001): Call for written submissions from Stakeholder Bodies and Members of the Public on the Policy and Criteria for Assessment of Qualifications on the General and Further Education and Training Qualifications Sub-Framework .....	41561	172
172	Education and Training Quality Assurance Act (58/2001): Call for written submissions from Stakeholder Bodies and Members of the Public on the Policy for the Quality Assurance of Assessment of Qualifications Registered on the General and Further Education and Training Qualifications Sub-Framework .....	41561	175
<b>Independent Communications Authority of South Africa/ Onafhanklike Kommunikasie-owerheid van Suid-Afrika</b>			
173	Independent Communications Authority of South Africa Act (13/2000): Regulatory Framework for Community Broadcasting and Draft Regulations for Community Broadcasting Services: Radio and Television .....	41561	178
<b>BOARD NOTICES • RAADSKENNISGEWINGS</b>			
44	Engineering Profession Act (46/2000): ECSA Fees and Charges applicable from 1 April 2018 to 31 March 2019 ..	41561	286
45	Pharmacy Act (53/1974): Notice of Elections 2018 .....	41561	289
46	South African Post Office SOC Ltd Act (22/2011), as amended: Invitation of nominations for appointment as non-		



---

executive members of the Board of SAPO.....	41561	290
---	-------	-----

# Closing times for **ORDINARY WEEKLY** **GOVERNMENT GAZETTE** **2018**

*The closing time is **15:00** sharp on the following days:*

- **28 December 2017**, Thursday for the issue of Friday **05 January 2018**
- **05 January**, Friday for the issue of Friday **12 January 2018**
- **12 January**, Friday for the issue of Friday **19 January 2018**
- **19 January**, Friday for the issue of Friday **26 January 2018**
- **26 January**, Friday for the issue of Friday **02 February 2018**
- **02 February**, Friday for the issue of Friday **09 February 2018**
- **09 February**, Friday for the issue of Friday **16 February 2018**
- **16 February**, Friday for the issue of Friday **23 February 2018**
- **23 February**, Friday for the issue of Friday **02 March 2018**
- **02 March**, Friday for the issue of Friday **09 March 2018**
- **09 March**, Friday for the issue of Friday **16 March 2018**
- **15 March**, Thursday for the issue of Friday **23 March 2018**
- **22 March**, Thursday for the issue of Thursday **29 March 2018**
- **28 March**, Wednesday for the issue of Friday **06 April 2018**
- **06 April**, Friday for the issue of Friday **13 April 2018**
- **13 April**, Friday for the issue of Friday **20 April 2018**
- **19 April**, Thursday for the issue of Thursday **26 April 2018**
- **25 April**, Wednesday for the issue of Friday **04 May 2018**
- **04 May**, Friday for the issue of Friday **11 May 2018**
- **11 May**, Friday for the issue of Friday **18 May 2018**
- **18 May**, Friday for the issue of Friday **25 May 2018**
- **25 May**, Friday for the issue of Friday **01 June 2018**
- **01 June**, Friday for the issue of Friday **08 June 2018**
- **08 June**, Friday for the issue of Friday **15 June 2018**
- **15 June**, Friday for the issue of Friday **22 June 2018**
- **22 June**, Friday for the issue of Friday **29 June 2018**
- **29 June**, Friday for the issue of Friday **06 July 2018**
- **06 July**, Friday for the issue of Friday **13 July 2018**
- **13 July**, Friday for the issue of Friday **20 July 2018**
- **20 July**, Friday for the issue of Friday **27 July 2018**
- **27 July**, Friday for the issue of Friday **03 August 2018**
- **02 August**, Thursday for the issue of Friday **10 August 2018**
- **10 August**, Friday for the issue of Friday **17 August 2018**
- **17 August**, Friday for the issue of Friday **24 August 2018**
- **24 August**, Friday for the issue of Friday **31 August 2018**
- **31 August**, Friday for the issue of Friday **07 September 2018**
- **07 September**, Friday for the issue of Friday **14 September 2018**
- **14 September**, Friday for the issue of Friday **21 September 2018**
- **20 September**, Thursday for the issue of Friday **28 September 2018**
- **28 September**, Friday for the issue of Friday **05 October 2018**
- **05 October**, Friday for the issue of Friday **12 October 2018**
- **12 October**, Friday for the issue of Friday **19 October 2018**
- **19 October**, Friday for the issue of Friday **26 October 2018**
- **26 October**, Friday for the issue of Friday **02 November 2018**
- **02 November**, Friday for the issue of Friday **09 November 2018**
- **09 November**, Friday for the issue of Friday **16 November 2018**
- **16 November**, Friday for the issue of Friday **23 November 2018**
- **23 November**, Friday for the issue of Friday **30 November 2018**
- **30 November**, Friday for the issue of Friday **07 December 2018**
- **07 December**, Friday for the issue of Friday **14 December 2018**
- **13 December**, Thursday for the issue of Friday **21 December 2018**
- **19 December**, Wednesday for the issue of Friday **28 December 2018**

## LIST OF TARIFF RATES FOR PUBLICATION OF NOTICES

**COMMENCEMENT: 1 APRIL 2018**

### NATIONAL AND PROVINCIAL

Notice sizes for National, Provincial & Tender gazettes 1/4, 2/4, 3/4, 4/4 per page. Notices submitted will be charged at R1008.80 per full page, pro-rated based on the above categories.

Pricing for National, Provincial - Variable Priced Notices		
Notice Type	Page Space	New Price (R)
Ordinary National, Provincial	1/4 - Quarter Page	252.20
Ordinary National, Provincial	2/4 - Half Page	504.40
Ordinary National, Provincial	3/4 - Three Quarter Page	756.60
Ordinary National, Provincial	4/4 - Full Page	1008.80

### EXTRA-ORDINARY

All Extra-ordinary National and Provincial gazette notices are non-standard notices and attract a variable price based on the number of pages submitted.

The pricing structure for National and Provincial notices which are submitted as **Extra ordinary submissions** will be charged at **R3026.32** per page.

### GOVERNMENT PRINTING WORKS - BUSINESS RULES

The **Government Printing Works (GPW)** has established rules for submitting notices in line with its electronic notice processing system, which requires the use of electronic *Adobe Forms*. Please ensure that you adhere to these guidelines when completing and submitting your notice submission.

#### CLOSING TIMES FOR ACCEPTANCE OF NOTICES

1. The *Government Gazette* and *Government Tender Bulletin* are weekly publications that are published on Fridays and the closing time for the acceptance of notices is strictly applied according to the scheduled time for each gazette.
2. Please refer to the Submission Notice Deadline schedule in the table below. This schedule is also published online on the Government Printing works website [www.gpwonline.co.za](http://www.gpwonline.co.za)

All re-submissions will be subject to the standard cut-off times.

**All notices received after the closing time will be rejected.**

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00, to be published the following Friday	Tuesday, 15h00 - 3 days prior to publication
Petrol Price Gazette	As required	First Wednesday of the month	One week before publication	3 days prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00, to be published the following Friday	3 days prior to publication
Unclaimed Monies (justice, labour or lawyers)	January / As required 2 per year	Any	15 January / As required	3 days prior to publication
Parliament (acts, white paper, green paper)	As required	Any		3 days prior to publication
Manuals	As required	Any	None	None
State of Budget (National Treasury)	Monthly	Any	7 days prior to publication	3 days prior to publication
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 15h00 - 3 days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days after submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 days prior to publication
North West	Weekly	Tuesday	One week before publication	3 days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 days prior to publication
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 days after submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 days after submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 days after submission deadline
Mpumalanga Liquor License Gazette	2 per month	Second & Fourth Friday	One week before	3 days prior to publication

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****EXTRAORDINARY GAZETTES**

3. *Extraordinary Gazettes* can have only one publication date. If multiple publications of an *Extraordinary Gazette* are required, a separate Z95/Z95Prov *Adobe* Forms for each publication date must be submitted.

**NOTICE SUBMISSION PROCESS**

4. Download the latest *Adobe* form, for the relevant notice to be placed, from the **Government Printing Works** website [www.gpwonline.co.za](http://www.gpwonline.co.za).
5. The *Adobe* form needs to be completed electronically using *Adobe Acrobat / Acrobat Reader*. Only electronically completed *Adobe* forms will be accepted. No printed, handwritten and/or scanned *Adobe* forms will be accepted.
6. The completed electronic *Adobe* form has to be submitted via email to [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za). The form needs to be submitted in its original electronic *Adobe* format to enable the system to extract the completed information from the form for placement in the publication.
7. Every notice submitted **must** be accompanied by an official **GPW** quotation. This must be obtained from the *eGazette* Contact Centre.
8. Each notice submission should be sent as a single email. The email **must** contain **all documentation relating to a particular notice submission**.
  - 8.1. Each of the following documents must be attached to the email as a separate attachment:
    - 8.1.1. An electronically completed *Adobe* form, specific to the type of notice that is to be placed.
      - 8.1.1.1. For *National Government Gazette* or *Provincial Gazette* notices, the notices must be accompanied by an electronic Z95 or Z95Prov *Adobe* form
      - 8.1.1.2. The notice content (body copy) **MUST** be a separate attachment.
    - 8.1.2. A copy of the official **Government Printing Works** quotation you received for your notice .  
(Please see *Quotation* section below for further details)
    - 8.1.3. A valid and legible Proof of Payment / Purchase Order: **Government Printing Works** account customer must include a copy of their Purchase Order. **Non-Government Printing Works** account customer needs to submit the proof of payment for the notice
    - 8.1.4. Where separate notice content is applicable (Z95, Z95 Prov and TForm 3, it should **also** be attached as a separate attachment. (Please see the *Copy Section* below, for the specifications).
    - 8.1.5. Any additional notice information if applicable.
  9. The electronic *Adobe* form will be taken as the primary source for the notice information to be published. Instructions that are on the email body or covering letter that contradicts the notice form content will not be considered. The information submitted on the electronic *Adobe* form will be published as-is.
  10. To avoid duplicated publication of the same notice and double billing, Please submit your notice **ONLY ONCE**.
  11. Notices brought to **GPW** by "walk-in" customers on electronic media can only be submitted in *Adobe* electronic form format. All "walk-in" customers with notices that are not on electronic *Adobe* forms will be routed to the Contact Centre where they will be assisted to complete the forms in the required format.
  12. Should a customer submit a bulk submission of hard copy notices delivered by a messenger on behalf of any organisation e.g. newspaper publisher, the messenger will be referred back to the sender as the submission does not adhere to the submission rules.

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****QUOTATIONS**

13. Quotations are valid until the next tariff change.
  - 13.1. **Take note:** GPW's annual tariff increase takes place on **1 April** therefore any quotations issued, accepted and submitted for publication up to **31 March** will keep the old tariff. For notices to be published from 1 April, a quotation must be obtained from **GPW** with the new tariffs. Where a tariff increase is implemented during the year, **GPW** endeavours to provide customers with 30 days' notice of such changes.
14. Each quotation has a unique number.
15. Form Content notices must be emailed to the eGazette Contact Centre for a quotation.
  - 15.1. The *Adobe* form supplied is uploaded by the Contact Centre Agent and the system automatically calculates the cost of your notice based on the layout/format of the content supplied.
  - 15.2. It is critical that these *Adobe* Forms are completed correctly and adhere to the guidelines as stipulated by **GPW**.
16. **APPLICABLE ONLY TO GPW ACCOUNT HOLDERS:**
  - 16.1. **GPW** Account Customers must provide a valid **GPW** account number to obtain a quotation.
  - 16.2. Accounts for **GPW** account customers **must** be active with sufficient credit to transact with **GPW** to submit notices.
    - 16.2.1. If you are unsure about or need to resolve the status of your account, please contact the **GPW** Finance Department prior to submitting your notices. (If the account status is not resolved prior to submission of your notice, the notice will be failed during the process).
17. **APPLICABLE ONLY TO CASH CUSTOMERS:**
  - 17.1. Cash customers doing **bulk payments** must use a **single email address** in order to use the **same proof of payment** for submitting multiple notices.
18. The responsibility lies with you, the customer, to ensure that the payment made for your notice(s) to be published is sufficient to cover the cost of the notice(s).
19. Each quotation will be associated with one proof of payment / purchase order / cash receipt.
  - 19.1. This means that **the quotation number can only be used once to make a payment.**

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****COPY (SEPARATE NOTICE CONTENT DOCUMENT)**

20. Where the copy is part of a separate attachment document for Z95, Z95Prov and TForm03

- 20.1. Copy of notices must be supplied in a separate document and may not constitute part of any covering letter, purchase order, proof of payment or other attached documents.

The content document should contain only one notice. (You may include the different translations of the same notice in the same document).

- 20.2. The notice should be set on an A4 page, with margins and fonts set as follows:

Page size = A4 Portrait with page margins: Top = 40mm, LH/RH = 16mm, Bottom = 40mm;  
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

Page size = A4 Landscape with page margins: Top = 16mm, LH/RH = 40mm, Bottom = 16mm;  
Use font size: Arial or Helvetica 10pt with 11pt line spacing;

**CANCELLATIONS**

21. Cancellation of notice submissions are accepted by **GPW** according to the deadlines stated in the table above in point 2. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette. Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.
22. Requests for cancellation must be sent by the original sender of the notice and must be accompanied by the relevant notice reference number (N-) in the email body.

**AMENDMENTS TO NOTICES**

23. With effect from 01 October 2015, **GPW** will not longer accept amendments to notices. The cancellation process will need to be followed according to the deadline and a new notice submitted thereafter for the next available publication date.

**REJECTIONS**

24. All notices not meeting the submission rules will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)). Reasons for rejections include the following:
- 24.1. Incorrectly completed forms and notices submitted in the wrong format, will be rejected.
- 24.2. Any notice submissions not on the correct *Adobe* electronic form, will be rejected.
- 24.3. Any notice submissions not accompanied by the proof of payment / purchase order will be rejected and the notice will not be processed.
- 24.4. Any submissions or re-submissions that miss the submission cut-off times will be rejected to the customer. The Notice needs to be re-submitted with a new publication date.

**GOVERNMENT PRINTING WORKS - BUSINESS RULES****APPROVAL OF NOTICES**

25. Any notices other than legal notices are subject to the approval of the Government Printer, who may refuse acceptance or further publication of any notice.
26. No amendments will be accepted in respect to separate notice content that was sent with a Z95 or Z95Prov notice submissions. The copy of notice in layout format (previously known as proof-out) is only provided where requested, for Advertiser to see the notice in final Gazette layout. Should they find that the information submitted was incorrect, they should request for a notice cancellation and resubmit the corrected notice, subject to standard submission deadlines. The cancellation is also subject to the stages in the publishing process, i.e. If cancellation is received when production (printing process) has commenced, then the notice cannot be cancelled.

**GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY**

27. The Government Printer will assume no liability in respect of—
  - 27.1. any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;
  - 27.2. erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by the advertiser;
  - 27.3. any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.

**LIABILITY OF ADVERTISER**

28. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

**CUSTOMER INQUIRIES**

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While **GPW** deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

**GPW** has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

29. Requests for information, quotations and inquiries must be sent to the Contact Centre ONLY.
30. Requests for Quotations (RFQs) should be received by the Contact Centre at least **2 working days** before the submission deadline for that specific publication.



## GOVERNMENT PRINTING WORKS - BUSINESS RULES

### PAYMENT OF COST

31. The Request for Quotation for placement of the notice should be sent to the Gazette Contact Centre as indicated above, prior to submission of notice for advertising.
32. Payment should then be made, or Purchase Order prepared based on the received quotation, prior to the submission of the notice for advertising as these documents i.e. proof of payment or Purchase order will be required as part of the notice submission, as indicated earlier.
33. Every proof of payment must have a valid **GPW** quotation number as a reference on the proof of payment document.
34. Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the Gazette Contact Centre, **Government Printing Works**, Private Bag X85, Pretoria, 0001 email: [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za) before publication.
35. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and future notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or electronic funds transfer into the **Government Printing Works** banking account.
36. In the event of a notice being cancelled, a refund will be made only if no cost regarding the placing of the notice has been incurred by the **Government Printing Works**.
37. The **Government Printing Works** reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the List of Fixed Tariff Rates, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

### PROOF OF PUBLICATION

38. Copies of any of the *Government Gazette* or *Provincial Gazette* can be downloaded from the **Government Printing Works** website [www.gpwonline.co.za](http://www.gpwonline.co.za) free of charge, should a proof of publication be required.
39. Printed copies may be ordered from the Publications department at the ruling price. The **Government Printing Works** will assume no liability for any failure to post or for any delay in despatching of such *Government Gazette(s)*.

## GOVERNMENT PRINTING WORKS CONTACT INFORMATION

#### Physical Address:

**Government Printing Works**

149 Bosman Street

Pretoria

#### Postal Address:

Private Bag X85

Pretoria

0001

#### GPW Banking Details:

**Bank:** ABSA Bosman Street

**Account No.:** 405 7114 016

**Branch Code:** 632-005

**For Gazette and Notice submissions:** Gazette Submissions:

**For queries and quotations, contact:** Gazette Contact Centre:

**E-mail:** [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za)

**E-mail:** [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)

**Tel:** 012-748 6200

**Contact person for subscribers:** Mrs M. Toka:

**E-mail:** [subscriptions@gpw.gov.za](mailto:subscriptions@gpw.gov.za)

**Tel:** 012-748-6066 / 6060 / 6058

**Fax:** 012-323-9574

## PROCLAMATIONS • PROKLAMASIES

## PROCLAMATION NO. 9 OF 2018



## PRESIDENT of the REPUBLIC of SOUTH AFRICA

**SPECIAL INVESTIGATING UNITS AND SPECIAL TRIBUNALS ACT, 1996 (ACT NO. 74 OF 1996): REFERRAL OF MATTERS TO EXISTING SPECIAL INVESTIGATING UNIT**

WHEREAS allegations as contemplated in section 2(2) of the Special Investigating Units and Special Tribunals Act, 1996 (Act No. 74 of 1996) (hereinafter referred to as the "Act"), have been made in respect of the affairs of the Mbhashe Local Municipality (hereinafter referred to as the "Municipality"), which is situated in the Eastern Cape Province;

AND WHEREAS the Municipality or the State suffered losses that may be recovered;

AND WHEREAS I deem it necessary that the said allegations should be investigated and civil proceedings emanating from such investigation should be adjudicated upon;

NOW, THEREFORE, I hereby, under section 2(1) of the Act, refer the matters mentioned in the Schedule, in respect of the Municipality, for investigation to the Special Investigating Unit established by Proclamation No. R. 118 of 31 July 2001 and determine that, for the purposes of the investigation of the matters, the terms of reference of the Special Investigating Unit are to investigate as contemplated in the Act, any alleged—

- (a) serious maladministration in connection with the affairs of the Municipality;
- (b) improper or unlawful conduct by councillors, officers or employees of the Municipality;
- (c) unlawful appropriation or expenditure of public money or property;
- (d) unlawful, irregular or unapproved acquisitive act, transaction, measure or practice having a bearing upon State property;
- (e) intentional or negligent loss of public money or damage to public property;
- (f) offence referred to in Parts 1 to 4, or section 17, 20 or 21 (in so far as it relates to the aforementioned offences) of Chapter 2 of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004), and which offences were committed in connection with the affairs of the Municipality; or
- (g) unlawful or improper conduct by any person, which has caused or may cause serious harm to the interests of the public or any category thereof,

which took place between 1 January 2015 and the date of publication of this Proclamation or which took place prior to 1 January 2015 or after the date of publication of this Proclamation, but is relevant to, connected with, incidental or ancillary to the matters mentioned in the Schedule or involve the same persons, entities or contracts investigated under authority of this Proclamation, and to exercise or perform all the functions and powers assigned to or conferred upon the said Special Investigating Unit by the Act, including the recovery of any losses suffered by the Municipality or the State in relation to the said matters in the Schedule.

Given under my Hand and the Seal of the Republic of South Africa at Pretoria this 22 day of March Two thousand and eighteen.

**CM Ramaphosa**  
**President**

By Order of the President-in-Cabinet:

**TM Masutha**  
**Minister of the Cabinet**

### **SCHEDULE**

1. The contracting for or procurement of motor vehicles and equipment, by or on behalf of the Municipality in terms of hire purchase agreements dated 4 March 2015 and 6 July 2015, respectively, and payments made in respect thereof in a manner that was—
  - (a) not fair, competitive, transparent, equitable or cost-effective; or
  - (b) contrary to applicable—
    - (i) legislation;
    - (ii) manuals, guidelines, practice notes, circulars or instructions issued by the National Treasury or the relevant Provincial Treasury;
    - (iii) manuals, policies, procedures, prescripts, instructions or practices of or applicable to the Municipality; or
  - (c) fraudulent,and any related unauthorised, irregular or fruitless and wasteful expenditure incurred by the Municipality or the State.
2. Any improper or unlawful conduct by the councillors, officials or employees of the Municipality or the applicable service providers or any other person or entity, in relation to the allegations set out in paragraph 1 of this Schedule.

**PROKLAMASIE NO. 9 VAN 2018****PRESIDENT van die REPUBLIEK van SUID-AFRIKA****WET OP SPESIALE ONDERSOEKEENHEDE EN SPESIALE TRIBUNALE, 1996 (WET NO. 74 VAN 1996): VERWYSING VAN AANGELEENTHEDE NA BESTAANDE SPESIALE ONDERSOEKEENHEID**

AANGESIEN bewerings soos beoog in artikel 2(2) van die Wet op Spesiale Ondersoekeenheide en Spesiale Tribunale, 1996 (Wet No. 74 van 1996) (hierna na verwys as die "Wet"), gemaak is in verband met die aangeleenthede van die Mbashe Plaaslike Munisipaliteit (hierna na verwys as "die Munisipaliteit"), wat in die Oos-Kaap Provinsie geleë is;

EN AANGESIEN die Munisipaliteit of die Staat verliese gely het wat verhaal kan word;

EN AANGESIEN ek dit nodig ag dat gemelde bewerings ondersoek en siviele geskille voortspruitend uit sodanige ondersoek bereg moet word;

DERHALWE verwys ek hierby, kragtens artikel 2(1) van die Wet, die aangeleenthede in die Bylae vermeld, ten opsigte van die Munisipaliteit, vir ondersoek na die Spesiale Ondersoekeenheid ingestel by Proklamasie No. R. 118 van 31 Julie 2001 en bepaal dat, vir die doeleindes van die ondersoek van die aangeleenthede, die opdrag van die Spesiale Ondersoekeenheid is om soos beoog in gemelde Wet, ondersoek te doen na enige beweerde—

- (a) ernstige wanadministrasie in verband met die aangeleenthede van die Munisipaliteit;
- (b) onbehoorlike of onregmatige optrede deur raadslede, beampptes of werknemers van die Munisipaliteit;
- (c) onregmatige bewilliging of besteding van publieke geld of eiendom;
- (d) onwettige, onreëlmatige of nie-goedgekeurde verkrygende handeling, transaksie, maatreef of praktyk wat op Staatseiendom betrekking het;
- (e) opsetlike of nalatige verlies van publieke geld of skade aan publieke eiendom;
- (f) misdryf bedoel in Dele 1 tot 4, of artikel 17, 20 of 21 (vir sover dit op voornoemde misdrywe betrekking het) van Hoofstuk 2 van die Wet op die Voorkoming en Bestryding van Korrupte Bedrywighede, 2004 (Wet No. 12 van 2004), en welke misdrywe gepleeg is in verband met die sake van die Munisipaliteit; of
- (g) onwettige of onbehoorlike optrede deur enige persoon wat ernstige benadeling vir die belange van die publiek of enige kategorie daarvan veroorsaak het of kan veroorsaak,

wat plaasgevind het tussen 1 Januarie 2015 en die datum van publikasie van hierdie Proklamasie of wat plaasgevind het voor 1 Januarie 2015 of na die datum van publikasie van hierdie Proklamasie, wat relevant is tot, verband hou met, insidenteel of bykomstig is tot, die aangeleenthede vermeld in die Bylae of wat dieselfde persone, entiteite of kontrakte betrek wat ondersoek word kragtens die volmag verleen deur hierdie Proklamasie, en om al die werksaamhede en bevoegdhede wat deur die Wet aan die gemelde Spesiale Ondersoekeenheid toegewys of opgedra is, uit te oefen of te verrig in verband met die genoemde aangeleenthede in die Bylae, insluitend die verhaal van enige verliese wat deur die Munisipaliteit of die Staat gely is.

Gegee onder my Hand en die Seël van  
hede die 22.dag van Maart Twee

die Republiek van Suid-Afrika te Pretoria op  
duisend-en-agtien.

**CM Ramaphosa**  
**President**

Op las van die President-in-Kabinet:

**TMMasutha**  
**Minister van die Kabinet**

## **BYLAE**

1. Die kontraktering vir of aanskaffing van motorvoertuie en toerusting, deur of namens die Munisipaliteit ingevolge huurkoop-ooreenkomste onderskeidelik gedateer 4 Maart 2015 en 6 Julie 2015, en betalings wat in verband daarmee gemaak is op 'n wyse wat—
  - (a) nie regverdig, mededingend, deursigtig, billik of koste-effektief was nie; of
  - (b) strydig was met toepaslike —
    - (i) wetgewing;
    - (ii) handleidings, riglyne, praktyknotas, omsendskrywes of instruksies wat deur die Nasionale Tesourie of relevante Plaaslike Tesourie uitgevaardig is;
    - (iii) handleidings, beleid, prosedures, voorskrifte, instruksies of praktyke van, of wat op die Munisipaliteit van toepassing is; of
  - (c) bedrieglik wasen enige verwante ongemagtigde, onreëlmatige of vrugtelose en verspilde uitgawes wat deur die Munisipaliteit of die Staat aangegaan is.
2. Enige onbehoorlike of onwettige optrede deur die raadslede, beamptes of werknemers van die Munisipaliteit of die betrokke diensverskaffers of enige ander persoon of entiteit, ten opsigte van die bewerings uiteengesit in paragraaf 1 van hierdie Bylae.

**PROCLAMATION NO. 10 OF 2018**

by the  
**PRESIDENT of the REPUBLIC of SOUTH AFRICA**

**SPECIAL INVESTIGATING UNITS AND SPECIAL TRIBUNALS ACT, 1996 (ACT NO. 74 OF 1996): REFERRAL OF MATTERS TO EXISTING SPECIAL INVESTIGATING UNIT AND SPECIAL TRIBUNAL**

WHEREAS allegations as contemplated in section 2(2) of the Special Investigating Units and Special Tribunals Act, 1996 (Act No. 74 of 1996) (hereinafter referred to as the "Act"), have been made in respect of the affairs of the Department of Correctional Services ("the Department");

AND WHEREAS the Department may have suffered losses that may be recovered;

AND WHEREAS I deem it necessary that the said allegations should be investigated and civil proceedings emanating from such investigation should be adjudicated upon;

NOW, THEREFORE, I hereby, under section 2(1) of the Act, refer the matters mentioned in the Schedule, in respect of the Department, for investigation to the Special Investigating Unit established by Proclamation No. R. 118 of 31 July 2001 and determine that, for the purposes of the investigation of the matters, the terms of reference of the Special Investigating Unit are to investigate as contemplated in the Act, any—

- (a) serious maladministration in connection with the affairs of the Department;
- (b) improper or unlawful conduct by employees of the Department;
- (c) unlawful appropriation or expenditure of public money or property;
- (d) unlawful, irregular or unapproved acquisitive act, transaction, measure or practice having a bearing upon State property;
- (e) intentional or negligent loss of public money or damage to public property;
- (f) offence referred to in Part 1 to 4, or section 17, 20 or 21 (in so far as it relates to the aforementioned offences) of Chapter 2 of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004), and which offences were committed in connection with the affairs of the Department; or
- (g) unlawful or improper conduct by any person, which has caused or may cause serious harm to the interests of the public or any category thereof,

which have taken place between 1 January 2012 and the date of publication of this Proclamation or which took place prior to 1 January 2012 or after the date of publication of this Proclamation, but is relevant to, connected with, incidental or ancillary to the matters mentioned in the Schedule or involve the same persons, entities or contracts investigated under authority of this Proclamation, and to exercise or perform all the functions and powers assigned to or conferred upon the said Special Investigating Unit by the Act, including recovery of any losses suffered by the Department, in relation to the said matters in the Schedule.

Given under my Hand and the Seal of the Republic of South Africa at Pretoria this 14. day of March, Two thousand and eighteen.

**CM Ramaphosa**  
**President**

By Order of the President-in-Cabinet:

**TM Masutha**  
**Minister of the Cabinet**

### Schedule

1. The procurement of, or contracting for goods, works or services by or on behalf of the Department in respect of perishable provisions, food, toiletries, catering, marquee hire and Coal in respect of the following tenders:

- 1.1 KZN 6/2012: Coal Peas
- 1.2 KZN 8/2012: Toilet soap and Toothpaste;
- 1.3 KZN 9/2012: Maize Meal and Milk Powder;
- 1.4 KZN 21/2013: Perishable Provisions – Stanger Correctional Centre;
- 1.5 KZN 22/2013: Perishable Provisions – Port Shepstone Correctional Centre;
- 1.6 KZN 5/2014: Bread – Empangeni, Glencoe and Ncome;
- 1.7 KZN 6/2014: Bread – Kokstad and Pietermaritzburg;
- 1.8 KZN 10/2014: Beef and poultry Halaal – Kokstad;
- 1.9 KZN 15/2014: Perishable Provisions - Ncome;
- 1.10 KZN16/2014: Perishable Provisions - Empangeni;
- 1.11 KZN 17/2014: Perishable Provisions – Kokstad;
- 1.12 KZN 19/2014: Perishable Provisions – Pietermaritzburg;
- 1.13 KZN 25/2014: Dishwashing liquid and green soap;
- 1.14 KZN 31/2014: Perishable provisions – Empangeni;
- 1.15 KZN 32/2014: Perishable provisions;
- 1.16 KZN 17/2015: Maize Meal – All management areas;
- 1.17 KZN 19/2015: Bread – Empangeni;
- 1.18 KZN 33/2015: Perishable Provisions – Kokstad; and
- 1.19 KZN 38/2015: Perishable Provisions
- 1.20 Catering and Marquee hire in respect of the following events:
  - 1.20.1 Regional Freedom Day and Farewell of AC Durban 29 April 2015;
  - 1.20.2 Launch of 2015/16 Operational Vala 27 November 2015;
  - 1.20.3 Long Service Recognition Ceremony 15 October 2015;
  - 1.20.4 4th Quarterly Security Operational Work Session 5-7 May 2015; and
  - 1.20.5 Catering for an event held on 23 June 2015,

for correctional facilities located within Kwa-Zulu Natal and payments made in relation thereto, in a manner that was-

- (a) not fair, equitable, transparent, competitive or cost-effective;
- (b) contrary to applicable –
  - (i) legislation;
  - (ii) manuals, guidelines, practice notes or instructions issued by National Treasury or the applicable Provincial Treasury; or
  - (iii) manuals, codes, policies, procedure, instructions or practices applicable to the Department;
- (c) fraudulent;
- (d) conducted or facilitated by the manipulation of the Department's supply chain management processes-
  - (i) by service providers; and
  - (ii) in collusion with or through the intervention of employees of the Department,

to corruptly or unduly benefit themselves or others,

and any related irregular or fruitless and wasteful expenditure incurred by the Department in relation to the above.



**PROKLAMASIE NO. 10 VAN 2018**

**van die  
PRESIDENT van die REPUBLIEK van SUID-AFRIKA**

**WET OP SPESIALE ONDERSOEKEENHEDE EN SPESIALE TRIBUNALE, 1996 (WET NO. 74 VAN 1996): VERWYSING VAN AANGELEENTHEDE NA BESTAANDE SPESIALE ONDERSOEKEENHEID**

AANGESIEN bewerings soos beoog in artikel 2(2) van die Wet op Spesiale Ondersoekeenhede en Spesiale Tribunale, 1996 (Wet No. 74 van 1996) (hierna na verwys as die "Wet"), gemaak is in verband met die aangeleenthede van die Departement van Korrektiewe Dienste (hierna na verwys as "die Departement");

EN AANGESIEN die Departement verliese gely het wat verhaal kan word;

EN AANGESIEN ek dit nodig ag dat gemelde bewerings ondersoek en siviele geskille voortspruitend uit sodanige ondersoek bereg moet word;

DERHALWE verwys ek hierby, kragtens artikel 2(1) van die Wet, die aangeleenthede in die Bylae vermeld, ten opsigte van die Departement, vir ondersoek na die Spesiale Ondersoekeenhede ingestel by Proklamasie No. R. 118 van 31 Julie 2001 en bepaal dat, vir die doeleindes van die ondersoek van die aangeleenthede, die opdrag van die Spesiale Ondersoekeenhede is om soos beoog in gemelde Wet, ondersoek te doen na enige beweerde—

- (a) ernstige wanadministrasie in verband met die aangeleenthede van die Departement;
- (b) onbehoorlike of onregmatige optrede deur werknemers van die Departement;
- (c) onregmatige bewilliging of besteding van publieke geld of eiendom;
- (d) onwettige, onreëlmatige of nie-goedgekeurde verkrygende handeling, transaksie, maatreël of praktyk wat op Staatseiendom betrekking het;
- (e) opsetlike of nalatige verlies van publieke geld of skade aan publieke eiendom;
- (f) misdryf bedoel in Dele 1 tot 4, of artikel 17, 20 of 21 (vir sover dit op voornoemde misdrywe betrekking het) van Hoofstuk 2 van die Wet op die Voorkoming en Bestryding van Korrupte Bedrywighede, 2004 (Wet No. 12 van 2004), en welke misdrywe gepleeg is in verband met die sake van die Departement; of
- (g) onwettige of onbehoorlike optrede deur enige persoon wat ernstige benadeling vir die belange van die publiek of enige kategorie daarvan veroorsaak het of kan veroorsaak,

wat plaasgevind het tussen 1 Januarie 2012 en die datum van publikasie van hierdie Proklamasie of wat plaasgevind het voor 1 Januarie 2012 of na die datum van publikasie van hierdie Proklamasie, wat relevant is tot, verband hou met, insidenteel of bykomstig is tot, die aangeleenthede vermeld in die Bylae of wat dieselfde persone, entiteite of kontrakte betrek wat ondersoek word kragtens die volmag verleen deur hierdie Proklamasie, en om al die werksaamhede en bevoegdhede wat deur die Wet aan die gemelde Spesiale Ondersoekeenhede toegewys of opgedra is, uit te oefen of te verrig in verband met die genoemde aangeleenthede in die Bylae, insluitend die verhaal van enige verliese wat deur die Departement gely is.

Gegee onder my Hand en die Seël van die Republiek van Suid-Afrika te Pretoria op hede die 14.dag van Maart, Twee duisend-en-agtien.

**CM Ramaphosa**  
**President**

Op las van die President-in-Kabinet:

**TM Masutha**  
**Minister van die Kabinet**

**BYLAE**

1. Die aanskaffing van, of kontraktering vir goedere, werk of dienste deur of namens die Departement met betrekking tot onder andere, bederfbare produkte, kos, toiletware, spyseniering, huur van markiestent en antrasiet ten opsigte van die volgende tenders:

- 1.1 KZN 6/2012: Antrasiet
- 1.2 KZN 8/2012: Toilet seep en Tandepasta;
- 1.3 KZN 9/2012: Mieliemeel en Melkpoeier;
- 1.4 KZN 21/2013: Bederfbare Produkte – Stanger Korrektiewe Sentrum;
- 1.5 KZN 22/2013: Bederfbare Produkte – Port Shepstone Korrektiewe Sentrum;
- 1.6 KZN 5/2014: Brood – Empangeni, Glencoe en Ncome;
- 1.7 KZN 6/2014: Brood – Kokstad en Pietermaritzburg;
- 1.8 KZN 10/2014: Beesvleis en pluimvee Halaal – Kokstad;
- 1.9 KZN 15/2014: Bederfbare Produkte - Ncome;
- 1.10 KZN16/2014: Bederfbare Produkte - Empangeni;
- 1.11 KZN 17/2014: Bederfbare Produkte – Kokstad;
- 1.12 KZN 19/2014: Bederfbare Produkte – Pietermaritzburg;
- 1.13 KZN 25/2014: Skottelgoedwas seep en groen seep;
- 1.14 KZN 31/2014: Bederfbare Produkte – Empangeni;
- 1.15 KZN 32/2014: Bederfbare Produkte;
- 1.16 KZN 17/2015: Mieliemeel – Alle bestuursareas;
- 1.17 KZN 19/2015: Brood – Empangeni;
- 1.18 KZN 33/2015: Bederfbare Produkte – Kokstad; en
- 1.19 KZN 38/2015: Bederfbare Produkte
- 1.20 Spyseniering en huur van Markiestent ten opsigte van die volgende geleenthede:
  - 1.20.1 Vryheidsdagstreek en Afskeidsfunksie van AC Durban 29 April 2015;
  - 1.20.2 Bekendstelling van 2015/16 Operasie Vala 27 November 2015;
  - 1.20.3 Langdienserkennings Seremonie 15 Oktober 2015;
  - 1.20.4 4de Kwartaalikse Sekuriteits Operasionele Werksessie 5-7 Mei 2015; en
  - 1.20.5 Spyseniering vir 'n geleentheid gehou op 23 Junie 2015,

ten opsigte van korrektiewe fasiliteite geleë in die gebied van Kwa-Zulu Natal en betalings wat in verband daarmee gemaak is op 'n wyse wat -

- (a) nie regverdig, billik, deursigtig, mededingend of koste-effektief was nie;
- (b) teenstrydig was met toepaslike –
  - (i) wetgewing;
  - (ii) handleidings, riglyne, praktyknotas of instruksies wat deur die Nasionale Tesourie of relevante Plaaslike Tesourie uitgevaardig is; of
  - (iii) handleidings, kodes, beleid, voorskrifte, instruksies of praktyke van, of wat die Departement van toepassing is;
- (c) bedrieglik was;
- (d) wat bedryf of gefasiliteer is deur die manipulasie van die Voorraadvoorsieningsbestuursprosesse van die Departement-
  - (i) deur diensverskaffers; en
  - (ii) in samespanning met of deur die tussenkoms van werknemers van die Departement,

om op 'n korrupte of onregverdige wyse voordeel vir hulself en ander te beding,

en enige verwante onreëlmatige of vrugtelose en verspillede uitgawes in verband met bogenoemde wat deur die Departement aangegaan is.

**PROCLAMATION NO. 11 OF 2018****PRESIDENT of the REPUBLIC of SOUTH AFRICA****SPECIAL INVESTIGATING UNITS AND SPECIAL TRIBUNALS ACT, 1996 (ACT NO. 74 OF 1996): REFERRAL OF MATTERS TO EXISTING SPECIAL INVESTIGATING UNIT**

WHEREAS allegations as contemplated in section 2(2) of the Special Investigating Units and Special Tribunals Act, 1996 (Act No. 74 of 1996) (hereinafter referred to as the "Act"), have been made in respect of the affairs of Eskom Holdings SOC Limited (hereinafter referred to as "Eskom") and Transnet SOC Limited (hereinafter referred to as "Transnet") (hereinafter collectively referred to as the "Institutions");

AND WHEREAS the Institutions or the State suffered losses that may be recovered;

AND WHEREAS I deem it necessary that the said allegations should be investigated and civil proceedings emanating from such investigation should be adjudicated upon;

NOW, THEREFORE, I hereby, under section 2(1) of the Act, refer the matters mentioned in the Schedule in respect of the Institutions, for investigation to the Special Investigating Unit established by Proclamation No. R. 118 of 31 July 2001 and determine that, for the purposes of the investigation of the matters, the terms of reference of the Special Investigating Unit are to investigate as contemplated in the Act, any alleged—

- (a) serious maladministration in connection with the affairs of the Institutions;
- (b) improper or unlawful conduct by employees, officials or agents of the Institutions;
- (c) unlawful appropriation or expenditure of public money or property;
- (d) unlawful, irregular or unapproved acquisitive act, transaction, measure or practice having a bearing upon State property;
- (e) intentional or negligent loss of public money or damage to public property;
- (f) offence referred to in Parts 1 to 4, or section 17, 20 or 21 (in so far as it relates to the aforementioned offences) of Chapter 2 of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004), and which offences were committed in connection with the affairs of the Institutions; or
- (g) unlawful or improper conduct by any person, which has caused or may cause serious harm to the interests of the public or any category thereof,

which took place between 1 January 2010 and the date of publication of this Proclamation or which took place prior to 1 January 2010 or after the date of publication of this Proclamation, but is relevant to, connected with, incidental or ancillary to the matters mentioned in the Schedule or involve the same persons, entities or conduct investigated under authority of this Proclamation, and to exercise or perform all the functions and powers assigned to or conferred upon the said Special Investigating Unit by the Act, including the recovery of any losses suffered by the Institutions or the State, in relation to the said matters in the Schedule.

Given under my Hand and the Seal of the Republic of South Africa at Pretoria this 14 day of March Two thousand and eighteen.

**CM Ramaphosa**  
**President**

By Order of the President-in-Cabinet:

**TM Masutha**  
**Minister of the Cabinet**

### **SCHEDULE**

1. The contracting for or procurement of—
  - (a) coal;
  - (b) coal transportation services; or
  - (c) diesel;by Eskom and payments made in respect thereof in a manner that was—
  - (i) not fair, equitable, transparent, competitive or cost-effective;
  - (ii) contrary to applicable—
    - (aa) legislation;
    - (bb) manuals, guidelines, circulars, practice notes or instructions issued by the National Treasury; or
    - (cc) manuals, policies, procedures, prescripts, instructions or practices of, or applicable to Eskom;
  - (iii) conducted by or facilitated through the improper conduct of—
    - (aa) employees, officials or agents of Eskom; or
    - (bb) any other person or entity, to corruptly or unduly benefit themselves or others; or
  - (iv) fraudulent,and any related unauthorised, irregular or fruitless and wasteful expenditure incurred by Eskom or the State.
2. Maladministration in the affairs of Eskom and any losses or prejudice suffered by Eskom or the State as a result of such maladministration in relation to the—
  - (a) Medupi Power Station Project;
  - (b) Kusile Power Station Project;
  - (c) Ingula Pumped Storage Scheme; and
  - (d) high voltage transmission projects associated with the Medupi Power Station Project, Kusile Power Station Project and Ingula Pumped Storage Scheme,including the causes of such maladministration and any related unauthorised, irregular or fruitless and wasteful expenditure incurred by Eskom or the State.
3. Any non-performance or defective performance by the service providers appointed by Eskom or the agents of such service providers in respect of the Medupi Power Station Project, Kusile Power Station Project, the Ingula Pumped Storage Scheme or the high voltage transmission projects associated with the Medupi Power Station Project, Kusile Power Station Project and Ingula Pumped Storage Scheme, including the causes of such non-performance or defective performance.
4. The appointment of McKinsey, Trillian and Regiment Capital to render services to Eskom and Transnet and payments made in respect thereof in a manner

that was—

- (a) not fair, equitable, transparent, competitive or cost-effective;
  - (b) contrary to applicable—
    - (i) legislation;
    - (ii) manuals, guidelines, circulars, practice notes or instructions issued by the National Treasury; or
    - (iii) manuals, policies, procedures, prescripts, instructions or practices of or applicable to Eskom or Transnet;
  - (c) conducted by or facilitated through the improper conduct of—
    - (i) employees, officials or agents of Eskom or Transnet; or
    - (ii) any other person or entity,to corruptly or unduly benefit themselves or others; or
  - (d) fraudulent,
- and any related unauthorised, irregular or fruitless and wasteful expenditure incurred by Eskom, Transnet or the State.

5. Any undisclosed or unauthorised interests which employees, officials or agents of Eskom may have had in contractors, suppliers or service providers bidding for work or doing business with Eskom or to whom contracts were awarded by Eskom, and the extent of any actual or potential benefits derived directly or indirectly by such employees, officials or agents from such undisclosed or unauthorised interests.

6. The contracting for or procurement of goods and services by Transnet and payments made in respect thereof in a manner that was—

- (a) not fair, equitable, transparent, competitive or cost-effective;
  - (b) contrary to applicable—
    - (i) legislation;
    - (ii) manuals, guidelines, circulars, practice notes or instructions issued by the National Treasury; or
    - (iii) manuals, policies, procedures, prescripts, instructions or practices of or applicable to Transnet;
  - (c) conducted by or facilitated through the improper conduct of—
    - (i) employees, officials or agents of Transnet; or
    - (ii) any other person or entity,to corruptly or unduly benefit themselves or others; or
  - (d) fraudulent,
- and any related unauthorised, irregular or fruitless and wasteful expenditure incurred by Transnet or the State.

7. Any undisclosed or unauthorised interests which employees, officials or agents of Transnet may have had in contractors, suppliers or service providers bidding for work or doing business with Transnet or to whom contracts were awarded by Transnet, and the extent of any actual or potential benefits derived directly or indirectly by such employees, officials or agents from such undisclosed or unauthorised interests.

8. Any unlawful or improper conduct by any person or entity, in relation to the allegations referred to in paragraphs 1 to 7 of this Schedule.

**PROKLAMASIE NO. 11 VAN 2018****PRESIDENT van die REPUBLIEK van SUID-AFRIKA****WET OP SPESIALE ONDERSOEKEENHEDE EN SPESIALE TRIBUNALE, 1996 (WET NO. 74 VAN 1996): VERWYSING VAN AANGELEENTHEDE NA BESTAANDE SPESIALE ONDERSOEKEENHEID**

AANGESIEN bewerings soos beoog in artikel 2(2) van die Wet op Spesiale Ondersoekeenhede en Spesiale Tribunale, 1996 (Wet No. 74 van 1996) (hierna na verwys as die "Wet"), gemaak is in verband met die aangeleenthede van Eskom Beherend MSB Beperk (hierna na verwys as "Eskom") en Transnet MSB Beperk (hierna na verwys as "Transnet") (hierna gesamentlik na verwys as die "Instellings");

EN AANGESIEN die Instellings en die Staat verliese gely het wat moontlik verhaal kan word;

EN AANGESIEN ek dit nodig ag dat gemelde bewerings ondersoek en siviele verrigtinge voortspruitend uit sodanige ondersoek bereg moet word;

DERHALWE verwys ek hierby, kragtens artikel 2(1) van die Wet, die aangeleenthede in die Bylae vermeld ten opsigte van die Instellings, vir ondersoek na die Spesiale Ondersoekeenhede ingestel by Proklamasie No. R. 118 van 31 Julie 2001 en bepaal dat, vir die doeleindes van die ondersoek van die aangeleenthede, dit die opdrag van die Spesiale Ondersoekeenhede is om soos beoog in gemelde Wet, ondersoek te doen na enige beweerde—

- (a) ernstige wanadministrasie in verband met die aangeleenthede van die Instellings;
- (b) onbehoorlike of onregmatige optrede deur werknemers, beamptes of agente van die Instellings;
- (c) onregmatige bewilliging of besteding van publieke geld of eiendom;
- (d) onwettige, onreëlmatige of nie-goedgekeurde verkrygende handeling, transaksie, maatreël of praktyk wat op Staatseiendom betrekking het;
- (e) opsetlike of nalatige verlies van publieke geld of skade aan publieke eiendom;
- (f) misdryf bedoel in Dele 1 tot 4, of artikel 17, 20 of 21 (vir sover dit op voornoemde misdrywe betrekking het) van Hoofstuk 2 van die Wet op die Voorkoming en Bestryding van Korrupte Bedrywighede, 2004 (Wet No. 12 van 2004), en welke misdrywe in verband met die sake van die Instellings gepleeg is; of
- (g) onwettige of onbehoorlike optrede deur enige persoon wat ernstige benadeling vir die belange van die publiek of enige kategorie daarvan veroorsaak het of kan veroorsaak, wat plaasgevind het tussen 1 Januarie 2010 en die datum van publikasie van hierdie Proklamasie of wat plaasgevind het voor 1 Januarie 2010 of na die datum van publikasie van hierdie Proklamasie, maar wat relevant is tot, verband hou met, insidenteel of bykomstig is tot, die aangeleenthede vermeld in die Bylae of wat dieselfde persone, entiteite of kontrakte betrek wat ondersoek word kragtens die volmag verleen deur hierdie Proklamasie, en om al die werksaamhede en bevoegdhede wat deur die Wet aan die gemelde Spesiale Ondersoekeenhede toegewys of opgedra is, uit te oefen of te verrig in verband met die genoemde aangeleenthede in die Bylae, insluitend die verhaal van enige verliese wat deur die Instellings of die Staat gely is.



Gegee onder my Hand en die Seël van die Republiek van Suid-Afrika te Pretoria op hede die 14 dag van Maart Twee duisend-en-agtien.

**CM Ramaphosa**  
**President**

Op las van die President-in-Kabinet:

**TM Masutha**  
**Minister van die Kabinet**

### **BYLAE**

1. Die kontraktering vir of aanskaffing van—
  - (a) steenkool;
  - (b) steenkool vervoerdienste; of
  - (c) diesel,deur Eskom en betalings wat in verband daarmee gemaak is op 'n wyse wat—
  - (i) nie regverdig, mededingend, deursigtig, billik of koste-effektief was nie;
  - (ii) strydig was met toepaslike—
    - (aa) wetgewing;
    - (bb) handleidings, riglyne, omsendskrywes, praktyknotas of instruksies wat deur die Nasionale Tesourie uitgevaardig is; of
    - (cc) handleidings, beleid, prosedures, voorskrifte, instruksies of praktyke van, of wat op Eskom van toepassing is;
  - (iii) gedoen of gefasiliteer was deur die onbehoorlike optrede van—
    - (aa) werknemers, beamptes of agente van Eskom; of
    - (bb) enige ander persoon of entiteit, om hulself of andere op 'n korrupte of onbehoorlike wyse te bevoordeel; of
  - (iv) bedrieglik was,en enige verwante ongemagtigde, onreëlmatige of vrugtelose en verspilde uitgawes wat deur Eskom of die Staat opgeloop was.
2. Wanadministrasie in die aangeleenthede van Eskom en enige verliese of nadeel wat Eskom of die Staat gelyk het as gevolg van sodanige wanadministrasie ten opsigte van die—
  - (a) Medupi Kragstasie Projek;
  - (b) Kusile Kragstasie Projek;
  - (c) Ingula Pomp-opgaar Skema; en
  - (d) hoë-spanning transmissie projekte geassosieer met die Medupi Kragstasie Projek, Kusile Kragstasie Projek en die Ingula Pomp-opgaar Skema,insluitende die oorsake van sodanige wanadministrasie en enige verwante ongemagtigde, onreëlmatige of vrugtelose en verspilde uitgawes wat deur Eskom of die Staat opgeloop was.
3. Enige wanprestasie of gebrekkige prestasie deur diensverskaffers wat deur Eskom aangestel was of agente van sodanige diensverskaffers ten opsigte van die Medupi Kragstasie Projek, Kusile Kragstasie Projek, Ingula Pomp-opgaar Skema of die hoë-spanning transmissie projekte geassosieer met die Medupi Kragstasie Projek, Kusile Kragstasie Projek en die Ingula Pomp-opgaar Skema, insluitende die oorsake van sodanige wanprestasie of gebrekkige prestasie.



4. Die aanstelling van McKinsey, Trillian en Regiment Capital om dienste aan Eskom en Transnet te lewer en betalings wat in verband daarmee gemaak is op op 'n wyse wat—
- (a) nie regverdig, mededingend, deursigtig, billik of koste-effektief was nie;
  - (b) strydig was met toepaslike—
    - (i) wetgewing;
    - (ii) handleidings, riglyne, omsendskrywes, praktyknotas of instruksies wat deur die Nasionale Tesourie uitgevaardig is; of
    - (iii) handleidings, beleid, prosedures, voorskrifte, instruksies of praktyke van, of wat op Eskom of Transnet van toepassing is;
  - (c) gedoen of gefasiliteer was deur die onbehoorlike optrede van—
    - (i) werknemers, beamptes of agente van Eskom of Transnet; of
    - (ii) enige ander persoon of entiteit, om hulself of andere op 'n korrupte of onbehoorlike wyse te bevoordeel; of
  - (d) bedrieglik was,
- en enige verwante ongemagtigde, onreëlmatige of vrugtelose en verspilde uitgawes wat deur Eskom, Transnet of die Staat opgeloop was.
5. Enige ongeopenbaarde of ongemagtigde belange wat werknemers, beamptes of agente van Eskom mag gehad het in kontrakteurs, verskaffers of diensverskaffers wat vir werk gebie het of besigheid met Eskom gedoen het of aan wie kontrakte toegeken was deur Eskom en die omvang van enige werklike of potensiële voordele wat direk of indirek aan sodanige werknemers, beamptes of agente toegeval het.
6. Die kontraktering vir of aanskaffing van goedere of dienste deur Transnet en betalings wat in verband daarmee gemaak is op op 'n wyse wat—
- (a) nie regverdig, billik, mededingend, deursigtig of koste-effektief was nie; of
  - (b) strydig was met toepaslike—
    - (i) wetgewing;
    - (ii) handleidings, riglyne, omsendskrywes, praktyknotas of instruksies wat deur die Nasionale Tesourie uitgevaardig is; of
    - (iii) handleidings, beleid, prosedures, voorskrifte, instruksies of praktyke van, of wat op Transnet van toepassing is;
  - (c) gedoen of gefasiliteer was deur die onbehoorlike of onregmatige optrede van—
    - (i) werknemers, beamptes of agente van Transnet; of
    - (ii) enige ander persoon of entiteit, om hulself of andere op 'n korrupte of onbehoorlike wyse te bevoordeel; of
  - (d) bedrieglik was,
- en enige verwante ongemagtigde, onreëlmatige of vrugtelose en verspilde uitgawes wat deur Transnet of die Staat opgeloop was.
7. Enige ongeopenbaarde of ongemagtigde belange wat werknemers, beamptes of agente van Transnet mag gehad het in kontrakteurs, verskaffers of diensverskaffers wat vir werk gebie het of besigheid met Transnet gedoen het of aan wie kontrakte toegeken was deur Transnet en die omvang van enige werklike of potensiële voordele wat direk of indirek aan sodanige werknemers, beamptes of agente toegeval het.
8. Enige onwettige of onbehoorlike gedrag deur enige persoon of entiteit, wat in verband staan met die bewerings waarna in paragrawe 1 tot 7 van hierdie Bylae verwys word.

---

**GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS**

---

**DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES****NO. 417****06 APRIL 2018****REVISED TARRIFFS FOR SERVICES RENDERED IN TERMS OF THE SUB DIVISION OF AGRICULTURAL LAND ACT, ACT NO 70 OF 1970 AND CONSERVATION OF AGRICULTURAL RESOURCES ACT, ACT NO. 43 OF 1983****NOTICE FOR PUBLIC**

I, Senzeni Zokwana,, Minister of Agriculture, Forestry and Fisheries hereby give notice to all interested institutions, organizations and individuals on the revised tariffs for services rendered in terms of the Subdivision of Agricultural Land Act, Act no 70 of 1970 and Conservation of Agricultural Resources Act, Act no 43 of 1983.

**Key revision includes:**

Updating and new tariffs for the goods, services or supplies rendered under the two legislations being the Subdivision of Agricultural Land Act, Act no 70 of 1970 (SALA) and Conservation of Agricultural Resources Act, Act no 43 of 1983 (CARA).

**1. Sub division of Agricultural Land Act, Act No. 70 of 1970 (SALA)**

1.1 Appeal tariff applicable from 1 April 2018 is R 5 419.00 per appeal

**2. Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1983) [CARA]**

2.1 Appeal tariff applicable from 1 April 2018 is 1 120.40 per appeal.

For more information please contact the Executive Officer for Conservation of Agricultural Resources Act, Act No. 43 of 1983 (CARA) and Sub division of Agricultural Land Act, Act No. 70 of 1970 (SALA), using the details below: The Director: Land Use and Soil Management , Attention Ms R.L. Bosoga.

Post to: Private Bag X 120, Pretoria, 0001; or

Deliver To: 244 Delpen Building, Corner Annie Botha and Union Street, Riviera, Pretoria; or  
Enquiries in relation to Conservation of Agricultural Resources Act, Act No. 43 of 1983 (CARA), may be emailed to : [MpumeN@daff.gov.za](mailto:MpumeN@daff.gov.za) alternatively (012) 319 7567 and for the Sub division of Agricultural Land Act, Act No. 70 of 1970 (SALA) emailed to: [MashuduMa@daff.gov.za](mailto:MashuduMa@daff.gov.za) alternatively (012) 319 7619.

## DEPARTMENT OF HIGHER EDUCATION AND TRAINING

NO. 418

06 APRIL 2018

**STRATEGIC DISABILITY POLICY FRAMEWORK FOR THE POST-SCHOOL  
EDUCATION AND TRAINING SYSTEM**

I, **Grace Naledi Mandisa Pandor**, Minister of Higher Education and Training, in terms of section 41B of the Continuing Education and Training Act, 2006 (Act No. 16 of 2006), and section 3(1) of the Higher Education Act, 1997 (Act 101 of 1997) as amended, hereby publish the Strategic Disability Policy Framework for the Post-School Education and Training system.

The Strategic Disability Policy Framework is intended to assist public institutions in the higher education and training system to provide effective and uniform services to students with disabilities and improve respect for the rights of students with disabilities. The Department of Higher Education and Training will use the policy framework as a monitoring instrument to ensure that disability rights are taken into account at all public universities, public Technical and Vocational Education and Training Colleges and public Community Education and Training Colleges.

The electronic version of the policy document is available on the Department of Higher Education and Training website ([www.dhet.gov.za](http://www.dhet.gov.za)).

  
**Ms GNM Pandor, MP****Minister of Higher Education and Training****Date:** 8-3-2018

## DEPARTMENT OF MINERAL RESOURCES

NO. 419

06 APRIL 2018

## MINE HEALTH AND SAFETY ACT, 1996 (ACT NO 29 OF 1996)

GUIDELINE FOR THE COMPILATION OF A MANDATORY CODE OF PRACTICE FOR  
AN OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND  
MEDICAL SURVEILLANCE) ON PERSONAL EXPOSURE TO AIRBORNE  
POLLUTANTS

I, **MTHOKOZISI ZONDI**, Chief Inspector of Mines, under section 49 (6) of the Mine Health and Safety Act, 1996 (Act No. 29 of 1996) and after consultation with the Council, hereby issues the guideline for the compilation of a mandatory code of practice for an occupational health program (occupational hygiene and medical surveillance) on personal exposure to airborne pollutants in terms of the Mine Health and Safety Act, as set out in the Schedule.



**MTHOKOZISI ZONDI**

ACTING CHIEF INSPECTOR OF MINES

## SCHEDULE

REFERENCE NUMBER: DMR 16/3/2/4-A1  
LAST REVISION DATE: 30 June 2017  
DATE FIRST ISSUED: 01 February 2002  
EFFECTIVE DATE: 30 April 2018

**DEPARTMENT OF MINERAL RESOURCES**

**MINE HEALTH AND SAFETY INSPECTORATE**

**GUIDELINE FOR THE COMPILATION OF A MANDATORY CODE OF PRACTICE FOR**

**AN OCCUPATIONAL HEALTH PROGRAMME  
(OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON  
PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS**

  
CHIEF INSPECTOR OF MINES (ACTING)



**mineral resources**  
Department:  
Mineral Resources  
REPUBLIC OF SOUTH AFRICA



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**CONTENTS**

<b>PART A: THE GUIDELINE</b>	<b>4</b>
1. Foreword	4
2. Legal status of the guideline and codes of practice	5
3. Objectives of the guideline	5
4. Definitions and acronyms	6
5. Scope	7
6. Members of the task group	8
<b>PART B: AUTHOR'S GUIDE</b>	<b>9</b>
<b>PART C: FORMAT AND CONTENT OF THE MANDATORY CODE OF PRACTICE</b>	<b>10</b>
1. Title page	10
2. Table of contents	10
3. Status of mandatory code of practice	10
4. Members of the drafting committee	11
5. General information	11
6. Terms and definitions	12
7. Risk management	12
8. Key elements to be addressed in the mandatory code of practice	13
8.1 Occupational health programme	13
8.2 Components of an occupational health programme	13
8.3 Occupational hygiene programme	15
8.4 Occupational medical surveillance	28
<b>PART D: IMPLEMENTATION</b>	<b>30</b>
1. Implementation plan	30
2. Compliance with the code of practice	30
3. Access to the code of practice and related documents	30

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURES**

Annexure A: Mandatory codes	31
Annexure B: HEG determination – example of statistical approach	64
Annexure C: Mandatory classification bands	72
Annex C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting single pollutants for category A, C and D	73
Annex C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting single pollutants for category A, C and D	74
Annex C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting additive effects	75
Annexure D: Supplementary information for determination of HEGS	76
Annexure E: Background information, sampling and analysis on particulates	81
Annexure F: Quality assurance	107

## PART A: THE GUIDELINE

### 1. FOREWORD

- 1.1. The Commission of Inquiry into Safety and Health in the mining industry, chaired by the Honourable Mr. Justice R N Leon, identified occupational health as one of the four major issues affecting occupational health and safety in the mining industry.
- 1.2. To address this issue, a tripartite sub-committee was established under the auspices of the Mining Occupational Health Advisory Committee (**MOHAC**). **MOHAC** found it necessary to address this issue a guideline for a mandatory code of practice (**COP**) for **airborne pollutants** be drafted.
- 1.3. Significant risks to health exist in mining. To protect, monitor and promote employees' health status, an occupational health program is required where **exposure** to such significant risks occur. **MOHAC** considered it appropriate to prepare a guideline covering both occupational hygiene and medical surveillance to ensure compliance and uniform standards.
- 1.4. Where the employer's risk assessment indicates a need to establish and maintain either a system of occupational hygiene measurements or a system of medical surveillance, or where either such system is required by regulation, the employer must prepare and implement a **COP** based on this guideline.
- 1.5. This guideline assists employers with the establishment of an occupational health programme, but does not stipulate specific requirements for specific circumstances. It sets out a basic system for managing risks to health. The first component of any management system is finding out what the situation is and the second is deciding what to do about it.
- 1.6. This guideline replaces the "Guideline for the compilation of a mandatory **COP** for an occupational health programme on personal **exposure** to **airborne pollutants** with reference number DME 16/3/2/4-A1" published by the Department of Mineral Resources (**DMR**) in 2002.



## 2. LEGAL STATUS OF THE GUIDELINE AND CODES OF PRACTICE

- 2.1 In accordance with Section 9(2) of the Mine Health and Safety Act, 1996 (Act 29 of 1996), as amended (**MHSA**), an employer must prepare and implement a **COP** on any matter affecting the health and safety of employees and other persons who may be directly affected by activities at the mine, if the **CIOM** requires it. These **COPs** must comply with any relevant guidelines issued by the **CIOM** [Section 9(3) **MHSA**]. Failure by the employer to prepare or implement a **COP** in compliance with this guideline is a breach of the **MHSA**.

## 3. OBJECTIVES OF THE GUIDELINE

- 3.1 The objective of this guideline is to enable the employer at every mine to compile a **COP**, which, if properly implemented and complied with, would protect and improve the health of employees at the mine, by **monitoring** and reducing their **exposure to airborne pollutants**.
- 3.2 This guideline provides guidance of a general nature on the required format and content for the **COP** and details sufficient technical background to enable the drafting committee at the mine to prepare a comprehensive and practical **COP** for the mine. It sets out the two components of an occupational health programme namely:
- 3.2.1 Occupational hygiene; and
- 3.2.2 Medical surveillance.
- 3.3. Where an employer is required, in terms of Regulation 9.2(2) or in terms of its risk assessment, to establish and maintain a system of occupational hygiene measurements in respect of **airborne pollutants**, this guideline should assist the employer in doing so.

#### 4. DEFINITIONS AND ACRONYMS

In this guideline for a **COP**, unless the context otherwise indicates:

**“Airborne pollutant”** means any substance in the air that is harmful to health, including dust, fumes, aerosols, gases, fibres, vapours or mists.

**“Analysis methodology”** means analysis techniques used to quantify a pollutant collected on or in sampling media (e.g. gas chromatography/mass spectrometry).

**“CIOM”** means Chief Inspector of Mines.

**“COP”** means code of practice.

**“DMR”** means the Department of Mineral Resources.

**“Exposure”** means the subjection of a person to an **airborne pollutant** during employment through any route of entry (e.g. inhalation, ingestion, skin contact or absorption).

**“Homogeneous exposure group (HEG)”** means a group of employees whose **exposures** to a hazardous agent have been determined to be statistically similar enough that, by **monitoring** a small number of individuals in the group, the **exposures** of the remaining workers can be defined.

**“MOHAC”** means Mining Occupational Health Advisory Committee.

**“Monitoring”** means the repetitive and continued observation, measurement and evaluation of health and/or environmental, or technical data according to pre-arranged schedules, using nationally or internationally acceptable methodologies.

**“MHSA”** means the Mine Health and Safety Act, 1996 (Act 29 of 1996) as amended.

**“NIOSH”** means the United States National Institute for Occupational Safety and Health.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**“Qualitative”** means observations or information characterised by measurement on a categorical scale (i.e. dichotomous or nominal scale) or, if the categories are ordered, an ordinal scale e.g. “low”, “medium”, “high”.

**“Quantitative”** means data in numerical quantities such as continuous measurements or counts e.g. percentile or rates.

**“Occupational exposure limit (OEL)”** means the **TWA** concentration for an 8-hour work day and a 40-hour work week to which nearly all workers may be repeatedly exposed to without adverse health effects.

**“Sampling cycle”** means the planned sampling program for the year, which must terminate at the end of each calendar year.

**“TWA”** means time weighted average.

**“90<sup>th</sup> percentile”** means the statistical value of **exposure** data which must be used to determine when **HEGs** need to be re-classified, calculated either by:

- Using Microsoft Excel programme (percentile function); or
- First placing all sample results in order from the lowest concentration to the highest concentration (i.e. concentration of specific contaminants). Next, assign each sample result a number, starting with the number one for the lowest concentration result up to the highest concentration being given the number equal to the total number of samples collected in that **HEG**. Multiply the total number of samples collected by 0.9. The sample result with the number corresponding to this calculated value is the **90<sup>th</sup> percentile**.

## 5. SCOPE

- 5.1 Regulation 9.2(2) requires that a system of occupational hygiene measurements on personal **exposure to airborne pollutants** must be prepared and implemented when the results of the risk assessment conducted has identified that the following hazard limits prevail:

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

5.1.1 Particulates  $\geq 1/10$  (10%) of the OEL.

5.1.2 Gasses  $\geq 1/2$  (50%) of the OEL.

5.2 Where there is no statutory determined OEL for a particular **airborne pollutant** the risk assessment conducted should determine how the pollutant must be addressed in the COP.

5.3 This guideline is aimed at assisting employers to draft a COP for an occupational health programme which measures occupational **exposures** to **airborne pollutants** aimed at ensuring compliance with OELs, protecting worker health and linking these **exposure** results to employee medical records.

## 6. MEMBERS OF THE TASK GROUP

### State

CT Kekana  
P Huma  
B Novolo  
D Mokoboto, Dr  
DP Lekoba  
M Hlapane

### Employers

B Mongoma  
M Beukes  
R Motlhamme  
M de Koker

### Organised labour

O Shongwe

### Consultants

J Beukes  
K Dekker

**PART B: AUTHOR'S GUIDE**

1. The **COP** must, where possible, follow the sequence laid out in Part C: Format and content of the **COP**. The pages as well as the chapters and sections, must be numbered, where possible, to facilitate cross-referencing. Wording must be unambiguous and concise.
2. It should be indicated in the **COP** and on each annexure to the **COP** whether:
  - 2.1 The annexure forms part of the **COP** and must be complied with or incorporated in the **COP** or whether aspects thereof must be complied with or incorporated in the **COP**; or
  - 2.2 The annexure is merely attached as information for consideration in the preparation of the **COP** (i.e. compliance is discretionary).
3. When annexures are used, the numbering should be preceded by the letter allocated to that particular annexure and the numbering should start at one again. (e.g. 1, 2, 3 and A1, A2, A3).
4. Whenever possible illustrations, tables, graphs and the like, should be used to avoid long descriptions and/or explanations.
5. When reference has been made in the text to publications or reports, references to these sources must be included in the text as footnotes or side notes as well as in a separate bibliography.



**PART C: FORMAT AND CONTENT OF THE MANDATORY COP****1. TITLE PAGE**

The **COP** should have a title page reflecting at least the following:

- 1.1 The name of the mine;
- 1.2 The heading: "Mandatory Code of Practice for the Assessment of Personal Exposure to Airborne Pollutants";
- 1.3 A statement to the effect that the **COP** was drawn up in accordance with guideline **DMR 16/3/2/4-A1** issued by the **CIOM**;
- 1.4 The mine reference number for the **COP**;
- 1.5 The effective date;
- 1.6 The revision dates (if applicable); and
- 1.7 The **DMR** mine code number.

**2. TABLE OF CONTENTS**

The **COP** must have a comprehensive table of contents.

**3. STATUS OF THE MANDATORY CODE OF PRACTICE**

This section must contain statements to the effect that:

- 3.1 The **COP** was drawn up in accordance with guideline **DMR 16/3/2/4-A1** issued by the **CIOM**;
- 3.2 This is a mandatory **COP** in terms of Section 9(2) and 9(3) of the **MHSA**;

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- 3.3 The **COP** may be used in an accident investigation/inquiry to ascertain compliance and to establish whether the **COP** is effective and fit for purpose;
- 3.4 The **COP** supersedes all previous relevant **COPs**; and
- 3.5 All managerial instructions, recommended procedures (voluntary **COPs**) and standards on the relevant topics must comply with the **COP** and must be reviewed to ensure compliance.

#### 4. MEMBERS OF THE DRAFTING COMMITTEE

- 4.1 In terms of Section 9(4) of the **MHSA** the employer must consult with the health and safety committee on the preparation, implementation or revision of any **COP**.
- 4.2 It is recommended that the employer should, after consultation with the employees in terms of the **MHSA**, appoint a committee responsible for the drafting of the **COP**.
- 4.3 The members of the drafting committee assisting the employer in drafting the **COP**, should be listed giving their full names, designations, affiliations and experience. This committee must include competent persons sufficient in number to effectively draft the **COP**.

#### 5. GENERAL INFORMATION

General relevant information relating to the mine must be stated in this section of the **COP**, which must include at least the following:

- 5.1 A brief description of the mine and its location;
- 5.2 The commodities produced;
- 5.3 The mining method or combination of methods used at the mine must be listed. This section must discuss the degree of mechanisation, taking care to identify the potential sources of pollutants and possible pathways of **exposure**, and possible **exposure** scenarios;



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- 5.4 The general controls in place to prevent **exposure to airborne pollutants** including ventilation arrangements;
- 5.5 Other related COPs and management standards must be reviewed concurrently to avoid conflict of requirements as laid down by the employer. The objective would be to have an integrated system; and
- 5.6 The unique features of the mine that have a bearing on this **COP** and cross-reference them to the risk assessment conducted.

## 6. TERMS AND DEFINITIONS

Any word, phrase or term of which the meaning is not absolutely clear, or which will have a specific meaning assigned to it in the **COP**, must be clearly defined. Existing and/or known definitions should be used as far as possible. The drafting committee should avoid jargon and abbreviations that are not in common use or that have not been defined. The definitions section should also include acronyms and technical terms used.

## 7. RISK MANAGEMENT

- 7.1 Section 11 of the **MHSA** requires the employer to identify hazards, assess the health and safety risks to which employees may be exposed while they are at work, record the significant hazards identified and risks assessed. The employer must determine how the significant risks identified in the risk assessment process must be dealt with, having regard to the requirement of Section 11(2) and 11(3) that, as far as reasonably practicable, attempts should first be made to eliminate the risk, thereafter to control the risk at source, thereafter to minimise the risk and thereafter, insofar as the risk remains, to provide personal protective equipment and to institute a programme to monitor the risk.
- 7.2 To assist the employer with the risk assessment with all possible relevant information such as accident statistics, ergonomic studies, research reports, manufacturers specifications, approvals, design and performance criteria for all relevant equipment should be obtained and considered.

7.3 In addition to the periodic review required by Section 11(4) of the **MHSA**, the **COP** should be reviewed and updated after every serious incident relating to the topic covered in the **COP**, or if significant changes are introduced to procedures, mining and ventilation layouts, mining methods, plant or equipment and material.

## 8. KEY ELEMENTS TO BE ADDRESSED IN THE COP

8.1 Where the employer's risk assessment indicates a need to establish and maintain a system of occupational hygiene measurements and a system of medical surveillance, or where such systems are required by regulations, the following key elements must be addressed in the **COP**:

- Risk assessment and control.
- Personal **exposure monitoring**.
- Hierarchy of controls.
- Medical surveillance.
- Reporting and reviewing.

These key elements are shown in Figure 1 below.

The occupational health programme to be implemented on the mine should be summarised in the **COP** in a flow chart similar to Figure 1.

## 8.2 Components of an occupational health programme

The occupational health programme has two components namely:

8.2.1 Occupational hygiene; and

8.2.2 Medical surveillance.

## OCCUPATIONAL HEALTH PROGRAMME

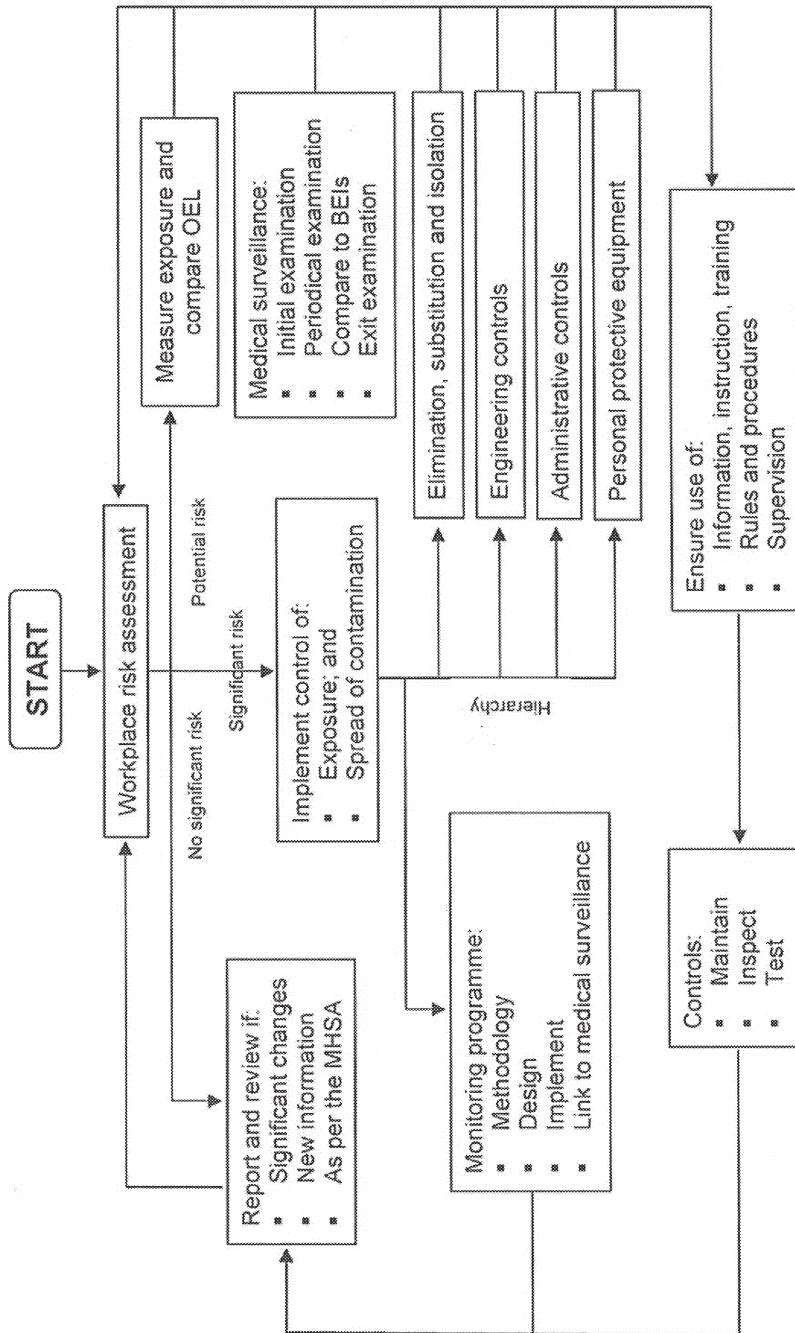


FIGURE 1: Occupational health programme

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

### 8.3 Occupational hygiene programme

In order to prepare the occupational hygiene programme for the mine, the **COP** should cover the following steps:

Step 1: Risk assessment.

Step 2: Determination of **HEG**.

Step 3: Sampling and **analysis methodology** and quality control.

Step 4: Personal **exposure monitoring**.

Step 5: Linking of occupational **exposure**.

Step 6: Hierarchy of control measures.

Step 7: Reporting and recording.

#### 8.3.1 Risk assessment

The **COP** should set out measures to ensure that a **qualitative** and **quantitative** risk assessment process is followed and takes into account all the factors influencing the health of employees.

**NOTE:** Chapter 3 of the handbook published by the Safety in Mines Research Advisory Committee (SIMRAC): "Handbook on Occupational Health Practice in the South African Mining Industry" could be consulted to assist in conducting a risk assessment.

The **COP** should address the following points:

##### 8.3.1.1 Baseline risk assessment

At the initial commencement of a system of occupational hygiene measurements, as contemplated in Section 12(2) of the **MHSA**, a baseline risk assessment is to be conducted to assess **exposure to airborne pollutants**.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

## 8.3.1.2 The risk assessment must be described with reference to:

- a) Any **airborne pollutant(s)** to which employees are being exposed to (refer to Chapter 22 of the **MHSA airborne pollutants occupational exposure** limits);
- b) The route of entry (where applicable e.g. inhalation, absorption, ingestion, etc.) and health effects that these individual **airborne pollutants** can have on employees;
- c) Where such pollutants may be present, e.g. welding bay, spray painting booth, battery charging stations, stope face, development end, etc.;
- d) The airborne nature of those pollutants identified, e.g. gases, fumes, vapour mists, fibres, dusts etc.;
- e) The nature of the key workplace operations and activities that pose the greatest potential for **exposure** with identified **airborne pollutants**;
- f) The occupations and number of employees who are being exposed to **airborne pollutants**;
- g) The pattern (e.g. intermittent, continuous, etc.), duration and frequency of employee **exposure** to the **airborne pollutants** identified;
- h) The actual **exposure** levels measured compared to occupational **exposure** limits;
- i) The control measures in place, (e.g. substitution, engineering, administration, personal protective equipment etc.), the additional control measures required to be instituted in order to reduce or maintain **exposures** to below the **OELs**, and if applicable, the planned programme of implementation;
- j) The frequency of any ongoing **monitoring** to assess the effectiveness of the controls mentioned above; and



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- k) The relevant material safety data sheets as contemplated in Section 21(4)(a), (b) and (c) of the **MHSA**.

**NOTE:** For the purpose of the risk assessment the commodity codes, activity codes, occupational codes and pollutant codes as set out in Annexure A should be used. Compliance with Annexure A is mandatory.

#### 8.3.1.3 Review of risk assessment

The **COP** must address the review of the risk assessment whenever circumstances arise or change at the mine that could have an impact on the original assessments, and at least in the following instances:

- a) When outcomes of medical surveillance programs indicate the need for it;
- b) When a Section 11.5 investigation indicates the need for it;
- c) When new or revised legislation is introduced;
- d) When new mining methods are introduced;
- e) When process changes are introduced (e.g. in process plants); and
- f) When new types of machinery are introduced.

#### 8.3.1.4 Post risk assessment

The **COP** must address on an annual basis, the review of the risk assessment (continuous risk assessment and management) based on the personal **exposure monitoring** data of the previous cycle.

Historical data is to be maintained as provided for in Section 15(2)(a).



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

## 8.3.2 Determination of HEGs

The **COP** should address the following points:

- 8.3.2.1 **HEGs** should be identified for purposes of personal **exposure monitoring**. The baseline risk assessment will enable the identification of **HEGs**, which will be established as follows:

*Step 1*

The sub-division of the mine into sampling areas (e.g. surface = sampling area 1, underground section A = sampling area 2, underground section B = sampling area 3, underground section C = sampling area 4, etc).

**NOTE:** Surface operations proceed to step 3. Underground operations proceed to step 2.

*Step 2*

At underground mines, sampling areas should be sub-divided into ventilation districts which are areas of a mine, ventilated independently from other areas with a common dedicated intake and return airways. Any airborne contaminants released in a ventilation district will only affect that particular district and does not circulate through other areas of the mine where people may be exposed.

In order for an area to be classified as a ventilation district it must comply with:

- Ventilated independently from other areas.
- Independent intake and return airways.
- Does not contaminate other areas.

*Step 3*

The sub-division of the sampling areas into activity areas as per the activity area code list found in Annexure A (mandatory codes). Annexure A must be complied with.

*Step 4*

To ensure that adequate measurements of personal **exposures** (refer also to paragraph 8.3.4 below) are taken in line with the identified **airborne pollutants** for each activity area. If insufficient historical personal **exposure** data is not available regarding the extent of the risk, a personal **monitoring** survey must be undertaken for each identified **airborne pollutant**.

**NOTE:** Acceptable methodologies on personal **monitoring** as stipulated by **NIOSH** should be used for this assessment.

*Step 5*

A statistical analysis should be conducted. Annexure B could be consulted in this regard. The results of the identified **airborne pollutants** present, either from historical data or from measured data, during the personal sampling strategy, in that particular activity area should be compared to their respective **OEL** values. These **OEL** values and pollutant codes are contained as Schedule 22.9(2)(a) in Chapter 22 of the **MHSA** regulations.

**NOTE:** Annexure B is attached for information purposes only.

Plot past data over time to determine whether the **exposure** trends are higher or lower. If the **exposure** trends exist, the Section 12(1) appointee should use only the most recent **exposure** data in the initial assessment.

In order to ensure that **HEGs** are correctly allocated a statistical analysis of the results is to be done. An example of such an approach is shown in Annexure B.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**NOTE:** Annexure B is attached for information purposes only.

Once the personal **exposures** within each activity area have been compared to their respective **OEL** values, each activity area can now be categorised into classification bands to determine the various **HEGs** within that activity area. The classification bands for **airborne pollutants** are tabled in Annexure C. Annexure C forms part of this guideline and must be complied with.

**NOTE:** An activity area e.g. stoping, is not a **HEG**. This activity area e.g. stoping, must be subdivided into the classification bands as shown above. These classification bands are the **HEGs** within that particular activity area.

Repeat step 4 for every pollutant identified in the risk assessment process.

*Step 6*

In this step where a single pollutant acting independently has been identified in an activity area the following process must be followed:

- a) Once the personal **exposures** within each activity area has been compared to the respective **OEL** values of the single pollutant, that activity area can now be categorised into classification bands determined by the various **HEGs** within that activity area. The classification bands for **airborne pollutants** are depicted in Annexure C. Annexure C is mandatory and must be complied with.
- b) If an employee is exposed to a number of identified pollutants, which have an additive effect, step 7 must be followed.
- c) Repeat step 5 for every such identified pollutant.

**NOTE:** (1) Single pollutant - where no additive effects are known or considered likely, the constituents can be regarded as acting 'independently'. It is then sufficient to ensure compliance with each of the individual **OELs**.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (2) Refer to Annexure D with reference to identified pollutant acting independently.

**NOTE:** Annexure D is attached for information purposes only.

*Step 7*

When pollutants that have an additive effect have been identified in an activity area where these effects are additive, their combined effects must be used when classifying the activity area into their respective **HEGs**. The following formula must be used to assess the combined effect.

$C_1/L_1 + C_2/L_2 + C_3/L_3 \dots$  for compliance, the combined effect should be  $< 1$

where  $C_1$ ,  $C_2$  etc. are the concentrations of constituents in air  
and  $L_1$ ,  $L_2$  etc. are the corresponding **OELs**.

**NOTE:** The **OELs** for pollutants listed in Schedule 22.9(2)(a) of the **MHSA** are for single compounds or for pollutants containing a common entity. Workers are however frequently subjected to mixed **exposures**. It is therefore necessary to take into account the possible additive or synergistic effects of these pollutants. Due to the difficulty in assessing, if the effects of a mixture of pollutants are either additive or synergistic, the requirements of this **COP** will be to treat all such cases as if they are additive. With all types of mixed **exposures**, it is essential that the classification band category assessment should be based on the concentrations of each of the constituents in air to which workers are exposed.

Table C1 in Annexure C depicts **exposures** to the various hazards that can be considered as being additive or synergistic. Annexure C is mandatory and must be complied with.

**NOTE:** Refer to Annexure D with reference to identified pollutants that have an additive effect. Annexure D is for information purposes only.



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- 8.3.2.2 At the end of each cycle (annually; end of calendar year) sampling results for each **HEG** must be statistically analysed and re-classified when required. Re-classification of **HEGs** should be done by means of statistically recognised principles. 90% confidence limits are to be used to test the homogeneity of **HEGs**. Refer to Annexure B for an example.

**NOTE:** Annexure B is attached for information purposes only.

The total number of exposed employees will be determined at the beginning of annual reporting cycle and would only change if there is an increase in employees during the quarterly reporting cycle (exposed individuals are only counted once in an annual reporting cycle to prevent duplicate counting).

Reduction in employees would not reduce the total number of exposed employees during the reporting cycle.

**NOTE:** The total number of exposed employees will be determined at the start of annual **sampling cycle** based on the previous year's results in accordance with the **HEG** classification based on the various **exposure** bands.

- 8.3.2.3 **HEGs** must be re-assessed whenever circumstances arise or change at the mine when the following occurs:
- a) **Exposure** levels change due to controls being initiated and likewise, when controls deteriorate.
  - b) Employee complaints are received.
  - c) Processes are changed (e.g. change in procedures, mining and ventilation layouts, mining methods, plant, equipment or material).
  - d) Occupational illness occurs.
  - e) A change in **exposure** category occurs.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- f) Other events warranting re-evaluation occurs:
  - (i) New technological data; and
  - (ii) New regulatory initiatives.
- g) Should the review of the baseline assessment warrants it.

### 8.3.3 Sampling, **analysis methodology** and quality control

The **COP** must address the following points:

#### 8.3.3.1 Continuing sampling strategy

Continuing sampling must be conducted to assess whether significant changes in trends have occurred and should be added to accumulated data during statistical analysis re-classification of **HEGs**.

- a) Determining sample size

The total number of samples should be evenly spread out over a twelve-month period for all categories, that is A, B and C, as below.

A minimum of 5% or five samples (whichever is the greater) per **HEG** should be taken as per classification bands in Annexure C as per the following:

- i. Category A - 5% or five samples per quarter;
- ii. Category B - 5% or five samples six-monthly to be evenly spread bi-annually;
- iii. Category C - 5% or five samples per annum to be evenly spread annually;  
and



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- iv. **Category D** - no sampling plan for this category. Measurement results that are below 10% of the **OEL** will be reported under this category.

**NOTE:** Annexure C is mandatory and must be complied with.

- b) Section 12(1) appointees must use their professional judgment to decide whether additional samples need to be taken in order to increase the confidence that **HEGs** are appropriately categorised.

#### 8.3.3.2 Sampling strategy and schedules

The **COP** should address a sampling strategy that includes a **monitoring** schedule for each **HEG**. The **sampling cycle** and records thereof should be kept as required by law (see for example Sections 12(3) and 15(2)(b) of the **MHSA**).

#### 8.3.3.3 Sampling methodology

- a) The **COP** should address, for each pollutant identified, an appropriate sampling methodology selected and implemented (refer to Annexure E: Background information on particulates; sampling and **analysis methodology**. Annexure E is for information purposes only).
- b) The **COP** should put measures in place to ensure that a quality control program for the sampling methodology is developed and implemented.

**NOTE:** (1) Refer to Annexure F: Quality assurance. Annexure F is for information purposes only.  
(2) The relevant methodology chosen for each pollutant identified must be stated in the **COP**.

#### 8.3.3.4 Chemical analysis methodology

The **COP** should address the following points:

- a) For each pollutant identified, an appropriate chemical **analysis methodology**, which complies with internationally accepted good practice, should be selected and implemented. All the selected chemical analytical methods should be listed in the **COP** e.g. **NIOSH** methods for silica crystalline respirable: **NIOSH 7500** (XRD); **NIOSH 7602** (IR).
- b) The sample analysis should be done either by a laboratory that is accredited (accredited to chemically analyse the specific pollutants) in terms of South African bureau of Standards (SABS) ISO/IEC 17025 of the South African National Accreditation System (SANAS), or a laboratory that is participating in a proficiency testing program and is in a process of obtaining SANAS accreditation, which latter laboratory must produce a proficiency test certificate to the client before doing any sample analysis.
- c) A minimum number of samples taken as determined in accordance with 8.3.3.1(a) of this guideline must each be individually analysed.

**NOTE:** The results from the analysis obtained in a **HEG** will be averaged and allocated to the specific **HEG** in which the samples were taken.

#### 8.3.3.5 Gravimetric weighing facilities

The **COP** should contain measures to ensure that gravimetric weighing facilities have a quality control program in place (refer to Annexure E for information on the requirements for a weighing facility and to Annexure F for a quality control program. Annexures E and F are for information purposes only).

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**8.3.4 Personal exposure monitoring**

The **COP** should set out measures to ensure that personal **exposure monitoring** is conducted to obtain reliable estimates of employee shift **exposures** in a workplace. Samples taken should be:

- a) Representative of all full working shifts;
- b) Measured and compared to occupational **exposure** limits per working shift e.g. day shift and night shift;
- c) Randomly spread over the full **sampling cycle** period for each **HEG**; and
- d) Randomly spread across all occupations within the **HEG**.

**8.3.4.1 Training**

The **COP** should set out the training programme in place for:

- a) Storage and maintenance of equipment;
- b) Issuing of the sampling equipment;
- c) Wearer of the sampling equipment;
- d) Handling of the sampling equipment;
- e) Transportation of equipment; and
- f) Pre- and post-calibration of the sampling train checks.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

### 8.3.5 Hierarchy of control

The **COP** should address the hierarchy of controls which are going to be implemented to mitigate the risk(s). The following hierarchy of controls should be taken into consideration:

- Elimination;
- Engineering controls;
- Administrative controls;
- Minimising (the risk); and
- Personal protective equipment.

### 8.3.6 Recording and reporting

The **COP** should address the following:

#### 8.3.6.1 Record keeping system

A record keeping system, which records the **exposure** history of each **HEG** at the mine, should be kept and be readily available at the mine, including any reasons for deviation on sample results such as:

- a) Controls not operating effectively; and
- b) Events or factors which have influenced the results, e.g. air sampling at surface operations after high rainfall or during excessive winds.

#### 8.3.6.2 Mandatory reports

Reporting to the **DMR** must be done on a quarterly basis for all categories, that is A, B, C and D (refer to Annexure C: Classification bands and reporting forms. Annexure C is mandatory and must be complied with).

**NOTE:** (1) For all categories A, B and C, the measurement results on the samples taken at that time must be reported at the end of each quarter.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

The rolling average results must be reported at the end of each sampling cycle.

(2) The results in a HEG of which 90<sup>th</sup> percentile equates to less than 10% of the OEL will be classified under D category.

(3) Pollutant(s) that do not have an additive effect on the target organ(s) must be separately reported.

#### 8.4 Occupational medical surveillance

##### 8.4.1 Occupational medical surveillance programme

The COP should describe:

8.4.1.1 The medical surveillance program at the mine as required in terms of Section 13 and Regulations 11.5, 11.6 and 11.7 of the MHSA and any additional medical surveillance required in terms of the employer's risk assessment.

8.4.1.2 The method used to link the occupational hygiene measurements (e.g. **exposures** to individual pollutants as well as additive or synergistic mixtures) to each employee's record of medical surveillance as contemplated in Section 12(3) of the MHSA.

**NOTE:** A manual or computerised system could be utilised to link this information. This system may have to be customised in accordance with the employer's specific needs or commercial programs. Effective communication between the Section 12(1) appointee and the occupational medical practitioner is recommended to ensure that the linkages between occupational hygiene **exposures'** history and medical conditions are identified.

8.4.1.3 The procedure on how the following categories of medical surveillance in terms of the MHSA, will be conducted:

(a) Initial examination - in terms of Section 13(2)(c);

(b) Periodic examination - in terms of Section 13(2)(c); and



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (c) Exit examination - in terms of Sections 17 and 19(2).

#### 8.4.2 Methodological standards for test techniques forming part of medical surveillance

##### 8.4.2.1 The **COP** should set out measures to ensure that chest x-rays:

- (a) Are at least 35x43cm in size, even when digital;
- (b) Are of a suitable quality for proper identification and classification of pneumoconiosis; and
- (c) Show the date, name of individual and any unique form of personal identification used by the mine (e.g. identity number, personnel number, passport number, company number, etc.).

##### 8.4.2.2 The **COP** must set out how lung function testing will be conducted.

**NOTE:** The occupational medical practitioners Guidance Note for Lung Function Testing (DMR 25/5/P) and the Guidance Note for Occupational Medical Practitioners: Tuberculosis Control Programs (DMR 25/5/P) could be consulted.

#### 8.4.3 Inclusive medical surveillance system

- ##### 8.4.3.1 The **COP** should set out measures to ensure that the system of medical surveillance is designed in consultation with the occupational medical practitioner to avoid duplication where employees are exposed to more than one hazard. A single, similar test could suffice for the medical surveillance of more than one hazard. It could therefore be possible to use the same examination or test for the medical surveillance of more than one hazard, provided that the requirements of medical surveillance for each hazard are achieved.



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**PART D: IMPLEMENTATION****1. IMPLEMENTATION PLAN**

- 1.1. The employer must prepare an implementation plan for its **COP** that makes provision for issues such as organisational structures, responsibilities of functionaries and programmes and schedules for the **COP**, that will enable proper implementation of the **COP** (a summary of and a reference to, a comprehensive implementation plan may be included).
- 1.2. Information may be graphically represented to facilitate easy interpretation of the data and to highlight trends for the purposes of risk assessment.

**2. COMPLIANCE WITH THE CODE OF PRACTICE**

The employer must institute measures for **monitoring** and ensuring compliance with the **COP**.

**3. ACCESS TO THE CODE OF PRACTICE AND RELATED DOCUMENTS**

- 3.1 The employer must ensure that a complete **COP** and related documents are kept readily available at the mine for examination by any affected person.
- 3.2 A registered trade union with members at the mine or where there is no such union, a health and safety representative on the mine, or, if there is no health and safety representative, an employee representing the employees on the mine, must be provided with a copy on written request to the manager. A register must be kept of such persons or institutions with copies to facilitate updating of such copies.
- 3.3 The employer must ensure that all employees are fully conversant with those sections of the **COP** relevant to their respective areas of responsibilities.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURE A: Mandatory codes***(This annexure forms part of the guideline and must be complied with)***1. MAIN COMMODITY CODE LIST**

The main commodity being produced by the mine.

AS	Asbestos	MH	Malmesbury hornfels
AP	Attapulgit	MN	Manganese
BT	Bentonite	MB	Marble
CA	Calcrete	MC	Mica
CE	Cement	MP	Mineral-pigments
CL	Coal	MM	Montmorillonite
Co	Cobalt	NA	Salt
CR	Chrome	Ni	Nickel
CY	Clay	NP	Nepheline
CU	Copper	NR	Norite
DI	Diamonds	PB	Lead
DR	Dolerite	PL	Perlite
DM	Dolomite	PH	Phosphates
DK	Dwyka	PT	Platinum group metals
EM	Emeralds	PR	Prospecting (unspecified minerals)
FD	Feldspar	PY	Pyrophyllite
FI	Fireclay	QZ	Quartzite
FS	Fluorspar	QD	Quartzite dimension stone
FT	Felsite	SA	Sand
FU	Fullers-earth	SH	Shale
FY	Flintclay	SI	Silica
GC	Gas and condensate (MOSSGAS)	SM	Silicon-metal
AU	Gold	ST	Sillimanite
GT	Granite	SG	Slag
GD	Granite dimension stone	SD	Slate dimension stone
GV	Gravel	SL	Soil
GS	Gypsum	TC	Talc
HG	Mercury	TE	Tigers-eye
IL	Ilmenite	SN	Tin
FE	Iron-ore	TN	Titanium
JP	Jasper	UR	Uranium
KA	Kaolin	VA	Vanadium
KG	Kieselguhr	WS	Wollastonite
LS	Limestone	ZN	Zinc
MA	Magnesite		

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**2. ACTIVITY AREA CODE LIST**

ACTIVITY	CODE
Conventional mining (coal)	01
Continuous miner (coal)	02
Longwall mining (coal)	03
Handgot (coal)	04
Stoping / pillar extraction (coal)	05
Rock mining (coal)	06
Opencast	07
Stoping	08
Development (single shift)	09
Development (multiblast)	10
Shaft sinking	11
Raise boring / dry drilling	12
Trackless mining	13
Scraper block caving	14
Ground handling (conveyor / loco's)	15
Shafts and services	16
Roving underground	17
Underground workshops	18
Raw material	19
Crushing	20
Milling / pulverising	21
Screening / grading	22
Separation processes	23
Concentrating	24
Heat process	25
Smelting	26
Chemical process	27
Refining	28
Final products	29
Roving plant	30
Roving surface	31
Assay / laboratory	32
Surface workshops	33
Dumps / dump recycling	34

**NOTE:** Where the above broad descriptions do not define an activity area exactly, select the "best fit".

**3. OCCUPATION CODE LIST**

## Alphabetical index

CODE	OCCUPATION
70301	Acclimatisation supervisor
70302	Acclimatisation worker
80699	Accommodation worker (other accommodation, n.e.c.)
80599	Accommodation worker (residential, n.e.c.)
10206	Accountant (n.e.c.)
10200	Accounting/financial management
10299	Accounting/financial worker (n.e.c.)

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
30402	Acid plant official
30404	Acid plant worker
10900	Administration/secretarial management
10903	Administrative officer
10000	Administrative/financial management (multi-disciplinary)
10099	Administrative/financial management (n.e.c.)
19999	Administrative/financial/business worker (n.e.c.)
60601	Advocate/barrister
90000	Agricultural management (multi-disciplinary)
90099	Agricultural management (n.e.c.)
99999	Agricultural worker (n.e.c.)
40412	Air conditioning/refrigeration engineer
40413	Air conditioning/refrigeration mechanic
81100	Air transport management
81101	Air transport officer
81199	Air transport worker (n.e.c.)
21507	Air and water services team leader/supervisor
21508	Air and water services worker
81102	Airport controller
30110	Amalgamator
70803	Ambulance officer
70101	Anaesthetist
60106	Aptitude tester
60105	Aptitude testing supervisor
21406	Aquajet operator
50901	Architect
50902	Architectural assistant
50900	Architectural management
50999	Architectural worker (n.e.c.)
40320	Armature winder
50403	Assay technician
50401	Assayer
50499	Assay/chemistry/laboratory worker (n.e.c.)
29909	Assistant driller (Ocean)
10511	Assessor
35910	Assopulp worker
60602	Attorney/solicitor/conveyancer
70303	Audio visual tester
70322	Audiologist/speech therapist
70323	Audiometrist
10100	Auditing management
10199	Auditing worker (n.e.c.)
10102	Auditor (computer/systems)
10101	Auditor (internal and external)
40319	Auto electrician
20805	Backfill worker
35020	Baker
11114	Banking officer

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
11100	Banking/investment management
11199	Banking/investment worker (n.e.c.)
21304	Banksman/onsetter
81202	Bargemaster (Ocean)
80803	Barber/hairdresser
80706	Barman
60601	Barrister/advocate
35110	Beer maker
80705	Beerhall supervisor
21305	Bell signaller
30205	Beltsman
70304	Bio-medical engineer
70102	Biokineticist
40422	Blacksmith
40424	Blacksmith: apprentice
40421	Blacksmith: chargehand
40420	Blacksmith: foreman
40423	Blacksmith: operative
40425	Blacksmith: worker (n.e.c.)
20306	Blaster (supervisory)
20502	Blaster: opencast/quarry (non-supervisory)
20503	Blaster: surface works (e.g. smelter) (non-supervisory)
20501	Blaster: underground metal (non-supervisory)
20599	Blasting worker (n.e.c.)
40803	Boiler attendant
40450	Boilermaker: operative (gr 1)
40451	Boilermaker: operative (aide) (gr 2)
36015	Book binder
81202	Bosun (Ocean)
10208	Bookkeeper
21404	Box/orepass controller
36710	Brick maker
40614	Bricklayer
40617	Bricklayer: aide
40615	Builder
80499	Building service worker (n.e.c.)
80400	Building services management
40618	Building worker (n.e.c.)
40616	Building worker: operative
50503	Business analyst (computers)
10001	Business management
35010	Butcher
10312	Buyer/purchaser
40343	Cable joiner
30508	Calcinating worker
80701	Canteen supervisor
80703	Canteen worker
80501	Caretaker/housekeeper



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
40621	Carpenter
40622	Carpenter and joiner
40623	Carpenter and joiner: apprentice
40620	Carpenter and joiner: chargehand
40619	Carpenter and joiner: foreman
40624	Carpenter: aide
40625	Carpenter: worker (n.e.c.)
10209	Cashier
30507	Caster
80700	Catering management
21699	Cementer (Ocean)
80799	Catering worker (n.e.c.)
21602	Cementation driller/injector
21601	Cementation supervisor
21699	Cementation worker (n.e.c.)
21307	Chairlift operator
00000	Chairman (group)
80604	Change house team leader/supervisor
80605	Change house worker
10395	Checker
80702	Chef/cook
40701	Chemical engineer
40700	Chemical engineering management
40799	Chemical engineering worker (n.e.c.)
30499	Chemical process worker (n.e.c.)
50402	Chemist
50404	Chemist technician
00000	Chief executive
80802	Child minder
70320	Chiropodist/podiatrist
60805	Cinema/video operator
40601	Civil engineer
40600	Civil engineering management
40610	Civil engineering technician
40699	Civil engineering worker (n.e.c.)
40651	Civil/building chargehand (other, n.e.c.)
40650	Civil/building foreman (other, n.e.c.)
40652	Civil/building tradesman (other, n.e.c.)
80402	Cleaner (office)/tea maker
40611	Clerk of works
10295	Clerk (accounts/finance)
99995	Clerk (agriculture, n.e.c.)
81195	Clerk (air transport)
50995	Clerk (architectural)
10195	Clerk (auditing)
11195	Clerk (banking/investment)
80795	Clerk (catering)
80695	Clerk (club)



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
60995	Clerk (creative arts)
10795	Clerk (economics)
40195	Clerk (engineering planning)
49995	Clerk (engineering)
51095	Clerk (environmental)
80395	Clerk (estate/township)
70895	Clerk (first aid)
10995	Clerk (general e.g. filing n.e.c.)
50195	Clerk (geology)
80595	Clerk (hostel/quarters)
50795	Clerk (industrial engineering)
60295	Clerk (industrial relations)
10595	Clerk (insurance)
60695	Clerk (legal)
60795	Clerk (library)
10895	Clerk (marketing/sales)
79995	Clerk (medical)
39995	Clerk (metallurgical plant)
20195	Clerk (mining planning)
29995	Clerk (mining) (n.e.c.)
10495	Clerk (payroll/timekeeping)
60195	Clerk (personnel)
36095	Clerk (printing)
10695	Clerk (property/mining rights)
60895	Clerk (public relations)
81095	Clerk (rail transport)
80995	Clerk (road transport)
50395	Clerk (rock mechanics)
50895	Clerk (safety/loss control)
60495	Clerk (school)
80195	Clerk (security)
61095	Clerk (sports/recreation)
50695	Clerk (statistics)
10395	Clerk (stores)
00295	Clerk (strategic planning)
50295	Clerk (survey)
11295	Clerk (tax)
60395	Clerk (training)
60595	Clerk (welfare)
70202	Clinical assistant
80600	Club management
80601	Club secretary
80602	Club team leader
80603	Club worker
20604	Coal auger operator
20601	Coal cutter operator
20605	Coal plough operator
30211	Coal preparation worker

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
30509	Coking plant attendant
36014	Collator
80401	Commissionaire (offices)
80502	Commissionaire (residential accommodation)
10900	Company secretary (administrative)
40804	Compressor attendant
50508	Computer operator
50505	Computer programmer
30399	Concentration/flotation worker (n.e.c.)
19996	Consultant (administrative/financial, n.e.c.)
99996	Consultant (agriculture, n.e.c.)
49996	Consultant (engineering, n.e.c.)
09996	Consultant (general management, n.e.c.)
69996	Consultant (humanities, n.e.c.)
79996	Consultant (medical, n.e.c.)
39996	Consultant (metallurgy/beneficiation/manufacturing, n.e.c.)
29996	Consultant (mining production, n.e.c.)
59996	Consultant (scientific/technical, n.e.c.)
89996	Consultant (service occupation, n.e.c.)
11296	Consultant (tax)
40000	Consulting engineer (engineering support)
20000	Consulting engineer (mining)
30003	Consulting metallurgist
20602	Continuous miner driver
49902	Contractor (outside)
30202	Control room operator
60602	Conveyancer/attorney/solicitor
20299	Conveyer worker (n.e.c.)
21202	Conveyer belt attendant
21201	Conveyer belt team leader/supervisor
80702	Cook/chef
10901	Corporate secretary (admin)
10205	Cost accountant
10205	Cost controller
81301	Crane driver
81398	Crane driver trainer
60999	Creative worker (n.e.c.)
10207	Credit controller
20103	Critical path scheduler
90499	Crop worker
81009	Crossing attendant
30207	Crusher attendant
30505	Cupolaman
49903	Cutter
30403	Cyanidation team leader/supervisor
30405	Cyanidation worker
50513	Data base administrator
50514	Data base technician

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
50510	Data capture supervisor
50511	Data capture typist
29908	Day pusher (Ocean)
29910	Deck attendant (Ocean)
20313	Deck leader (Ocean)
50509	Data controller (computers)
70504	Dental assistant
70503	Dental mechanic
70499	Dental specialist, e.g. oral pathologist (n.e.c.)
70401	Dental surgeon/dentist
70502	Dental therapist
70599	Dental worker (n.e.c.)
70103	Dermatologist
40102	Designer (engineering)
80104	Detective
20303	Developer
50501	Development management (hardware)
50502	Development management (software)
20310	Development team leader/supervisor
20701	Development team worker
50111	Diamond drill team leader/supervisor
50112	Diamond drill worker
50110	Diamond driller
40501	Diecaster
40477	Diesel mechanic
40478	Diesel mechanic: apprentice
40476	Diesel mechanic: chargehand
40475	Diesel mechanic: foreman
70305	Dietician
60802	Diplomatic/political liaison officer
29911	Diver (Ocean)
40905	Disinfestation worker
80105	Dog handler
80801	Domestic servant
21102	Dragline operator
21101	Dragline supervisor
29906	Drains cleaner
49994	Draughting technician
50994	Draughtsperson (architectural)
40794	Draughtsperson (chemical engineering)
40694	Draughtsperson (civil engineering)
40394	Draughtsperson (electrical engineering)
50194	Draughtsperson (geological)
40594	Draughtsperson (mechanical engineering)
29994	Draughtsperson (mining production, n.e.c.)
49994	Draughtsperson (n.e.c.)
50294	Draughtsperson (survey)
59994	Draughtsperson (technical services)

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
20401	Drill rig operator (jumbo)
40528	Drill sharpener
20402	Driller: hand percussion/jackhammer
20403	Driller: hand (coal)
20404	Driller: opencast/large diameter
20499	Drilling worker (n.e.c.)
40527	Drillsmith
80908	Driver: ambulance (code 08)
21103	Driver: bulldozer
80905	Driver: forklift
21109	Driver: haul truck (underground and opencast)
80911	Driver: heavy articulated motor vehicle (code 13)
80909	Driver: heavy motor vehicle e.g. bus/ambulance (code 10)
80907	Driver: light motor vehicle/car (code 08)
80906	Driver: mobile industrial/agricultural equipment (code 07)
80903	Driver: motorcycle (code 01-04)
80904	Driver: tractor (code 05)
80998	Driving instructor
30406	Dryerman
30702	Dump team leader/supervisor
30703	Dump worker
30701	Dumpsman
10907	Duplicator
70104	Ear, nose and throat specialist
10703	Economics assistant
10700	Economics management
10799	Economics worker (n.e.c.)
10702	Economist (n.e.c.)
10205	Economy controller
60901	Editor
60400	Educational management
60499	Educational/school worker (n.e.c.)
70306	EEG technician
40341	Electrical chargehand (other n.e.c.)
40301	Electrical engineer
40300	Electrical engineering management
40399	Electrical engineering worker (n.e.c.)
40340	Electrical foreman (other n.e.c.)
40310	Electrical technician
40342	Electrical tradesman (other n.e.c.)
40314	Electrician
40317	Electrician: aide
40315	Electrician: apprentice
40313	Electrician: chargehand
40312	Electrician: foreman
40316	Electrician: underground section
40318	Electrician: worker (n.e.c.)
40802	Electricity generator worker

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
40437	Electro mechanic/millwright/minewright
40311	Electronic technician
60500	Employee assistance program management
19910	Encoder
40800	Energy systems management
40805	Energy systems officer
40801	Energy systems team leader/supervisor
40899	Energy systems worker (n.e.c.)
40201	Engineer (n.e.c.)
40205	Engineering assistant (n.e.c.)
40004	Engineering foreman (n.e.c.)
40202	Engineering inspector
40001	Engineering management (multi-disciplinary)
40099	Engineering management (n.e.c.)
49901	Engineering team leader (n.e.c.)
40299	Engineering technical worker (n.e.c.)
40203	Engineering technician (n.e.c.)
60905	Entertainer
51004	Environmental assistant
51007	Environmental construction supervisor
51008	Environmental construction worker
51001	Environmental engineer
51000	Environmental engineering management
51005	Environmental observer
51003	Environmental officer
51002	Environmental superintendent
51099	Environmental worker (n.e.c.)
21504	Equipper
80300	Estate/township management
80301	Estate/township officer
80302	Estate/township team leader/supervisor
80399	Estate/township worker (n.e.c.)
40104	Estimator/calculator
00000	Executive director (n.e.c.)
10317	Explosives issuer
50506	Facilities management (computers)
40344	Fan attendant
90001	Farm manager
10904	Filing/records officer
30302	Filter operator/worker
30301	Filter team leader/supervisor
10204	Financial accountant
10201	Financial analyst
10701	Financial economist
10202	Financial engineer
10200	Financial/accounting management
10000	Financial/admin management (multi-disciplinary)
80202	Firefighting/rescue officer



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
80203	Firefighting/rescue team leader/supervisor
80298	Firefighting/rescue trainer
80299	Firefighting/rescue worker (n.e.c.)
81005	Fireman/stoker
80201	Firemaster
70802	First aid attendant
70800	First aid management/medical station superintendent
70801	First aid team leader/supervisor
70898	First aid trainer
70898	First aid training superintendent
70899	First aid worker (n.e.c.)
40428	Fitter and turner
40429	Fitter and turner: apprentice
40427	Fitter and turner: chargehand
40426	Fitter and turner: foreman
40433	Fitter (including machining): apprentice
40432	Fitter (including machining)
40431	Fitter (including machining): chargehand
40430	Fitter (including machining): foreman
40434	Fitter: operative (grade 1)
40435	Fitter: operative aide (grade 2)
40436	Fitter: worker (n.e.c.)
90301	Forester
90300	Forestry engineer
90399	Forestry worker
40502	Forger
40505	Founder
30599	Furnace worker (n.e.c.)
90501	Game ranger
40656	Ganger/plate/tracklayer (main line)
40480	Garage mechanic: aide
40481	Garage serviceman
40482	Garage worker (n.e.c.)
90102	Garden supervisor/groundsman
90199	Garden worker
40002	General engineering supervisor
49999	General engineering worker (n.e.c.)
00199	General management (n.e.c.)
00102	General manager (company)
00101	General manager (mine)
20305	General miner
70201	General practitioner
50103	Geochemist
50100	Geological management
50109	Geological observer/field assistant
50199	Geological worker (n.e.c.)
50101	Geologist
50108	Geology technician



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
50102	Geophysicist
21401	Grab operator
50408	Grade officer
60904	Graphic artist
30210	Grinderman/pulveriser
90102	Groundsman/garden supervisor
80500	Guest house/quarters management
36013	Guillotine operator
70105	Gynaecologist
80803	Hairdresser/barber
40654	Handyman (maintenance)
21504	Handyman (mining)
21001	Haulage team leader/supervisor
21099	Haulage/underground rail transport worker (n.e.c.)
70307	Health/food inspector
90502	Herdsman/stable hand
21302	Hoist driver
21399	Hoisting worker (n.e.c.)
90101	Horticulturist
79901	Hospital cleaner
10902	Hospital secretary
70002	Hospital superintendent
70324	Hospital worker/orderly
80505	Hostel management
80506	Hostel official
80507	Hostel team leader/supervisor
80501	Housekeeper/caretaker
60000	Humanities management (multi-disciplinary)
60099	Humanities management (n.e.c.)
69999	Humanities worker (n.e.c.)
20801	Hydraulic prop team leader/supervisor
20802	Hydraulic prop worker
40411	Hydraulic technician
40999	Hygiene services worker (n.e.c.)
60203	Induna/tribal representative
50701	Industrial engineer
50700	Industrial engineering management
50704	Industrial engineering officer
50702	Industrial engineering technician
50799	Industrial engineering worker (n.e.c.)
70106	Industrial physician
60202	Industrial relations assistant
60200	Industrial relations management
60201	Industrial relations practitioner
60299	Industrial relations worker (n.e.c.)
50599	Info services/computer worker (n.e.c.)
50516	Information centre management (computers)
50500	Information services management

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
40321	Instrument engineer
40325	Instrument mechanician (industrial)
40326	Instrument mechanician apprentice (industrial)
40324	Instrument mechanician chargehand (industrial)
40323	Instrument mechanician foreman (industrial)
40322	Instrument technician
10596	Insurance adviser
10500	Insurance management
10599	Insurance worker (n.e.c.)
70107	Internist/specialist physician
10315	Inventory controller
90400	Irrigation engineer
10317	Issuer (explosives)
10316	Issuer (stores, non-explosive)
60902	Journalist/writer
40602	Junior engineer (civil engineering)
40302	Junior engineer (electrical engineering)
40402	Junior engineer (mechanical engineering)
40207	Junior engineer (n.e.c.)
90503	Kennel worker
30504	Kilnman
80703	Kitchen worker
50406	Laboratory assistant
50400	Laboratory manager/superintendent
50405	Laboratory technician
60103	Labour controller
30506	Ladleman
40346	Lamp room team leader /supervisor
40347	Lamp room worker
40345	Lampsman
90200	Land rehabilitation engineer
90201	Land rehabilitation supervisor
90299	Land rehabilitation worker
29905	Lasher/loader (n.e.c.)
80503	Laundry supervisor
80504	Laundry worker
30407	Leaching worker
20309	Learner miner
50409	Learner official (assay/chemistry)
40303	Learner official (electrical engineering)
40206	Learner official (engineering, n.e.c.)
50113	Learner official (geology)
40403	Learner official (mechanical engineering)
30105	Learner official (metallurgy)
20202	Learner official (mining)
40208	Learner operative
60603	Legal assistant
60600	Legal management

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
60699	Legal worker (n.e.c.)
60701	Librarian
60702	Library assistant
60700	Library management
60799	Library worker (n.e.c.)
21306	Lift operator
80705	Liquor outlet supervisor
36010	Lithographer
90599	Livestock worker (n.e.c.)
21106	Load haul dump driver
21004	Loader driver (rail)
21104	Loader driver (trackless)
81003	Loco driver (main line - SPOORNET)
81004	Loco driver (not main line)
21002	Loco driver (underground)
21003	Loco guard (underground)
20603	Longwall shearer operator
10317	Magazine master
50106	Magnetometer specialist
40653	Maintenance supervisor
10203	Management accountant
10812	Marketing assistant
10810	Marketing officer
10800	Marketing and sales management
10899	Marketing/sales worker (n.e.c.)
40626	Mason
40627	Mason aide
70308	Masseur/masseuse
70600	Matron/nursing services management
40414	Mechanic (ocean)
70402	Maxillo-facial and oral surgeon
40521	Mechanical charge hand
40401	Mechanical engineer
40400	Mechanical engineering management
40599	Mechanical engineering worker (n.e.c.)
40520	Mechanical foreman (other, n.e.c.)
20699	Mechanical rockbreaking worker (n.e.c.)
40410	Mechanical technician
40522	Mechanical tradesman (other, n.e.c.)
60908	Media technician
70001	Medical advisor
79901	Medical labourer
70201	Medical officer
70309	Medical orthotist/prosthetist
70310	Medical physicist
70199	Medical specialist (n.e.c.)
70800	Medical station superintendent/first aid management
70311	Medical technician

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
70312	Medical technologist
79999	Medical worker (n.e.c.)
70000	Medical/health care management (multi-disciplinary)
70099	Medical/health care management (n.e.c.)
20803	Meshing and lacing team leader/supervisor
20804	Meshing and lacing worker
11010	Messenger/postal worker
30103	Metallurgical official (n.e.c.)
30199	Metallurgical worker (n.e.c.)
30000	Metallurgical/plant management
30001	Metallurgical/plant superintendent
30002	Metallurgical/plant supervisor
30101	Metallurgist
30102	Metallurgy technician (extractive)
51006	Microscopist
30208	Milling worker
40437	Millwright/electro mechanic/minewright
21510	Mine construction team leader/supervisor (n.e.c.)
21599	Mine construction worker (n.e.c.)
00101	Mine manager
20002	Mine overseer
20101	Mine planning/valuation engineer
80103	Mine police/security guard
20099	Mine production management (n.e.c.)
20399	Mine production supervisor (n.e.c.)
29999	Mine production worker (n.e.c.)
10900	Mine secretary (administration)
21499	Mine transport worker (n.e.c.)
20305	Miner (general)
50104	Mineralogist
20504	Miner's assistant (cheesa)
20201	Mining engineer (n.e.c.)
20299	Mining technical worker (n.e.c.)
20210	Mining technician (n.e.c.)
90699	Mixed farming worker (n.e.c.)
40103	Model maker
50205	Model maker (survey)
11113	Money market dealer
21308	Monorail winch operator
21309	Monorope winch operator
40543	Motorman (ocean)
70313	Mortuary attendant
40473	Motor mechanic
40474	Motor mechanic apprentice
40472	Motor mechanic chargehand
40471	Motor mechanic foreman
40479	Motor/diesel mechanic operative
40504	Moulder

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
20704	Multi task worker Underground production
20705	Multi task worker Opencast production
60905	Musician
50515	Network technician (computers)
70108	Neurologist
29908	Night pusher (ocean)
70109	Neurosurgeon
20308	Night shift cleaner
70601	Nurse (charge/senior sister)
70603	Nurse (enrolled/staff)
70602	Nurse (registered) all categories n.e.c.
70604	Nursing assistant
70698	Nursing instructor
70600	Nursing services management/matron
70699	Nursing worker (n.e.c.)
70314	Occupational therapist
70120	Occupational health physician
70121	Occupational hygienist
00101	Offshore installation manager (ocean)
21304	Onsetter/banksman
50703	Operations research officer
50507	Operations/network operator (computers)
70110	Ophthalmologist
70316	Optical dispenser
70315	Optician/optometrist
70501	Oral hygienist
70324	Orderly/hospital worker
21404	Ore pass/box controller
70403	Orthodontist
70111	Orthopaedic surgeon
70317	Orthoptist
70113	Paediatrician
40637	Painter and decorator/maintenance hand
40638	Painter and decorator (worker n.e.c.)
40470	Panel beater
35911	Paper maker
35900	Paper manufacturing management
35912	Paper tester
70112	Pathologist (medical)
40503	Patternmaker
40629	Paver
10404	Paymaster
10402	Payroll administrator
10401	Payroll controller
10400	Payroll management
10499	Payroll worker (n.e.c.)
50517	PC programmer/product specialist
60905	Performing artist



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
70404	Peridontist
10905	Personal assistant/secretary
80899	Personal care worker (n.e.c.)
60102	Personnel assistant/masiza
60100	Personnel management
60101	Personnel officer/practitioner
60199	Personnel worker (n.e.c.)
70799	Pharmaceutical worker (n.e.c.)
70701	Pharmacist
60906	Photographer
70318	Physiologist
70319	Physiotherapist
81103	Pilot (aircraft)
21505	Pipes and tracks team leader/supervisor
21506	Pipes and tracks worker
20703	Pit worker
40003	Planned maintenance foreman
40100	Planning management (engineering)
20100	Planning management (mining)
20104	Planning observer
20102	Planning officer
40101	Planning officer (engineering)
40199	Planning worker (engineering n.e.c.)
20199	Planning worker (mining n.e.c.)
30204	Plant team leader/supervisor
30299	Plant worker (n.e.c.)
30201	Plant/reduction official
40628	Plasterer
70114	Plastic surgeon
40448	Plater
40447	Plater/boilermaker
40449	Plater/boilermaker apprentice
40446	Plater/boilermaker chargehand
40445	Plater/boilermaker foreman
40452	Plater/boilermaker worker (n.e.c.)
40455	Plater/welder
40457	Plater/welder apprentice
40454	Plater/welder chargehand
40453	Plater/welder foreman
40458	Plater/welder worker (n.e.c.)
40656	Plate/track layer/ganger (main line)
60404	Play school supervisor
40632	Plumber
40635	Plumber aide
40633	Plumber apprentice
40631	Plumber chargehand
40630	Plumber foreman
40634	Plumber operative



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
40636	Plumber worker (n.e.c.)
70320	Podiatrist/chiropract
09801	Pool gang worker
11010	Postal worker/messenger
40530	Power hammer operator
40529	Press operator
60405	Pre-primary school assistant
36011	Printer (n.e.c.)
36012	Printing machine operator
36000	Printing management
36001	Printing supervisor
36099	Printing worker (n.e.c.)
30203	Process controller
60900	Producer/director (creative arts)
20001	Production/section/underground manager
50705	Productivity officer
19992	Project manager (admin/financial n.e.c.)
99992	Project manager/officer (agriculture n.e.c.)
49992	Project manager/officer (engineering n.e.c.)
09992	Project manager/officer (general management n.e.c.)
69992	Project manager/officer (humanities n.e.c.)
79992	Project manager/officer (medical/health n.e.c.)
29992	Project manager/officer (mining n.e.c.)
39992	Project manager/officer (reduction/beneficiation/manufacturing)
59992	Project manager/officer (scientific/technical n.e.c.)
89992	Project manager/officer (services n.e.c.)
10601	Property broker
10600	Property/mining rights management
10602	Property/mining rights officer
10699	Property/mining rights worker (n.e.c.)
50107	Prospector
70309	Prosthetist/medical orthotist
70405	Prosthodontist
70115	Psychiatrist
60501	Psychologist (clinical)
60104	Psychologist (industrial)
60803	Public relations assistant
60800	Public relations management
60801	Public relations officer
60899	Public relations worker (n.e.c.)
30210	Pulveriser/grinderman
40531	Pump team leader/supervisor
40532	Pump worker
30104	Pupil metallurgist
10312	Purchaser/buyer
10300	Purchasing/stores management
40613	Quantity surveyor
20307	Quarryman

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
79999	Radio/medic (ocean)
40327	Radio mechanician
11012	Radio operator
70321	Radiographer
70116	Radiologist
81000	Rail transport management
81001	Rail transport officer
81002	Rail transport team leader
81099	Rail transport worker (n.e.c.)
20607	Raise/tunnel borer operator
20606	Raise/tunnel borer supervisor
10313	Receiver (stores)
10906	Receptionist/typist/word processor operator
10904	Records/filing officer
30099	Reduction/beneficiation/manufacturing management (n.e.c.)
39999	Reduction/beneficiation/manufacturing worker (n.e.c.)
30201	Reduction/plant official
21403	Reeler
30601	Refiner
30699	Refining worker (n.e.c.)
40415	Refrigeration plant operator
40414	Refrigeration plant team leader/supervisor
40412	Refrigeration/air conditioning engineer
40413	Refrigeration/air conditioning mechanic
40906	Refuse collector
70202	Registrar (medical)
80200	Rescue training service management
80202	Rescue/firefighting officer
80203	Rescue/firefighting team leader/supervisor
80298	Rescue/firefighting trainer
80299	Rescue/firefighting worker (n.e.c.)
99997	Researcher (agriculture n.e.c.)
49997	Researcher (engineering n.e.c.)
09997	Researcher (general management n.e.c.)
69997	Researcher (humanities n.e.c.)
79997	Researcher (medical n.e.c.)
39997	Researcher (metallurgy/beneficiation/manufacturing n.e.c.)
29997	Researcher (mining production n.e.c.)
50397	Researcher (rock mechanics)
59997	Researcher (scientific/technical n.e.c.)
89997	Researcher (service occupation n.e.c.)
40508	Rigger and ropeman
40509	Rigger and ropeman apprentice
40507	Rigger and ropeman chargehand
40506	Rigger and ropeman foreman
40511	Rigger and ropeman worker (n.e.c.)
40510	Rigger aide
40655	Road builder

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
80900	Road transport management
80901	Road transport officer
80902	Road transport team leader
80999	Road transport worker (n.e.c.)
20799	Rock breaking worker (n.e.c.)
50301	Rock mechanics engineer
50300	Rock mechanics management
50302	Rock mechanics officer
50399	Rock mechanics worker (n.e.c.)
20899	Rock support worker (n.e.c.)
20806	Roof bolt machine operator
20807	Roof bolt worker
29909	Roughneck (ocean)
81201	Roustabout (ocean)
40523	Rubber reliner
50802	Safety/loss control auditor
50800	Safety/loss control management
50803	Safety/loss control observer assistant
50801	Safety/loss control officer
50899	Safety/loss control worker (n.e.c.)
10811	Sales representative
10319	Salvage yard aide
10320	Salvage and reclamation worker (surface)
29907	Salvage and reclamation worker (underground)
50204	Sample worker
50203	Sampler
40904	Sanitation worker
40540	Saw doctor
40542	Saw sharpener
40541	Sawmill mechanic
35710	Sawyer
60401	School principal
50000	Scientific/technical management (multi-disciplinary)
50099	Scientific/technical management (n.e.c.)
59999	Scientific/technical worker (n.e.c.)
20902	Scraper winch bell operator
20901	Scraper winch driver
20999	Scraping worker (n.e.c.)
30209	Screensman
81299	Sea transport worker (n.e.c.)
10999	Secretarial/administrative worker (n.e.c.)
10900	Secretarial/administration management
10905	Secretary/personal assistant
29901	Section leader
20001	Section/production/underground manager
11112	Securities officer
80103	Security guard/mine police
80101	Security inspector/officer

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
80100	Security management
80102	Security supervisor (eg sergeant)
80199	Security worker (n.e.c.)
50105	Sedimentologist
50306	Seismic network technician
50305	Seismologist
21107	Self-propelled machine driver (n.e.c.)
89999	Service worker (n.e.c.)
80000	Services management (multi-disciplinary)
80099	Services management (n.e.c.)
40903	Sewage plant operator
20301	Shaft foreman
21501	Shaft sinker
21503	Shaft timberman worker
21502	Shaft timberman/timberman
29909	Shakerhand (ocean)
11111	Share transfer officer
40459	Sheetmetal worker
20302	Shift boss
40526	Shot blast operator
20804	Shotcrete worker
21105	Shovel operator
81007	Shunter
21108	Shuttle car driver
81008	Signaller
40639	Signwriter
21303	Skipman
30704	Slimes dam team leader/supervisor
30705	Slimes dam worker
30799	Slimes dam/dump worker (n.e.c.)
30501	Smelter
30502	Smelter team leader/supervisor
30503	Smelter worker
60502	Social worker
60602	Solicitor/attorney/conveyancer
30206	Sorter
20405	Spannerman/driller's assistant
50407	Spectrographer
70322	Speech therapist/audiologist
61099	Sports worker (n.e.c.)
61002	Sports/recreation assistant
61000	Sports/recreation management
61001	Sports/recreation officer
90502	Stable hand/herdsman
21402	Stacker operator
21509	Stage worker
10311	Standards officer
50602	Statistical officer

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
50699	Statistical worker (n.e.c.)
50601	Statistician
50600	Statistics management
81201	Stevedore
11110	Stockbroker
81005	Stoker/fireman
29904	Stone packer
20311	Stope team leader/supervisor
20702	Stope team worker
20304	Stoper
10314	Storekeeper
10310	Stores controller
10316	Stores issuer (non-explosive)
10313	Stores receiver
10399	Stores worker (n.e.c.)
10300	Stores/purchasing management
50304	Strata control observer
50303	Strata control officer
00201	Strategic planning analyst
00200	Strategic planning management
00299	Strategic planning worker (n.e.c.)
30408	Stripper operator
19993	Student (administrative/financial n.e.c.)
99993	Student (agriculture n.e.c.)
49993	Student (engineering n.e.c.)
50193	Student (geology)
69993	Student (humanities n.e.c.)
79993	Student (medical)
39993	Student (metallurgy/beneficiation/manufacturing n.e.c.)
29993	Student (mining production n.e.c.)
59993	Student (scientific/technical n.e.c.)
89993	Student (service occupation n.e.c.)
29902	Supervisor's assistant (underground)
70399	Supplementary medical worker (n.e.c.)
70117	Surgeon (general)
50200	Survey management
50299	Survey worker (n.e.c.)
50201	Surveyor (land)
50202	Surveyor (mine)
29903	Sweeper/vamper
10203	Systems accountant
50504	Systems analyst
50512	Systems/network programmer
34510	Tailor
80402	Tea maker/office cleaner
60404	Teacher (nursery education)
60403	Teacher (primary education)
60402	Teacher (secondary education)



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
20312	Team leader/supervisor (other mining production work)
40204	Technical assistant engineering (n.e.c.)
20211	Technical assistant mining (n.e.c.)
50001	Technical services management
59901	Technical services department (TSD) officer (n.e.c.)
11099	Telecommunications worker (n.e.c.)
11011	Telephonist
60907	Television cameraman
70118	Thoracic surgeon
35999	Timber, pulp and paper worker (n.e.c.)
10403	Timekeeper
21405	Tip team leader/supervisor
21406	Tip worker
40512	Toolmaker
20312	Toolpusher (ocean)
60804	Tour guide
40612	Town planner
49994	Tracer (n.e.c.)
21101	Trackless machine team leader/supervisor
21198	Trackless machine trainer (eg dragline)
21199	Trackless machine worker (n.e.c.)
40656	Track/plate layer/ganger (main line)
81006	Train guard
19998	Trainer (administrative/financial n.e.c.)
99998	Trainer (agriculture n.e.c.)
40798	Trainer (chemical engineering)
40698	Trainer (civil engineering)
50598	Trainer (computers)
81398	Trainer (crane driving)
40398	Trainer (electrical engineering)
80298	Trainer (firefighting/rescue)
70898	Trainer (first aid)
49998	Trainer (general engineering n.e.c.)
09998	Trainer (general management n.e.c.)
69998	Trainer (humanities, n.e.c.)
40598	Trainer (mechanical engineering)
79998	Trainer (medical n.e.c.)
39998	Trainer (metallurgy/beneficiation/manufacturing n.e.c.)
29998	Trainer (mining production n.e.c.)
70698	Trainer (nursing)
80998	Trainer (road driving)
50898	Trainer (safety/loss control)
59998	Trainer (scientific/technical n.e.c.)
80198	Trainer (security)
89998	Trainer (service occupation n.e.c.)
60398	Trainer/instructor (n.e.c.)
60302	Training assistant
60300	Training management



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

CODE	OCCUPATION
60301	Training officer (n.e.c.)
60399	Training worker (n.e.c.)
60903	Translator
81399	Transport worker (n.e.c.)
60203	Tribal representative/induna
10906	Typist/word processor operator/receptionist
09999	Unclassified occupation (unknown/no specific skill)
10906	Typist/word processor operator/receptionist
20001	Underground/production/section manager
30401	Uranium plant official
70119	Urologist
50518	User support (computers)
10510	Valuator
80704	Waiter/waitress
40900	Water, effluent and sanitation management
40907	Water, effluent and sanitation officer
40901	Water, effluent and sanitation team leader/supervisor
40902	Water treatment operator
10395	Weighbridge attendant
40456	Welder
60504	Welfare assistant
60503	Welfare officer
60599	Welfare worker (n.e.c.)
40526	Winch Operator/Driver
40525	Winch transporter team leader
40524	Winch transporter/erector
21301	Winding engine driver (licensed)
20406	Wireline operators (ocean)
10906	Word processor operator/typist/receptionist
50707	Work study observer/assistant
50706	Work study officer
35913	Wrapper
60902	Writer/journalist
10318	Yard supervisor
10321	Yard worker (n.e.c.)

## 4. POLLUTANT CODE LIST

SUBSTANCE	CODE	SUBSTANCE	CODE
Acetaldehyde	1	*Acrylamide	8
Acetic acid	2	Acrylic acid	9
Acetic anhydride	3	*Acrylonitrile	10
Acetone	4	Aldrin	11
Acetonitrile	5	Allyl alcohol	12
Acetylsalicylic acid [aspirin]	6	Allyl chloride	13
Acrolein	7	Allyl-2,3-epoxypropyl ether	14
Acrylaldehyde	7	Allyl glycidyl ether [AGE]	14

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Aluminium alkyl compounds	15	Selenium-doped	57
Aluminium metal		Borates, tetra, sodium salts	
inhalable particulate	16	Anhydrous	58
respirable particulate	17	Decahydrate	59
Aluminium oxides		Pentahydrate	60
inhalable particulate	18	Bornan-2-one	61
respirable particulate	19	Boron oxide	62
Aluminium salts, soluble	20	Boron tribromide	63
Aminodimethylbenzene	21	Boron trifluoride	64
2-Aminoethanol	22	Bromacil	65
2-Aminopyridine	23	Bromine	66
Ammonia	24	Bromine pentafluoride	67
Ammonium chloride, fume	25	Bromochloromethane	68
Ammonium sulphamate	26	Bromoethane	69
n-Amyl acetate	27	Bromoethylene	70
sec-Amyl acetate	28	Bromoform	71
Aniline	29	Bromomethane	72
Anisidines, o- and p-isomers	30	Bromotrifluoromethane	73
Antimony & compounds [as Sb] except antimony trisulphide and antimony trioxide	31	*Buta-1,3-diene	74
*Arsenic and compounds, except arsine [as As]	32	n-Butane	75
Arsine	33	Butan-1-ol	76
*Asbestos, all forms	34	Butan-2-ol	77
Asphalt, petroleum fumes	35	Butan-2-one	78
Atrazine	36	trans-But-2-enal	79
Azinphos-methyl	37	*2-Butoxyethanol [EGBE]	80
Aziridine	38	n-Butyl acetate	81
gamma-BHC	39	sec-Butyl acetate	82
Barium compounds, soluble [as Ba]	40	tert-Butyl acetate	83
Barium sulphate, respirable particulate	41	Butyl acrylate	84
Benomyl	42	n-Butyl alcohol	76
*Benzene	43	sec-Butyl alcohol	77
Benzenethiol	44	tert-Butyl alcohol	85
Benzene-1,2,4-tricarboxylic acid 1,2- anhydride	45	n-Butylamine	86
p-Benzoquinone	46	Butyl benzyl phthalate	87
Benzoyl peroxide	47	n-Butyl chloroformate	88
Benzyl butyl phthalate	48	n-Butyl glycidyl ether [BGE]	89
Benzyl chloride	49	n-Butyl lactate	90
*Beryllium and beryllium compounds [as Be]	50	2-sec-Butylphenol	91
Biphenyl	51	*Cadmium & cadmium com- pounds, except cadmium oxide fume, cadmium sulphide and cadmium sulphide pigments [as Cd]	92
*Bis (chloromethyl) ether [BCME]	52	*Cadmium oxide fume [as Cd]	93
Bis (2,3-epoxypropyl) ether	53	*Cadmium sulphide and cadmium sulphide pigments respirable particulate [as Cd]	94
Bis (2-ethylhexyl) phthalate	54	Caesium hydroxide	95
2,2-Bis (p-Methoxyphenyl)-1,1,1- trichloroethane (DMDT)	55	Calcium carbonate	
Bismuth telluride [as Bi <sub>2</sub> Te <sub>3</sub> ]		inhalable particulate	96
Undoped	56	respirable particulate	97

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Calcium cyanamide	98	1-Chloro-4-nitrobenzene	141
Calcium cyanide	335	Chloropentafluoroethane	142
Calcium hydroxide	99	Chloropicrin	143
Calcium oxide	100	beta-Chloroprene	133
Calcium silicate		3-Chloropropylene	13
inhalable particulate	101	Chlorosulphonic acid	144
respirable particulate	102	alpha-Chlorotoluene	49
Camphor, synthetic	103	2-Chlorotoluene	145
Caprolactam		2-Chloro-6-(trichloromethyl) pyridine	146
inhalable particulate	104	Chlorpyrifos	147
vapour	105	Chromium, metal and inorganic compounds [as Cr]	
Captafol	106	Cr [II] compounds	148
Captan	107	Metal and Cr [III] compounds	149
Carbaryl	108	*Cr [VI] compounds	150
Carbofuran	109	Coal dust [respirable particulate]	
Carbon black	110	<5% crystalline quartz/silica	151
Carbon dioxide	111	>5% crystalline quartz/silica	522
*Carbon disulphide	112	Coal tar pitch volatiles [as cyclohexane solu]	152
Carbon monoxide	113	*Cobalt & cobalt compounds [as Co]	153
Carbon tetrabromide	114	Copper	
Carbon tetrachloride	115	fume	154
Carbonyl chloride	116	Dusts & mists [as Cu]	155
Catechol	117	Cotton dust	156
Cellulose		Cresols, all isomers	151
inhalable particulate	118	Cristobalite	521 – 524
respirable particulate	119	Crotonaldehyde	79
Cement		Cryofluorane [INN]	158
inhalable particulate	120	Cumene	159
respirable particulate	121	Cyanamide	160
Chlordane	122	Cyanides, except hydrogen cyanide, cyanogen & cyanogen chloride	334 – 337
Chlorine	123	Cyanogen	161
Chlorodiphenyl (42% chlorine)	124	Cyanogen chloride	162
Chlorodiphenyl (54% chlorine)	125	Cyclohexane	163
Chlorine dioxide	126	Cyclohexanol	164
Chlorine trifluoride	127	Cyclohexanone	165
Chloroacetaldehyde	128	Cyclohexene	166
2-Chloroacetophenone	129	Cyclohexylamine	167
Chloroacetyl chloride	130	Cyclonite [RDX]	168
Chlorobenzene	131	Cyhexatin	169
Chlorobromomethane	132	2,4-D	170
2-Chlorobuta-1,3-diene	133	DDT	171
Chlorodifluoromethane	134	DDVP	172
*1-Chloro-2,3-epoxy propane	135	2,4-DES	173
Chloroethane	136	DMDT	174
2-Chloroethanol	137	Derris, commercial	175
*Chloroethylene (VCM)	138	Diacetone alcohol	176
Chloroform	139		
Chloromethane	140		

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Dialkyl 79 phthalate	177	Diethyl ether	214
Diallyl phthalate	178	Di-(2-ethylhexyl) phthalate [DEHP]	215
2,2'-Diaminodiethylamine	179	Diethyl ketone	216
*4,4'-Diaminodiphenylmethane [DADPM, DDM]	180	Diethyl phthalate	217
1,2-Diaminoethane	181	Difluorochloromethane	134
Diammonium peroxodisulphate [as S <sub>2</sub> O <sub>8</sub> ]	182	Diglycidyl ether [DGE]	218
Diatomaceous earth, natural [respirable particulate]	183	o-Dihydroxybenzene	117
Diazinon	184	m-Dihydroxybenzene	219
Diazomethane	185	p-Dihydroxybenzene	220
Dibenzoyl peroxide	47	1,2 Dihydroxyethane	283 – 284
Dibismuth tritelluride	56 – 57	Diisobutyl ketone	221
Diborane	186	Diisobutyl phthalate	222
Diboron trioxide	62	Diisodecyl phthalate	223
Dibrom	187	Diisononyl phthalate	224
1,2-Dibromo-2,2-dichloroethyl dimethyl phosphate	187	Diisooctyl phthalate	225
Dibromodifluoromethane	188	Diisopropylamine	226
*1,2-Dibromoethane	189	Diisopropyl ether	227
Dibutyl hydrogen phosphate	190	Di-linear 79 phthalate	177
Dibutyl phosphate	190	Dimethoxymethane	228
Dibutyl phthalate	191	N,N-Dimethylacetamide	229
Dichloroacetylene	192	Dimethylamine	230
1,2-Dichlorobenzene	193	N,N-Dimethylaniline	231
1,4-Dichlorobenzene	194	1,3-Dimethylbutyl acetate	232
Dichlorodifluoromethane	195	Dimethyl ether	233
1,3-Dichloro-5,5-dimethyl hydantoin	196	N,N-Dimethylethylamine [DMEA]	234
Dichlorodiphenyltrichloroethane	171	Dimethylformamide	235
1,1-Dichloroethane	197	2,6-Dimethylheptan-4-one	221
*1,2-Dichloroethane	198	Dimethyl phthalate	236
*1,1-Dichloroethylene	199	Dimethyl sulphate	237
1,2 Dichloroethylene, cis & trans isomers	200	Dinitrobenzene, all isomers	238
Dichlorofluoromethane	201	Dinitro-o-cresol	239
*Dichloromethane	202	Dinitrotoluene	240
*2,2'-Dichloro-4,4'-methylene dianiline	203	Dinonyl phthalate	241
2,4-Dichlorophenoxyacetic acid	170	Di-sec-octyl phthalate	215
1,3-Dichloropropene, cis & trans isomers	204	1,4-Dioxane, tech grade	242
1,2-Dichlorotetrafluoroethane	205	Dioxathion	243
Dichlorvos	172	Diphenyl	51
Dicyclohexyl phthalate	206	Diphenylamine	244
Dicyclopentadiene	207	Diphenyl ether [vapour]	245
Dicyclopentadienyl iron	208	Diphosphorus pentasulphide	246
Dieldrin	209	Diphosphorus pentoxide	247
Diethanolamine	210	Dipotassium peroxodisulphate [as S <sub>2</sub> O <sub>8</sub> ]	248
Diethylamine	211	Diquat dibromide	249
2-Diethylaminoethanol	212	Disodium disulphite	250
Diethylene glycol	213	Disodium peroxodisulphate [as S <sub>2</sub> O <sub>8</sub> ]	251
Diethylene triamine	179	Disodium tetraborate	58 – 60
		Disulfoton	252



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Disulphur decafluoride	253	*Ethylene glycol monomethyl ether acetate [EGMEA]	286
Disulphur dichloride	254	Ethyleneimine	287
2,6-Di-tert-butyl-p-cresol	255	*Ethylene oxide	288
6,6-Di-tert-butyl-4,4-thiodi-m-cresol	256	Ethyl ether	214
Diuron	257	Ethyl formate	289
Divanadium pentoxide	592 – 593	2-Ethylhexyl chloroformate	290
Divinyl benzene [DVB]	258	Ethylidene dichloride	197
Emery		Ethyl mercaptan	267
inhalable particulate	259	4-Ethylmorpholine	291
respirable particulate	260	Ethyl silicate	292
Endosulfan	261	Fenchlorphos	293
Endrin	262	Ferbam	294
Enflurane	263	Ferrocene	208
*Epichlorohydrin	264	Ferrovanadium dust	295
1,2-Epoxy-4-epoxyethyl-cyclo-hexane	265	Flammable gas (methane/hydrogen)	296
2,3-Epoxypropyl isopropyl ether	266	Fluorides [as F]	297
Ethane-1,2-diol	283 – 284	Fluorine	298
Ethanethiol	267	Fluorodichloromethane	201
Ethanol	268	Fluorotrichloromethane	299
Ethanolamine	269	*Formaldehyde	300
Ether	214	Formamide	301
*2-Ethoxyethanol [EGEE]	270	Formic acid	302
*2-Ethoxyethyl acetate [EGEEA]	271	2-Furaldehyde	303
Ethyl acetate	272	Furfural	303
Ethyl acrylate	273	Furfuryl alcohol	304
Ethyl alcohol	268	Gasoline	305
Ethylamine	274	Germane	306
Ethyl amyl ketone	275	Germanium tetrahydride	306
Ethyl benzene	276	Glutaraldehyde	307
Ethyl bromide	277	Glycerol, mist	308
Ethyl butyl ketone	278	Glycerol trinitrate	309
Ethyl chloride	279	Glycol monoethyl ether	270
Ethyl chloroformate	280	Graphite, natural & synthetic	
Ethylene chlorohydrin	281	inhalable particulate	310
Ethylene diamine	181	respirable particulate	311
*Ethylene dibromide	189	*Grain dust (oat, wheat, barley)	312
*Ethylene dichloride	198	Guthion	37
Ethylene dinitrate	282	Gypsum	
Ethylene glycol		inhalable particulate	313
inhalable particulate	283	respirable particulate	314
vapour	284	gamma-HCH	315
Ethylene glycol dinitrate [EGDN]	282	Hafnium	316
*Ethylene glycol monobutyl ether [EGBE]	80	Halothane	317
*Ethylene glycol monoethyl ether [EGEE]	270	Heptachlor	318
*Ethylene glycol monoethyl ether acetate [EGEEA]	271	n-Heptane	319
*Ethylene glycol monomethyl ether [EGME]	285	Heptan-2-one	320
		Heptan-3-one	278

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
gamma-Hexachlorocyclohexane	315	Isoflurane	357
Hexachloroethane		Isooctyl alcohol [mixed isomers]	358
vapour	321	Isopentyl acetate	351
inhalable particulate	322	Isophorone	359
respirable particulate	323	Isophorone diisocyanate [IPDI]	360
Hexahydro-1,3,5-trinitro-1,3,5-triazine	168	Isopropyl acetate	361
Hexane, all isomers except n-Hexane	324	Isopropyl alcohol	362
n-Hexane	325	Isopropyl benzene	159
1,6-Hexanolactam	104 –	Isopropyl chloroformate	363
	105	Isopropyl ether	227
Hexan-2-one	326	Isopropyl glycidyl ether [IGE]	266
Hexone	327	Kaolin, respirable particulate	364
sec-Hexyl acetate	232	Ketene	365
Hexylene glycol	328	*Lead, elemental, and inorganic compounds [as Pb]	366
Hydrazine	329	*Lead tetra-ethyl [as Pb]	367
Hydrazoic acid [as vapour]	330	Lead tetra-methyl [as Pb]	368
Hydrogen	331		96 –
Hydrogen bromide	332	Limestone	97
Hydrogen chloride	333	Lindane	315
Hydrogen cyanide and cyanide salts [as CN]		Liquified petroleum gas [LPG]	369
*Hydrogen cyanide	334	Lithium hydride	370
Calcium cyanide	335	Lithium hydroxide	371
Potassium cyanide	336	*MBOCA	203
Sodium cyanide	337	*MDA	180
Hydrogen fluoride [as F]	338	*MDI	360
Hydrogen peroxide	339	Magnesite	
Hydrogen selenide [as Se]	340	inhalable particulate	372
Hydrogen sulphide	341	respirable particulate	373
Hydroquinone	220	Magnesium oxide [as Mg]	
4-Hydroxy-4-methyl-pentan-2-one	176	inhalable particulate	374
2-Hydroxypropyl acrylate	342	fume and respirable particulate	375
2,2'-Iminodiethanol	210	Malathion	376
2,2'-Iminodi(ethylamine)	179	Maleic anhydride	377
Indene	343	Manganese, elemental, and inorganic compounds [as Mn]	378
Indium and compounds [as In]	344	Manganese, fume [as Mn]	379
Iodine	345	Manganese cyclopentadienyl tricarbonyl [as Mn]	380
Iodoform	346	Manganese tetroxide	381
Iodomethane	347	Man-made mineral fibres [Glass, slag and rock wool fibres]	382
Iron oxide, dust & fume [as Fe]	348		96 –
Iron pentacarbonyl	349	Marble	97
Iron salts [as Fe]	350	Mequinol [INN]	383
Isoamyl acetate	351	Mercaptoacetic acid	384
Isoamyl alcohol	352	Mercury alkyls [as Hg]	385
Isoamyl methyl ketone	353	Mercury and compounds, except Mercury alkyls, [as Hg]	386
Isobutyl acetate	354	Mesityl oxide	387
Isobutyl alcohol	355	Methacrylic acid	388
Isobutyl methyl ketone	327		
*Isocyanates, all [as –NCO]	356		



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Methacrylonitrile	389	4-Methylpentan-2-ol	410
Methane	390	4-Methylpentan-2-one	327
Methanethiol	391	4-Methyl-3-penten-2-one	387
Methanol	392	*4-Methyl-m-phenylene diisocyanate	360
Methomyl	393	2-Methylpropan-1-ol	355
Methoxychlor	174	2-Methylpropan-2-ol	85
*2-Methoxyethanol [EGME]	285	Methyl propyl ketone	413
*2-Methoxyethyl acetate [EGMEA]	286	1-Methyl-2-pyrrolidone	414
1-Methoxypropan-2-ol	394	Methyl silicate	415
Methyl acetate	395	alpha-Methyl styrene	416
Methyl acrylate	396	Methylstyrenes	417
Methylal	228	N-Methyl-N-2,4,6-tetranitroaniline	418
Methyl alcohol	392	Mevinphos	419
Methylamine	397	Mica	
Methyl n-amyl ketone	320	inhalable particulate	420
N-Methylaniline	398	respirable particulate	421
Methyl bromide	399	Molybdenum compounds [as Mo]	
3-Methylbutan-1-ol	352	soluble compounds	422
1-Methylbutyl acetate	28	insoluble compounds	423
Methyl-n-butyl ketone	326	Monochloroacetic acid	425
Methyl chloride	400	Morpholine	426
*Methyl chloroform	401	Naled	187
Methyl 2-cyanoacrylate	402	Naphthalene	427
Methylcyclohexane	403	1,5-Naphthalene diisocyanate	428
Methylcyclohexanol	404	*Nickel	429
2-Methylcyclohexanone	405	Nickel carbonyl [as Ni]	430
Methylcyclopentadienyl,	406	Nickel, organic compounds [as Ni]	431
Manganese tricarbonyl [as Mn]		*Nickel, inorganic compounds [as Ni]	
2-Methyl-4,6-dinitrophenol	239	soluble compounds	432
*4,4'-Methylenebis(2-chloroaniline)	203	insoluble compounds	433
[MBOCA]		Nicotine	434
*Methylene chloride	202	Nitrapyrin	435
*4,4'-Methylenedianiline [MDA]	180	Nitric acid	436
*4,4'-Methylene-diphenyl diisocyanate	360	Nitric oxide	437
[MDI]		4-Nitroaniline	438
Methyl ethyl ketone [MEK]	407	Nitrobenzene	439
Methyl ethyl ketone peroxides [MEKP]	408	Nitroethane	440
Methyl formate	409	Nitrogen dioxide	441
5-Methylheptan-3-one	275	Nitrogen monoxide	437
5-Methylhexan-2-one	353	Nitrogen trifluoride	442
Methyl iodide	347	Nitroglycerine [NG]	309
Methyl isoamyl ketone	353	Nitromethane	443
Methyl isobutyl carbinol	410	1-Nitropropane	444
Methyl isobutyl ketone [MIBK]	327	*2-Nitropropane	445
*Methyl isocyanate	360	Nitrotoluene, all isomers	446
Methyl mercaptan	391	Nitrous oxide	447
Methyl methacrylate	411	Octachloronaphthalene	448
Methyl parathion	412	n-Octane	449
2-Methylpentane-2,4-diol	328		

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Oil mist, mineral	450	Piperidine	483
Orthophosphoric acid	451	Plaster of Paris	
Osmium tetroxide [as Os]	452	inhalable particulate	484
Oxalic acid	453	respirable particulate	485
Oxalonitrile	161	Platinum metal	486
2,2'-Oxydiethanol	213	Platinum mine dust respirable particulate	
Ozone	454	<5% crystalline quartz/silica	487
Paraffin wax, fume	455	>5% crystalline quartz/silica	522
Paraquate dichloride respirable particulate	456	Platinum salts, soluble [as Pt]	488
Parathion	457	Polychlorinated biphenyls [PCBs]	124 – 125
Parathion-methyl	412	Polyvinyl chloride [PVC]	
Particles not otherwise classified [PNOC]:		inhalable particulate	489
<5% crystalline quartz/ silica		respirable particulate	490
inhalable particulate	458	Portland cement	
respirable particulate	459	inhalable particulate	491
Pentacarbonyliron [as Fe]	349	respirable particulate	492
Pentachlorophenol	460	Potassium cyanide	336
Pentaerythritol		Potassium hydroxide	493
inhalable particulate	461	Propane-1,2-diol	502 – 503
respirable particulate	462	n-Propanol	494
Pentane, all isomers	463	Propan-1-ol	494
Pentan-2-one	413	Propan-2-ol	362
Pentan-3-one	216	Propane	495
Pentyl acetate	27	Propargyl alcohol	496
Perchloroethylene	464	Propionic acid	497
Perchloryl fluoride	465	Propoxur	498
Phenacyl chloride	129	Propranolol	499
Phenol	466	n-Propyl acetate	500
p-Phenylenediamine	467	Propylene dinitrate	501
Phenyl-2,3-epoxypropyl ether	468	Propylene glycol	
Phenyl ether, vapour	245	total (particulate & vapour)	502
*Phenylethylene	469	particulate	503
Phenylhydrazine	470	Propylene glycol dinitrate [PGDN]	501
2-Phenylpropene	416	Propylene glycol monomethyl ether	394
Phorate	471	2-Propyn-1-ol	496
Phosdrin	419	Pulverised fuel ash	
Phosgene	472	inhalable particulate	504
Phosphine	473	respirable particulate	505
Phosphoric acid	474	Pyrethrins	506
Phosphorus, yellow	475	Pyridine	507
Phosphorus pentachloride	476	2-Pyridylamine	508
Phosphorus pentasulphide	246	Pyrocatechol	117
Phosphorus trichloride	477		521 – 524
Phosphoryl trichloride	478	Quartz, crystalline	
Phthalic anhydride	479	Quinone	509
Picloram	480	RDX	168
Picric acid	481	Resorcinol	219
Piperazine dihydrochloride	482		

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
Rhodium [as Rh]		Sucrose	541
metal fume & dust	510	Sulfotep	542
soluble salts	511	Sulphur dioxide	543
Ronnel	293	Sulphur hexafluoride	544
Rosin core solder pyrolysis products [as formaldehyde]	512	Sulphuric acid	545
Rotenone	175	Sulphur monochloride	254
Rouge		Sulphur pentafluoride	253
inhalable particulate	513	Sulphur tetrafluoride	546
respirable particulate	514	Sulphuryl difluoride	547
*Rubber fume	515	2,4,5-T	548
*Rubber process dust	516	*TDI	360
Selenium & compounds, except hydrogen selenide [as Se]	517	TEDP	542
Silane	518	TEPP	549
Silica, amorphous		TNT	550
inhalable particulate	519	Talc	
respirable particulate	520	inhalable particulate	551
Silica, crystalline [respirable particulate]		respirable particulate	552
Cristobalite	521	Tantalum metal and oxide dusts [as Ta]	553
Quartz	522	Tellurium & compounds, except hydrogen telluride [as Te]	554
Tridymite	523	Terphenyls, all isomers	555
Tripoli	524	1,1,2,2-Tetrabromoethane	556
Silica, fused [respirable particulate]	525	Tetrabromomethane	114
Silicon		Tetracarbonyl nickel	430
inhalable particulate	526	1,1,1,2-Tetrachloro-1,2-difluoroethane	557
respirable particulate	527	1,1,1,2-Tetrachloro-2,2-difluoroethane	558
Silicon carbide		Tetrachloroethylene	463
inhalable particulate	528	Tetrachloromethane	115
respirable particulate	529	Tetrachloronaphthalenes, all isomers	559
Silicon tetrahydride	518	Tetraethyl dithiopyrophosphate	542
Silver	530	Tetraethyl orthosilicate	292
Silver compounds [as Ag]	531	Tetraethyl pyrophosphate	549
Sodium azide	532	Tetrafluorodichloroethane	202
Sodium cyanide	337	1,1,1,2-Tetrafluoroethane [HFC 134a]	560
Sodium 2,4-dichlorophenoxy	173	Tetrahydrofuran	561
Ethyl sulphate		Tetramethyl orthosilicate	415
Sodium fluoroacetate	533	Tetramethyl succinonitrile	562
Sodium hydrogen sulphite	534	Tetrasodium pyrophosphate	563
Sodium hydroxide	535	Tetryl	418
Sodium metabisulphate	250	Thallium, soluble compounds [as TI]	564
Starch		4,4'-Thiobis(6-tert-butyl-m-cresol)	256
inhalable particulate	536	Thioglycolic acid	384
respirable particulate	537	Thionyl chloride	565
Stibine	538	Thiram	566
Strychnine	539	Tin compounds, inorganic except SnH <sub>4</sub> [as Sn]	567
*Styrene	469	Tin compounds, organic except cyhexatin [as Sn]	568
Subtilisins [Proteolytic enzymes as 100% pure crystalline enzyme]	540	Titanium dioxide	



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

SUBSTANCE	CODE	SUBSTANCE	CODE
inhalable particulate	569	Tripoli	522
respirable particulate	570	Tri-o-tolyl phosphate	580
Toluene	571	Tungsten & compounds [as W]	
*2,4-Toluene diisocyanate [TDI]	360	soluble	588
p-Toluenesulphonyl chloride	572	Insoluble	589
Tribromomethane	71	Turpentine	590
Tributyl phosphate, all isomers	573	Uranium compounds, natural soluble [as U]	591
Tricarbonyl(eta-cyclopenta-dienyl)manganese	380	Vanadium pentoxide	
Tricarbonyl(methylcyclopenta-dienyl)manganese	406	inhalable particulate	592
Trichloroacetic acid	574	fume & respirable particulate	593
1,2,4-Trichlorobenzene	575	Vinyl acetate	594
1,1,1-Trichlorobis-2,2-bis(p-chlorophenyl)ethane	171	*Vinyl benzene	469
*1,1,1-Trichloroethane	401	Vinyl bromide	595
1,1,2-Trichloroethane	576	*Vinyl chloride	596
*Trichloroethylene	577	4-Vinyl cyclohexene dioxide	265
Trichlorofluoromethane	299	*Vinylidene chloride	199
Trichloromethane	139	Vinyl toluenes, all isomers	417
Trichloronitromethane	143	Warfarin	597
2,4,5-Trichlorophenoxyacetic acid	548	Welding fumes	598
1,2,3-Trichloropropane	578	White spirit [Stoddard Solvent]	599
1,1,2-Trichlorotrifluoroethane	579	Wood dust	
Tri-o-cresyl phosphate	580	*Hard wood	600
Tricyclohexyltin hydroxide	169	Soft wood	601
Tridymite	522	Xylene, o-, m-, p- or mixed isomers	602
Triethylamine	581	Xylidine, all isomers	603
Trifluorobromomethane	285	Yttrium	604
Trimanganese tetraoxide	381	Zinc chloride, fume	605
Trimellitic anhydride	583	Zinc distearate	606 – 607
Trimethylamine	584	Zinc oxide, fume	606
Trimethylbenzene, all isomers or mixtures	585	Zinc stearate	
3,5,5-Trimethylcyclohex-2-enone	359	inhalable particulate	607
Trimethyl phosphite	586	respirable particulate	608
2,4,6-Trinitrophenol	481	Zirconium compounds [as Zr]	609
2,4,6-Trinitrotoluene	550		
Triphenyl phosphate	587		

**NOTE:** Certain substances will have the same code number as they have the same case number, they are therefore the same substance with a different name.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURE B: HEG determination, example of statistical approach**

*(This annexure is attached for information purposes only)*

Introductory information:

<sup>1</sup>In statistics, a **confidence interval** is a particular kind of interval estimate of a population parameter. Instead of estimating the parameter by a single value, an interval likely to include the parameter is given. Thus, confidence intervals are used to indicate the reliability of an estimate. How likely the interval is to contain the parameter is determined by the **confidence level** or confidence coefficient. Increasing the desired confidence level will widen the confidence interval.

A confidence interval is always qualified by a particular **confidence level**, usually expressed as a percentage. The end points of the confidence interval are referred to as **confidence limits**.

*Step 1*

Action to be performed:

1. Capture sampling data in Microsoft Excel.
2. Determine the descriptive statistics for the data by utilising Microsoft Excel Analysis ToolPak.

To install the Analysis ToolPak:

- On the **Tools** menu, select **Add-Ins**.
- If **Analysis ToolPak** is not listed in the **Add-Ins** dialog box, click **Browse** and locate the drive, folder name and file name for the Analysis ToolPak Add-Ins, **Analys32.xll** usually located in the Library/Analysis folder, or run the Setup program if it is not installed.
- Select the **Analysis ToolPak** check box.

1. Interval estimation [online] available from [https://en.wikipedia.org/wiki/Interval\\_estimation](https://en.wikipedia.org/wiki/Interval_estimation)



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

To use the Analysis ToolPak:

- Before using the Analysis ToolPak, you must first arrange the data you want to analyse in one column (e.g. A1 to A40 – if you have 40 values that you want to analyse).
- On the **Tools** menu, click **Data Analysis**.
- In the **Analysis Tools** box, select the **Descriptive Statistics** tool.
- Enter the input range (e.g. A1 to A40).
- Select the **Grouped by Columns** option.
- Select the output range (e.g. B1 to B40).
- Select the **Summary Statistics** option.
- Select the **Confidence Level of Mean** option and enter this value as being 95%.
- Select **OK**.

Expected result:

Example of data entered into Microsoft Excel

**DATA**

1.78  
1.87  
2.15  
2.29  
2.54  
1.51  
2.47  
2.45  
1.32  
2.32  
2.48  
1.45  
0.89

Expected result after completing actions as indicated under STEP 1

**DESCRIPTIVE STATISTICS**

Mean	1.963
Standard error	0.148
Median	2.150
Mode	#N/A
Standard deviation	0.535
Sample variance	0.286
Kurtosis	-0.665
Skewness	-0.689
Range	1.65
Minimum	0.89
Maximum	2.54
Sum	25.52
Count	13
Confidence level (95.0%)	0.323

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

*Step 2*

Action to be performed:

From the descriptive statistics calculate the following:

- A) 2SD = 2 x Standard Deviation e.g.  $2 \times 0.535 = 1.071$   
 B) Mean – 2SD = Mean – 2SD e.g.  $1.963 - 1.071 = 0.892$   
 C) Mean + 2SD = Mean + 2SD e.g.  $1.963 + 1.071 = 3.034$   
 D) **90<sup>th</sup> Percentile** value by utilizing the following Microsoft Excel formulae:

= PERCENTILE (A1:A40,0.9) = 2.478 (for the data used in this example)

where:

"A1:A40" = Range where data is entered in Microsoft Excel spread sheet

"0.9" = The percentile to be calculated, in this case the **90<sup>th</sup> percentile**

Interpretation:

From the calculation performed above it can already be estimated that this **HEG** is NOT statistically correct defined, as:

- The mean value falls within the "B Category" and the **90<sup>th</sup> percentile** value falls within the "A Category". For a **HEG** to be statistically correctly defined its mean and **90<sup>th</sup> percentile** values will almost always fall within the same classification band.

*Step 3*

Action to be performed:

Determine if 95% of the samples taken falls within two standard deviations (2SD) from the mean value.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Example:

- 95% of the samples must be between "Mean - 2SD" (0.892) and "Mean + 2SD" (3.034)
- From the data 1 sample (0.89) is smaller than "Mean - 2SD" and 0 samples are larger than "Mean + 2SD".

Interpretation:

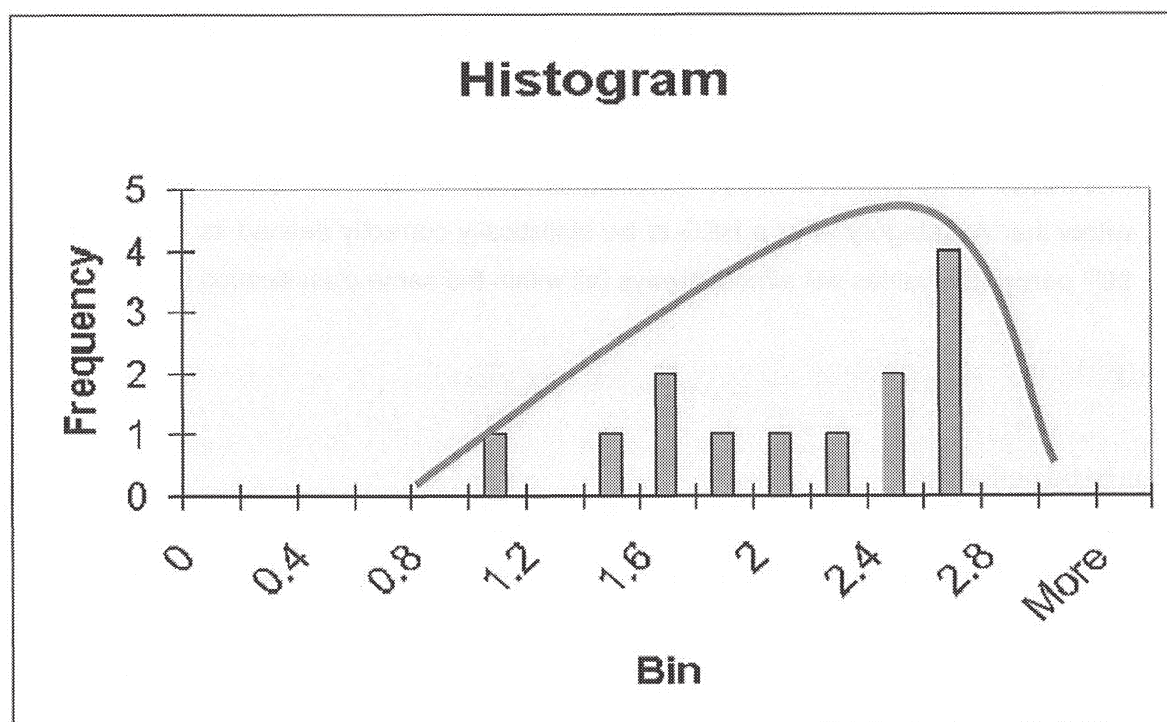
One out of 13 samples represent 7.69 % of the sample group (e.g.  $1/13 \times 100 = 7.69\%$ ). This is more than the allowable 5% and therefore the **HEG** cannot be seen as statistically correctly defined.

Step 4

Action to be performed:

Draw a histogram to graphically indicate the data.

Expected result:



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**Interpretation:**

From the histogram, it is also clear that the **HEG** is NOT statistically correctly defined (no bell curve). Only two things can be done to correct this situation:

- Obtain more samples to determine the correct distribution of samples within the **HEG**. This is currently being forced by the legislated sampling strategy as the "mean" value reported for dose (concentration of **airborne pollutant(s)** to which a person is exposed) allocations, (for an **OEL** of two in this example) falls within a "B Category" (5% sampled over six months) but the **90th percentile** value is reported as an "A Category" thus forcing more samples to be taken (5% over three MTh's).
- Conduct an investigation to determine if more than one **HEG** is being represented by the data.

*Step 5***Action to be performed:**

Conduct an investigation to determine if more than one **HEG** is being represented by the data. This can be done by investigation and following the methodology as explained, up to this point (for example):

After investigation, the **HEG** was divided into two separate **HEGs** (intake-side **HEG** and return-side **HEG**).

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

The data collected was then allocated to the two HEGs and the statistical analysis revealed the following:

**DATA ALLOCATED TO THE INTAKE****SIDE HEG**

0.89  
1.32  
1.78  
1.87  
1.51  
1.45

**DESCRIPTIVE STATISTICS**

Mean	1.47
Standard error	0.14
Median	1.48
Mode	#N/A
Standard deviation	0.35
Sample variance	0.12
Kurtosis	0.57
Skewness	-0.72
Range	0.98
Minimum	0.89
Maximum	1.87
Sum	8.82
Count	6
Confidence level (95.0%)	0.36

**CALCULATIONS**

2 X SD	=	0.702
Mean - 2SD	=	0.767
Mean + 2SD	=	2.172
90th percentile	=	1.825

**Interpretation:**

From the above it can already be estimated that this HEG is statistically correctly defined, as the mean value (1.47) falls within the "B Category" and the 90<sup>th</sup> percentile value (1.825) also falls within the "B Category".

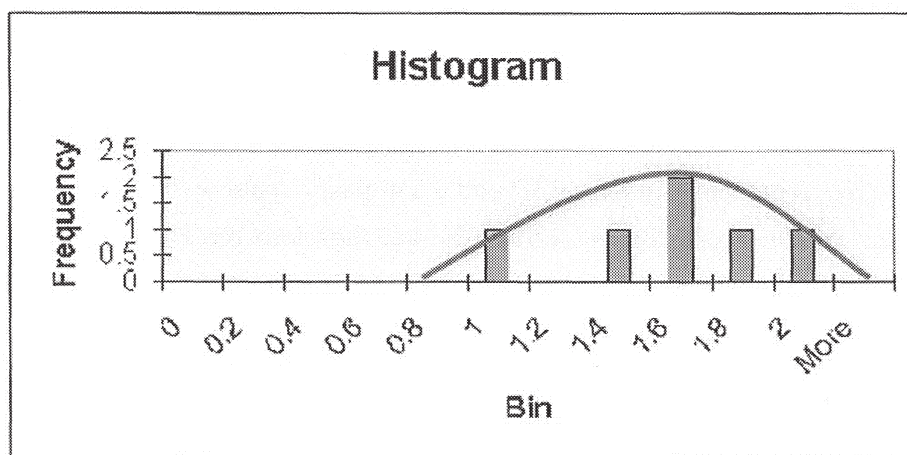
**DOES 95% OF THE SAMPLES FALL WITHIN TWO STANDARD DEVIATIONS (SD) FROM THE MEAN?**

- A) 95% of the samples must be between mean - 2SD (0.7674) and mean + 2SD (2.173)
- B) From "DATA": 0 sample < mean - 2SD 0 samples > Mean + 2SD
- C) 0/6 = 0%



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

This is within the allowable 5% and therefore the HEG is statistically correctly defined.



## DATA ALLOCATED TO THE RETURN SIDE

## HEG

2.15  
2.29  
2.32  
2.54  
2.47  
2.45  
2.48

## DESCRIPTIVE STATISTICS

Mean	2.38
Standard error	0.05
Median	2.45
Mode	#N/A
Standard deviation	0.13
Sample variance	0.01
Kurtosis	-0.26
Skewness	-0.80
Range	0.39
Minimum	2.15
Maximum	2.54
Sum	16.7
Count	7
Confidence level (95.0%)	0.12

## CALCULATIONS

2 X SD	=	0.274434
Mean - 2SD	=	-2.11128
Mean + 2SD	=	2.660149
90th Percentage	=	2.504

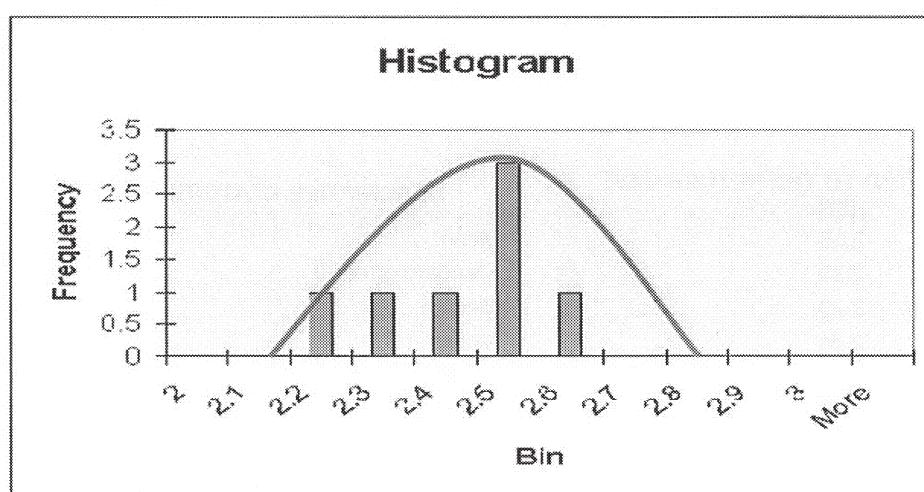
## Interpretation:

From the above it can already be estimated that this HEG is statistically correctly defined, as the mean value (2.39) falls within the "A Category" and the 90<sup>th</sup> percentile value (2.504) also falls within the "A Category".

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**DOES 95% OF THE SAMPLES FALL WITHIN TWO STANDARD DEVIATIONS (SD) FROM THE MEAN?**

- A) 95% of the samples must be between mean - 2SD (-2.514) and mean + 2SD (7.286)
- B) From "DATA": 0 sample < mean - 2SD and 0 samples > mean + 2SD
- C)  $0/7 = 0\%$ . This is within the allowable 5% and therefore the HEG is statistically correctly defined.

*Step 6 – Paired T-test*

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURE C: Mandatory classification bands***(Annexure C forms part of this guideline and must be complied with)*

CATEGORY	CLASSIFICATION BANDS
	PERSONAL EXPOSURE LEVEL
A	Exposures $\geq$ the OEL
B	Exposures $\geq$ 50% of the OEL and $<$ of the OEL
C	Exposures $\geq$ 10% of the OEL and $<$ 50% of the OEL
D	Exposures $<$ 10% of the OEL

**Pollutants** (excluding toxic gasses and vapours)**Toxic gasses and vapours**

CATEGORY	CLASSIFICATION BANDS
	PERSONAL EXPOSURE LEVEL
A	Exposures $\geq$ the OEL
B	Exposures $\geq$ 50% of the OEL and $<$ of the OEL
C	Exposures $\geq$ 10% of the OEL and $<$ 50% of the OEL
D	Exposures $<$ 10% of the OEL

**NOTE:** An activity area e.g. stoping is not a **HEG**, this activity area e.g. stoping, must be sub-divided into the classification bands as shown above. These classification bands are the **HEGs** within that particular activity area.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEX C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting single pollutant for category A, C and D**

MINE						
QUARTERLY AIRBORNE POLLUTANTS EXPOSURE REPORT FORM 21.9(2)(a) IN TERMS OF REGULATION 9.2.7						
MAIN COMMODITY CODE:		DMR MINE CODE:				
SAMPLE AREA:		SUB MINE CODE:				
ACTIVITY AREA CODE:		REPORTING PERIOD:				
HEG RECLASSIFICATION BAND: (based on previous annual 90 <sup>th</sup> percentile results)						
NUMBER OF SAMPLES PLANNED FOR THE CURRENT SAMPLING CYCLE:		Q1	Q2	Q3	Q4	ANNUAL RESULTS
Number of samples taken						
Quarterly HEG classification (based on 90 <sup>th</sup> percentile measurement results)						
HEG		Sample concentration per occupation (TWA - 8hr) mg/m <sup>3</sup>		Analysis %		Mean pollutants concentration dose allocated to medical records (Tick appropriate block) mg/m <sup>3</sup> f/ml ppm
Occupations codes in HEG	Occupations in HEG	Pollutant code	Number of persons per occupation		90 <sup>th</sup> percentile HEG classification	OEL (Tick appropriate block) mg/m <sup>3</sup> f/ml ppm
TOTAL						
COMMENTS ON:						
Reasons for over-exposures						
Corrective measures that will be implemented to prevent / mitigate over-exposures						

**ANNEX C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting single pollutant for category B**

MINE						
QUARTERLY AIRBORNE POLLUTANTS EXPOSURE REPORT FORM 21.9(2)(a) IN TERMS OF REGULATION 9.2.7						
MAIN COMMODITY CODE:		DMR MINE CODE:				
SAMPLE AREA:		SUB MINE CODE:				
ACTIVITY AREA CODE:		REPORTING PERIOD:				
HEG RECLASSIFICATION BAND: (based on previous annual 90 <sup>th</sup> percentile results)						
NUMBER OF SAMPLES PLANNED FOR THE CURRENT SAMPLING CYCLE:						
Number of samples taken						
Quarterly HEG classification (based on 90 <sup>th</sup> percentile measurement results)						
HEG		BI-ANNUAL RESULTS		ANNUAL RESULTS		
		Q1	Q2	Q3	Q4	
Occupations codes in HEG	Occupations in HEG	Pollutant code	Sample concentration per occupation (TWA - 8hr) mg/m <sup>3</sup>	Analysis %	Mean pollutants concentration dose allocated to medical records (Tick appropriate block)	90 <sup>th</sup> percentile HEG classification
						(Tick appropriate block)
						OEL
						(Tick appropriate block)
						mg/m <sup>3</sup> f/ml ppm
TOTAL						
COMMENTS ON:						
Reasons for over-exposures						
Corrective measures that will be implemented to prevent / mitigate over-exposures						



**ANNEX C: Mandatory forms: Personal exposure reporting form 21.9(2)(a): Reporting additive effects**

MINE																	
QUARTERLY AIRBORNE POLLUTANTS EXPOSURE REPORT FORM 21.9(2)(a) IN TERMS OF REGULATION 9.2.7																	
MAIN COMMODITY CODE:		DMR MINE CODE:		SUB MINE CODE:		REPORTING PERIOD:											
SAMPLE AREA:																	
ACTIVITY AREA CODE:																	
HEG RECLASSIFICATION BAND:																	
(based on previous annual 90 <sup>th</sup> percentile results)																	
NUMBER OF SAMPLES																	
PLANNED FOR THE CURRENT SAMPLING CYCLE:																	
Number of samples taken																	
Quarterly HEG classification																	
(based on 90 <sup>th</sup> percentile measurement results)																	
HEG		Pollutant code		Sample concentration per occupation (TWA - 8hr)		Analysis %		Mean pollutants concentration dose allocated to medical records		90 <sup>th</sup> percentile HEG classification		OEL		Pollutant index		AQI	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>		mg/m <sup>3</sup>	
Occupations codes in HEG		Number of persons per occupation		mg/m <sup>3</sup>		%		mg/m <sup>3</sup> </									

### Reasons for over-exposures

Corrective measures that will be implemented to prevent / mitigate over-exposures

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURE D: Supplementary information for determination of HEGs***(For information purposes only)***1. DEFINITIONS**

**“Occupational exposure limit (OEL)”** means the time weighted average concentration for an eight-hour work day and a 40-hour work week to which nearly all workers may be repeatedly exposed without adverse health effects.

**“Occupational exposure limit - ceiling limit (OEL-C)”** means an instantaneous value, which must never be exceeded during any part of the working **exposure**.

**“Occupational exposure limit - short term exposure limit (OEL-STEL)”** means a 15-minute **TWA exposure** that should not be exceeded at any time during a workday even if the eight-hour **TWA** is within the **OEL-TWA**. **Exposures** above the **OEL-TWA** up to the **STEL** should not be longer than 15 minutes and should not occur more than four times per day. There should be at least 60 minutes between successive **exposures** in this range. An averaging period other than 15 minutes may be recommended when observed biological effects warrant this.

For those substances for which no **OEL-STEL** have been specified, excluding airborne particulates, a figure of three times the occupational **exposure** limit is to be used when controlling short-term excursions in **exposure**.

**“Respirable particulates”** means the respirable fraction of airborne particulates.

**“Inhalable particulates”** means the inhalable fraction of airborne particulates.

**2. EXPOSURE STANDARDS FOR PARTICULATES NOT OTHERWISE CLASSIFIED (PNOC)**

Not all dusts have assigned **exposure** standards. However, it should not be assumed that this indicates that these unlisted particulates do not represent a hazard to health.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

In addition to any specific physiological effect related to the unique properties of an individual particulate, high concentrations of particulates in the workplace may cause unpleasant deposition of dust in the ears, eyes and upper respiratory tract, and reduce visibility in the workplace. In addition, the mechanical action of these dusts, or the cleaning procedures necessary for their removal, may cause injury to the skin or mucous membranes.

Where no specific **exposure** standard has been assigned and the substance is both of inherently low toxicity and free from toxic impurities, the recommended **exposure** standard for **PNOC** in general should be 10mg/m<sup>3</sup> for inhalable particulates and 3mg/m<sup>3</sup> for respirable particulates. However, this general **exposure** standard should not be applied where the particulate material contains other substances, which may in themselves be toxic or cause physiological impairment at lower concentrations. In such circumstances, the **exposure** standard for the more toxic components should be applied. For example, where a dust contains asbestos or more than one per cent crystalline silica, such as quartz, cristobalite or tridymite, the **exposure** to these materials should not exceed the appropriate value for these substances.

Providing the airborne particulate does not contain other hazardous components, compliance with the **exposure** standard for dusts in general should prevent impairment of respiratory function even over many years of **exposure**.

### 3. MIXTURES OF SUBSTANCES

The **exposure** standards listed in this document are applicable to airborne concentrations of single pure substances. In practice, however, a working environment may contain a number of **airborne pollutants** and **exposure** to these additional substances, either simultaneously or sequentially, could give rise to an increased hazard to health.

Although the following proposals have been made to deal with mixtures, in several specific cases, the application of **exposure** standards to environments containing mixtures of pollutants requires considerable caution. The interaction of any particular mixture of substances should be assessed by either toxicologists, occupational



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

hygienists or physicians after specific toxicological consideration of all substances involved:

- Independent effects.
- Additive effects.
- Synergism and potentiation.

### 3.1 Independent effects

Where there is clear toxicological evidence to indicate that two or more pollutants have totally distinct mechanisms of effect on the body, each substance may be separately evaluated against its appropriate **exposure** standard. For example, since crystalline silica affects the lungs, and inhaled ethanol vapour acts upon the liver and central nervous system, each of these substances may be assessed individually against its appropriate **exposure** standard. If neither standard is exceeded, the atmosphere within the working environment is deemed to be satisfactory.

### 3.2 Additive effects

When the body is exposed to two or more contaminants, an additive effect is obtained when pollutants have the same target organ or the same mechanism of action. In this situation, the total effect upon the body equals the sum of effects from the individual substances.

When assessing the hazard from a mixture of airborne contaminants, it is important to identify and quantify all components in the airborne mixture as a number of factors, such as particle size distribution or solvent vapour pressure, can give rise to substantial variations between the concentration of each component in the parent mixture and that which occurs in air.

Although an example of an additive effect is the general effect of organic solvents on the central nervous system (narcotic or anaesthetic effect), the **exposure** standard for a number of solvents, such as benzene and carbon tetrachloride, have been assigned on the basis of effects other than those on the central nervous system.

## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Therefore, it is essential to refer to the documentation for the specific substances to ascertain the basis of the standard and any potential interactions.



## OCCUPATIONAL HEALTH PROGRAMME ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

### 3.3 Synergism and potentiation

Sometimes the combined effect of multiple **exposures** is considerably greater than the sum of the effects from the individual components. This phenomenon can be one of synergism or potentiation. Synergism occurs when both chemicals have an effect individually and a more than additive effect when together. Potentiation is when one chemical has an effect, but the second chemical does not, but enhances the effect of the former chemical on combined **exposure**.

An example of a synergistic effect is the combined effect of solvents such as n-hexane and methyl ethyl ketone (MEK) on the nervous system. In combination, the damage caused by simultaneous high concentrations of both these solvents is far greater than the sum of either of these substances acting alone.

Interaction can also arise from **exposures** via routes other than inhalation. For example, imbibed alcohol increases the narcotic effects of inhaled trichloroethylene. Interaction effects may also occur in connection with **exposure** to entirely different environmental factors such as simultaneous **exposure** to chemical agents and physical factors, such as light, heat and noise. Smoking of tobacco is known to have a synergistic effect in combination with, for example, inhaled particulates.

At present the understanding of interaction effects is incomplete. The knowledge that such effects can occur is reason to maintain the concentrations of individual substances as low as is practicable under complex **exposure** conditions.

TABLE C1: Substances which are considered to have additive or synergistic effects

	IRRITATION		ORGAN DAMAGE					SYSTEMIC EFFECT				OTHERS		
	Respiratory	Eye	Skin	Dermal	Lung	Liver	Kidney	Blood	CNS	Fume fever	Dyspnoea	Pneumoconiosis		
Aluminium		Aluminium	Aluminium	Aluminium	Aluminium	Arsenic	Arsenic	Cadmium	Lead	Aluminium	Cadmium	Aluminium		
Antimony		Antimony	Antimony	Arsenic	Arsenic	Boron	Boron	Copper	Lithium	Antimony	Cobalt	Beryllium		
Arsenic		Beryllium	Arsenic	Boron	Beryllium	Copper	Cadmium	Lead	Manganese	Beryllium	Manganese	Cobalt		
Beryllium		Boron	Beryllium	Chromium	Cadmium	Manganese	Chromium	Manganese	Mercury	Cadmium	Selenium	Iron		
Boron		Calcium	Boron	Cobalt	Chromium	Mercury	Copper	Phosphorus	Tin	Cobalt	Vanadium	Silica		
Cadmium		Chromium	Calcium	Lithium	Cobalt	Molybdenum	Manganese	Selenium		Copper	Zinc	Tin		
Calcium		Copper	Chromium	Nickel	Copper	Phosphorus	Mercury	Tin		Iron				
Cobalt		Lithium	Lithium	Potassium	Manganese	Selenium	Nickel			Magnesium				
Copper		Magnesium	Mercury	Silver	Nickel		Phosphorus			Manganese				
Lithium		Mercury	Nickel	Sodium	Potassium		Selenium			Mercury				
Magnesium		Molybdenum	Phosphorus	Tin	Silica					Nickel				
Molybdenum		Phosphorus	Potassium	Zinc	Titanium					Selenium				
Phosphorus		Potassium	Selenium							Tin				
Potassium		Selenium	Sodium							Zinc				
Selenium		Sodium	Tin											
Sodium		Tin												
Tin		Vanadium												
Titanium														
Vanadium														
Zinc														

**CONTINUES ON PAGE 130 - PART 2**



# Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA  
REPUBLIEK VAN SUID AFRIKA

Vol. 634

6 April 2018  
April

No. 41561

**PART 2 OF 3**

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

**ANNEXURE E: Background information, sampling and analysis on particulates**

*(For information purposes only)*

This annexure provides background information on particulates, details sampling and analysis methodologies.

**1. SAMPLING METHODOLOGY AND ANALYSIS FOR AIRBORNE PARTICULATES**

- 1.1 Gravimetric sampling of airborne particulates will be used as a basis for measuring environmental conditions and expressing the results as a concentration in milligrams per cubic meter of air ( $\text{mg}/\text{m}^3$ ).
- 1.2 Instruments shall make use of a constant volume pump or other means for the constant aspiration of air. Volume flow rates are to be calibrated before and checked after each sample with the sampling train in line, using the volume displacement method (soap bubble method) as the primary standard; the required flow rate will be dependent on the sampling methodology. Samples are to be discarded if the flow rates vary by more than 5% (elutriator or cyclone efficiency for particle size selection is dependent on flow rate).
- 1.3 Filter media suitable for the various applications will depend on the sampling methodology adopted.
- 1.4 Mass determination of filters is to be done by using micro-balances capable of reading to the nearest 10 micrograms.
- 1.5 Samples, once taken, are to be transported in such a manner that any possible particulate loss resulting from bumping, vibration or being transported is minimised. Filters should be transported with the dust deposit side facing upwards.

**NOTE:** The use of the public postal system or other public transport services does not satisfy the above requirements.



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

## **2. STANDARD PROCEDURE FOR THE ASSEMBLY OF THE SAMPLING TRAIN**

### **2.1 Introduction**

Filters are used to sample airborne chemical hazards in particulate form. Particulate samples are collected using a small, porous filter typically 25mm or 37mm in diameter. A cyclone is used when the measurement of respirable dust is required. Respirable dust particles are those particles small enough to reach the alveoli of the lung. When using a cyclone, the larger particles will be removed from the air by centrifugal force and fall into the bottom of the cyclone, while the smaller particles (respirable) will pass through the cyclone and be collected on the filter.

### **2.2 Equipment required**

- a) Air sampling pump capable of sampling at the recommended flow rate with the sampling medium in line.
- b) Air flow calibrator, such as an electronic calibrator.
- c) Filters, support pad or, screen and cassette blanks as specified in the method
- d) Cyclone, size as specified in the method.
- e) Filter cassette holder.
- f) Optional equipment, such as cassette sealing bands.
- g) To determine the correct flow rate for the chemical being sampled, refer to the appropriate analytical method.

### **2.3 Preparing the filter cassette**

The filter cassette is used to hold the filter securely in place during sampling. The cassette consists of an inlet, an outlet and possibly a middle ring or extension cowl.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

The cassette with all three sections can be used with the inlet in place (closed face) or with the inlet removed (open face) depending on the method.

### 2.3.1 Without cyclone - see Figure D1

To load the cassette, place a cellulose support pad or stainless-steel screen in the outlet of the cassette and add the appropriate filter. Add the extension cowl or middle ring if required then close the cassette firmly with the inlet. Insert the plugs into the inlet and outlet.

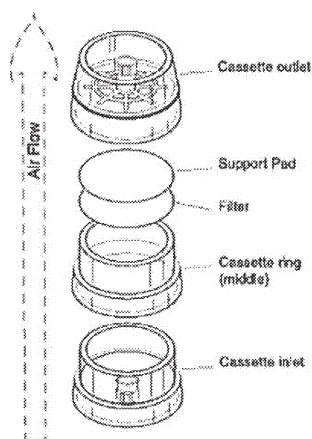


Figure D1: Filter assembly

### 2.3.2 With cyclone - see Figure D2

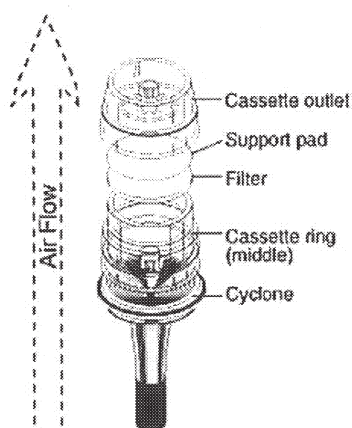


Figure D2: Filter assembly with cyclone attached

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Place a cellulose support pad in the outlet of the cassette and add the appropriate filter. Add the middle ring and place the cyclone securely into this ring. Insert the plug into the cassette outlet. The cyclone must meet the ISO/CEN/ACGIH size selective curve.

## 2.4 Setting up the sampling train

### 2.4.1 Without a cyclone

Ensure that the pump is in the correct flow mode. When calibrating the flow use the sampling train that is to be used in the field. Remove the plugs from the cassette and use flexible tubing to connect the filter outlet to the pump intake and the filter inlet to the external flow meter.

### 2.4.2 With a cyclone

Ensure that the pump is in the correct flow mode. When calibrating the flow, use the sampling train that is to be used in the field. Insert the cyclone calibration chamber over the cyclone and ensure that it fits securely to avoid leaks. Remove the plug from the cassette and use flexible tubing to connect the filter outlet to the pump intake and the calibration chamber to the external flow meter. The cap on the stem of the cyclone (grit pot) should remain in place during calibration and use. The cyclone must meet the ISO/CEN/ACGIH convention for respirable particulate sampling.

## 3. SAMPLING

Prior to sampling commencing you may want to seal the cassette with a cellulose band to prevent leakage from occurring. Secure the cassette and attach the adapter on the end of the short piece of rubber tubing to the outlet of the cassette. Then connect the long piece of flexible tubing to the inlet of the pump. Attach the filter holder in the worker's breathing zone and the pump to the worker's belt (pumps are sometimes placed in a protective leather pouch and the whole harness strapped to the chest or back of the person being sampled, with the filter assembly in the

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

worker's breathing zone). The inlet of the cassette should be facing down. If a cyclone is being used, it should be placed in a vertical (downwards) position. Remove the plug from the cassette inlet if applicable and turn the pump on. Note the start time and any other pertinent sampling information.

#### 4. AFTER SAMPLING

At the end of the sampling period, turn the pump off and note the stop time. Using a calibrated flow meter, check the flow rate to verify that the flow has not changed by more than 5%.

Remove the filter cassette from the holder and cap the inlet and outlet of the cassette with the plugs provided. If a cyclone was used, remove the cyclone and discard the dust in the grit pot. Close the cassette firmly with the inlet, and cap the inlet and outlet with the plugs. When removing cassettes from the sampling train, handle carefully to avoid losing the sample.

Pack the sample filter and all pertinent sampling information securely for transportation to the weighing facility for post-weighing.

The main problem associated with the assembly of filter cassettes and cyclones (sampling train) is that of possible particulate mass loss due to internal leakages (airflow past the filter paper) and/or external leakages (through connections, faulty cyclones or damaged filter cassettes).

#### 5. VISUAL EXAMINATION

Visual examinations necessary to minimise leakage are as follows:

##### 5.1 External leakages

- (i) Grit pots at the bottom of cyclones must be tight fitting and with no cracks or cuts. Cable ties or clamps may be necessary in some instances.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (ii) Check that rubber 'O'-rings, where fitted, are in good order.
- (iii) Check each segment of the filter cassette for cracks. The various segments must be firmly pressed together to ensure that the filter media and support pad are well nipped. Wrap the joints with a good quality insulation tape or shrink seal.
- (iv) Cyclones must be critically examined for loose screws, missing gaskets, perished or oversized rubber 'O'-rings, broken or cracked parts etc.
- (v) Good quality transparent tubing, in good condition (no cracks or weak areas), must be used. All connections must be fitted with cassette adaptors, cable ties or clamps. Tube connections must be made over outlet parts. Insert-type connections must be avoided.

## 5.2 Internal leakages

- (i) Check that the rubber 'O'-rings are in good order where fitted.
- (ii) Fit the pre-weighed filter paper precisely on top of a new support pad (a metal support grid is not recommended) inside the filter cassette. Ensure that the filter media faces the intake airside of the assembly.
- (iii) For a proper seal check that the filter cassette rides on the small rubber 'O'-ring inside the cyclone before assembly. Secure the threaded plastic ring firmly.

## 5.3 General

- (i) All instruments must be cleaned after use with a damp cloth, which has been submerged in a mild solution of detergent and water.



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (ii) Cyclones and plastic cassettes must be washed in a mild solution of detergent and water. Rinsing with water should be followed up with a final rinse in methyl alcohol after which they should be allowed to dry.
- (iii) The use of an ultra-sonic bath is also recommended for the cleaning of cyclones and cassettes.
- (iv) Due to the possible contamination of filters, Vaseline or silicone grease is not recommended for sealing purposes.
- (v) A good seal is indicated when the edge around a used filter paper, where the two interlocking segments of the cassette make contact with the filter paper, is free of particulate matter.
- (vi) The removal of the cyclone body from the cassette must be done slowly and with great care so as not to dislodge any collected particulate matter from the filter.

**NOTE:** Filter holders should be removed from the cyclone at the end of sampling for transport to the weighing facility with the dust deposit side facing upwards. Unnecessary movement or handling before transportation is undesirable.

## 6. SAMPLING METHODOLOGY

### 6.1 Introduction

As small quantities of particulates are collected in personal gravimetric sampling, the most practical method of assessing such quantities of particulates is to establish the mass of the clean filter before sampling, and then to observe the increase in filter mass due to the particulates collected on the filter. In principle, the difference between the "before sampling" mass and the "after sampling" mass represents the mass of particulates collected.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

There are, however, factors which could affect the particulate mass measurements. These include:

- (i) Variation in filter mass due to absorption or desorption of moisture between the "before"- and "after" sampling mass determinations.
- (ii) The basic limitations of instrumentation, weighing procedure and competency of staff.

This standard weighing procedure incorporates practical means for alleviating these problems.

## 6.2 Requirements of sampling pump

A portable battery powered pump must be used for personal sampling. The capacity of the battery must be sufficient to operate continuously over the chosen sampling time. The pump should be capable of maintaining the required flow rate with a variation within  $\pm 5\%$  for the entire sampling duration, allowing for increasing filter loads. Pumps with automatic flow control facilities are recommended. The performance characteristics of field sampling pumps vary considerably and reference should be made to experienced laboratories for selection of pumps for specific sampling applications.

The flow must be sufficiently free from pulsation. As a minimum and tentative criterion, there must be no visible vibration of a rotameter float, if such a flow meter is connected to the filter holder with the filter inserted. It may be necessary to install a pulsation damper between the pump and the filter if an internal pulsation damper has not been included or if the pump shows significant pulsation.

Connecting tubing must be constriction-proof and the connections leak proof.

**CAUTION:** When sampling in explosive gas or dust atmospheres, ensure that the sampling pump is intrinsically safe.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

### 6.3 Calibrating a pump with an electronic calibrator

Personal sampling pumps are essential tools for sampling airborne contaminants. However, the determination of airborne concentrations requires accurate knowledge of the volume of air sampled. This value depends upon the constancy of the flow rate of the pump, and upon the reliability of the means of measuring that rate.

Built-in rotameters on sample pumps are not precision instruments and cannot be used to determine a pump's flow rate. These devices provide only an approximation. Flow rates should be measured with an instrument such as an electronic calibrator, which bases measurement on the unchanging physical dimensions of an enclosed volume. A precision rotameter can also be used, but only if its calibration is traceable to a device such as an electronic calibrator or a film flow meter, and the rotameter is capable of maintaining accuracy with reasonable care and handling. Unlike an electronic calibrator, a precision rotameter requires periodic calibration.

#### Equipment required

- An air-sampling pump capable of sampling at the recommended flow rate with the sampling medium in line;
- An electronic calibrator (or precision rotameter);
- The sampling media as specified in the method; and
- Any additional equipment specified in the method.

#### a) Setting up the electronic calibrator

Pour a small amount of film solution into the bottom opening of the flow cell. The amount of solution is not critical, but the solution level should just cover the bottom of the flow cell. A large amount of soap may cause a stream of bubbles at high flows.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

b) Setting up the sampling train

Prepare an appropriate sampling train as specified in the method. Ensure that the pump is in the appropriate mode (high- or low-flow) for the desired flow rate, and that any necessary flow accessories (such as pressure controllers) are in place. With flexible tubing, connect the outlet of the sampling media (filter cassette, sorbent tube, impinger, etc.) to the inlet of the pump.

c) Calibrating the flow rate

Turn on the pump and allow approximately five minutes for stabilisation. Connect the inlet of the sampling media to the electronic calibrator (see Figure D3). Make this connection with the shortest tubing length possible and avoid kinks and bends in the tubing for accurate measurements.

**NOTE:** Some electronic calibrators have two fittings: one for negative pressure and one for positive pressure. Please refer to your calibrator operating instructions for the proper fitting selection.

Prepare the calibrator for use by ensuring that the flow cell is completely wet with bubble solution. To wet the flow cell, start the soap film travelling up the flow cell by repeatedly pressing and releasing the plunger button or squeezing the rubber bulb. Continue to generate bubbles until the bubbles travel the entire length of the tube without breaking and the flow cell is completely wet with bubble solution.

To calibrate the flow rate, start a single bubble travelling up the flow cell by pressing the button or squeezing the bulb. Observe the bubble passing through the tube. The bubble must travel the entire length of the tube for an accurate measurement. A flow rate is displayed on the calibrator LCD. Perform a minimum of three readings to accurately determine the flow rate.

Using the flow adjust control on the pump, increase or decrease the flow rate until it approximates the desired flow rate as specified in the sampling method.



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Several readings and adjustments may be needed until the desired flow rate is achieved.

d) Sampling

When ready to begin sampling, set up a calibrated sampling train. Use pre-prepared sampling media of the same type. Attach the sampling media to the worker's clothing within the breathing zone and the pump to the worker's belt. Activate the pump and note the start time.

e) After sampling

At the end of the sampling period, turn the pump off and note the stop time. Using the calibrator, measure the flow rate following the directions outlined earlier. Record this value as the "post-sample" flow rate. Compare the pre-sample and post-sample flow rates to ensure that the two flow rates do not differ by more than 5%. The average of the pre-sample and post-sample flow rates should be reported to the weighing facility along with other relevant data including the sample time. Remove the sampling media, seal the sampling media for transport to the weighing facility and record pertinent sampling information.

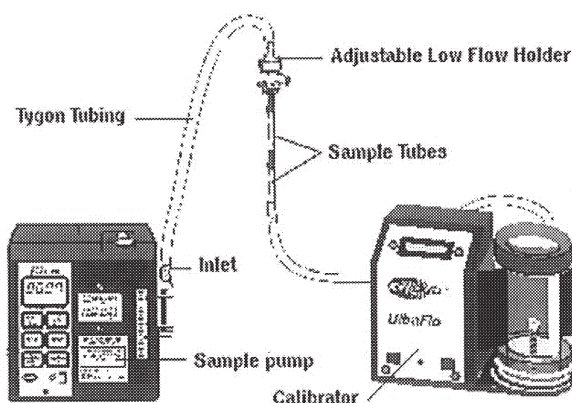
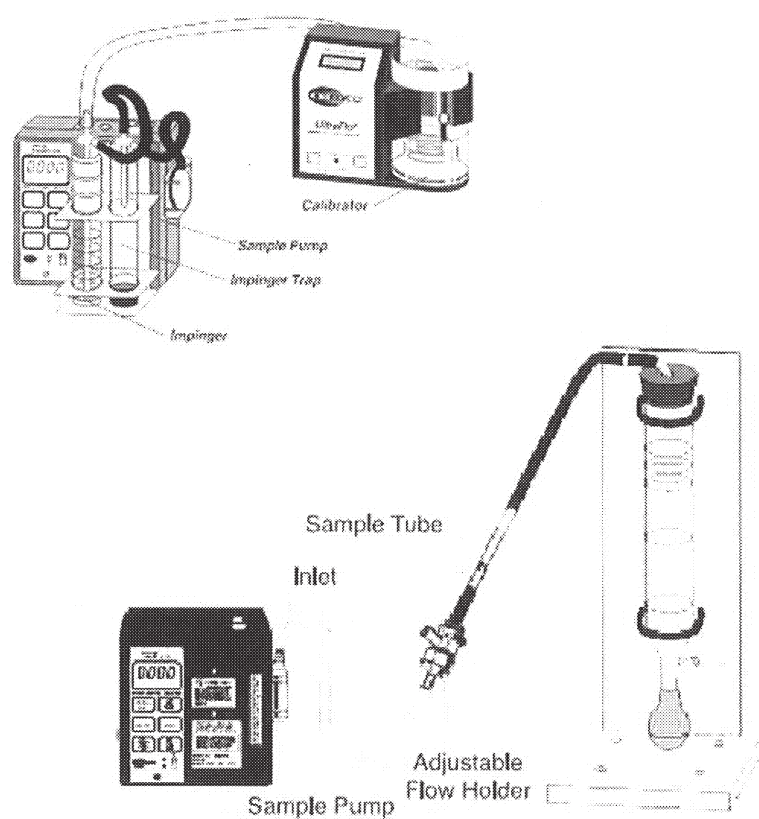


Figure D3: Air sampling pump connected to an electronic calibrator



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

#### 6.4 Calibrating a pump with a film flowmeter

##### 6.4.1 Equipment required

- Air sampling pump capable of sampling at the recommended flow rate with the sampling medium in line;
- Film flow meter - air flow calibrator or precision rotameter;
- Precision timing device;
- The sampling media as specified in the method; and
- Any additional equipment specified in the method.

##### 6.4.2 Introduction

To determine the correct flow rate for the chemical being sampled, refer to the appropriate analytical method. Please refer to the operating instructions for the pump to ensure that it is capable of sampling at the correct flow rate.

##### a) Setting up the film flow meter

Some film flow meters come with a separate stand or base. If so, stand the glass tube vertically using the base so that the rubber squeeze bulb is at the bottom. If no base is provided, use lab clamps and a support stand. Remove the rubber cap from the lower side arm of the glass tube. Pour film solution into the lower side arm so that the solution enters the rubber bulb and the level of the solution is about  $\frac{1}{4}$  inch (6-7 mm) above the upper rim of the bulb. The solution level should not reach the side arm of the tube. A pipette may facilitate the filling procedure. Alternatively, film solution can be introduced through the top of the glass tube. Simply remove the stopper, tilt the tube and pour gently. When operating the flow meter, the cap must remain off the side arm.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

b) Setting up the sampling train

Prepare an appropriate sampling train as specified in the method. Ensure that the pump is in the appropriate mode (high- or low-flow) for the desired flow rate, and that any necessary flow accessories are in place. With flexible tubing, connect the outlet of the sampling media (filter cassette, sorbent tube, impinger, etc.) to the inlet of the pump. Connect the inlet of the sampling media to the outlet (upper port) of the film flow meter.

c) Calibrating the flow rate

Remove the rubber cap from the lower side arm of the flow meter. Turn on the pump. While the pump is operating, repeatedly squeeze the rubber bulb at the base of the glass flow meter tube until a flat soap bubble (film) enters the tube and rises up the column. Introduce several bubbles into the tube to wet the tube interior so that the soap film successfully travels the entire length of the tube. Observe the soap film as it passes the volume lines marked on the glass tube. Using a stopwatch or other precision timing device, accurately determine the time it takes for a single soap film to travel from one volume line to another. This time, together with the volume delineated on the tube, represents the flow rate:

Flow rate = volume bubble travels (ml or L) / time it took to travel (min)

Using the flow adjust control on the pump, increase or decrease the flow rate until it approximates the intended flow rate as specified in the sampling method. Several measurements and adjustments may be needed until the desired flow rate is achieved.

d) Determining the flow rate

Once the desired flow rate has been achieved, accurately measure the flow rate at least three times using the flowmeter in the manner described above.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

(Do not adjust the pump's flow adjust control this time.) Average the results. Record this averaged value as the "pre-sample" flow rate.

e) Sampling

When ready to start sampling, set up a new sampling train identical to the one used to measure and calibrate the flow. Use new sampling media of the same type. Do not discard the sampling devices that were used to calibrate the flow; these will be used to check the flow again when sampling is completed. Attach the sampling media to the worker's collar and the pump to the worker's belt. Activate the pump and note the start time.

f) After sampling

At the end of the sampling period, turn the pump off and note the stop time. Remove the sampling media, seal the ends and record pertinent sampling information.

g) Rechecking the flow

Reattach the sampling media originally used to calibrate the flow rate of the pump (if these are not available, use new media). Using the flow meter, measure the flow rate following the directions outlined in step 4. Record this averaged value as the "post-sample" flow rate. Compare the pre- and post-sample flow rates to ensure that the two flow rates do not differ by more than 5%. The average of the pre- and post-sample flow rates will be reported to the weighing facility along with other relevant data.

## 7. FILTERS

The selection of a particular filter type for a specific application is invariably the result of a compromise of many factors. These factors include cost, availability, collection efficiency, analytical requirements and the ability of the filters to retain its filtering properties and physical integrity under the ambient sampling conditions. The

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

sampling methodology adopted will determine the type of filter required. Recognized methodologies such as HSE or NIOSH analytical methods must be consulted.

A suitable backing pad is required to support the filter disk in the cassette.

### 7.1 Correction for the influence of moisture

Due to the hygroscopic nature of most filters, it is necessary to quantify any variation in their moisture content. Reference filters are thus used in the weighing procedure as follows:

- Reference filters always remain in the weighing room and are weighed during both the “before” and “after” mass determinations of field filters.
- Any variation in mass between the “before” and “after” mass measurements will reflect the change in moisture content. This variance is then accordingly used to correct the mass of the field filter.

### 7.2 Weighing errors

A maximum allowable variation of 0.05mg in the mass of filters in three consecutive weighings of the same filter, is allowed. Should these three measurements vary by more than the value mentioned above repeated mass determination must be performed.

### 7.3 Preparation of filters

An important step in ensuring accurate results and records is the correct marking and preparation of filters.

### 7.4 Identification of filters

- (i) Filters from individual packs must be readily identified by means of a suitable marking system. A ball point pen can be used to mark filters. Marking to be



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

done on the backing-pad facing down to be readable from the bottom as the chemicals in ink sometimes interfere with chemical analyses.

- (ii) In order to ascertain the hygroscopic character variances between individual filters with acceptable accuracy, three reference filters must be selected from each batch/pack which must not contain more than 100 filters.
- (iii) These field and reference filters must be stored in petri-slides until needed.

## 7.5 Treatment of filters prior to weighing

### Filters

- (i) At least 12-hours before filters are due to be weighed the required number must be placed in a partially open Petri slide/dish in the stabilisation cabinet/chamber.
- (ii) At the same time the Petri slide/dish containing the relevant reference filters must be partially opened and placed in the same cabinet/chamber for the same period of time.

## 8. STORAGE/TRANSPORTATION OF SAMPLES

### 8.1 Description of carrying case (minimum requirements)

- The handle must be positioned as to ensure that samples remain "dust deposit side facing upwards" at all time.
- The case should be constructed to prevent inadvertent opening during handling or transport.
- The case should have markings to indicate "right side-up".
- The case should be lined with a low-density sponge with suitable recesses for samples to protect them against shock and vibrations.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

## **8.2 Method of transport between working place and weighing room**

Briefing of persons responsible for transporting the sample carrying case.

## **8.3 Storage of samples before transportation to weighing facility/analysing authority**

Samples awaiting transport are to be kept "right side-up" in a suitable cabinet or in a suitable foam-lined carrying case.

## **8.4 Method of transport between concern and analysing authority**

Public couriers, unless a specialised service, are not acceptable, only persons briefed on the contents and transport requirements may be used.

# **9. WEIGHING ROOM**

## **9.1 The following points should be considered when selecting a weighing room:**

- (a) The location of the weighing room should be in an uncontaminated, dust free environment and away from any activity or equipment that can cause vibration.
- (b) To avoid draughts and the ingress of dust, windows, if fitted, must at all times be kept closed (sealed) and the entrance to the weighing room must preferably be through an airlock or otherwise a self-closing door (any other condition that may affect a stabilised atmosphere must be addressed).
- (c) Commercial air conditioners are not acceptable unless they are of the type designed to maintain a constant humidity and temperature.
- (d) This room must be dedicated to the weighing and preparation of filter cassettes.
- (e) The following signs should be displayed at the entrance to the weighing room:

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (i) Weighing room.
- (ii) No smoking.
- (iii) No acclimatisation in progress (when applicable).
- (iv) Weighing in progress (when applicable).

## 9.2 The transparent weighing/stabilisation cabinet

The transparent weighing/stabilisation cabinet may be used in conjunction with or in lieu of the weighing room and subject to the following:

- (i) The criteria for filter weighing, as described in this supporting document must, as far as is compatible with the new method, be adhered to.
- (ii) The construction of the cabinet should conform to the following:

- (a) Dimensions

The minimum dimensions shall be:

0,8m length

0,5m width

0,5m height

(Dimensions resulting in a smaller volume than that reflected above [0,2m<sup>3</sup>] will be problematic as it was found that the human body does affect the temperature and humidity inside the cabinet during the weighing process).

- (b) The cabinet body

The cabinet body should be constructed of an angle strip metal frame housing not less than 3mm thick transparent Perspex (or glass) panels bolted or screwed to the metal frame. The metal used should be a good

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

conductor so as to assist in discharging static electricity from the Perspex panels. The body should consist of four side panels and one top panel.

(iii) Static electricity

- (a) The cabinet shall be placed on an anti-static mat of slightly larger dimensions than the cabinet itself without any sealing material between the metal frame and the anti-static mat.
- (b) The metal frame of the cabinet shall be properly earthed independently of the anti-static mat.

(iv) Surroundings

- (a) The cabinet must not be exposed to wide variations in temperature and humidity. The following are examples of undesirable situations:
  - The cabinet must not be exposed to direct sunlight.
  - If an air-conditioning unit is operated in the same room it must not be switched on and off according to whim but must be kept running constantly to keep the temperature and humidity reasonably constant. The same principle applies to heaters during winter.
  - Kettles must not be boiled in the same room as it creates a sharp increase in the humidity.
- (b) Pollution of the surroundings of the cabinet by dust, cigarette smoke, etc. must be avoided.
- (c) The balance table, anti-static mat and cabinet must be dedicated solely to the purpose it was provided for.

(v) Acclimatisation

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Both reference and field filters due to be weighed must be acclimatised for at least 12-hours. Steps must be taken to ensure that the cabinet is not lifted up or any of the apertures opened up during the acclimatisation period.

### 9.3 Weighing room equipment

(i) Filter weighing

A balance capable of weighing to the fifth decimal point of a gram is required e.g. reading to the nearest 10 micrograms.

(ii) The following is required with regard to weighing room equipment and practice:

- (a) The balance, correctly levelled must stand on a rigid specially designed balance table on a properly earthed anti-static mat.
- (b) The balance must remain uncovered at all times and if possible the side doors left slightly open to allow air circulation during the acclimatisation period.
- (c) The balance must be regularly maintained and calibrated and a record kept. It is strongly recommended that a standard weight be used to check the accuracy of the scale in the interim periods.
- (d) An additional anti-static mat for disassembly of cassettes is required.
- (e) Sufficient storage space for filters and associated equipment must be provided.
- (f) A filter stabilization chamber or cabinet so designed as to allow free air circulation should be provided.



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- (g) Carpets are not allowed in the weighing room because of problems of static build up unless they are manufactured and installed according to the South African Bureau of Standards' specifications.

#### 9.4 Weighing room accessories

- (a) Suitable spring-loaded tweezers for handling filters.
- (b) Petri slides/dishes.
- (c) Suitable marking pen. Ball point for filters.
- (d) Suitable means for recording weighing.
- (e) Non-static cloth for cleaning purposes.

#### 9.5 Weighing procedure

##### 9.5.1 Filter weighing procedure

Switch on the balance and leave it to "warm up" for at least 30-minutes. Certain balances, provided the power is on, remain in a "standby" mode and in such a case no warm up period is needed.

In order to facilitate the removal of filters from the weighing pan it is recommended that a small 'O'-ring of an impervious material be positioned in the centre of the pan. An added advantage of using an 'O'-ring is that all weighing takes place at a centralised position on the weighing pan so avoiding corner load errors.

Weigh the three reference filters simultaneously or individually, three consecutive times. These three filters remain allocated to the remainder of the field filters from that batch of field filters for mass correction purposes.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

If weighed simultaneously the three reference filters should be placed evenly around the centre of the weighing pan.

Weigh each of the first 10 field filters three times consecutively.

Repeat the weighing of the three reference filters (this serves as a dual function: a check on the stability of the weighing room atmospheric condition and for mass correction on the following batch of field filters).

If the difference is 0,1mg or less per filter proceed to weigh the next 10 field filters. If the difference is greater than specified above, the weighing room environment is unstable and the reference filters must be weighed more often. Also re-weigh the previous 10 field filters.

**NOTE:** Samples once taken, are to be transported in suitable containers so as to minimise any possible particulate loss resulting from bumping, vibration or being transported in the inverted position. Filters should be transported with the dust deposit facing upwards.

#### 9.5.2 Particulate mass determination (mg)

a) Mass 1 (before sampling):

- (i) Mass of field filter and moisture content.
- (ii) Mass of each reference filter (normally three reference filters are used).  
If reference filters are weighed in batches of three, one third of the measured mass must be taken.

b) Mass 2 (after sampling):

- (i) Mass of field filter, particulates and moisture content.
- (ii) Mass of reference filter and moisture content.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

- c) Gross mass of particulates and moisture content on filter:

Mass 2 (b) (i) - Mass 1 (a) (i).

- d) Correction factor for moisture content change (derived from reference filters):

Mass 1 (a) (ii) - Mass 2 (b) (ii).

This gives a + or - factor.

- e) Absolute mass of the particulates on the filter:

Gross mass (c) + or - correction determined in (d)

**NOTE:** Any apparent negative value for the particulate mass must be examined critically and the reasons for this carefully analysed.

9.5.3 Remarks

- a) The above procedure is the minimum requirement for particulate mass determination.
- b) Wetted filter media, which have obviously been damaged physically, must be discarded. Others may be dried and weighed after the normal acclimatisation period. All filters, which appear to have been tampered with, must be discarded and air samples re-taken as soon as possible. Pre-weighed field filters together with their respective reference filters are preferably to be used within a period of three months.
- c) Dust samples for radiation **monitoring** are conducted using the same methodology and quality assurance.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS**10. ANALYSIS**

The analysis and quality control must be in accordance with internationally recognised methods such as **NIOSH** or HSE standards.

A cellulose nitrate or a mixed ester of cellulose filter should be used if analysis is required. The sample must be forwarded to an accredited chemical analytical laboratory to determine the chemical composition of the collected sample.

Brief descriptions of the various analytical methods are included to help the occupational hygiene practitioner in discussions with the analyst and to make sure that the samples collected will be suitable for analysis - it is not to train the occupational hygiene practitioner in analytical techniques.

**10.1 Atomic absorption spectrometry (AAS)**

This is a common method used for analysis of metals such as:

- Lead.
- Cadmium.
- Nickel.
- Copper.
- Zinc.

There are some 60-70 metallic elements, which can be analysed individually by this technique, which uses the fact that atoms in a vapour absorb light at specific wavelengths.

**10.1.1 Basic operation of an AAS**

The metal particulate is dissolved into a solution by immersing and heating the filter in a solvent (typically a diluted acid). Part of this solution is aspirated (sucked) into a flame, which vaporises first the solvent and then the metal. All vaporised atoms of solvent and metal pass into a chamber through which a beam of light

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

passes. This beam is generated by a specific lamp, which produces a characteristic spectrum consisting of light specific wavelengths. For each specific metal, a lamp is chosen so that its light spectrum is compatible with the absorption characteristics of the metal.

As the atoms of the specific metal pass through the light, they absorb energy from the light and the intensity of the beam is reduced in proportion to the numbers of atoms present. The reduction in intensity is measured and by comparing this reduction (usually referred to as absorbance) with a calibration curve, a measure of the amount of element present can be obtained.

## 10.2 X-ray diffraction (XRD)

X-ray diffraction is an analytical technique used to identify and quantify the constituent compound in a substance. It works as follows:

- Many solids, and particular minerals, are crystalline (their atoms are arranged in a highly ordered three-dimensional lattice) and when x-rays are directed at them, this lattice acts as a diffraction grating. Every crystalline substance produces a unique diffraction pattern and in a mixture of substances each will produce its own pattern independently of the others. Therefore, different substances can be identified in a mixture.
- The x-ray detector is swung round in an arc and a chart is produced showing lines of all the diffracted x-rays, which are picked up at different angles. The analyst will compare the patterns of the lines produced with standards and will be able to identify what is present in the sample. The more of a particular substance in the sample, the more intense will be the lines in the pattern. A calibrated x-ray diffractor will, therefore, give information not only on the type of crystalline substance in the sample, but how much there is.
- X-ray diffraction only works for crystalline substances and is used particularly for analysing minerals such as quartz (a crystalline form of silica).



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

### 10.3 X-ray fluorescence (XRF)

X-ray fluorescence is another method using x-rays, but it is used to identify and quantify elements rather than compounds. A beam of x-rays is directed at the sample, very much in the same way as XRD, but instead of the compounds in the sample diffracting the beam, the beam excites the atoms of the elements present causing them to emit their own radiation. This is a form of fluorescence. It is this secondary or fluorescent radiation, which is detected. Every element will produce radiation containing a characteristic set of wavelengths so that the trace obtained from a particular sample is compared to standard traces to determine the elements present in the sample. The intensity of the radiation given off is proportional to the amount of each element present, so if the instrument has been calibrated, it is possible to find out not only what elements are present but also how much there is.

XRF can be used to analyse elements from atomic number 9 (fluorine) upwards and is used particularly for metals.

### 10.4 Infra-red (IR)

Infrared can be used as an alternative method to XRD to analyse minerals. Light in the infrared region is directed onto a sample, which absorbs some of the light. A detector picks up the reflected rays of the remainder and a material is then identified and quantified according to how much light has been absorbed and in what regions of the IR spectrum.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

## **ANNEXURE F: Quality assurance**

*(For information purposes only)*

### **1. ROLE OF WEIGHING QUALITY ASSURANCE PROGRAM**

Analytical data are used to make a variety of decisions, e.g. to decide whether a particular chemical agent is present in a workplace atmosphere, whether a hazard to workers' health exists in that atmosphere, or whether a workroom atmosphere complies with applicable standards. Errors in such data can have a variety of costly effects. The consequences of erroneous data may lead to the wrong decision being made as to whether a non-compliance situation exists. If the analytical results are a part of a larger experiment, perhaps the wrong conclusion might be reached or the results might be uninterpretable. If the presence or absence of a particular agent is erroneously reported, a threat to workers' health may be allowed to continue. It is the role of a weighing facility's quality assurance program to provide the necessary safeguards to minimize these occurrences and to provide a means of detecting errors when they do occur.

It is not possible to design a quality assurance program to fit all weighing facilities since no two weighing facilities serve the exact same purpose or operate in exactly the same manner. Each weighing facility must set its own operating procedures and quality control practices, and document them in a Quality Assurance Manual. This chapter, therefore, will not set forth concrete recommendations for implementing a quality assurance program, but rather will present aspects of weighing facility quality assurance and quality control, which should be addressed by each facility.

A successful quality assurance effort cannot be achieved through the efforts of only one individual. A weighing facility's quality assurance coordinator needs the assistance and cooperation of all facility personnel to be effective. To this end, it is necessary to discourage adversarial relationships between quality control personnel and bench chemists. Analysts must be trained and made aware of the purpose and value of quality assurance functions and, in turn, the quality assurance program must be designed so that its functions are based on sound goals directed toward improving the performance of both the individual analyst and the facility as a whole.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

Frequently, analytical results are challenged months or years after the analysis is complete. In order to support the original data, an effective record-keeping system must be maintained. Another chemist must be able to reconstruct the exact treatment to which the samples were subjected solely from an analytical laboratory's records. Furthermore, if the appropriate quality control checks were performed with the analysis and documented, there can be no doubt regarding the results.

## 2. ORGANISATION

A weighing facility, just as any other organisation, should have a clearly defined organisational structure. Responsibilities of each member of the facility's staff should be in writing and understood by all. In this way, confusion regarding tasks that need to be performed can be avoided.

The specific organisational structure of the facility will vary, depending on the facility's function. Two functions that relate to quality should be assigned in every facility:

- The quality assurance coordinator; and
- The sample clerks.

The size and nature of the facility may preclude assignment of a full-time position to these functions; however, a facility member should be assigned these duties and it should be understood that they are to have top priority.

### a) Quality assurance coordinator

The quality assurance coordinator's functions will depend on the size and nature of the facility. This professional has overall responsibility for assuring that reported data meet established standards for precision and accuracy and that these results can be supported scientifically by the various quality control checks performed with the analysis. One of the major functions of this individual is to perform audits of the quality control system and to implement changes that



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

eliminate recurring errors. The quality assurance coordinator should not be under the direct supervision of management responsible for day-to-day weighing facility's operation. In this way, conflicts between the facility's dual responsibilities of providing analytical results in a rapid fashion while maintaining quality can be avoided. The quality assurance coordinator should also serve as a resource person for chemists or managers on questions or problems related to quality assurance and should have a working knowledge of statistics, including quality control charting, and experimental design.

b) Sample clerk

The sample clerk's functions will also vary, depending on the size and function of the facility. As a minimum, the sample clerk is responsible for the receipt and log-in of samples. Field samples should be stored in a secure location under proper conditions (temperature, etc.) until analysis. Logging and tracking of samples in the facility is important so that the history of these samples can be documented and processed in a timely manner. The sample clerk may also be given the responsibility of maintaining chain of custody documentation.

### 3. QUALITY ASSURANCE IN SAMPLING

Quality assurance procedures should not be overlooked by personnel performing field sampling. The field sampling parameters often have more effect on precision and accuracy of the final result than parameters of the measurement. Field personnel should become familiar with sampling and measurement methods that they will use. The methods usually specify the proper sampling media to be used, the correct flow rate and sample volume, as well as special precautions on sample handling, shipping and possible interferences.

Sampling equipment must be maintained in reliable working order. It is desirable to have one person or group given responsibility for the care, maintenance and stocking of field sampling equipment. This person or group should periodically inspect and repair all equipment and keep track of the use and location of sampling equipment when it is signed out. Sampling pumps should be calibrated with each use. This

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

calibration should be performed with the sampler in line. Since differences in pressure drop across the sampler will affect flow rate, it is necessary to perform the calibration with the actual sampler to be used.

The exact sampling time must be known in order to accurately estimate the sampled volume. Recording only the start and stop time assumes that the pump functions properly over the entire sampling period. Occasional spot checks for proper operation should be made throughout the sampling period.

Since many modern analytical techniques are extremely sensitive, special care must be taken to avoid contamination of field samples. Samples must not be stored or shipped with bulk materials that might spill or otherwise present the possibility for contamination. The glassware or other containers used in sampling and shipping should be subjected to any cleaning procedures recommended in the analytical method.

Careful record keeping in the field is also important. Pertinent information such as temperature, humidity, possible interfering compounds, sampling location, etc. should be documented. Special care should be taken in sample labelling and in preparation of paperwork accompanying the samples so that confusion in the facility is avoided.

Field blanks are used to estimate contamination that may occur immediately before and after sampling, during shipment, or while awaiting measurement in the facility. The nature and number of blanks taken will depend on the method and sampling situation; therefore, field sampling personnel must attempt to determine what sources of contamination are possible in the specific situation at hand. The field blank strategy must then be designed accordingly. Where possible, a written sample protocol should be developed before actual sampling begins. The protocol should contain a description of the environment being sampled; the assumptions made in derivation of the model of that environment; when, where, and how the sampling will be done; and how many samples will be taken. Samplers should be identified by batch or lot number of sampling media.



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

#### 4. QUALITY ASSURANCE IN MEASUREMENT

Certain quality control checks should be performed with each sample set to further support the reported results on actual field samples. The exact number and nature of these checks depend on the specific method and circumstances under consideration and should be thought of as an integral part of the method itself (i.e. a measurement should not be considered completed without the quality control checks also being completed). Each analyst must take an independent responsibility for assuring that the analytical quality control system works. This can be accomplished by using known spiked samples that closely simulate field samples with regard to concentration and interferences. Since the analyst is most familiar with the methods being used and should know what range of recoveries to expect, problems with the system can be detected early. The following additional quality control checks should be considered as appropriate:

a) Methods

First, and perhaps most important in the area of quality control, a laboratory must have adequate measurement procedures. These methods should be written so that there is no doubt in the analyst's mind of the exact steps which must be performed and so that future references to the work can be as exact as possible. The methods used should be evaluated, where possible (either by the laboratory itself or by some other organisation), to verify that the methods perform satisfactorily. Factors that could be evaluated include the recovery of the analyte of interest from both spiked samples and generated samples, the stability of collected samples or possible interferences for accurate use of the method. Methods should be tested for ruggedness so that critical steps in the analysis can be identified. Experimental designs have been published which permit rapid evaluation of a number of factors involved in the analysis.

b) Standards

Standard solutions may be for either identification or quantitation of the analyte of interest. The bulk material used for preparation of standards should be of

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

sufficient purity to avoid errors in the identification or quantitation. Where available, Standard Reference Materials or other well-characterized standards are useful for assuring that results are consistent with other organisations and agencies. Laboratory reagents and standards should also be properly labelled with contents, and receipt and expiration dates.

For quantitation, sufficient numbers of standards should be prepared so that adequate confidence intervals on reported values can be obtained. As a guideline, it is recommended that calibration curves be prepared with triplicate points at each of at least five different concentration levels. The standard curve should be prepared so that linearity can be assured over the range of the curve. Also, it is important that the concentration of standard solutions be chosen to bracket the actual samples. In this way, extrapolation outside the range of standards is avoided. The concentration of standard solutions should be chosen to be consistent with the purpose of the sampling. That is, if it is desired to demonstrate whether **exposure** standards are being met, then the standard curve should be constructed to bracket the concentrations which would be encountered at or near the applicable **exposure** standard. If it is desired to demonstrate whether a compound is present in the atmosphere being sampled, then the calibration curve should be constructed closer to the limit of detection. During measurement, working standards should be interspersed with field samples. In this way, it should be possible to detect if instrument drift becomes significant. Internal standards are useful for correcting instrument response for the actual amount of sample injected into a chromatograph. The internal standard should be chosen so that its retention time is reasonably close, without peak overlap, to the peak of interest.

c) Blanks

A particular analysis may involve several types of "blank" measurements including reagent blanks, media blanks or field blanks. Reagent blanks measure the signal contribution from solvents, acids or other reagents used by the laboratory in preparing samples for analysis. Media blanks measure the signal contribution from the collection media (impinger solution, filter, sorbent

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

tube, etc.) and field blanks measure signal contribution of the media plus any contamination that may have occurred during handling, shipping and storage before analysis. The nature and number of blank measurements will depend on the method and circumstances, but the purpose of all blank measurements is to help prevent errors in identification and quantitation of field samples.

d) Blind samples

Blind samples are prepared by someone other than the analyst performing the measurement and are to provide an independent check on the accuracy and precision of the measurement.

If blind samples cannot be prepared with confidence, their use should be avoided. In these cases, confusion may result when discrepancies occur and it will not be possible to say for certain whether the measurement or the blind sample was in error.

The results should be used in conjunction with control charting techniques to identify errors or malfunctions in the system. To accomplish this goal, quality assurance personnel should work closely with laboratory personnel to quickly identify and eliminate trouble spots.

It will not always be possible to isolate the source of error in the results of a blind sample. In these instances, it should be recognized that it will not be possible to defend quantitative results for that particular sample set; therefore, reporting of results where these discrepancies occur should be avoided.

e) Recovery studies

Recovery studies should be performed as a part of the measurement whenever the analyte of interest must be liberated or separated from the sampling media. The analyte of interest should be added to the media at levels consistent with the field samples. These "spiked" samples should then be treated in the same manner as the field samples. Corrections for recovery should be made



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

whenever the measured recovery is significantly different from 100%. Even if recovery has historically been 100%, recovery studies can be useful as additional analytical and calculation checks. It is often helpful for a laboratory to maintain a record of past recovery studies so that current data may be compared for discrepancies. Samples for which estimated recovery is less than 75% should be reported as "semi quantitative".

f) Duplicates

Duplicate preparations of bulk materials are useful as an indication of the uniformity of the bulk material. Duplicate injections or measurements from air samples are of lesser importance since preparations from air samples are generally fairly uniform in nature. True duplicates of air samples are useful as an indication of the uniformity of the atmosphere being sampled.

## 5. INTER-LABORATORY TESTING

Assignable analytical uncertainty can be considered as consisting of interlaboratory and intra-laboratory variability. Knowledge of the magnitude of these two sources of variability is essential in order to interpret and use analytical data properly. Intra-laboratory variability can be estimated from the results of analysis of blind samples. Interlaboratory testing requires the cooperation and coordination of a number of independent laboratories.

Interlaboratory testing can also be useful for defining the relationship of data reported by different laboratories using either the same or different measurement techniques. Participation in such studies can be useful for uncovering errors in methodology or identifying critical steps in the procedures.

The Proficiency Analytical Testing (PAT) Program operated by the American Industrial Hygiene Association (AIHA) in cooperation with NIOSH is useful for measuring a laboratory's performance on a variety of common occupational hygiene samples, including solvent vapours on charcoal tubes and metals, asbestos and

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

silica on filters. Participation in this program by laboratories performing occupational hygiene analysis is strongly encouraged.

Similarly, the AIHA operates a laboratory accreditation program for occupational hygiene laboratories. Site visits and application reviews can provide a useful review of a laboratory's overall quality assurance system, as well as the adequacy of personnel, facilities and equipment.

## 6. REPORTING

The detail and nature of the analytical report will depend on the function of the laboratory. As a minimum, the report should include a description or reference to the method used, any deviations or special circumstances encountered with the sample set, estimates of the limits of detection and quantitation, the date of analysis, as well as the results themselves. The report should be signed by the analyst and at least one other person who is responsible for approving the report. The laboratory should adopt a standard report format and attempt to maintain that format with all reports.

The limit of detection (LOD) is defined as the amount of the analyte that can be distinguished from the background. The limit of quantitation is that amount of analyte above which the precision of the reported results is better than a specified level. There are numerous methods of determining these quantities and many opinions as to which method is correct. The laboratory should decide on a method for determining these quantities and be consistent to the extent possible in its use.

Sample data should be corrected for recovery or desorption efficiency and for reagent and media blank response. However, field blanks should be treated like field samples (corrected for reagent blanks, media blanks, and recovery). If correction for contamination in the field blanks is necessary, this correction should be performed by the person who submitted the sample.

Data should be reported simply and concisely and in a manner, that "their meaning is not distorted by the reporting process. Attention should be given to the number of



OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

significant figures reported. Generally, only the last figure reported should be in doubt.

## 7. LABORATORY NOTEBOOKS

Laboratory notebooks are used for recording all experimental and analytical notes and data. New notebooks should be logged out to a chemist. The notebook remains the property of the laboratory and should be kept in a central location by the laboratory after it is filled.

Notebooks used in the laboratory should be hard-covered and bound. Use of notebooks with removable pages (e.g. loose-leaf notebooks) should be discouraged. The pages of the notebook should be numbered and any entries made by an individual other than that to whom the book was assigned should be noted. Some laboratories require that the individual's notebook pages be signed by the chemist for legal reasons.

The notebook should contain all information gathered by the chemist pertaining to the sample. Where appropriate, lab number, field number, sequence number and other identifying numbers are noted. Measurements requested, identification of the method, modifications to the method and the sample originator should be included. A description of the sample (whether bulk material, charcoal tube, etc.) should be included. Data on quality assurance aspects of the sample set such as blank values, recovery studies and duplicate determinations should also be included. Formula used to calculate results and a sample calculation should be shown.

If permanent retention of computer printouts, recorder charts or similar items is deemed necessary, they should be pasted, taped or stapled in the notebook, if practical.

The minimum data entered in the notebook should be sufficient to enable another chemist to derive the same results as the original worker, with no other source of information. In addition to this minimum data, any other facts appropriate and pertinent to the sample analysis are to be entered.

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

A chemist's notebook is always subject to inspection by his colleagues, supervisors or inspectors from outside the laboratory. Therefore, it is imperative that the notebook be maintained in a professional manner and contains all pertinent information that may be required by other parties, regardless of the particular importance of that information to the chemist. Furthermore, the notebook must be maintained in such a manner that it can withstand challenges as to the validity, accuracy or legibility of its contents.

## **8. INSTRUMENT MAINTENANCE**

Laboratory instrumentation must be maintained in proper operating condition. It has been found in numerous cases that the cause for out-of-control quality control samples has been traced to faulty instrument performance. In many of these instances, the operator was unaware that instrument performance had degraded. Performance checks can be useful in documenting instrument performance over time and in detecting deviations. To be of use, performance check procedures should be quick and easy to perform. Where appropriate periodic calibration should be performed and documented (e.g. balances, microscopes). Records of calibration should be recorded in the logbook for that instrument.

An instrument's maintenance history is often valuable in troubleshooting problems with that instrument. The record of instrument maintenance should be maintained in an "instrument logbook" and kept near that instrument or in a recognized location.

Service contracts or maintenance agreements for instrument repair are useful for assuring that instrumentation is serviced by qualified personnel and maintained in proper operating condition.

## **9. SAMPLE TRACKING**

A laboratory should have a mechanism for logging and tracking samples after they are received in the laboratory so that all samples can be processed in the most efficient manner. The exact system used for sample tracking will depend on the size

OCCUPATIONAL HEALTH PROGRAMME (OCCUPATIONAL HYGIENE AND MEDICAL SURVEILLANCE)  
ON PERSONAL EXPOSURE TO AIRBORNE POLLUTANTS

and nature of the laboratory and may range from hand-entry logbooks to sophisticated computer-based systems. The system should include a means of cross-referencing laboratory sample numbers with field sample numbers and it should be possible to determine the chemist, instrument, and other aspects of the sample set from the field number.

Sample tracking systems may also be used to produce management statistics which may aid in forecasting future sample loads or point to problem areas in sample turn-around.

#### 10. QUALITY ASSURANCE RECORDS

Maintenance of quality assurance records aids in recalling details of a particular analysis at a future date. A condensation of quality assurance data can be used as supporting evidence to field personnel should the need arise. Quality assurance records can also be used to track various quality assurance parameters over time (such as desorption efficiency or blank values).

Computerised record keeping systems should be backed up periodically. Archive copies of computer data require specialized storage conditions and these archive copies may not be reliable for extended periods of time.

Filing of records should be current and accurate. If rapid retrieval of data is not possible, then maintenance of quality assurance records loses its purpose. The primary purpose is to provide a system to furnish information rapidly regarding the status of specific sample sets.

## DEPARTMENT OF SOCIAL DEVELOPMENT

NO. 420

06 APRIL 2018

# INVITATION FOR APPLICATIONS FOR THE ACCREDITATION OF DIVERSION PROGRAMMES AND DIVERSION SERVICE PROVIDERS

The Minister of Social Development hereby invite interested Persons and Organisations, inclusive of Government Departments, to apply for accreditation of diversion programmes and diversion service providers in terms of section 56 (2) (c) (ii) of the Child Justice Act 75 of 2008 (Act No. 75 of 2008).

Application and self-assessment forms can be obtained from the following persons per province:

Province	Physical Address	Contact Details
<b>GAUTENG</b>	Thusanong Building, 4th Floor-Room 69, Commissioner Street, Johannesburg, 2000.	<b>Ms Tebello Mkhonto/ Ms Awelani Madira:</b> Telephone No: 011 355 7824/011 355 7827, Mobile: 082 469 0846/ 082 414 6791. Email addresses: <a href="mailto:tebello.mkhonto@gauteng.gov.za">tebello.mkhonto@gauteng.gov.za</a> <a href="mailto:awelani.madira@gauteng.gov.za">awelani.madira@gauteng.gov.za</a>
<b>FREE STATE</b>	Old Mutual Building, 2nd Floor Room 206 Charlotte Maxeke Street, Bloemfontein, 9300.	<b>Ms Catherine Senatle/ Ms Denise Mafoyane:</b> Telephone Number: 051 400 0315, Mobile: 083 295 4638, Civilia Building, 9th Floor Room 907/908 Elizabeth Street, Bloemfontein, 9300. Mobile: 071 860 7227, Email addresses: <a href="mailto:Reitumetse.Senatle@fssocdev.gov.za">Reitumetse.Senatle@fssocdev.gov.za</a> <a href="mailto:Denise.Mafoyane@fssocdev.gov.za">Denise.Mafoyane@fssocdev.gov.za</a>
<b>EASTERN CAPE</b>	Eastern Cape Social Development, Beacon Hill Office Park, Corner of Hargreaves Road	<b>Mr Andile Mankayi/ Mr Lizo Cagwe/ Mr Thanduxolo Zimba:</b> Telephone No: 043 605 5189, Mobile: 082 729 6622; Telephone: 043 605 5188, Mobile: 082 729 6568;



	and Hockley Close, Private Bag x 0039, Bhisho, 5605.	Telephone: 043 605 5191, Mobile: 082 7243477. Email addresses: <a href="mailto:andile.mankayi@ecdsd.gov.za">andile.mankayi@ecdsd.gov.za</a> <a href="mailto:lizo.cagwe@ecdsd.gov.za">lizo.cagwe@ecdsd.gov.za</a> ; and <a href="mailto:thanduxolo.zimba@ecdsd.gov.za">thanduxolo.zimba@ecdsd.gov.za</a> Website: <a href="http://www.socdev.ecprov.gov.za">www.socdev.ecprov.gov.za</a>
<b>KWAZULU NATAL</b>	Administrative Building, 174 Mayford Walk, Pietermaritzburg, 3200.	<b>Mr Radesh Byroo/ Mr Pravin Chetty/ Ms Sibonelo Buthelezi:</b> Telephone No: 033 264 2058 / 033 264 2063 / 033 264 2211, Mobile: 082 885 3208 / 072 261 3582. Email addresses: <a href="mailto:radesh.byroo@kznsocdev.gov.za">radesh.byroo@kznsocdev.gov.za</a> <a href="mailto:pravin.chetty@kznsocdev.gov.za">pravin.chetty@kznsocdev.gov.za</a> <a href="mailto:sibonelo.buthelezi@kznsocdev.gov.za">sibonelo.buthelezi@kznsocdev.gov.za</a>
<b>NORTH WEST</b>	1st Floor Provident House, University Drive, Mmabatho, 2735.	<b>Ms Dolly Modise/ Mr Watson Seattle:</b> Telephone No: 018 388 2829, Mobile: 082 825 0829. Email addresses: <a href="mailto:Dmodise@nwpg.gov.za">Dmodise@nwpg.gov.za</a> <a href="mailto:WSeattle@nwpg.gov.za">WSeattle@nwpg.gov.za</a>
<b>LIMPOPO</b>	21 Biccard Street, Olympic Towers Building, Polokwane, 0700.	<b>Ms Lizzy Mashimbye/ Mr Victor Malebatja:</b> Telephone No: 015 230 4363 / 015 230 4353, Mobile: 079 496 1221/073 515 5019. Email addresses: <a href="mailto:MashimbyeLE@dsd.limpopo.gov.za">MashimbyeLE@dsd.limpopo.gov.za</a> <a href="mailto:MalebatjaJV@dsd.limpopo.gov.za">MalebatjaJV@dsd.limpopo.gov.za</a>
<b>MPUMALANGA</b>	Sonjoy Building, Government Boulevard, Riverside Office Park, Nelspruit, 1200.	<b>Ms Gloria Mazibuko</b> Telephone No: 013 766 3362/3185, Mobile: 082 335 3820. Email address: <a href="mailto:gloriam@dsdmpu.gov.za">gloriam@dsdmpu.gov.za</a>
<b>NORTHERN CAPE</b>	Northern Cape Province, Social Development, Mimosa Complex, Barkley Road, Homestead, Kimberley, 8300.	<b>Mr Donald Whitebooi/ Ms Karen van Wyk:</b> Telephone No: 053 874 9162/Mobile: 072 995 3719; 053 874 9100, Email addresses: <a href="mailto:dwhitebooi@ncpg.gov.za">dwhitebooi@ncpg.gov.za</a>



		<a href="mailto:kvanwyk@ncpg.gov.za">kvanwyk@ncpg.gov.za</a>
<b>WESTERN CAPE</b>	8th Floor, Union House, 14 Queen Victoria Street. Cape Town, 8000.	<b>Mr Mzukisi Gaba/ Ms Ruwayda Carloo/ Ms Michele Palmer:</b> Telephone No: 021 483 4212 /021 483 3616/021 483 4405. Mobile: 082 560 8403/082 909 3719/082 560 8403. Email addresses: <a href="mailto:Mzukisi.Gaba@westerncape.gov.za">Mzukisi.Gaba@westerncape.gov.za/</a> <a href="mailto:Ruwayda.Carloo@westerncape.gov.za">Ruwayda.Carloo@westerncape.gov.za/</a> <a href="mailto:Michele.Palmer@westerncape.gov.za">Michele.Palmer@westerncape.gov.za</a>

Application forms must upon completion be submitted to the respective Provincial coordinators (mentioned above) by no later than 31 July 2018. Service providers may obtain a copy of the Policy Framework for Accreditation of Diversion Services in South Africa at the said offices to assess their organizations and programmes using the criteria as outlined in the document or visit [www.dsd.gov.za](http://www.dsd.gov.za) to access the document on Policy Framework for Accreditation of Diversion Services in South Africa.

---

**GENERAL NOTICES • ALGEMENE KENNISGEWINGS**

---

**DEPARTMENT OF EDUCATION****NOTICE 171 OF 2018****THE COUNCIL FOR GENERAL AND FURTHER EDUCATION AND  
TRAINING QUALITY ASSURANCE ("UMALUSI")****GENERAL AND FURTHER EDUCATION AND TRAINING QUALITY  
ASSURANCE ACT, 2001 (ACT NO. 58 OF 2001)****CALL FOR WRITTEN SUBMISSIONS FROM STAKEHOLDER BODIES AND  
MEMBERS OF THE PUBLIC ON THE POLICY AND CRITERIA FOR  
ASSESSMENT OF QUALIFICATIONS ON THE GENERAL AND FURTHER  
EDUCATION AND TRAINING QUALIFICATIONS SUB-FRAMEWORK**

1. I, John Volmink, Chair of the Umalusi Council, hereby, in terms of sections 17A(1) and 23(1) of the *General and Further Education and Training Quality Assurance Act, 2001 (Act No. 58 of 2001)*, give my intention to develop the *Policy and Criteria for Assessment of Qualifications on the General and Further Education and Training Qualifications Sub-framework*. In view of this, I invite stakeholder bodies and members of the public to comment on this policy as set out in the **Schedule**.

**BACKGROUND**

2. The *National Qualifications Framework Act, 2008 (Act No. 67 of 2008)* provides for the establishment of Umalusi as a Quality Council that is responsible for the development and management of a Sub-framework of qualifications at Levels 1-4 of the National Qualifications Framework and the related quality assurance processes.
3. Umalusi's responsibility is to quality assure exit point assessments and provision for qualifications in schools, Technical and Vocational Education and Training Colleges, Community Education and Training Colleges and Private Colleges.

4. The purpose of standards, standard setting and quality assurance is to stipulate and control the administration, management of the systems, processes and procedures for assessment and quality assurance at exit points used by Umalusi.
5. The policy will be applicable to-
  - (a) all schools, Technical and Vocational Education and Training Colleges, Community Education and Training Colleges and Private Colleges offering qualifications registered on the General and Further Education and Training Qualifications Sub-framework; and
  - (b) Public and Private Assessment Bodies responsible for internal assessment and external examinations conducted at the institutions listed above.

#### AVAILABILITY OF THE POLICY DOCUMENT

6. The **Schedule** referred in paragraph 1 is available on Umalusi's website: [www.umalusi.org.za](http://www.umalusi.org.za)

#### SUBMISSIONS

7. It would greatly assist Umalusi if all submissions could be prepared under the headings listed in the policy document, *Policy and Criteria for Assessment of Qualifications on the General and Further Education and Training Qualifications Sub-framework*, as set out in the **Schedule**. If you do not wish to comment under a particular heading, please indicate "No comment".
8. The name, address, telephone number and fax number of the person or organisation responsible for submitting comments must be provided.

**CLOSING DATE**

9. The closing date for the receipt of comments is set as **21 days** after publication of this Notice.

**ADDRESS FOR SUBMISSIONS**

10. Please send or deliver your submission to-

**The Chief Executive Officer**

**Umalusi**

**Attention: Ms Z Modimakwane**

**37 General van Ryneveld Street, Persequor Technopark, PRETORIA**

**Or**

**PO Box 151, Persequor Technopark, Pretoria, 0001**

**Or**

**Fax: 012 349 1511**

**E-mail: [Zodwa.modimakwane@umalusi.org.za](mailto:Zodwa.modimakwane@umalusi.org.za)**



**PROFESSOR J VOLMINK**

**CHAIR OF THE UMALUSI COUNCIL**

**DATE: 28/02/2018**

## DEPARTMENT OF EDUCATION

## NOTICE 172 OF 2018

THE COUNCIL FOR GENERAL AND FURTHER EDUCATION AND  
TRAINING QUALITY ASSURANCE ("UMALUSI")GENERAL AND FURTHER EDUCATION AND TRAINING QUALITY  
ASSURANCE ACT, 2001 (ACT NO. 58 OF 2001)CALL FOR WRITTEN SUBMISSIONS FROM STAKEHOLDER BODIES AND  
MEMBERS OF THE PUBLIC ON THE POLICY FOR THE QUALITY  
ASSURANCE OF ASSESSMENT OF QUALIFICATIONS REGISTERED ON  
THE GENERAL AND FURTHER EDUCATION AND TRAINING  
QUALIFICATIONS SUB-FRAMEWORK

1. I, John Volmink, Chair of the Umalusi Council, hereby, in terms of sections 17A(1) and 23(1) of the *General and Further Education and Training Quality Assurance Act, 2001 (Act No. 58 of 2001)*, give my intention to develop *Policy for the Quality Assurance of Assessment of Qualifications Registered on the General and Further Education and Training Qualifications Sub-framework*. In view of this, I invite stakeholder bodies and members of the public to comment on this policy as set out in the **Schedule**.

**BACKGROUND**

2. The purpose of this policy is to articulate an integrated operational framework to standardise the management of quality assurance of assessment across assessment bodies for qualifications registered on the General and Further Education and Training Qualifications Sub-framework.
3. Umalusi must ensure compliance with this policy by both private and public assessment bodies regarding quality assurance of assessment.
4. The policy will be applicable to-



- (a) all schools, Technical and Vocational Education and Training Colleges, Community Education Centres and Private Colleges offering qualifications registered on the General and Further Education and Training Qualifications Sub-framework; and
- (b) Public and Private Assessment Bodies responsible for internal assessment and external examinations conducted at the institutions listed above.

#### AVAILABILITY OF THE POLICY DOCUMENT

5. The **Schedule** referred in paragraph 1 is available on Umalusi's website: [www.umalusi.org.za](http://www.umalusi.org.za)

#### SUBMISSIONS

6. It would greatly assist Umalusi if all submissions could be prepared under the headings listed in the policy document, *Policy for the Quality Assurance of Assessment of Qualifications Registered on the General and Further Education and Training Qualifications Sub-framework*, as set out in the **Schedule**. If you do not wish to comment under a particular heading, please indicate "No comment".
7. The name, address, telephone number and fax number of the person or organisation responsible for submitting comments must be provided.

#### CLOSING DATE

8. The closing date for the receipt of comments is set as **21 days** after publication of this Notice.

#### ADDRESS FOR SUBMISSIONS

9. Please send or deliver your submission to-

**The Chief Executive Officer**

**Umalusi**

**Attention: Ms Z Modimakwane**

**37 General van Ryneveld Street, Persequor Technopark, PRETORIA**

**Or**

**PO Box 151, Persequor Technopark, Pretoria, 0001**

**Or**

**Fax: 012 349 1511**

**E-mail: [Zodwa.modimakwane@umalusi.org.za](mailto:Zodwa.modimakwane@umalusi.org.za)**



**PROFESSOR J VOLMINK**

**CHAIR OF THE UMALUSI COUNCIL**

**DATE: 28/02/2018**

**INDEPENDENT COMMUNICATIONS AUTHORITY OF SOUTH AFRICA  
NOTICE 173 OF 2018**



Pinmill Farm, 164 Katherine Street, Sandton  
Private Bag X10002, Sandton, 2146

**REGULATORY FRAMEWORK FOR COMMUNITY BROADCASTING**

**FINDINGS DOCUMENT**

## TABLE OF CONTENTS

1.	ACKNOWLEDGEMENTS .....	3
2.	INTRODUCTION.....	4
3.	POLICY AND LEGISLATIVE MATTERS .....	6
4.	DEFINITIONS .....	10
5.	LICENSING .....	14
6.	FUNDING.....	31
7.	MANAGEMENT CONTRACTS.....	43
8.	RADIO FREQUENCY SPECTRUM .....	48
9.	SIGNAL DISTRIBUTION COSTS.....	52
10.	COMMUNITY PARTICIPATION .....	58
11.	PROGRAMMING OBLIGATIONS .....	62
12.	DIVERSITY OF SERVICES.....	67
13.	GOVERNANCE, MANAGEMENT AND OPERATIONAL CAPACITY .....	69
14.	COMPLIANCE .....	75
15.	DIGITAL BROADCASTING .....	79
16.	DISCUSSION DOCUMENT DATA.....	81
17.	GENERAL.....	84
18.	CONCLUSION .....	86

## **1. ACKNOWLEDGEMENTS**

The Independent Communications Authority of South Africa ("the Authority / ICASA") would like to acknowledge all stakeholders who participated in the process aimed at developing a Regulatory framework for Community Broadcasting Services.

**The following stakeholders submitted written representations on the Discussion Document on Review of Regulatory Framework for Community Broadcasting Services published on 30 March 2017:**

- (1) Association of Christian Media
- (2) Association of Community Television -South Africa
- (3) Cape TV
- (4) Capricorn Community Concepts
- (5) e.tv
- (6) Kagiso Media (Pty) Ltd
- (7) M-NET and MultiChoice
- (8) Radio Pulpit and Radio Cape Pulpit
- (9) Sentech
- (10) South African Broadcasting Corporation (SABC)
- (11) South TV
- (12) Tshwane TV
- (13) Westbury Community Development Centre



## 2. INTRODUCTION

- 2.1 On 30 March 2017, the Authority published a Discussion Paper ("the Discussion Document") on the Review of Regulatory Framework for Community Broadcasting Services<sup>1</sup>. The purpose of the Discussion Document was to generate comments from all stakeholders on the review of the Regulatory Framework for Community Broadcasting Services for both television and radio in South Africa. Section 4B of the Independent Communications Authority of South Africa Act, 2000 (Act No. 13 of 2000) ("ICASA Act") requires the Authority to conduct an inquiry with regard to the achievement of the objects of the ICASA Act or the underlying statutes; regulations and guidelines made in terms of ICASA Act or underlying statutes; compliance by applicable persons with ICASA Act or underlying statutes; compliance with terms and conditions of any licence by the holder of the licence issued pursuant to the underlying statutes; and the exercise and performance of its powers, functions and duties in terms of the ICASA Act and underlying statutes.
- 2.2 The closing date for the written representations on the Discussion Document was 10 May 2017, extended to the 02 June 2017 due to request from stakeholders. The Authority received 13 (thirteen) written submissions, of which 8 (eight) made oral representations on 19 and 20 July 2017.
- 2.3 The Authority noted concerns raised by stakeholders in the final report on the Review of Broadcasting Regulatory Framework Towards a Digitally Converged Environment in South Africa<sup>2</sup> regarding challenges community broadcasters experience, and the need for urgent review of the framework on Community Broadcasting. The aforementioned concerns were raised in detail in the desktop research conducted by the Authority,

---

<sup>1</sup> General Notice No 170 of Government Gazette No.40660 of 30 March 2017

<sup>2</sup> Published in General Notice 643, Government Gazette 36598 of 25 June 2013.

in telephonic and face to face interviews with stakeholders, and in the written submissions on the Discussion Document. The concerns include, amongst others, the inability to attract advertising, insufficient funding, lack of/limited access to appealing content, lack of resources, interference from local government and management companies, and governance challenges. The Authority has licensed numerous sound broadcasting services and a few community television broadcasters, however the abovementioned challenges negatively affect the viability of the sector. This review intends to address these challenges to improve the status of community broadcasting.

- 2.4 The Community Broadcasting tier focuses on addressing grassroots issues that are not addressed by commercial and public broadcasters, due to its proximity to communities. Community broadcasting is not supposed to compete, but should complement public and commercial broadcasting's role of providing information, entertainment and education. Thus, the Authority needs to come up with a regulatory framework to support the growth and sustainability of this tier of broadcasting.
- 2.5 This Findings Document summarises the views expressed by interested persons with respect to the proposed Regulatory Framework on Community Broadcasting. The summary is not exhaustive, but reflects on salient issues raised by interested parties. **The Findings Document is not published for comments, but rather to inform stakeholders on the findings from the input received after publication of the Discussion Document. The Findings Document also provides explanations to provisions in the Draft Regulations for Community Broadcasting Services: Radio and Television ('the draft regulations').**

### 3. POLICY AND LEGISLATIVE MATTERS

3.1 The Authority is empowered by section 4(3) (a) of the ICASA Act to make recommendations to the Minister of Communications ("the Minister") on policy matters and amendments to the ICASA Act and the underlying statutes which accords to the objects of the ICASA Act and the underlying statutes to promote development in the broadcasting, electronic transactions, postal and electronic communications sectors. Thus, the Authority asked for stakeholders' input on legislation and policy related issues.<sup>3</sup>

3.2 The National Association of Broadcasters ("NAB") submits that it is through legislative amendments, and amendments of license conditions that the scope and ambit of community broadcasting can be increased. The NAB is of the view that the features as stipulated in legislation clearly 'define' the community tier of broadcasting. The NAB supports the publication of the Community Broadcasting Support Scheme Final Policy Paper published by the Department of Communications ("DoC"), as it brings the much needed clarity on the policy position regarding the financial support for the community broadcasting sector. The NAB encourages the Authority to work collaboratively with the DoC in finalizing this Discussion Document, as certain of the questions posed in the

---

<sup>3</sup> The Proclamation on Constitution of the Republic of South Africa, 1996: Transfer of administration of and powers and functions entrusted by legislation to certain Cabinet members in terms of section 97 of the Constitution, published on the 02 December 2014 in Gazette no. 38280, makes provision for policy recommendations to be made to the Ministers of Post and Telecommunications and Communications, respectively;

- The Minister of Communications in so far as ICASA may make recommendations to that Minister on policy matters and amendments to the ICASA Act and the Broadcasting Act, 1999, which accord with the objects of these Acts to promote development in the broadcasting sector; and
- The Minister of Telecommunications and Postal Services, in so far as ICASA may make recommendations to that Minister on policy matters and amendments to the ECA and the Postal Services Act, 1998, which accord with the objects of these Acts to promote development in the electronic transactions, postal and electronic communications sectors.

Discussion Document are policy issues, and relate to the financial viability and governance of community broadcasting services.<sup>4</sup>

3.3 NAB is of the view that both the Broadcasting Act<sup>5</sup> and the ECA define community broadcasting services as a broadcasting service which:

- is fully controlled by a non-profit entity and carried on for non-profit purposes;
- serves a particular community;
- encourages members of the community served by it or persons associated with or promoting the interest of such community, to participate in the selection and provision of programmes to be broadcast in the course of such broadcasting service; and
- may be funded by donations, grants, sponsorships or advertising or membership fees, or by any combination of the aforementioned.<sup>6</sup>

3.4 NAB is, however, concerned that there have been challenges over the years with monitoring and compliance to ensure that community broadcasters adhere to these distinctive features.<sup>7</sup>

3.5 The NAB recommends that the Authority should not consider enquiries, reports or policy formulated during analogue dispensation but rather to focus more specifically on the provisions made for community broadcasters during digital migration and whether the distinctive features

---

<sup>4</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2<sup>nd</sup> June 2017, p 5

<sup>5</sup> No. 4 of 1999

<sup>6</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2<sup>nd</sup> June 2017, p 9

<sup>7</sup> *ibid*

(including geographic boundaries) of community broadcasting will be affected.<sup>8</sup>

- 3.6 The South African Broadcasting Corporation ("SABC") is of the view that religious and cultural activities must be covered by the broadcasting services but its coverage must be geographically limited because the public broadcaster carries religious programming at a national level.<sup>9</sup>
- 3.7 ("SABC") submits that there is room for community broadcasting services in South Africa, given its distinctive societal role as the third tier of broadcasting. Community broadcasting is in proximity with communities, thus, it is best positioned to be an educational tool which fosters socio-economic development at the grassroots level. Therefore, it is imperative to have a regulatory framework that enables community broadcasting to stay in its position and deliver on its very important mandate within its communities.<sup>10</sup>
- 3.8 According to Pulpit Media Group there is no need to amend the legislative distinctions between community of interest and geographically-founded community broadcasting services and these ought to remain as is in the legislation.<sup>11</sup>
- 3.9 Sentech agrees with question 21 of the Discussion Document, as it is of the opinion that section 62 of the ECA does not require ICASA to regulate common carrier signal distribution tariffs. Regarding ICASA's assertion that it will consider mechanisms for reduction of signal distribution cost, Sentech believes that Chapter 10 of the ECA deals with competition

---

<sup>8</sup> Ibid, p 10

<sup>9</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 10

<sup>10</sup> Ibid, p 4

<sup>11</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 15



matters. The Authority's process to deal with competition matters must be in line with sections 67(4) and 4A of the ECA. ICASA needs to follow similar processes to the Call Termination Regulations.<sup>12</sup>

- 3.10 Sentech is of the view that the National Integrated ICT Policy White Paper's<sup>13</sup> view is that a separate policy process is being undertaken by the Ministry of Communications to review existing policies for the broadcasting sector. This policy is yet to be gazetted however, it is important to this review process, for example, there is an expectation that reviewing the meaning of "broadcasting" is related to internet, digital technologies and licensing categories. These are important for Sentech's survival especially when discussing issues of multiplex operator.<sup>14</sup>
- 3.11 South TV would like the regulatory requirements and obligations to be less stringent for TV.<sup>15</sup>
- 3.12 Association of Christian Media (ACM) emphasizes that legislative changes are not desirable, as they introduce further instability into the sector, and take a long time to be implemented.<sup>16</sup>
- 3.13 Capricorn Community Concepts reminded the Authority that the Authority conducted the Review of the Broadcasting Regulatory Framework in 2012, however the 2017 Discussion Document does not make any reference to the 2012 Review Report, as well as DTT. Both Standard Terms and Conditions and Process and Procedure Regulations should have waited for

---

<sup>12</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>13</sup> National Integrated ICT Policy White Paper, 28 September 2016

<sup>14</sup> Ibid, p 7 - 8

<sup>15</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>16</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

this 2017 review process, before they were developed and enacted, as those regulations ignored the 2012 Review outcome.<sup>17</sup>

- 3.14 The Westbury Community Development Centre (WECODEC) raises a concern that there are no regulations specific to Community Television Broadcasters. Furthermore, WECODEC is of the view that section 2 (p) of the ECA should be amended to include the establishment of SMMEs providing ECN services to promote skills development and job creation within the ICT Sector.<sup>18</sup>

**Policy related matters that will emanate from this process will be raised with the Department of Communications and legislative amendments will be proposed where necessary.**

#### **4. DEFINITIONS**

- 4.1 The NAB submits that before consideration for a national community of interest station can be entertained, the Authority would have to make the necessary radio frequency assignments for "a national community of interest station". These assignments would have to accord with the applicable standards and requirements of the ITU and radio regulations, as agreed and adopted by the Republic. Should the Authority see the necessity to re-define community of interest stations and geographic stations, this would require a legislative amendment. An amendment must be evidence based, as well as a regulatory impact assessment (RIA) demonstrating the economic and social impact such an amendment would have on the community radio market.<sup>19</sup>

---

<sup>17</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 1 - 3

<sup>18</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 16

<sup>19</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 10 - 11

- 4.2 South TV is of the view that audience fragmentation is normal. Community should not be viewed in a narrow geographical sense but should include various niches. People can now access media through personalised devices like phones and tablets. Communities are by-products of development and technological advancement.<sup>20</sup>
- 4.3 South TV further notes that profiles of communities differ because of the culture of commuting, for example, from Soweto to Sandton and being suburban. In defining community broadcasting South TV suggests that the Authority consider entrepreneurship values and innovation principles. Moving forward, South TV recommends innovation principles being:
- Creative content, which may set one licensee apart from the rest in terms of language provision and various formats of broadcast; and
  - More content driven radio, for example, documentaries, drama and story-telling hence it is called alternative or grassroots media, should not duplicate the commercial and public sector. It should focus more on the development aspect etc.
- 4.4 South TV supports consolidation of similar profiled community broadcasting services into one service, however it should not be at the expense of 'localness and authenticity'.<sup>21</sup> South TV also argues that if the idea of national community of interest is explored, it must be clear how this will differ from the national broadcaster. Alternatively, it could be a platform that could commission production at grassroots communities as a channel.<sup>22</sup>

---

<sup>20</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

<sup>21</sup> Ibid, p3

<sup>22</sup> Ibid, p4

- 4.5 Cape TV alludes that they differ with an assumption that the audience reach of the community broadcasting on DStv is limited to provincial, but rather it asserts that it is actually on a national basis. Cape TV further states that the comparison between free-to-air and Pay TV audiences is inconsistent because both audiences are fluid in that they oscillate between different channels. The broadcaster asserts that the availability of community broadcasting channels on DStv has been critical towards their survival. Cape TV encouraged ICASA to make a comparative international study regarding the performance of the community television broadcasters since being carried on DStv. Cape TV hopes this will assist in providing useful statistics with regard to audience figures.<sup>23</sup>
- 4.6 ACM submits that there are probably not enough available FM or AM channels to implement National Community of Interest broadcasting.<sup>24</sup>
- 4.7 Capricorn Community Concepts urges the Authority to publish guidelines in which provisions must be included for Community Trust.<sup>25</sup>
- 4.8 WECODEC believes that the community broadcasting market is not sufficiently described. The research should include initiatives of community broadcasting service providers that could not materialize due to the existing moratorium, lack of broadcasting spectrum and insufficient DTT regulations.<sup>26</sup>

---

<sup>23</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

<sup>24</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>25</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>26</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

- 4.9 WECODEC highlights that there are 6 (six) community TV services including Bay TV. TBN is not included in the analysis of Adspend in the broadcasting sector. The community of interest broadcasters must be included in the analysis. WECODEC argues that any conclusions reached are incomplete, not accurate.<sup>27</sup>
- 4.10 WECODEC further suggests that the National Community Radio Forum (NCRF) should be utilized to facilitate and discuss the concept of national community of interest stations. There are lots of potential communities of interest which have a national footprint.<sup>28</sup>

**ICASA is concerned that consolidation of community of interest stations and geographical community stations might blur the mandate and distinct features of the community broadcasting as these are likely to have different aspects in the terms and conditions.**

**The Authority did not include BayTV in the Adspend research as the focus was on the cumulative impact that licensees have on the market.**

**The Authority licenses 'niche' markets in the form of community of interest and other broadcasting categories like low power community and special events community depending on the applicant's objectives. The argument for a sound national community of interest has no legal basis, either from a legislative or regulatory perspective. Regulation 3 (1) of the regulations regarding standard terms and conditions<sup>29</sup> limits the licence area of a community broadcaster to *"... the maximum possible area covered by the frequency/ies and power level allocated to a Licensee in terms of the Radio Frequency Spectrum Licence, which***

---

<sup>27</sup> Ibid, p 5

<sup>28</sup> Ibid, p 8

<sup>29</sup> Regulations: Standard terms and conditions for class licences under Chapter 3 of the Electronic Communications Act (36/2005), Gazette number 33296.



***area may not exceed a district municipality as defined in the Local Government Municipal Structures Act No 117 of 1998.***<sup>30</sup> The specific licence area will be as defined by the licence issued to a licensee. The same applies for community television, “[t]he licence area for a Community Television Broadcast Service the maximum possible area covered by the frequency/ies and power level allocated to a Licensee, which may not exceed a Province as defined in the Constitution of the Republic of South Africa, Act 108 of 1996.”<sup>31</sup>

## **5. LICENSING**

- 5.1 Registrations for the provision of community sound broadcasting is provided for in terms of section 5(2), (5)(b) and (8)(b), read with sections 16, 17, 18 and 19 of the ECA and the Processes and Procedure Regulations. The ECA has simplified the application process for community broadcasters. In considering any registration for a community broadcasting licence, the Authority is required to have due regard to the objects and principles as enunciated in section 2 of the ECA.
- 5.2 ACM is of the opinion that sufficient power is granted to the Authority in the ECA to facilitate orderly and strategic licensing of community broadcasters. One of the greatest causes of failure of community radio stations is the issuing of class licenses to “duplicate” stations (same community, similar format), without regard to diversity. According to ACM, if spectrum was unlimited, this would be acceptable, but cause difficulties and the best station would survive. The moratorium has stifled growth in community broadcasting for many communities that are not served by community radio or TV. The moratorium states that it will only be lifted by a notice to that effect published in the Government Gazette.

---

<sup>30</sup> *ibid*, p 9

<sup>31</sup> *ibid*, p9

It is not clear how the revised regulations, notice 157 of 2016, particularly the ITA, will be implemented.<sup>32</sup>

5.3 Pulpit Media Group (RPCP) requires ICASA to consider the appropriateness of the existing Standard Terms and Conditions for Class Licences Regulations, 2010<sup>33</sup> given that they directly undermine the financial viability of some community broadcasters. In particular, RPCP is concerned that certain of the 2016 amendments to Standard Terms and Conditions for Class Licences Regulations ("the regulations") which are not appropriate for community of interest broadcasters. In this regard:

- Regulation 10A (8)(b) of Schedule 1 to the above Regulations provides that the "majority of content produced must be from the coverage area". RPCP are of the view that this provision is entirely appropriate for geographically-based community broadcasters focusing on the community needs of a particular geographical area. However, it is not appropriate for community of interest broadcasters; and
- Regulation 10A (11) of Schedule 1 to Standard Terms and Conditions for Class Licences Regulations provides that "program syndication/networks or programme sharing must not exceed 20% of the licensee's original programming". Again, this provision is entirely appropriate for geographically-based community broadcasters focusing on the community needs of a particular geographical area. However, it is not appropriate for community of interest broadcasters with the audience at whom the community broadcaster is aimed might be much larger than that provided in a single coverage area and therefore it would be of great assistance to community of interest broadcasters (for example Christian broadcasters)

---

<sup>32</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p7

<sup>33</sup> Regulations: Standard terms and conditions for class licences under Chapter 3 of the Electronic Communications Act (36/2008), published on 14 June 2010, in Gazette 33296

to be able to share programming as a way of reducing costs while still meeting the programming needs of its community of interest audiences.<sup>34</sup>

5.4 Pulpit Media Group submitted that it is still not possible for all speakers of a particular language to have access to sound broadcast programming in that language irrespective of where in the territory of the Republic they happen to be. This is with regards to the requirement that the Authority “promote the provision and development of a diverse range of sound ... broadcasting services ... that cater for all language groups” (section 2(s)(i) of the ECA).<sup>35</sup>

5.5 With regards to ICASA’s reference to the 2016 amendments to the Licensing Processes and Procedures Regulations for Class Licences, 2010 in the Discussion Paper, and its questions on whether sections 16 to 18 of the ECA require to be amended to provide for an invitation to apply for spectrum in respect of class community broadcasting licensees, Pulpit Media Group is of the view that the fundamental problem is that broadcasting services ought not to be licensed by way of class licences registration process. It is section 5 of the ECA which ought to be amended to:

- remove community broadcasting from services requiring a class licence in terms of section 5 (5) of the ECA; and
- include community broadcasting as a free-to-air service on a local, regional or national scope requiring an individual licence in terms of section 5(3) of the ECA.<sup>36</sup>

---

<sup>34</sup> Pulpit Media Group: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p10

<sup>35</sup> Ibid, p2

<sup>36</sup> Pulpit Media Group: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4 - 5

- 5.6 According to Pulpit Media Group, the above proposed amendments to section 5 of the ECA require a number of consequential amendments to the various regulations which give effect to the requirements of the ECA and these can be done in due course.
- 5.7 Pulpit Media Group would like the Authority to amend the provisions of section 50 of the ECA to include the kind of programming that is uniquely community-oriented to guard against an unwarranted overlap between community and commercial stations.<sup>37</sup>
- 5.8 Pulpit Media Group is of the view that ICASA is over-licensing resulting in over-crowding leading to lack of sustainability. With regards to licensing and community radio station format, RPCP raises the concerns regarding community broadcasting stations which broadcast on formats that mirror commercial stations such as majority music community stations.<sup>38</sup>
- 5.9 RPCP query how being a predominantly music station can be compatible with the objectives of the community broadcasting sector as set out in the ECA, in particular with the emphasis on serving the needs of that particular community unless:
- the music being played is directly related to the “specific, ascertainable common interest” being served by a community of interest station; or
  - the music not only constitutes South African music content but is sourced within the geographical area serviced by the geographically-founded community station in question.<sup>39</sup>

---

<sup>37</sup> Ibid p11

<sup>38</sup> Ibid, p4 - 6

<sup>39</sup> Pulpit Media Group: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 11

5.10 Pulpit Media Group is of the view that the class versus individual licensing conundrum that the community broadcasting sector finds itself in has a direct impact on the ability of some community sound broadcasters to attract advertising. Not having an individual-type licensing process is a challenge as ICASA cannot enquire into issues such as:

- demand for this service, taking into account existing community, public and commercial services in the area, as evidenced by potential audience surveys and the like; and
- the need for the service taking into account similar community broadcasting services let alone public and commercial services that may be available in the area.<sup>40</sup>

5.11 Pulpit Media Group argues that the rate of licensing additional stations is not in line with audience growth (up until the moratorium on licensing is lifted). They request ICASA to consider the number of community broadcasting licences that have been granted relative to the actual number of listeners as well as relative to the number of community broadcasting stations that are actually operational.<sup>41</sup>

5.12 Pulpit Media Group is concerned that the class licensing process, which continues to be effectively a registration process as provided for in the ECA (despite the newly provided for ITA processes in regulation), appears to have resulted in an unwitting splitting of potential community broadcasting audiences, with dire consequences for advertising and for the overall sustainability of the community broadcasting sector. ICASA has granted class licences to a number of community sound broadcasting services with almost identical programming competing for the same audiences and the same advertisers within the same coverage area. Pulpit Media Group further states that the entire class licensing process provided

---

<sup>40</sup> Ibid, p3

<sup>41</sup> Ibid, p 4



for in the ECA in respect of community broadcasting services is in fact a nonsense. Broadcasting services that are provided using the radio frequency spectrum can never, in fact, be subject to a class licensing registration process for the following reasons:

- they require to be individually assigned spectrum to avoid interference;
- although their licences are styled as “class” licences, they are in fact individual licences as they have specific licence conditions applicable only to that particular community broadcasting service, whether these relate to news obligations, language obligations and/or format; and
- these licences have to be designated as “geographic” or “community of interest” stations as defined in terms of the ECA.<sup>42</sup>

5.13 Pulpit Media Group alludes that the current moratorium prevents new licences from being granted and this is contrary to ICASA’s mandate because the effect is to prevent even exceptionally good applicants from applying, something that cannot be in the public interest.<sup>43</sup>

5.14 Pulpit Media Group believes that ICASA ought to grasp the nettle and consider withdrawing certain existing licences where the services being provided in terms thereof:

- are identical or extremely similar to existing community, public or commercial station serving the same coverage area;

---

<sup>42</sup> Pulpit Media Group: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p5

<sup>43</sup> Ibid, p 12

- are in essence commercial services and not truly community services, as is the case with the predominantly music-formatted community stations; and/or
- are, in fact, not being provided because the station is effectively non-functional and is off-air.<sup>44</sup>

5.15 According to Pulpit Media Group, such a move would inevitably free up spectrum which can be reassigned to community broadcasting services that genuinely meet the unmet needs and demands of the community in question.

5.16 Pulpit Media Group is concerned that ICASA considers there to be nine licensed subscription television operators. This is somewhat disingenuous as only three are in fact operational namely, M-Net, DStv and Starsat. ICASA has made reference to a new regional TV channel, GAUTV and Pulpit Media Group request clarification as to whether this is a broadcasting service in its own right (and therefore licensed) or whether it is simply a channel carried on the DStv bouquet.<sup>45</sup>

5.17 The NAB is of the view that the registration process for class licences has been simplified and is less cumbersome than earlier processes. The NAB further alludes that Section 19 of the ECA read with the Processes and Procedures Regulations as amended, address licence renewal processes. From the NAB's point of view, the measures and interventions put in place for the registration of class licences are feasible. However, the effectiveness of this process will be determined once an ITA is published and the moratorium is lifted. The concern the NAB has regarding the moratorium is that it has been in place for a long time.<sup>46</sup>

---

<sup>44</sup> Ibid, p 6

<sup>45</sup> Ibid, p 4

<sup>46</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 12 - 13

- 5.18 The NAB does not think that sections 16, 17, and 18 of the ECA should to be amended. Section 16(2) stipulates that a registration of a class licence may be submitted at any time in the manner prescribed by the Authority. In the NAB's view, the Authority acted within its powers when prescribing that the registrations of class licences may be submitted twice a year and where necessary pursuant to an ITA.<sup>47</sup>
- 5.19 The NAB encourages the Authority to ensure that it assesses and carefully evaluates each registration and provides feedback timeously to the registrant. More importantly, however, is the need for the Authority to determine whether registrants are from areas that are under-served, or areas where there is an "over-supply" of stations. There has been concern with the "proliferation of community stations". Arguably, this could be because of ICASA not responding to a registrant within the stipulated 60 days - resulting in an applicant being deemed to have a license by day 61.<sup>48</sup>
- 5.20 Kagiso Media's submission concerns a single issue, the operation of quasi-commercial sound broadcasters masquerading as community broadcasters which negatively affect and indeed undermine both the community and the commercial broadcasting sectors. Kagiso Media respectfully submits that none of the 3 (three) stations, Hot FM, Mix FM and Lekker FM, is operating as a genuine community station serving the needs of an area or a community with a defined interest such as a religious or university community. Kagiso Media further states that there is no community of interest being served by these stations and, respectfully, no clearly identifiable Randburg, Midrand or Pretoria

---

<sup>47</sup> Ibid, p 13

<sup>48</sup> Ibid, p 14

community programming, being provided, at least not as a majority of the programming provided on these stations.<sup>49</sup>

5.21 Kagiso Media is of the view that a geographically-founded community broadcasting service ought not to broadcast more than 20% music content in any event; although different considerations may well apply to community of interest broadcasters such as religious broadcasters in which case an upper limit of 40% music (focused on the interest of the stated community) is appropriate. Community stations that are effectively indistinguishable from music-formatted public and commercial stations available in the coverage area ought not to be licensed as these simply cannibalize available advertising in the area and unfairly compete against public and commercial stations with significant Media Development and Diversity Agency (the MDDA), company tax and licence fee obligations.<sup>50</sup>

5.22 Kagiso Media is aware that a moratorium on granting new community licences is currently in place but is of the view that this is not sustainable in law or practice going forward. Kagiso Media is of the respectful view that ICASA needs to put in place a proper process for assessing community broadcasting applicants.<sup>51</sup>

5.23 The SABC supports the current moratorium as it enables the Authority to determine the timing for consideration of class licence registrations. As a result, ICASA will pace itself for consideration of these licenses and also conduct necessary checks and balances. The SABC is of the view that if the moratorium could be uplifted and the DTT, which introduces a multi-channel environment, could be fully rolled-out; there will be a need for

---

<sup>49</sup> Kagiso Media: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 3-4

<sup>50</sup> Ibid, p 5-6

<sup>51</sup> Ibid, p 5

the Authority to expand its capacity base to carry out the monitoring and licensing function of all broadcasting services.<sup>52</sup>

- 5.24 Sentech would like the Authority to review the broadcasting application process, especially with regards to determining accuracy of information supplied. They suggest that it is important to address the issue where applications submitted illustrates business plans highlighting sustainability in the absence of bailout and mainly based on expected advertising revenue. Yet, within the first year some broadcasters are seeking bailouts and complaining about signal distribution fees.<sup>53</sup>
- 5.25 South TV cautions that the two window periods for receiving applications is not ideal, as it could be somehow exclusionary as not everyone can access ICASA pronouncements. They suggest that the Authority should also consider online application system.<sup>54</sup>
- 5.26 Furthermore, South TV submits that it is premature to seek to be rigorous in class licensing process.<sup>55</sup>
- 5.27 Cape TV urges ICASA to apply a strict caution before licensing more players into the sector. they state that the current amount of bandwidth allocated to the community broadcasters and proposals by the DoC's Community Broadcasting Support Scheme suggest that there will be a limited space for the new entrants in this sector.<sup>56</sup>

---

<sup>52</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

<sup>53</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 8

<sup>54</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

<sup>55</sup> Ibid, p 4

<sup>56</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 16



- 5.28 The Inkonjane Community Radio illustrates that ICASA's licensing processes are too relaxed thus exacerbating the proliferation of the already congested broadcasting sector. ICASA has granted licenses to three community broadcasters in the surrounding local communities but only one of these is still in operation. Inkonjane Community Radio claims that the failure of the other two community broadcasters is largely due to ICASA's failure to conduct a proper economic viability of the three community broadcasters. Based on its rural small vicinity and radius, it was always going to be impossible for three community broadcasters to survive and succeed.<sup>57</sup>
- 5.29 Inkonjane Community Radio advises that, it would be best that ICASA enquires from already existing incumbents as to the prospects of success of the new entrants before it allocates and grants new licenses. It further states that the increase of stand-alone community broadcasters in rural areas does not augur well for the meagre advertising profits, thus it is recommended that a satellite station be considered instead.<sup>58</sup>
- 5.30 Act-SA submits that Community Television Services be formally allowed to be licensed through free-to-air or subscription, as envisaged in section 5 of the ECA, to be provided through satellite, cable or any other technology. Act-SA is of the view that Community Television Services should be allowed to have a local, regional, national and provincial footprint as outlined in page 43 of the Discussion Document. It further states that as Community Television Services are allowed to self-provide their signal, the issue of cost must not hinder the Authority to allow the increase of the footprint.<sup>59</sup>

---

<sup>57</sup> Inkonjane: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 10 May 2017, p 3

<sup>58</sup> Ibid, p 3

<sup>59</sup> Act-SA: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, May 2017, p 3-4

- 5.31 Capricorn Community Concepts is of the view that the proposed two window periods for interested parties to apply for licences through an ITA published in the March 2016 Regulations is against the Authority's previous policies. This, according to Capricorn Community Concepts is in contravention of the universal access objective as set out in section 2 of the ECA. It further perceives the process as unconstitutional, not in the public interest and not in line with the ECA, ICASA Act and the Broadcasting Act.<sup>60</sup>
- 5.32 According to Capricorn Community Concepts all provinces must be allowed to introduce new community sound broadcasters at any time as provided in section 16(2) of the ECA. It further states that the ITA process will remove transparency from the process and open the process to manipulation. The discretion to apply for available frequencies must be retained by an interested registrant.<sup>61</sup>
- 5.33 WECODEC is of the view that the revised regulations making provision for two window periods for the submission of class registration application should not be implemented. WECODEC further states that the ITA approach is discriminative to those community initiatives that are not ready at the deadline and it will also marginalize communities that are already marginalized (in respect of funding/resources).<sup>62</sup>
- 5.34 NAB reminds the Authority that one of the reasons a moratorium was issued on the licensing of community broadcasting services was due to the scarcity of frequencies. Therefore, NAB suggests that a consideration for a national community of interest station should be carefully thought

---

<sup>60</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 2

<sup>61</sup> Ibid, p 2

<sup>62</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 11

through against community broadcasting policy objectives as currently couched in legislation.<sup>63</sup>

5.35 WECODEC echoes similar sentiments as Capricorn Community Concepts that the moratorium must be lifted with immediate effect, as the Authority is acting ultra vires in having published the moratorium. The moratorium is in violation of the objectives of the ECA.<sup>64</sup>

5.36 WECODEC submits that the Community Television's business plan must be conclusive and demonstrate sustainability.<sup>65</sup>

**Section 16(1) of the ECA empowers the Authority to register class licences upon receipt of a written registration in the manner prescribed. Gathered from written inputs, it appears that there are challenges in the registration of community broadcasting services. The Authority intends to streamline the process of registration to provide predictability**

**In line with the Processes and Procedure Regulations, the Authority will maintain the two window period for the registration of a community broadcasting license. The benefits of a window period are that it allows the Authority to do a feasibility and needs assessment in specific areas and to prevent licensing of many similar services in one geographic space. This will also allow proper planning and management of the spectrum and carrying out an audit of existing licensee's and determining levels of compliance.**

---

<sup>63</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 10

<sup>64</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 11

<sup>65</sup> Ibid, p 9

**The Authority will further require that a community broadcasting applicant submits a notice for pre-registration, whereby the applicant will submit the necessary qualification information before a registration is submitted. This will allow the Authority to among others assess and ensure the sustainability of the applicant.**

**The Authority requires that an applicant for community broadcasting licence must have been in operation for 2 years and carried out activities for 2 years as an NPO before application to develop on areas such as corporate governance and financial planning before applying for a community broadcasting license. Furthermore, the Authority encourage applicants to start operations for community broadcasting anytime within the 2 years that it is operating as an NPO before submission of a pre-registration notice. This will allow the applicant to garner support from the community and do background work before deciding on issues such as the languages the radio station will broadcast in and the programming plan.**

**The Authority has challenges with community broadcasting licensees which are registered as Trusts with regards to:**

- the appointment of their Board of Directors/Trustees;**
- their financial management of the station;**
- community participation;**
- founding documents; and**
- the manner in which they conduct their AGMs.**

**The Authority is of the view that Trustees or Board of Directors of the NPO must be nominated and elected by the community in an Annual General Meeting. The proof of the meeting must be submitted to the Authority. In a trust, Board of Directors elected in the AGM must be registered as trustees.**

**It is the Authority's view that campus community broadcasting services should account separately from the institution of learning.**

**The Authority also requires that an applicant submit pre-registration information that will enable the Authority to consider sustainability. The Authority has to satisfy itself that the service being registered becomes sustainable.**

**The pre-registration requirements are:**

- **An applicant must have been an NPO in operation and carried out activities for at least 2 years before application.**
- **An applicant fully completed application form as prescribed by the Process and Procedure Regulations**
- **Proof that the applicant is a registered NPO;**
- **The applicant must submit its founding documents<sup>66</sup>, e.g Constitution, Articles of Association, etc;**
- **An applicant must not assume the scope or coverage of an individual licence;**
- **Whether a geographic community licence exists with a similar mandate or service;**
- **3-5 years financial plan to ensure sustainability (feasibility study showing the possibility of funding);**

**The Authority may hold public hearings upon the notice for registration where there is a need to collect more information or get clarity before taking a decision to register a class license. This will also assist when there are competing interests in the license area such as the existence of a community broadcasting service in the area providing a similar**

---

<sup>66</sup> The Authority have provided an example of what should be included in the Founding Document, attached as Annexure A



**service. In some instances the Authority would need to verify that an applicant has support in the license area it proposes to serve.**

**After assessing whether the applicant meets the requirement for registration the Authority will inform the applicant of the outcome. Successful applicants will submit a notice for registration whilst those not successful will be guided in terms of areas of improvement to meet the requirements for registering as a class license.**

#### **Renewal of a class license**

**The licensee has to satisfy the conditions for renewal before the renewal is granted. The Authority prescribe the terms of renewal of a class license in line with section 19 (3) of the ECA.**

**A licensee should submit, as conditions for renewal of a class license:**

- **Feasibility/financial sustainability;**
- **A historical 5-year financial statement revealing how it has been performing;**
- **Community support detailing how community members have been given access to the airwaves. Community participation refers to mechanisms to ensure community participation in the running of the operations, policy making, and programming of the licensee, and representation of the different sectors of the community in influencing the direction the licensee should take;**
- **On or off air status;**

- **Legality of office bearers in order to ensure that persons not allowed, in terms of legislation and regulations, to be in the licensee's Board, Management, and staff are not in such positions;**
- **An indication of the existence of another community broadcasting licensee in the same geographical area. The Authority will assess the effects of close proximity of radio stations on the community and the sustainability of the station. In order to get clarity on this, the Authority might call the stations in proximity to convince the Authority in terms of sustainability and the difference in their mandate. The Authority might request the licensees to come with plans of ensuring that they do not have similar programming and they are able to create revenue; and**
- **Non-compliance.**

**The Authority may hold public hearings upon the notice to renew a class license where there is a need to collect more information or get clarity before taking a decision to register a class license. This will also assist when there are competing interests in the license area such as the existence of a community broadcasting service in the area providing a similar service. In some instances the Authority would need to verify that the licensee has support in the license area it serves.**

**The Authority will update the register for community broadcasting licensees by either deletion or renewing the license. A licensee that fails to comply with the regulations and the relevant legislation will be afforded an opportunity to improve compliance by renewing the license for a shorter period of time. Thereafter the Authority will assess the license over that period and make a determination whether to renew or not. Licensees who repeatedly fail to comply with the legislation and**

**the regulations will forfeit their license and the Authority will update the register by removing the licensee.**

## **6. FUNDING**

- 6.1 In terms of the ECA,<sup>67</sup> community broadcasters may derive funding through a number of means including donations, advertising revenue and subscriptions. In addition, there are no limitations in relation to the amount of advertising revenue that community broadcasters can access. Despite this, the research conducted indicates that stations are struggling to sustain themselves financially and generally lack revenue diversification strategies, relying on one source of revenue.
- 6.2 The NAB encourages the Authority to harmonise its efforts and possible restrictions on the funding of community television with proposals made in the DoC Subsidy Scheme. The NAB further recognises that sustainable funding has always been an issue for community broadcasting services, whether radio or television.<sup>68</sup> It is precisely for this reason that the DoC has had to review its subsidy scheme to bridge the funding gap. Community television broadcasting services must continue to receive funding from donations, grants, sponsorships and advertising or membership fees. This is in line with what is envisaged by section 2 of the ECA<sup>69</sup> and the Broadcasting Act.<sup>70</sup>
- 6.3 The SABC is of the view that if government grants are to be open to community broadcasters, there should be transparency and

---

<sup>67</sup> Section 1 of the Electronic Communications Act (36/2005)

<sup>68</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017– p 11-12

<sup>69</sup> Electronic Communications Act (36/2005)

<sup>70</sup> The Broadcasting (4/1999):

accountability for such funds and they should benefit the communities serviced by community broadcasters<sup>71</sup>.

- 6.4 Pulpit Media Group submits that the role of the MDDA ought to be refocused on promoting the financial sustainability of existing community broadcasting services rather than constantly promoting the development of new services. Pulpit Media Group is of the view that constantly promoting the development of new services is not in keeping with the ECA and request ICASA to engage with the MDDA to ensure equitable funding of all types of community broadcasting services.<sup>72</sup>
- 6.5 Furthermore, Pulpit Media Group would like the Government to play a commercially responsive role in supporting the sustainability of the community broadcasting sector through offering government advertising via the Government Communication and Information Service (GCIS). The advertisements must spread evenly across community broadcasting services, whether geographic or community of interest<sup>73</sup>. It further suggests that government's support ought to itself be more sustainable and dependable and gives the example that in 2014, the DoC promised an ongoing grant to the community broadcasting sector to help cover Sentech's signal distribution costs. Within two years the DoC had run out of funds to continue to pay the ongoing grant with the result that some community broadcasting services were suddenly confronted with lawyers' letters from Sentech advising them that they were in arrears in respect of the signal distribution costs. Pulpit Media Group states that such "on-again off-again" support is of little long-term help in bringing about an environment of sustainability for community broadcasters. Lack of steady government support is also evidenced in the case with infrastructure roll-

<sup>71</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p8-9

<sup>72</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>73</sup> *ibid*, p22

out provided by the DoC through the MDDA. This kind of support is not distributed equally and fairly and it requires a properly-undertaken, transparent needs study.<sup>74</sup>

6.6 Pulpit Media Group has made two additional suggestions that could help ease funding challenges, namely that:

- public and commercial broadcasting services engage in community station “adoptions” within their particular coverage areas. These would consist of mentorships and training and would certainly assist in skills development which would contribute to the long-term viability and sustainability of community broadcasting services; and
- public and commercial broadcasting services actively seek out community stations within the coverage areas to whom donations of old equipment (including studio equipment, CDs and other programming material) can be made.<sup>75</sup>

6.7 In addition, Pulpit Media Group is of the view that it would be helpful if ICASA could establish an initiative to twin SABC stations and commercial broadcasters with community radio stations properly to facilitate such support, particularly at the start of a community broadcaster’s operations<sup>76</sup>.

6.8 South TV submits that revenue generation is both a skill and a creative process. It further states that a blanket approach to regulate revenue

---

<sup>74</sup> Ibid, p 9

<sup>75</sup> Pulpit Media Group: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 8

<sup>76</sup> Ibid, p21



model's disadvantages entrepreneurs and dries up the government purse, thus defeating the purpose for stations and micro economies.<sup>77</sup>

- 6.9 South TV adds that a percentage of advertising and TV license revenue from the public broadcaster together with a community station levy collected from commercial and subscription broadcasters should be considered.<sup>78</sup>
- 6.10 Furthermore, South TV suggests that entrepreneurship, innovation and creativity should be encouraged in Community Broadcasting, with unique revenue models.<sup>79</sup> In terms of administration of the special fund and elements to be covered by the fund, South TV proposes that the fund should cover technical, signal distribution, production, HR, Finance, marketing and sales. For the funding to be factored in to the broadcasting policy development process underway, there should be a funding campaign similar to Mzansi's Golden Economy by the Department of Arts and Culture (DAC)<sup>80</sup>. Mzansi's Golden Economy is a project/strategy engaging government with a view of creating jobs, economic sustainability etc. In addition, the role of the Media, Information and Communication Technologies Sector Education and Training Authority (MICT SETA) should be explored and DAC must be brought on board.<sup>81</sup>
- 6.11 Cape TV submits that although the summary on community broadcasting is reasonable, the government departments such as GCIS are not responding in a positive manner towards its own policy directive in relation to the role that community broadcasters can play. Cape TV is of the view that the GCIS report on the advertisement expenditure through

---

<sup>77</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 2

<sup>78</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>79</sup> Ibid, 5

<sup>80</sup> Ibid, p 23, p34

<sup>81</sup> Ibid, p 5

the community broadcasting is incorrect as only less than R1million was spent for this sector in one year.<sup>82</sup> The community broadcasters cannot survive due to the government's failure to honor its commitment towards advertising on this platform.

6.12 Additionally, Cape TV submits that the issues around funding, governance and support are not properly captured. For instance, the fact that community broadcasters are hosted by subscription network, it does not necessarily indicate that they are being exposed to the whole country as they are restricted to their specific geographic areas of broadcast<sup>83</sup>. Community broadcasters can benefit from advertising revenue, donations, government grants and programme sponsorships. ICASA and relevant government departments should assist in training the community broadcasters. However, this can happen if the sector gains experience operating sustainable NGOs and skills to manage fund raising campaigns.

6.13 The Cape TV funding model is distinct which advocates for the review of the role and interpretation of community broadcasting in their respective country. The funding model Cape TV applies is one that is similar to that of Canada which relies on deriving financial resources such as programme sponsorships, grants, donations, advertising and membership fees<sup>84</sup>.

6.14 In its supplementary submission, Cape TV submits that one proposal mooted by the DoC in its Public Service Broadcasting Bill (2009) was the formation of a Public Services Broadcasting Fund ("PSBF"), which was to draw revenue from several sources including taxation.<sup>85</sup>

---

<sup>82</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5-6

<sup>83</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>84</sup> Ibid, p 15

<sup>85</sup> Cape TV: Supplementary Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 10 August 2017, p 4

- 6.15 Cape TV further alludes that this latter aspect of the PSBF became a sore point in the Public Service Broadcasting Bill for it crossed the boundary of other legislation which devolves powers around taxation to the Minister of Finance and the South African Revenue Services (SARS), and hence was unenforceable; nevertheless, the basic premise of a special fund to finance public service television deserves attention. Another complication in the provisions of the PSBF was that it was to service both the public service broadcaster, the SABC, as well as community broadcasters, thus diluting its contribution across a wide spectrum including the resource-hungry, high-tech operations of the SABC.<sup>86</sup>
- 6.16 Cape TV does not have confidence in the MDDA's capacity to manage the allocation of funds effectively. It asserts that the public programming fund cannot be the only means of funding public programming but more of a 'top up' to support programming that is also financed by other mechanisms.<sup>87</sup>
- 6.17 Furthermore, Cape TV posits that government is a significant partner and needs to be engaged to ensure that support is unlocked through policy alignment from the GCIS, DTI, DoC and NFVF among other government institutions<sup>88</sup>. In terms of these sources of revenue, Cape TV is of the view that ideally no one source of revenue should dominate thereby exerting undue influence on the station.
- 6.18 Inkonjane Community Radio is of the view that the DoC's recommendation that community broadcasters should sustain themselves, is impractical because most of these broadcasters rely on thin advertising pie, sponsors and donations to survive. Inkonjane

---

<sup>86</sup> Cape TV: Supplementary Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 10 August 2017, p 4

<sup>87</sup> Ibid page 4

<sup>88</sup> Ibid, p 21

Community Radio also states that all community broadcasters rely on MDDA funding which is not guaranteed and fails to cater for all their basic needs. Such MDDA funding for community broadcasting sector is also on a short rather than long term basis. In addition, Inkonjane Community Radio states that DoC seems to ignore the fact that community broadcasters still have training needs, infrastructure services, capacity building, stipend payments and programming production to cater for their daily management and survival. DoC believes that the budget allocation should be a direct one but not one based on the advertising placements.<sup>89</sup>

- 6.19 Furthermore, Inkonjane Community Radio suggests that community broadcasters should receive funding from local municipalities. The District Municipalities should be obligated to finance the local community broadcasters through binding legal inscriptions. It believes that such sound budget allocation will assist the stations to be sustainable and viable. The allocated budgets should be monitored by a committee formed from community broadcasters' and respective municipal officials.<sup>90</sup>
- 6.20 Act-SA submits that community television broadcasting services should continue to receive funding from donations, grants, sponsorships and advertising or membership fees, as envisaged by section 2 of the ECA and the Broadcasting Act.
- 6.21 In respect of what revenue diversification strategies should the sector consider, Act-SA believes there are four basic revenue streams being government, commercial, listener and NGO. Community broadcasters should, according to Act-SA try to tap all four basic revenue streams. Act-SA suggests that more training should be provided in this area and that community television broadcasting services should be allowed to source

---

<sup>89</sup> Inkonjane Community Radio: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 10 May 2017, p 4

<sup>90</sup> Ibid, p 4

and receive funding from local government, state owned entities, public entities and other Non-Profit entities. Act-SA also proposes that the Authority must develop and publish separate Funding Model Regulations for Community Television Services as suggested in page 34 of the Discussion Document.<sup>91</sup>

6.22 Act-SA recommends that MDDA, NEMISA and the DoC pro-actively provide funding/training for local content productions across all community television services and that a memorandum of understanding between the stakeholders and Community Television Services be put in place.<sup>92</sup>

6.23 On failures of Public Private Partnership (PPP) Act-SA submits that the factors that can be attributed to the failures of PPP are:

- unrealistic traffic forecasts and undefined community;
- contribution of funds;
- poor legal framework and enforcement;
- weak institutional capacity and PPP strategy;
- unrealistic revenue and cost estimations;
- lack of competitive procurement; and
- inappropriate sharing of risks and community resistance<sup>93</sup>.

Further, Act-SA identifies that PPP's have key success factors such as:

- careful planning of PPP project;
- solid revenue and cost estimations;
- user willingness to pay and communication plan;
- extensive feasibility study with use of PPP experts;

---

<sup>91</sup> Act-SA: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, May 2017, p 3

<sup>92</sup> Ibid, p 2

<sup>93</sup> ACT-SA: Presentation at Public Hearing; 19 July 2017.



- compliance with contractual agreement; and
- appropriate legal and regulatory framework.<sup>94</sup>

6.24 Capricorn Community Concepts proposes that a funding regulation must be developed and enacted for the community broadcasting tier. Community broadcasters must be allowed to receive funding from non-profit entities, local government, SOEs and other government departments. Service providers in rural areas have little access to advertising, sponsorship, donations and government grants. According to Capricorn Community Concepts, by expanding the funding model, the Authority will promote the sustainability of the community tier of broadcasting.<sup>95</sup>

6.25 WECODEC posits that in the scope of community broadcasting in relation to their non-profit nature, the stations must function like profitable companies in terms of business efficiency to warrant financial sustainability and a high quality of content and service delivery to their community.<sup>96</sup>

6.26 WECODEC is of the view that MDDA's portfolio should be extended to cater for community broadcasting initiatives that are not licenced<sup>97</sup>. This will assist the MDDA in respect of planning appropriately in respect to budget. WECODEC also points out that the funding model for community broadcasting allow that community broadcasters are given money without compensation and this does not motivate stations to produce quality programs that will benefit their audiences.<sup>98</sup> Funding is necessary

---

<sup>94</sup> ACT-SA: Presentation at Public Hearing; 19 July 2017.

<sup>95</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5 and 7

<sup>96</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

<sup>97</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 17

<sup>98</sup> *ibid*

at start-up but should not become a permanent obligation to funding institutions whose budget would then also be reduced to help new initiatives.

6.27 Additionally, WECODEC advocates for mixed funding with exceptions for very specific initiatives such as national community of interest stations for the blind as they would require extra support that may not derive from their self-generated revenues. As community broadcasters are non-profit organizations they do not need to financially satisfy shareholders as in the case of commercial broadcasters where such shareholders would have invested their capital and expect a return-on-investment. Revenue generated by the community broadcaster will flow straight into their communities resulting in direct empowerment of people or organizations within the communities. WECODEC adds that community broadcasters and affiliated enterprise development (for example, catering, make-up artists, content production companies, among others) are potential employers that address the issues of unemployment in those communities. WECODEC believes that appropriately paid staff will lead to a healthy working environment and higher quality content which can ultimately attract higher audiences.<sup>99</sup>

6.28 WECODEC states that community broadcasters should not be severely limited in their efforts of revenue generation. Their ideal income mix will include elements that are common with commercial broadcasters, such as advertising, promotions, program sponsoring, merchandising, cross-branding, events and others<sup>100</sup>. Wecodec is of the view that community broadcasting needs to be incentivized by the relevant government departments to ensure appropriate quotas based on appropriate rate

---

<sup>99</sup> WECODEC: Presentation at Public Hearing; 19 July 2017.

<sup>100</sup> WECODEC: Supplementary Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, August 2017, p 6

cards within the advertising industry. This has been subject to many discussions but unfortunately until today without satisfactory results.<sup>101</sup>

- 6.29 Cape TV proposes that the MDDA should be accentuated to a more important role in advocating for the funding of community broadcasting sector. This, according to Cape TV, should in turn shape policy alignment that enhances the contributions of other co-related stakeholders such as the NFVF, MICT Seta, Lottery and IDC.<sup>102</sup>
- 6.30 Although it did not delve deeper into the issues, Inkonjane Community Radio raised concerns around the funding models of community broadcasting services as well as the negative impact of relaxed licensing procedures on the economic viability of community broadcasters. The submission argues that this has led to a proliferation of similar services within close proximity of each other, who in turn cannot sustain themselves on the limited advertising revenues, particularly for those based in rural communities.<sup>103</sup>
- 6.31 ACM indicates that the analysis seems to focus entirely on commercial aspects of community broadcasting. ACM alludes that the MDDA has been set up to provide funding and the Authority should focus on monitoring and compliance, and the processing of new license applications. Such funding is covered in more detail in the DoC Subsidy Scheme document. ACM further states that sector organizations like the NAB, ACM and NCRF should be able to raise concerns affecting the Community Broadcast sector.<sup>104</sup>

---

<sup>101</sup> Ibid, p 6

<sup>102</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 23

<sup>103</sup> Inkonjane Community Radio: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 10 May 2017, p 5

<sup>104</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 12

**The Broadcasting Act<sup>105</sup> and the ECA<sup>106</sup> make provision that community broadcasting service may be funded by donations, grants, sponsorships or advertising or membership fees, or by any combination of the aforementioned.**

**The Authority has placed no restrictions or caps on the number of minutes per hour for advertising by community sound broadcasting licensees. Many community sound broadcasting licensees have and continue to encounter great difficulty in acquiring sufficient income to meet the financial needs of the stations. Some of the problems identified include:**

- the inability of stations to properly market themselves;**
- lack of knowledge of potential advertisers that could be approached within their areas;**
- lack of adequate audience profiles of the community sound broadcasting sector that could be used by advertisers; and**
- expressed dependence on one form of revenue stream.**

**Some community sound broadcasting licensees have been raising substantial amounts of money through pledges by community members. It is believed that communities would not mind making pledges if they felt that the radio station was there for the advancement and development of the said community and that the community owned the radio station. The community can only have a sense of ownership if community groups or sectors participate meaningfully in the running of the radio station.**

---

<sup>105</sup> Section 1 of The Broadcasting Act (4/199)

<sup>106</sup> Section 1 of the Electronic Communications Act (36/2005)

## 7. MANAGEMENT CONTRACTS

- 7.1 Community television stations have entered into management agreements with commercial entities in order to access the funding and resources required to run the stations. The challenge with these arrangements is that they threaten key community broadcasting principles including community participation and ownership, localized content and the non-profit (non-commercialized) nature of community broadcasting services. They further threaten the stations editorial independence.
- 7.2 South TV is of the opinion that it will be acceptable, on a pro bono basis, to counter-balance management agreements to make up for scarce skills and resources. It would like the Authority to reconsider the position on management agreement by revisiting penalties and disincentives to ensure that investors do not dilute the mandate and objectives of community broadcasting.<sup>107</sup>
- 7.3 Cape TV indicates that the suggestion to allow private investments into the community broadcasting will lead to problems. This is because it contradicts the ECA that urges the community broadcasters to operate within the non-profit basis. The relationship between private investors and religious groups is also a concern as this could happen at the expense of other religious denominations.<sup>108</sup>
- 7.4 Cape TV states that management contracts with private companies should only be allowed under special circumstances. It further suggests that the management agreement must be well motivated and detail the nature of the contracting company, what the parameters of the contract

---

<sup>107</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>108</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

will be and how revenue is shared between the parties. Such agreements must be ratified by ICASA and if ICASA does not approve the management contract, then it cannot be implemented by the station.<sup>109</sup>

- 7.5 Furthermore, Cape TV is of the view that community broadcasters can still be allowed to enter beneficial contracts with well-established incumbent public and commercial broadcasters if the community broadcasters have the power to cancel or terminate such contracts when the NGO deems it necessary or desirable to do so. The contractual agreements between the private partners on video and television production should be drafted in such a manner that, both the community broadcaster and the local community have commanding decision making powers.<sup>110</sup> According to Cape TV, ICASA should set a clear set of criteria for measuring community ownership and control of community broadcasters, in order to ensure that their respective communities to assume full control of their broadcasting, financial, social and funding services.<sup>111</sup>
- 7.6 Cape TV seeks to retain the traditional areas of governance which include, fiduciary responsibility, hiring and firing of management and staff, making policy decisions, and having management and staff who are accountable to the board. In Cape TV's opinion, there can be no shareholding by a commercial partner in a non-profit entity and nor can profits accrue to individuals, whether they reside within the NGO or the private partner.<sup>112</sup>
- 7.7 In addition, Cape TV submits that management contracts must have a time limit to them and that the board of the non-profit entity must have the ability to disengage from the commercial partner when the station

---

<sup>109</sup> *ibid*, p 9

<sup>110</sup> *ibid*

<sup>111</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 10

<sup>112</sup> *Ibid*, p 9



can stand alone. The objective for the commercial partner must be to build capacity at local level. The station must never lose its editorial independence. Thus, in Cape TV's view, management agreements must be transparent and open to scrutiny by the Authority on an annual basis and the Authority must always keep an eye on how much money is being made and how much goes back to the station. Cape TV indicates that, this approach would ensure that the management contracts have taken root in an environment where licenses have not been granted to opportunistic individuals who have no expertise, track record or community development orientation.<sup>113</sup>

7.8 Furthermore, Cape TV argues that the need for management contracts will be largely nullified if the Authority does away with the Class License framework and only gives licenses through an ITA to operators who have demonstrated their capacity and expertise to set up and run a non-profit community broadcaster.<sup>114</sup>

7.9 Act-SA submits that community television services must be formally allowed to enter into management agreements with private production companies, business management companies and broadcast infrastructure companies. Act-SA would like the Authority to enact regulations in this regard or amend the Standard Terms and Conditions Regulations for Class Licenses published in March 2016. According to Act-SA, these regulations will ensure that independence of the commercial television services is maintained and the interests of both parties are protected. In addition, Act-SA thinks that the regulatory intervention by the Authority shall enable private partners to assist in the development and growth of community television services through investing in infrastructure, content production and skills development. Act-SA

---

<sup>113</sup> Ibid, p 9

<sup>114</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 9

submits that this in the context of the Authority admission in pages 12 and 34 of the Discussion Document, that community television business model requires higher financial costs.<sup>115</sup>

7.10 Elaborating further on management agreements, Act-SA argues that private partnerships shall enable private funding to reduce community television services reliance on advertising, as community television access to advertising is declining over a period. Act-SA agrees that private funding shall be a sustainable business model as suggested in page 13 of the Discussion Document. Such private funding shall be formal funding model in addition to sponsorship, advertising, government grant, donations and membership fees. Act-SA further proposes that Community Television Services be formally allowed to introduce internship programmes that provide training in different areas of broadcasting, media, journalism, marketing and advertising. The internship programmes envisaged by Act-SA would be funded by private partners. Act-SA would like to source advertising, sponsorships and funding to cover operational expenses and invest in broadcast infrastructure from the private partnerships. Act-SA further suggests that private partners should also assist in the governance, management, operations and strategy development of the broadcasting services as this will allow skills transfer and development.<sup>116</sup>

7.11 In addition, ACT-SA submits that, management contracts, are individual channel contracts and they differ from station to station of which some have a legal obligation to hold most being technical support, signal agreements, rentals, salaries together with programming and content agreements. If management contracts are put in the public space, it could create unfair exposure to parties concerned unless otherwise agreed.

---

<sup>115</sup> Act-SA: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, May 2017, p 2

<sup>116</sup> Ibid, p 2

7.12 Capricorn Community Concepts argues that management agreements be allowed as this helps in skills development and access to financial and human resources. It further argues that the Authority should allow community broadcasters to partner with private entities to improve the sustainability that will improve the sourcing ability of advertising, sponsorship and training.<sup>117</sup>

**Regulation 7 (12) in the Regulations on Standard Terms and Conditions in Terms of the Electronic Communications Act, (No. 36 of 2005) states that “if a licensee intends on entering into a management agreement with another entity, it should attach details and nature of the agreement, including timelines. Should a management agreement’s time line lapse, if and when renewed, such must first be lodged with the Authority.”**

**All management contracts must be lodged for approval with the Authority. The approval criteria will only deal with aspects that pertain to regulatory matters. The Authority will always be guided and consider section 2 (y) of the ECA in interrogating management contracts.**

**Management agreements with another entity are allowed for skills transfer, but not to exert control of the broadcasting service. The agreement should clearly state the method of reimbursement and the duration of the agreement. The licensee must at all times retain editorial and programming control and independence. The licensee should not cede powers of the board of directors and management to another entity nor should another entity be the shareholder of a licensee. Fiduciary duties are the responsibility of the board of the licensee.**

---

<sup>117</sup> Capricorn Community Concepts: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5 - 6

## 8. RADIO FREQUENCY SPECTRUM

- 8.1 The broadcasting frequency spectrum applications are lodged in line with the Radio Frequency Spectrum Regulations, 2015<sup>118</sup>. The Processes and Procedures Regulations for Class Licenses enable the Authority to determine the timing of applications and consideration of community broadcasting services registration. The regulations provide for two window periods for applications for community broadcasting service licenses, which can only be done with the ITA for spectrum licence.
- 8.2 ACM argues that it is not clear what motivates the issuing of a Spectrum License ITA by the Authority, and questions the manner in which this ITA is published. ACM asks the following questions:
- Will the Spectrum License ITA be issued on the granting of a service license if spectrum is available?
  - Does the Authority intend to be specific in where it invites applications? What will inform the Authority in this process?
  - Will these invitations take cognizance of communities of interest?<sup>119</sup>
- 8.3 ACM argues that expanding the footprint will compound the management and governance challenges and reduce diversity. It would make the communities less defined, and reduce community ownership. ACM mentions that FM, a line-of-sight distribution medium is very economical in a small foot-print. Expanding the footprint would also further blur the distinction between Commercial and Community radio. However, larger footprint may make sense in the digital environment (such as for DTT,

---

<sup>118</sup> Published under General Notice 279 in Government Gazette 38641 of 30 March 2015 amended in;

a. Radio Frequency Spectrum Amendment Regulations, 2015, Government Gazette 38754 (Notice 386 of 2015)

b. Amendment to the Radio Frequency Spectrum Regulations, 2015, Government Gazette 40436 (Notice 781 of 2016)

<sup>119</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

DRM and DAB+) because more stations can be broadcast in the same bandwidth.<sup>120</sup>

- 8.4 Furthermore, ACM submits that competent signal distribution requires skills beyond the scope of nearly all Community Broadcasters. People with these skills are not available and not needed all the time, in ACM's view and ECNS licenses should only be granted to competent applicants.<sup>121</sup>
- 8.5 The SABC is of the view that signal interference should be addressed as and when it crops up. The SABC has noted with concern that some community radio broadcasters who self-provide signal distribution, intentionally inflict interference by increasing their maximum effective radiated power ("ERP") to the detriment of surrounding broadcasters. This inference has a damaging effect on some SABC services and has resulted in audience loss in other cases. Therefore, the SABC suggests that there is a need for the Authority to strengthen the monitoring of signal interference in line with provisions of the law and licence conditions. The SABC also suggests that the Authority should introduce higher penalties in order to deter further and future contraventions.<sup>122</sup>
- 8.6 Pulpit Media Group alludes that there are two broad responses that can be made on the issue of signal distribution costs, namely:
- either ICASA regulates the signal distribution tariffs such that they are affordable for the community broadcasting sector as a whole and do not continue to pose a risk to long-term financial viability and sustainability of community broadcasters; or

---

<sup>120</sup> Ibid, p 4

<sup>121</sup> Ibid, p10

<sup>122</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

- Government steps in as the funder of signal distribution costs. However, such government funding would need to be reliable and dependable to avoid the problems regarding on and off funding and, importantly, would need to be equitable for all community broadcasters, recognising that signal distribution costs of different types of community broadcasters are different. Hence it would be unjust, for example, to fund AM licences to the same extent as FM licences given the much higher signal distribution costs associated with AM than is the case with FM.<sup>123</sup>
- 8.7 Pulpit Media Group would like the coverage of community of interest sound broadcasting services to expand as they do not rely on a particular geographic coverage for their community coherence. ICASA's insistence that community of interest stations also be geographically based is a matter of micro-policy that finds no legal or textual support in the ECA or any other broadcasting-related statute.<sup>124</sup>
- 8.8 Pulpit Media Group supports expanding the footprint of community stations including by way of consolidating a number of existing community stations into a regional or national station for community of interest broadcasters where the community of interest being served is the same.<sup>125</sup>
- 8.9 In addition, Pulpit Media Group submits that an additional option would be to have a number of relay stations, that is, a single service broadcasting on a number of different frequencies.<sup>126</sup> This is in fact already happening through a single licensee providing programming on a network of frequencies to a large audience spread across six provinces.

---

<sup>123</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 8

<sup>124</sup> Ibid, p 14

<sup>125</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 14

<sup>126</sup> Ibid, p 14



- 8.10 Act-SA would like the Authority to develop and publish regulations that provide a separate framework for Electronic Communications Network Service license for Community Television Broadcasting Services, with an affordable registration fee, as according to Act-SA, the current registration fee of R10 878 is unaffordable. Act-SA proposes a registration fee of R 3500 capped for the next years and believe that this intervention will enable Community Television broadcasting services to distribute their own signals.<sup>127</sup>
- 8.11 WECODEC submits that the current dispensation of signal distribution is a violation of section 2 (g) of the ECA. It considers spectrum requirements for coverage to have insufficient signal coverage and improper calculation. In addition, WECODEC views the DTT regulation as insufficient for community television and affects the operations of services of licensees in the community broadcasting tier of advertising. There is inappropriate spectrum planning and no individual footprints covered for.<sup>128</sup>
- 8.12 WECODEC argues that the Authority should promote other signal distributors. Some broadcasters make use of third-party signal distributors, not Sentech or Orbicom. Therefore, WECODEC is of the view that ICASA must regulate and ensure that self-provisioning and/or free choice of a third-party signal does not lead to loss of subsidies.<sup>129</sup> It notes that Sentech has effectively been granted a monopoly that have automatically led to high and not market related pricing. WECODEC requests the Authority not to allow the consolidation of stations in respect to their coverage area as in a DTT environment there will be plenty of

---

<sup>127</sup> Act-SA: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, May 2017, p 3

<sup>128</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>129</sup> Ibid, p 13

opportunity of expanding the footprints of stations at lower transmission costs. WECODEC therefore suggests that the Authority should recognize and invite more service providers for signal distribution, specifically SMME's from communities.

- 8.13 Capricorn Community Concepts would like the Authority to introduce a special ECNS licence that is affordable with a lower Registration fee of at least R2000. This, according to Capricorn Community Concepts will improve the sustainability of community sound broadcasting service providers, promote self-provision of signal distribution and reduce reliance on Sentech.<sup>130</sup>

## 9. SIGNAL DISTRIBUTION COSTS

- 9.1 The ECA makes provision in section 63(2)(a) for a common carrier to "provide broadcasting signal distribution to broadcasting licensees upon their request on an equitable, reasonable, non-preferential and non-discriminatory basis". Section 62(3)(b) of the ECA states that in determining its tariffs the common carrier must "...take into account .... the different categories of broadcasting service...with a view to ensuring that the different tariffs are appropriate to and commensurate with the various broadcasting services to which they relate. However, this condition has not been imposed on Sentech, as the Authority has not initiated a process of declaring Sentech be a common carrier".
- 9.2 Act-SA submits that signal distribution costs have long been a sore point for the community broadcasting sector, which started out in South Africa under unduly onerous conditions vis-à-vis transmission costs as the national carrier, Sentech, was then charging the same traffic structure across all broadcasting clients. Through the intervention of ICASA and the

---

<sup>130</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

actions of Sentech, the situation has changed and a more enabling environment now prevails.<sup>131</sup>

- 9.3 NAB states that the review into community broadcasting is timely as South Africa moves from analogue to digital broadcasting. Furthermore, signal distribution fees are considered as a barrier to entry for both TV and Radio – a policy and clear tariff regime is necessary for this tier of Broadcasting<sup>132</sup>. Moreover, NAB recommends that ICASA conduct an enquiry to explore the feasibility of prescribing signal distribution tariffs.<sup>133</sup>
- 9.4 Cape TV concurs with ACT-SA and moves to advise ICASA to take steps and declare Sentech a national carrier as this will then empower ICASA to regulate signal distribution tariffs. Cape TV further highlights the need to localise DTT transmissions to enable '*specifically local TV stations*'. In Cape TV's view, technically, this is feasible however the obstacle will be the architecture of the DTT multiplexes, hence architecture re-examination is required.<sup>134</sup>
- 9.5 Radio Pulpit and Cape Pulpit (collectively "RPCP") states in its submission that the most significant cost for most community broadcasters is the monthly signal distribution cost. It supports the view held by Cape TV, that ICASA regulates the signal distribution tariffs such that prices are at price level that would be practically affordable for the community broadcasting sector and do not pose a risk to the long-term financial viability and sustainability of community broadcasting.<sup>135</sup>

---

<sup>131</sup> ACT-SA: Submission on the National Integrated ICT Policy Green Paper.

<sup>132</sup> NAB: Presentation at Public Hearing; 19<sup>th</sup> July 2017.

<sup>133</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 14 - 15.

<sup>134</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 18.

<sup>135</sup> RPCP: Supplementary Submissions on the Discussion Document on Regulatory Framework for Community Broadcasting Services; 10<sup>th</sup> August 2017.

- 9.6 SABC acknowledges that the current inquiry focusses on the regulatory framework of community broadcasting services. As such, the concerns related to signal distribution pricing can at best be addressed in a separate inquiry with a view of promoting uniformity, standardisation and transparency. SABC moves further in its submission and states that broadcasters who self-provide signal distribution services, pay much less than what other broadcasters pay the common carrier. The SABC states that regulatory intervention on signal distribution tariffs is necessary and would be beneficial to the sector, drawing similarities with interconnection.<sup>136</sup>
- 9.7 ACM submits that the urban setting require lower signal power and tariffs are lower. However, ACM has found that in rural settings, more power is needed to reach the people due to the sparse nature of population density in those areas. Thus, considering the cost implications, rural station bare higher signal distribution costs regardless of the lower potential advertising revenue. ACM therefore moves to advance that a regulatory approach should be considered and advises ICASA to conduct an inquiry to the market.<sup>137</sup>
- 9.8 Sentech refers ICASA to the Discussion paper on Regulatory Framework for Broadcasting Transmission Services published on the 15 June 2011 in Gazette no. 34371 "*transmission discussion document*". In the said document, according to Sentech, ICASA conceded the need to comply with the Chapter 10 of the ECA. Sentech argues that it is only through a

---

<sup>136</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

<sup>137</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 8.

Chapter 10 process that can ICASA determine as to whether tariffs must be regulated or not.<sup>138</sup>

- 9.9 Sentech further submits that the statement indicating that the Authority needs to consider “*mechanism of reducing tariffs*” alludes to a pre-determined view that is contrary to Chapter 10 of the ECA and the process undertaken during the transmission discussion document, leading to procedural unfairness.<sup>139</sup>
- 9.10 Act-SA submits that while local single-frequency networks (“SFNs”) have the potential to expand the local transmission reach across multiple transmitter sites, Sentech’s ‘gap filler’ DTH service, FreeVision, will convey all DTT-enabled channels nationally, enabling all community TV channels to be available on a free-to-air basis across the country. Act-SA believes that such an expansion will be a boon for community.<sup>140</sup>
- 9.11 Act-SA further submits that the Universal Service and Access Agency of South Africa (“USAASA”) subsidizes signal distribution costs. In addition, the architecture of the national multiplexes will force community channels outside of Johannesburg to incur significant additional costs to convey their signal from the point of origin to the multiplex uplink facility in Johannesburg.
- 9.12 Considering the above about Sentech’s DTH service, Cape TV advises ICASA that another way to achieve wide broadcast coverage is to use satellite-based DTH as a delivery mechanism for community TV. Cape TV goes on to state that ICASA could permit community channels to achieve a provisional or an even more localised footprint using the DTH satellite

---

<sup>138</sup> Sentech: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017.

<sup>139</sup> Sentech: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>140</sup> ACT-SA: Submission on the National Integrated ICT Policy Green Paper.

alone. It advances the argument that their approach is commercially sensible as community channels would then only pay for coverage on the satellite.<sup>141</sup>

9.13 Cape TV submits illustrations in the form of diagrams demonstrating that the switch from analogue to DTT will move their number of transmitter from one to 12 and then finally 34. It argues that, the corresponding increase in potential audience numbers and relevant cost implications are not commercially justifiable.<sup>142</sup>

9.14 South TV advances an alternative view in that signal distribution costs for community broadcasters should be subsidised until certain revenue levels are reached or loan packages.<sup>143</sup>

9.15 Sentech emphasises that there is a need for the company to be run efficiently and effectively and that its tariffs are cost-oriented. Referring to the "*transmission discussion document*", Sentech submits that it takes into consideration s62(3)(b) of the EC Act whilst ensuring that a differential tariff structure would not be contrary to the requirements of Section 62(3)(a) which require that a common carrier must provide broadcasting signal distribution on "*an equitable, reasonable, non-preferential and non-discriminatory basis*".<sup>144</sup>

9.16 Sentech submits its interpretation of "*equitable, reasonable, non-preferential and non-discriminatory basis*" as:

---

<sup>141</sup> Cape TV: Supplementary Submission to the Discussion Document 'Regulatory Framework for Community Broadcasting Services; 10<sup>th</sup> August 2017.

<sup>142</sup> Cape TV: Further Submission to the Discussion Document 'Regulatory Framework for Community Broadcasting Services; 10<sup>th</sup> August 2017.

<sup>143</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017.

<sup>144</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4



- Fair terms that are not anti-competitive and that would not be considered unlawful if imposed by a dominant player in their relative market;
- Reasonable rates that are charged on services which would not result in an unreasonable aggregate rate if all licensees were a similar rate;
- A commitment to treat all licensees in a similar manner; and
- Abstaining from practices that may result in some licensees given an edge in the market that has nothing to do with their superior efficiency.<sup>145</sup>

9.17 Furthermore, Sentech submits that section 62 of the EC Act does not prescribe or require ICASA to determine signal distribution tariffs. Instead, section 62 of the EC Act enjoins a common-carriers when determining its tariffs to, amongst others, consider the different categories of broadcasting service licensees. Moreover, Sentech adds that section 62 empowers ICASA to impose any condition on the common carrier.

9.18 Sentech refers ICASA to its frequency plan where ICASA dictates coverage size for terrestrial broadcasting licensees. The signal distributor further submits that Chapter 10 of the ECA is instructive of mechanism for reducing signal distribution costs for the community broadcasting sector. Sentech would like ICASA to consider the impact of the ICASA Terrestrial Broadcasting Frequency Plan of 2013 as amended in September 2014 ("TBFP-13") on community broadcasters, further highlighting and guiding ICASA to **Annexure D, G and J** of the TBFP-13.<sup>146</sup>

<sup>145</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>146</sup> Ibid, p 7

**The Authority notes the concern regarding the costs of signal distribution, specifically the cost of Sentech in relation to self-provision. These assertions require further investigation to assess, amongst others, why self-provision is not a viable option for licensees.**

## **10. COMMUNITY PARTICIPATION**

- 10.1 The Authority views community participation and ownership as key components of corporate governance within the community broadcasting sector. Community broadcasters use various methods to encourage participation including, annual general meetings, board elections, selection and provision of programming, and volunteering.
- 10.2 The SABC submits that the old style of involving community participation through phone-in and talk shows, dedications, greetings and song dedications should not be the only mechanism of assessing the needs and interests of community members. SABC further submits that the Community Broadcasters should consider community mapping exercises in order to unearth the pertinent grassroots matters that should be aired on these platforms because community broadcasting should be by the community and for the community. Thus, according to SABC, it is also advisable for community broadcasters to foster a sense of ownership amongst community members as this will result in communities supporting the broadcasters financially and otherwise<sup>147</sup>.
- 10.3 Pulpit Media Group believes that ICASA does not take cultural differences with regard to the nature of community participation into account. Community members are far more likely to put forward their views via

---

<sup>147</sup> SABC Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

social media such as Twitter, Facebook, Email, Whatsapp or by leaving comments on a broadcaster's website<sup>148</sup>.

10.4 Pulpit Media Group reasons that the provisions of section 50(d) of the ECA in relation to community participation were drafted prior to the social media revolution and respectfully submit that these need to be updated such that proven direct social, online and mobile media interaction can be taken into account in assessing whether or not a community station is engaging sufficiently with its audience community<sup>149</sup>. Pulpit Media Group observed that at the hearing, it was clear that members of the ICASA panel were concerned that this may isolate members of the community of interest served by Pulpit Media Group that are not at an LSM level to afford internet connectivity. Pulpit Media Group are extremely sympathetic to these concerns and reassure ICASA that its community members also communicate via SMS (which does not require data or an internet connection), email, as well as by postal services. Pulpit Media Group also states that it frequently engages with its audiences through direct face to face listener development initiatives which involve visiting communities and obtaining direct responses to listenership questionnaires and programme input<sup>150</sup>.

10.5 Pulpit Media Group reiterates the assurances given at the hearing that it would be incumbent upon a station to provide sufficient evidence of community involvement and participation to ICASA. This would continue to be the case irrespective of the medium (meetings, letters, emails, Facebook posts, tweets, SMSs, Whatsapp messages etc) as has always been<sup>151</sup>.

---

<sup>148</sup> Radio Pulpit and Cape Pulpit: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 31 May 2017. Section 10.1

<sup>149</sup> Radio Pulpit and Cape Pulpit Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 31 May 2017. Section 10.2

<sup>150</sup> Radio Pulpit and Cape Pulpit: Presentation at Public Hearing; 19 July 2017.

<sup>151</sup> Radio Pulpit and Cape Pulpit: Presentation at Public Hearing; 19 July 2017.

- 10.6 Pulpit Media Group alerts the Authority that volunteering as part of community participation works particularly well with an extremely close-knit community. Whereas, in other circumstances, relying on volunteers can be disastrous for a community broadcasting station where volunteers arrive late or not at all for hosting programs or are otherwise unreliable. In Pulpit Media Group view, this level of unreliability would have a negative impact on the sustainability of a broadcasting service which relies on volunteers<sup>152</sup>.
- 10.7 South TV argues that the major characteristics of community participation in community broadcasting is having a sense of ownership, relevance and benefit<sup>153</sup>.
- 10.8 Cape TV submits that they have a daily slot titled, "Open Studio" through which it encourages the community audience to participate and host the talk show<sup>154</sup>. An invite is also given to the local producers of which 28 of them conduct regular programming contributions<sup>155</sup>. In some instances, the Cape TV solicits user generated content ranging from music videos, newspapers, home based information and local news. The communities are also invited to submit their local productions of films, dramas, documentaries and theatre productions<sup>156</sup>.
- 10.9 In order to promote community participation, WECODEC suggests that NCRF and the MDDA should facilitate and encourage social media integration<sup>157</sup>. It further states that there should be a more flexible short-

---

<sup>152</sup> Radio Pulpit and Cape Pulpit: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. Section 10.3

<sup>153</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. Point no:2

<sup>154</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. Point no: 2.24.1.

<sup>155</sup> Ibid, Point no: 2.24.2.

<sup>156</sup> Ibid, Point no: 2.24.3.

<sup>157</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 15

term programming whereby the community members can produce content.<sup>158</sup>

10.10 Kagiso Media is of the view that community involvement in the running of a community station (whether sound or television) and in the choice of programmes, is an essential feature of the community broadcasting sector and so management, on its own, ought not to be entirely responsible, for programming or indeed any other decisions<sup>159</sup>.

**The community broadcasting operating model challenges the traditional division between broadcasters on one side and listeners on the other side. In community sound broadcasting the listener becomes the broadcaster. Listeners get access to the airwaves. Community participation means availing mechanisms that ensure the participation by members of the community served, in the running of the operations, policy making, and programming of the licensee, and representation of the different sectors of the community in influencing the direction the licensee should take. This in turn results in the equitable representation of the linguistic, cultural and religious diversity within the geographical boundaries of the area.**

**Affording community members who are experts in various fields such as community health, education, culture, language, customs, environment, science, etc, an opportunity to host programmes in their respective fields, is one of the means of ensuring community access to the airwaves.**

**The community must get involved in the production and management of communication systems and in the ownership and control of the means of communication. As far as community participation in the**

---

<sup>158</sup> *ibid*

<sup>159</sup> Kagiso Media: Presentation at Public Hearing; 19 July 2017.

**selection and provision of programmes is concerned, community television broadcasters should establish programming councils/committees. These councils/committees should be representative of different sectors within the community served.**

**Without community participation, community broadcasting ceases being for the community and by the community. Community broadcasting licensees must continue submitting proof of community participation in annual general meetings, and all other forms that require community participation.**

**Community broadcasters should strive to understand the community they are serving. Also, they should know what is available in terms of skills, revenue streams and build on the strengths of their community. They should build relationships and partnerships with common interest to realize vision and meet goals of the community.**

**The method of participation must not disadvantage part of the community that is already disadvantaged in terms of social media access and knowledge to clearly voice their views timeously, be understood and be able to engage with issues thoroughly. The broadcaster should realise a difference between a discussion and a once off comment. However, social media can be used to enhance community participation, although not as a primary method for community participation.**

## **11. PROGRAMMING OBLIGATIONS**

**11.1** Community broadcasting programming must be distinct from commercial and public broadcasting and it is specifically intended to provide cultural and language plurality, it is an alternative source of information, education and entertainment for local communities.



- 11.2 The SABC submits that the extended reach or footprint of community broadcasting services through online and satellite services encourage community broadcasters to offer content that is not necessarily relevant to the community within their licensed area, offering content that appeals to persons outside their community and in turn disadvantaging the community they are supposed to serve. Community broadcasting services can be encouraged to remain relevant to the community within their licence area and prioritise their programming needs despite their service expansions in other digital platforms<sup>160</sup>. Thus, it is crucial for the Authority to ensure that community broadcasting services adhere to their licence obligations and uphold the principles of community broadcasting services.
- 11.3 Pulpit Media Group complains that licensing predominantly music format stations is an example of regulatory failure by ICASA. Being a predominantly music station is incompatible with the objectives of the community broadcasting sector as set out in the ECA, in particular with the emphasis on serving the needs of that particular community<sup>161</sup> unless: the music being played is directly related to the “specific, ascertainable common interest” being served by a community of interest station; or the music not only constitutes South African music content but is sourced within the geographical area serviced by the geographically-founded community station in question. The Group is doubtful that all of the predominantly music-formatted stations are indeed so complying and whether or not ICASA is genuinely independently monitoring community sound broadcasters’ compliance with the applicable local content regulations<sup>162</sup>.

---

<sup>160</sup> SABC Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5-6.

<sup>161</sup> Radio Pulpit and Cape Pulpit: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017 Section 8.1.

<sup>162</sup> Ibid, Section 8.4.

- 11.4 ACM indicates that TV content is far more expensive than radio content<sup>163</sup>. Quality TV content requires financial resources as well as talent. TV without quality content will not attract listeners or advertising revenue. More discussion is required to formulate a workable strategy to fund quality content on a shared DTT Community TV platform<sup>164</sup>.
- 11.5 WECODEC urges the Authority to allow a small percentage of international content programs under the service licence terms and conditions in order to bring the world to the communities which have a low international culture exposure<sup>165</sup>. They request the Authority to lower the local content quota on Community Broadcasters as the quality of local content will continue to suffer if this quota is not amended<sup>166</sup>.
- 11.6 Capricorn Community Concepts would like the Authority to encourage that new registrants are dominated by news and current affairs from local communities in line with Section 2(s) of the ECA<sup>167</sup>. It suggests that the Authority must introduce more community services in African languages particularly, Tshivenda, Xitsonga, IsiNdebele and Isiswati. This recommendation will remove the dominance of English and promote diversity<sup>168</sup>.
- 11.7 Capricorn Community Concepts submits that it is a fact that the Authority has licensed a lot of music dominated stations that mostly play music and ignore local issues either in terms of news and current affairs<sup>169</sup>. It

---

<sup>163</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. Point no:13

<sup>164</sup> Ibid, point no::31 ANS

<sup>165</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. p7.

<sup>166</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. p16.

<sup>167</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, Point no:28.

<sup>168</sup> Ibid, Point no:18.

<sup>169</sup> Ibid, Point no:17.

recommends that the Authority must encourage promotion of music from local communities<sup>170</sup>.

**The majority of programmes broadcast by a community broadcasting service, news bulletins and current affairs shows in particular, are supposed to be produced and sourced locally. Community broadcasting applicants/licensees should submit their proposed programming format with majority of programmes produced and sourced locally. Programme syndication/networking and programme sharing between broadcasting licensees shall not exceed 20% of the community licensee's programming.**

**The Authority still holds a position that programming must reflect community needs and interests in accordance with legislation, to ensure that programming provided reflects the needs of the people in the community which must include amongst others cultural, religious, language and geographic needs and must:**

- **provide a distinct broadcasting service dealing specifically with community issues which are not normally dealt with by the broadcasting service covering the same area;**
- **be informational, educational and entertaining;**
- **focus on the provision of programmes that highlight grassroots community issues, including, but not limited to, developmental issues, health care, basic information and general education, environmental affairs, local and international, and the reflection of local culture; and**

---

<sup>170</sup> Ibid, Point no:27.

- **promote the development of a sense of common purpose with democracy and improve quality of life**

**Community broadcasting Licensees must broadcast programming that supports and promotes sustainable development, participatory democracy and human rights as well as the educational objectives, information needs, language, culture and entertainment interests of different groups such as women, youth, civic and sport interest groups. Licensees must have policies dealing with programming matters that include, amongst others:**

- **mechanisms for community participation;**
- **programming format;**
- **language policy;**
- **the provision of access to views/opinions under-represented by the mainstream media;**
- **the accurate presentation of factual material and ensuring that reasonable efforts are made to correct substantial errors of fact at the earliest possible opportunity;**
- **clear distinction between factual material, commentary and analysis;**
- **avoiding the misrepresentation of viewpoints by giving misleading information;**
- **editing out of context or withholding relevant available facts;**

- **respect for different cultures, customs and religions;**
- **seeking appropriate advice on how to best respect different cultures, customs and religions; and**
- **the promotion and development of local musicians and other artists.**

**Whilst taking advantage of other platforms such as online broadcasting and social media, the programming content should be relevant to the community being served within the license area. The other platforms should be a means to share the local experience or stories but not to dilute the localness of the community broadcaster. Broadcasting of local music and programming is important for community broadcasting due to its grassroots mandate of servicing and reflecting the communities served so that they can relate to and promote the community broadcasting service.**

## **12. DIVERSITY OF SERVICES**

12.1 The SABC is concerned that the Authority has not defined radio formats and as such, there will be instances where broadcasters are sounding the same because other licensees would have moved from their initial radio formats to profitable ones. The SABC is of the view that in the absence of defined radio formats, it will be difficult for the Authority to enforce diversity of services for cases wherein services are sounding the same. Thus, the starting point would be to define radio formats in order to have a yardstick with which compliance will be measurable<sup>171</sup>.

---

<sup>171</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

12.2 WECODEC cautions the Authority that a forceful consolidation of stations with the aim to increase the total listenership will be at the cost of media diversity. It further states that community radio stations have to deal with specific issues related to their communities and by consolidating communities it will lose focus on individual matters in the communities as well as cultural diversity. However, if community radio stations decide on their own to consolidate/merge, the regulator should ensure that the license conditions of the new license will meet the demands of the involved communities in a fair manner. Sustainability can be achieved by optimizing the performance indicators of the stations (and thereby increasing the audience within the target area) rather than increasing the targeted audience<sup>172</sup>.

**The Authority believes that the new regulatory framework for community broadcasting services, and the introduction of more community broadcasting services in underserved areas will result in enhanced diversity of services. Further to that this will lead to growth and development of the sector, the development of communities served, and job creation.**

**Broadcasters, using their expertise in scheduling their programming according to relevant formats, should provide the Authority with suggestion of formats that are implementable for community broadcasting. The Authority will then make a decision based on the views of the primary stakeholders. The Authority cannot make a decision on formats without input from the affected parties.**

---

<sup>172</sup> WECODEC: Presentation at Public Hearing; 19 July 2017.



### 13. GOVERNANCE, MANAGEMENT AND OPERATIONAL CAPACITY

- 13.1 The community broadcasting sector has experienced operational and sustainability challenges since its inception in 1994. Many of these challenges persist despite numerous support measures implemented by government agencies and industry bodies. Although there are some exceptions, governance, capacity, financial sustainability and compliance challenges are prevalent in the majority of community stations.
- 13.2 With regards to governance, management and operations issues, as well as sustainability strategies, the NAB proposes that the Authority liaises with the DoC, as these are policy issues and are addressed in the DoC Subsidy Scheme. The DoC hosted a Corporate Governance Indaba in September 2012, with the objective to capacitate community radio stations on governance issues and promote adherence to corporate governance and regulatory compliance. The NAB is of the view that five years later, there is still a need to provide corporate governance skills, as the lack thereof has led to the demise of most community radio stations. To this end the NAB recommended that specially packaged and affordable training be arranged regionally, to fast-track the training of station board members on the principles of governance and fiduciary duties of boards<sup>173</sup>.
- 13.3 The SABC supports the element of "non-profit entity" as a principle for community broadcasting services. However, on the issue of community broadcasting services that are registered as Trusts, SABC states that it is imperative to retain substantial control and management of such Trusts in the hands of community members. There should be systems in place that ensures that the board and management thereof are fully

---

<sup>173</sup> NAB: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 15

representative of community members in their licence area and above all community members should be the major beneficiaries of these Trusts<sup>174</sup>.

13.4 Pulpit Media Group support ICASA's suggestion of developing ACMA-type corporate governance rules for each level of governance for community broadcasters<sup>175</sup>. Such rules would need to be appropriate for all types of community broadcasters, whether community of interest or geographically founded community broadcasting services. Part of the ongoing problem with corporate governance at the community broadcasting level is ICASA's apparent refusal to in fact revoke or suspend any community broadcaster's licences no matter how obvious or egregious the corporate governance failures have been. The wrong message about the importance of corporate governance to the sustainability of community broadcasters is being sent by ICASA's refusal to revoke licences of community broadcasters that consistently fail to comply with basic corporate governance requirements<sup>176</sup>.

13.5 In terms of governance and consideration for case study to determine failure to uphold governance Sentech notes that there are a number of broadcasters who initially struggled but eventually managed to put in place measures for recovery. Some broadcasters were self-sufficient before the bailout funds paid for same services. There were a number of situations where MDDA funding and DoC bailout funds were paid out for same services<sup>177</sup>.

---

<sup>174</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

<sup>175</sup> Radio Pulpit and Cape Pulpit: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017. Section 12.1.

<sup>176</sup> Ibid, Section 12.3.

<sup>177</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p8

- 13.6 South TV suggest that the Authority can encourage broadcasters to re-invest proceeds/surplus into communities by introducing incentives and rewards<sup>178</sup>.
- 13.7 Regarding what guidance should the Authority afford regarding reinvesting proceeds into the communities, ACM suggests that the use of funds is not well understood by boards and management<sup>179</sup>.
- 13.8 WECODEC advocates for verification of stations' constitutions, editorial policies and practices by proof reading and make recommendation amendments and edits as this will assist with compliance with the standard terms and conditions<sup>180</sup>.
- 13.9 They further suggest that a subsidy scheme be set up to remote and empower stations in terms of corporate governance. Stations will be empowered in respect of corporate governance and this will reduce the number of non-compliant stations. The Authority should appoint provincial compliance officers to assist and work with station managers and compliance officers/administrators and provide training to assist licensees with awareness and compliance to licence conditions and applicable regulations.
- 13.10 Capricorn Community Concepts highlights that a memorandum of understanding must be entered into between community broadcasters, ICASA, SETAS, Accreditation Institutions and training providers. This will incapacitate community broadcasters with accredited necessary skills in respect of the operational aspect of these organisations<sup>181</sup>.

---

<sup>178</sup> South TV: Presentation at Public Hearing; 19 July 2017.

<sup>179</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p10.

<sup>180</sup> WECODEC: Presentation at Public Hearing; 19 July 2017.

<sup>181</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, Point no:30.

13.11 Kagiso Media has concerns that certain stations are, in reality, entirely run by a management team with little or no input from the relevant “community” the station is supposed to serve. This is particularly true of the so-called quasi-commercial stations about which Kagiso Media has made submissions previously<sup>182</sup>.

13.12 Kagiso Media believes that it is imperative for ICASA to be able, on an ongoing basis, independently (that is without relying on the say so of the station involved) to monitor and verify compliance with the community involvement requirements of the relevant legislation, regulations and licence conditions. Unless ICASA is in a position to do so, licensees will be able to get away with the lack of governance and management practices that are better suited to commercial stations, as opposed to the community, broadcasting sector<sup>183</sup>.

**The Authority notes that a large number of non-compliance instances emanate from unclear provisions in the licensees’ constitutions. Despite the existing regulatory tools and the monitoring and compliance enforcement in place, there is still a high number of community broadcast licensees that are not compliant.**

**Community broadcasting licensees must have clearly defined roles of management and the board members in their policies. The Authority has proposed the roles of Board/Trustees, Station manager and Management below.**

---

<sup>182</sup> Kagiso Media: Presentation at Public Hearing; 19 July 2017.

<sup>183</sup> Kagiso Media: Written Submission on ICASA’s Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017.

**The Role of the Board/Trustees:**

The Board represents the community and is there to ensure, amongst others, that the interests of community are served. Board members are not employees of the radio station. The Board is not supposed to run the station on a daily basis. It is also responsible for the employment of the station manager, to assist with the formulation and updating of the legal/founding documents, policy documents and the overall oversight of the licensee's operations.

In addition to the above, the Authority is of the view that the role of the Board includes, but is not limited to, the following:

- monitoring of management in respect of implementation of the Board's plans;
- ensuring compliance with all relevant laws, regulations and codes of good practice;
- giving strategic direction to the licensee;
- development of a corporate code of conduct; and
- identification of risk areas and performance indicators.

**Role of the Station Manager**

The station manager oversees the administrative, financial, technical responsibilities and business functions of a community licensee.

The Station Manager has the responsibility to put the over-all strategic objectives into action through:

- Plan of Action (Development of projects to fulfil the mandate);

- **Recruitment of staff and volunteers (Drafting of contracts with clear and detailed job descriptions, and recruitment of the right people for the job);**
- **Direct as well as train management staff for sound human relations and operational skills;**
- **Management (Manage operations and delegate control of other departments), e.g. Programming, Sales and Marketing, News, Music, Finance, Technical and Administration;**
- **Instil discipline (Through documented and adopted policies that detail correct actions and procedures); and**
- **Network (Meet potential clients, funders and donors, and affiliate/sign the licensee with relevant forums such as NAB, NCRF, etc.)**

### **The Role of Management**

The management is made up of the station manager and other departmental managers who report to the station manager. The station manager must serve as ex-officio of the board and report to the board. Management below the station manager must report to the station manager on the operations of their respective departments. Management is accountable to the Board and runs the station on a daily basis.

Corporate governance policies should consist of:

- 1. Constitution**
- 2. Memorandum of incorporation**



- 3. Management**
- 4. Technical operations**
- 6. Human resource**
- 7. Financial**
- 8. Day to day operations**
- 9. Editorial policy template**

**The Authority encourages the community broadcasters' associations to play an active role in ensuring that all licensees comply with regulations.**

#### **14. COMPLIANCE**

- 14.1 Community radio stations still find it difficult to comply with regulations and their conditions of licence, which has sometimes led to compliance hearings instituted by the Authority. The intervention by the Authority has had mixed results with some improvements. However, some have not improved and compliance problems appear endemic in the sector.
- 14.2 The SABC has noted with concern that the Authority is unable to revoke community broadcasting licences in stances of repeated non-compliance. The SABC proposed that in such instances the Authority could revoke such a licence in accordance with section 4 (3) (e) of the ICASA Act and give an opportunity to community members within the same licence area to apply for the community broadcasting licence. Such community broadcasters should be willing to uphold the principles of community broadcasting services. Alternatively, the ECA should be amended to empower the Authority to revoke licences of repeated offenders.<sup>184</sup>

---

<sup>184</sup> SABC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 8

14.3 Pulpit Media Group submits that ICASA correctly recognises the need to ensure that proceeds derived from community broadcasting are ploughed back into the community via the community broadcasting service but believe that ICASA is not monitoring this issue sufficiently. It is concerned that some community broadcasters distribute excessive amounts of revenue to internal stakeholders such as management, trustees and Board members rather than distributing these to the community via the broadcasting service that is rendered. Such practices require ICASA's attention.<sup>185</sup>

14.4 Pulpit Media Group complains that ICASA sadly spends little time assessing its own ability to engage in ongoing monitoring and enforcement with regard to issues such as:

- Compliance with the technical specifications of a broadcaster's spectrum licence to guard against coverage area creep;
- Compliance with the requirements to hold an AGM to provide for community participation and, in particular, to be able to make a determination as to whether or not a community broadcasting service has in fact been hijacked by people with little or no relationship to the community broadcasting service, being bussed in to a particular AGM to, in effect, take over the station. ICASA has long been aware that this is a reality, particularly in respect of geographically founded stations, but there is little evidence of the courses willingness or ability to assist community broadcasters in tackling this problem; and
- Programming problems. ICASA notes that various stations appear not to cater for the specific needs of their particular community but it appears

---

<sup>185</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 12

that ICASA does little to in fact enforce compliance with these kinds of requirements.<sup>186</sup>

14.5 Pulpit Media Group suggest that ICASA consider moving to electronic, that is, online, methods of compliance reporting by licensed community broadcasters. The mountains of paper required to be submitted by licensed community broadcasters does not in fact aid ICASA in undertaking monitoring and enforcement.

14.6 South TV proposes that the Authority foster compliance through;

- Training and developing of staff/volunteers to avert non-compliance;
- Appreciating the medium and value of the expected promotion of local content; and
- Different levels of compliance should be incentivised.<sup>187</sup>

14.7 South TV believes that compliance can be met by securing skilled professionals, so, government must provide funding and skills and training.

14.8 ACM believes that ICASA could improve compliance through more consistent monitoring and much stricter enforcement. Despite much ICASA time and resources being expended, failed stations do not lose licenses – they just continue to fail. The consequences of poor governance should be clearly spelled out, and enforced.<sup>188</sup>

---

<sup>186</sup> Ibid, p 12

<sup>187</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 5

<sup>188</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 3

- 14.9 In respect of how the Authority can improve the existing standard terms and conditions as well as its internal processes to ensure efficient licensing and effective monitoring and enforcement of the regulations, ACM is of the view that reporting forms are cumbersome and tedious. On-line reporting that asks exactly what is required should be considered. Reports should be acknowledged within a week, with problem and follow-up areas highlighted. Stations that do not comply should release their licenses to free spectrum for other applicants. ACM reiterates that what we need here is improved monitoring, feed-back and enforcement.
- 14.10 Capricorn Community Concepts propose that the Compliance Committee be fully resourced to discharge its mandate regularly and impose harsh sanctions to serve as a deterrence and prevent contravention of licence conditions. The Authority must introduce a mechanism wherein community broadcasters are requested to send monthly reports detailing how community members are encouraged to participate. The current regulatory framework is sufficient (Section 50, 53, 54 and 2 in particular); what is lacking is an effective compliance monitoring strategy from the Authority.<sup>189</sup>
- 14.11 Kagiso Media submits that all broadcasters, whether sound or television, public, commercial or community, must strictly adhere to all legislative requirements, all regulations and all licence conditions and must report thereon fully and timeously. However, according to Kagiso Media having such an obligation is not a sufficient guarantee that compliance will in fact happen. Consequently, Kagiso Media is of the view that, in line with the various applicable objects of the ICASA Act and the ECA, ICASA must ensure that it has the necessary funding and human and technological resources to be able to engage in independent monitoring and evaluation

---

<sup>189</sup> Capricorn Community Concepts: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4 and 6

**CONTINUES ON PAGE 258 - PART 3**



# Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA  
REPUBLIEK VAN SUID AFRIKA

Vol. 634

6 April 2018  
April

No. 41561

**PART 3 OF 3**

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5843



**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**



in order to make objective findings on an ongoing basis, as to whether or not a community broadcaster (indeed any broadcaster) is so complying with and adhering to applicable legislation, regulations and licence conditions.<sup>190</sup>

**Licensees must publish their policies on their website or have them at hand for public scrutiny at the station or public space like libraries.**

**Licensees must report on their funding, profit and the distribution of profit and such must happen at their annual general meetings. The report should include non-monetary donations and sponsorship.**

**Community broadcasting services funds should be put into an account whereby stations will be able to account for such funds.**

**The Authority notes the different proposals regarding monitoring system and notes that not all broadcasters have the resources to submit information electronically as proposed. There seems to be various proposals for the Authority to continue doing spot checks or random monitoring on broadcasters. The broadcasters are required currently to submit reports on their compliance with license terms and conditions as well as Regulations. The Authority will endeavor to strengthen and improve monitoring of broadcasters with all license terms and conditions as well as regulations.**

## **15. DIGITAL BROADCASTING**

15.1 Pulpit Media Group submits that DAB+ and DRM will be critically important in ensuring that ICASA is in fact able to ensure that sound broadcasting services be available to all language groups throughout the

---

<sup>190</sup> Kagiso Media: Supplementary Submission on the Discussion Document on Regulatory Framework for Community Broadcasting Services; August 2017 p 5 - 6

Republic. The final Position Paper specifically includes proposals to fast track the licensing of DAB+ and DRM services, giving existing licensees, including community broadcasters, spectrum to move to digital broadcasting as soon as possible so as to be able to provide South Africans with the programming and language benefits of the digital dividend quicker.<sup>191</sup>

15.2 Sentech is concerned that there is no policy legislative or regulatory framework on how terrestrial community radio will be accommodated in a multichannel digital audio environment – some entities are ready to deploy in line with TBFP-13. Sentech states that the Authority needs to address the impact of provincial single frequency networks (SFNs) on the terrestrial sound broadcasting principles of community of interest and geographic community. With regards to expansion of the footprint and consolidation of existing stations Sentech proposes that the Authority must consider the (TBFP-13) and DAB Frequency plan, the implementation of the latter two may affect community broadcasting footprint.<sup>192</sup>

15.3 ACM is of the view that Community TV and Radio should be regulated differently. Community TV on DTT will be quite different to analogue Community radio, and will have different regulatory requirements. The ACM is concerned that the review framework ignores the current migration of TV to the digital DTT platform<sup>193</sup>. This provides new opportunities and challenges to community TV. ACM believes DTT could allow for new Community TV funding arrangements.

---

<sup>191</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 2

<sup>192</sup> Sentech: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

<sup>193</sup> ACM: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 2

- 15.4 Capricorn Community Concepts urges the Authority to commence a Regulatory Framework for the digital broadcasting as per the previous broadcasting review process initiated in 2012 to provide certainty in the community broadcasting tier.
- 15.5 WECODEC alludes that the Authority must consider the sustainability of the community broadcasting of both TV and Sound, in the digital era.
- 15.6 On DTT Capacity Act-SA submits that 30% is a fair request to allow capacity for a test channel and also be responsive to new channels and other forms of community broadcasting like Community sports, Community religion and most immortally Community news.<sup>194</sup>
- 15.7 Cape TV notes that while there may be advantages for the sector in this, the compromise with commercial imperatives must be interrogated in order to ensure that the public interest prevails.

**ICASA is anxious that, Sentech's proposal that the Regulator considers the consolidation of existing community radio stations could be detrimental and subsequently lead to their dilution. ICASA seeks to understand what would be the benefits of consolidation to the existing broadcasters.**

**The Authority has started a process on digital audio broadcasting and will await the Policy direction from the DoC to come up with regulations. Digital audio broadcasting matters will be addressed in that process.**

## **16. DISCUSSION DOCUMENT DATA**

- 16.1 Mnet is of the view that data collected in terms of the audience and revenue is somewhat inaccurate. Furthermore, Mnet submits that this analysis does not assist in deepening the community broadcasting sector.

---

<sup>194</sup> Act-SA: Presentation at the public hearings, 19 July 2017

M-Net suggests that a more detailed analysis of reliable data should be undertaken to determine the reasons why some, but presumably not all community media struggle with financial viability. This analysis could include detailed data on local and regional advertising markets.<sup>195</sup>

- 16.2 Pulpit Media Group queries the accuracy of the figures provided in section 2.5 of the Discussion Document citing that anecdotal evidence would suggest that the rate of failed stations particularly in the secondary markets is much higher than the average 10% suggested in paragraph 2.5.1 of the Discussion Document. It questions why the North-West Province is not dealt with in the table in section 4.5.2 of the Discussion Document as there are often too many community stations in a single geographic area with similar formats, audience profiles and the like. The information contained in the table clearly indicates a problem with ICASA having licensed a number of community stations in the same or overlapping coverage areas offering similar or identical services/formats.<sup>196</sup>

## Advertising

- 16.3 Pulpit Media Group submissions to the DoC on its Draft Community Broadcasting Support Scheme noted the discrepancy between the audience reach of community broadcasting (25%) and advertising spend (2%) as is also noted by ICASA. The DoC considers contributing significantly to the broadcast research Council of South Africa ("the BRC") to enable it to increase the radio audience measurement panel to capture specific information about the community broadcasters being listened to by the public. The expansion of the panel will require significant financial

<sup>195</sup> Mnet: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>196</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

resources which the community broadcasting sector does not have currently. They hope that ICASA will support this initiative as increased advertising revenue will make the community broadcasting sector more viable, enabling it, in time, to contribute to the BRC in full.<sup>197</sup>

16.4 Pulpit Media Group mentions that there is no difference in the various profiles of radio listeners as identified by ICASA. It adds that audiences demand the same high quality of programming and listener experience, that is, content and technical expertise from community sound broadcasting services, as they expect of public and commercial radio.<sup>198</sup>

16.5 Pulpit Media Group is of the view that part of what is driving this discrepancy is the lack of appropriate information regarding exact audience figures for different community radio stations. It further states that there are currently no community broadcasters who are individual members of the BRC and therefore none of them contribute directly to meeting the costs of performing the BRC RAM. In its opinion, these costs are significant and run into millions of rands per annum. The costs to increase the size of the RAM panel such that it is able to capture specific information about each community station in a geographic area would be enormous, running into tens of millions of rands.<sup>199</sup>

16.6 Inkonjane Community Radio raises a concern that the RAMS statistics on audience figures continues to be contradictory to most community broadcasters. It trusts that the recently established BRCSA will ensure that the audience figures will be more transparent especially because the community broadcasting delegates will form part of the proceedings.<sup>200</sup>

---

<sup>197</sup> Ibid, p 2-3

<sup>198</sup> Pulpit Media Group: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 7

<sup>199</sup> Ibid, p 3

<sup>200</sup> Inkonjane Community Radio: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

16.7 WECODEC alerts the Authority that there is an underestimation of Advertising revenue through false rating statistics (SAARF, REMS & etc).<sup>201</sup> WECODEC urges the Authority to find out from the current institutions how they collate their data and explore the feasibility of their methodology. It alludes that the methodology to measure audiences for commercial radio stations using random samples within the coverage area will not provide accurate results for community radio stations that have a more specifically targeted audience. WECODEC states that the results can probably only be established from a complex mixture of various samples such as group evaluations that have to be determined individually for each community radio station. In WECODEC's view, although this will probably result in higher costs, it is still necessary.<sup>202</sup>

## 17. GENERAL

17.1 In instituting this review, South TV would like the Authority to have a deeper, robust consideration of the role of community media in economic development and entrepreneurship and job creation. The sector has created employment opportunities and 'training ground' for entire broadcasting industry. More could be done in terms of developing and creating stability for this sector.<sup>203</sup>

17.2 South TV suggest that the Authority must play a leading role whilst MDDA, NEMISA and Sentech play a collaborative role and commercial broadcasters play a compulsory role in Community Broadcasting. Some of these suggestions could be explored in licensing processes as promise

---

<sup>201</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>202</sup> WECODEC: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 6

<sup>203</sup> South TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 2



of performance to include collaboration with community sector. However, some commercial broadcasters like Jacaranda are already doing this. If introduced it should be part of the ITA/ regulations and not imposed.<sup>204</sup>

- 17.3 Act-SA submits that the regulatory framework for Community Radio and Community TV should be different as admitted by the Authority in page 49 of the Discussion Document, in view of different operational costs involved. It recommends that the Authority should review the community television current foot print citing that it is not sustainable for community broadcasting and investments. It further requests the Authority to note infrastructure costs, equipment training skills and development, content production, gathering of news, maintenance staff, and signal costs.<sup>205</sup>
- 17.4 Cape TV suggests that ICASA should pay attention to previous proposals for the establishment of self-regulating mechanisms for Community Television through a Charter for Community Television in South Africa, or the formation of an Association of Community Television of South Africa. Although both these processes were formulated, through the formation of ACT-SA, Cape TV has since resigned from the Act – SA. It cited reasons for its resignation to include poor administration, unfair practices against other broadcasters, which all culminated into chaos over the discrepancies surrounding the encryption of broadcast signals in Digital Terrestrial Transmission policy process.<sup>206</sup>
- 17.5 Cape TV urges ICASA to investigate its claims against Act-SA in relation to the stipulations of its Charter, with an intention to mend the situation and implement necessary corrective measures. Cape TV adds that, its

---

<sup>204</sup> Ibid, p5

<sup>205</sup> Act-SA: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 4

<sup>206</sup> Cape TV: Written Submission on ICASA's Discussion Document on Regulatory Framework for Community Broadcasting Services, 2nd June 2017, p 3

stance to withdraw from Act-SA as stipulated in the Charter was influenced by the commercial broadcasters' involvement into the sector's affairs and some community broadcasters' intentions to change their non-profit organization status to commercial ones.

**The Authority notes the challenges raised with regards to the community television broadcasters' established association and would encourage that the community television broadcasters to work towards a solution that will be beneficial for the sector. The mandate of community broadcasting is enshrined in the legislation, which should be the point of reference for such an association.**

## **18. CONCLUSION**

- 18.1 The Authority would like to thank all stakeholders, interested parties and everyone who made submissions and participated in this inquiry. Written and oral submissions reflected a high level of expertise and knowledge and contributed to a better understanding of the community broadcasting sector. The Authority has been mindful of the need to, amongst others, ensure fair competition between broadcasting licensees, encourage investment in the South African broadcasting industry, and to promote the stability of the broadcasting industry.
- 18.2 The Authority would like to urge community broadcasting licensees to ensure that they draft and adopt Codes of Good Practice to ensure the professional running and administration of the sector.
- 18.3 This Findings Document is also available on the Authority's website at [www.icasa.org.za](http://www.icasa.org.za)



Pinmill Farm, 164 Katherine Street, Sandton  
Private Bag X10002, Sandton, 2146

## **Draft Regulations for Community Broadcasting Services: Radio and Television**

### **INVITATION FOR WRITTEN REPRESENTATIONS**

The Independent Communications Authority of South Africa ("ICASA or the Authority") hereby declares its intention to make regulations for Community Broadcasting Services (radio and Television) in line with the provisions of section 4 (3)(j) of the Independent Communications Authority of South Africa Act No. 13 of 2000 ("ICASA Act"), section 4 (4)(a) and (b) and section 5(7) of the Electronic Communications Act No. 36 of 2005 ("the ECA"), published herewith ("the Draft Regulations") and invites interested parties to make written representation.

A copy of the Draft Regulations will be made available on the Authority's website at <http://www.icasa.org.za> and in the Authority's Library at No. 164 Katherine Street, Pinmill Farm, (Ground Floor at Block D), Sandton between 09h00 and 16h00, Monday to Friday.

Written representations must be submitted to the Authority by no later than 16h00 on 18 May 2018 by post, hand delivery or electronically and marked specifically for attention: Mamedupe Kgatshe. Delivery address: Block A, Pinmill Farm, 164 Katherine Street, Sandton to: [mkgatshe@icasa.org.za](mailto:mkgatshe@icasa.org.za) and [shill@icasa.org.za](mailto:shill@icasa.org.za) or by facsimile at: 011 566-3260. Enquiries should be directed to 011 566-3259 between 10h00 and 16h00, from Monday to Friday.

Written representations received by the Authority pursuant to this notice, will be made available for inspection by interested persons at the Authority's library and such copies will be obtainable upon payment of the prescribed fee.

At the request for confidentiality by any person who submits written representations pursuant to this notice, the Authority may determine that such representations or any portion thereof is to be treated as confidential in terms of section 4D of the ICASA Act. Where the request for confidentiality is refused, the person who made the request will be granted an opportunity to withdraw such representations or portion(s) thereof.

Persons submitting written representations are further invited to indicate, as part of their submissions, whether they require an opportunity to make oral presentations.

The Authority will conduct provincial workshops on the Draft Regulations. The date and schedule for the workshops will be communicated in due course.



.....  
**MR RUBBEN MOHLALOGA**

**CHAIRPERSON**

**DATE: 22/03/2018**

## SCHEDULE

The ICASA has in terms of section 4(3)(j) of the Independent Communications Authority of South Africa Act No. 13 of 2000 ("ICASA Act") read with section 50 (c)s 5(7) of the ECA made the regulations in the Schedule.

### 1. Definitions

In these regulations, any word to which a meaning has been assigned in the ICASA Act and underlying statutes will have that meaning unless the context indicates otherwise.

**"Alliance with a Political Party"** means any cooperation and/or agreement between non-political organisations and political parties;

**"Applicant"** means a person applying to the Authority to register for a community broadcasting service licence;

**"Community"** has the same meaning as defined in the Broadcasting Act, No.4 of 1999 as amended and the Electronic Communications Act, No.36 of 2005 as amended

**"Community Broadcasting Services"** has the same meaning as defined in the Broadcasting Act, No.4 of 1999 as amended and the Electronic Communications Act, No.36 of 2005 as amended;

**"ECA"** means the Electronic Communications Act No. 36 of 2005, as amended.

**"Licence"** means a community broadcasting service licence granted and issued by the Authority;

**"Licensee"** means a person granted and issued with a community broadcasting service licence by the Authority;

**“Local Origination Programmes”** means local programmes sourced from the coverage area:

- (a) produced by a broadcasting service licensee; or
- (b) programmes produced by a resident of the coverage area; or
- (c) produced by a juristic person, the majority of directors, or members of whom are residents of the coverage area; or
- (d) produced in a co-production in which persons referred above have at least fifty percent financial interest.

**“Non-Profit Entity”** has the same meaning as defined in the Non-Profit Organisations Act 71 of 1997;

**“Process and Procedure Regulations”** means the Class Licensing Processes and Procedures Regulations (as amended), 2010 published in Government Gazette No. 33297, Notice No. 526 of 14 June 2010, as amended by Government Gazette No. 39874, Notice No. 157 of 30 March 2016;

**“Political Office Bearers”** means persons listed in regulation 7 of these Regulations;

**“Political Party”** has the same meaning as defined in section 1 of the ECA;

**“Programme Sharing/networking”** means programmes produced by one broadcaster and shared amongst different broadcasting licensees;

**“Programme Syndication”** means programmes produced at a central hub, distributed and broadcast simultaneously by broadcasting licensees;

**“Record”** has the same meaning as defined in section 1 of the National Archives and Records Service of South Africa Act No 43 of 1996.



## **2. Licence Application**

- (1) An applicant is required to have been registered as a non-profit entity for the purpose of community broadcasting 2 years prior to the lodgement of the application as a community broadcasting service.
- (2) An applicant must demonstrate community development and empowerment activities undertaken within the period specified in sub-regulation (1) of these regulations.
- (3) An applicant applying for a community broadcasting license must submit a pre-registration notice as set out in Form B: Regulation 7.2 of the Process and Procedure regulations, which must be accompanied by the following documents:
  - (a) the applicant's founding documents such as the Constitution and Articles of Association;
  - (b) Curriculum vitae of board members and management;
  - (c) Disclosure of interest of board members and management;
  - (d) programming plan;
  - (e) Business plan comprising a 3-5 years' financial plan;
  - (f) Tax clearance certificate
  - (g) Demand, need and support including profiled community broadcasters in the coverage area and programming format; and
  - (h) Projects reporting on management, governance and finances.

- (i) Corporate governance and operational policies including, but not limited to:
  - a. Memorandum of incorporation;
  - b. The Constitution;
  - c. Technical operations;
  - d. Human resource;
  - e. Financial;
  - f. Programming policy;
  - g. Editorial policy;
  - h. Social media policy; and
  - i. Political branding at the station and affiliation policy.
- (4) The criteria of whether to grant or not to grant a community broadcasting service licence, be as follows:
  - (a) The applicant to fulfil the diverse needs of the community within the coverage area;
  - (b) programming to reflect the needs of the community as identified and prioritised by that community in a forum or any other manner to the satisfaction of the Authority;
  - (c) contribution towards the general enrichment of the lives of members of the community;
  - (d) distinction of the applicant from other applicants and/or broadcasters serving the same geographical coverage area;
  - (e) the format or coverage of an individual licence;
  - (f) application is not made where a community licensee exists with similar services;

- (g) compliance with the registration form in the Process and Procedure Regulations; and
  - (h) the demonstration of competency to self-provide, where a licensee chooses to self-provide for signal distribution.
- (5) An applicant must submit a pre-registration notice within the time frames to be prescribed by the Authority through the invitation to pre-register.
- (6) The Authority will inform the applicant of the outcome of the pre-registration notice 90 days after the closing date for submission of the pre-registration notice.
- (7) Where the Authority is satisfied that the applicant meets the requirements for the granting of a licence, the Authority will communicate such decision to the applicant in writing, following which the applicant may lodge the registration notice within 30 days of the Authority's written communication.
- (8) The Authority shall, where frequencies are available, grant a community broadcasting licence if the applicant satisfies the pre-registration requirements.
- (9) Where the Authority deems it necessary, the Authority will conduct public hearings prior to making a decision on the application to register a community broadcasting service.

### **3. Governance and Management**

- (1) The founding documents of an applicant must reflect defined roles of management and the board members.

(2) The composition of the Board must exclude immediate family members such as, parents, spouses, siblings, children connected by birth, adoption, marriage, civil partnership, or cohabitation, such as grandparents, great-grandparents, grandchildren, great-grandchildren, aunts, uncles, siblings-in-law, half-siblings, cousins, adopted children and step-parents/step-children, and cohabiting partners.

(3) The role of the Board includes, but not limited to:

- (a) ensuring compliance with all relevant laws, regulations and codes of good practice;
- (b) approving policies for the station;
- (c) giving strategic direction to the licensee;
- (d) development of a corporate code of conduct;
- (e) identification of risk areas and performance indicators;
- (f) appointing and supervising the Station Manager;
- (g) approving the appointment of other senior management of the station;
- (h) monitor implementation of the Board's plans; and
- (i) supporting the station management in fundraising activities through its networks.

(4) The role of the Station Manager includes, but not limited to:

- (a) planning of action such as initiating projects to fulfil the mandate of the licensee;

- (b) recruiting staff and volunteers including drafting contracts with detailed job descriptions;
  - (c) directing as well as training management for sound human relations and operational skills;
  - (d) managing daily operations and delegating control of other departments such as programming, sales and marketing, news, music, finance, technical and administration;
  - (e) instilling discipline through written and approved policies that detail correct actions and procedures;
  - (f) networking and meeting potential clients, funders and donors; and
  - (g) ensuring that the licensee affiliates/signs with the relevant forums such as the National Association of Broadcasters and the National Community Radio Forum.
- (5) The Station Manager must serve as *ex-officio* member of the board and report to the board.
- (6) Managers below the Station Manager must report to the Station Manager in respect of the operations in their respective departments.
- (7) Management is responsible for the daily administration duties of a licensee.
- (8) The Board must not interfere in the daily operations of a licensee.

#### **4. Licence Amendment**

- (1) The Authority shall deal with each licence amendment application based on its own merits.
- (2) In deciding whether to approve or not to approve a licence application, the Authority shall take into account the provisions of regulation 2 of these Regulations.
- (3) A licensee must fully comply with the amendment Form D: Regulation 8.1 in the Process and Procedure regulations.

#### **5. Licence Renewal**

- (1) A licensee intending to renew its licence must submit Form F: Regulation 9.1 in the Process and Procedure regulations comprising the following information:
  - (a) feasibility and sustainability report;
  - (b) Five (5) year financial statement revealing how a licensee has been performing;
  - (c) community support detailing how community members have been given access to the airwaves;
  - (d) details of whether the broadcaster have been off air;
  - (e) legality of office bearers;
  - (f) the existence of another community broadcasting licensee in the same geographical area; and



- (g) compliance report in respect of relevant legislation, the Authority's regulations and licence conditions, including instances of non-compliance if any.
- (2) In deciding whether to renew a licence, the Authority will apply the criteria as stipulated in regulation 2(4), read with sub regulation (1) herein.
- (3) Where a licensee, in its renewal notification, fails to comply with the requirements enunciated in sub regulation (1) and (2), the Authority will renew the community broadcasting license only for a period of eighteen (18) months and provide the licensee with an opportunity to comply with the outstanding requirements.
- (4) The Authority will monitor and assess licensee's compliance after twelve (12) months and determine whether to renew the community broadcasting license for a full licence period.
- (5) The Authority will not renew a community broadcasting license if the Authority determines that a licensee has;
  - (a) repeatedly failed to comply with the requirements set out in regulation 5(1) and (2);
  - (b) Failed to comply with a ruling/s of the Complaints and Compliance Committee (CCC).
- (6) Where necessary, the Authority will publish a notice to conduct public hearings for community broadcasting licence renewal.
- (7) Where a licensee meets the licence renewal requirements, the Authority will issue a new licence on the same terms and conditions as the expired licence and update the Community Broadcasting licensees register by renewing the period of a licence.

(8) Where a licensee's licence has not been renewed, the Authority will update the register by removing a licensee from the Community Broadcasting licensees register.

## **6. Licence transfer**

- (1) An intention to transfer of a licence from one entity to the other must be tabled and endorsed by the radio station's constituency either at its annual general meeting or special general meeting.
- (2) Full disclosure of the intended transfer must be tabled and submitted to the community served and the Authority for consideration.
- (3) The licence transfer application must be lodged in terms of Form F: Regulation 10 of the Processes and Procedures Regulations.
- (4) The criteria of whether to transfer or not to transfer a community broadcasting service licence, be as follows:
  - (a) the license transfer applicant to fulfil the diverse needs of the community within the coverage area;
  - (b) programming to reflect the needs of the community as identified and prioritised by that community in a forum or any other manner to the satisfaction of the Authority;
  - (c) contribution towards the general enrichment of the lives of members of the community;
  - (d) distinction of the license transfer applicant from other applicants and/or broadcasters serving the same geographical coverage area;
  - (e) the format or coverage of an individual licence;

- (f) whether a community broadcasting licensee exists with similar services in the proposed license area;
  - (g) compliance with the license transfer form in the Process and Procedure Regulations;
  - (h) the demonstration of competency to self-provide, where a licensee chooses to self-provide for signal distribution.
  - (i) feasibility and sustainability report;
  - (j) Five (5) year financial statement revealing how a licensee has been performing;
  - (k) community support detailing how community members have been given access to the airwaves;
  - (l) details of whether the broadcaster have been off air;
  - (m) legality of office bearers; and
  - (n) compliance report in respect of relevant legislation, the Authority's regulations and licence conditions, including instances of non-compliance if any.
- (5) Where necessary, the Authority will publish a notice to conduct public hearings for community broadcasting licence renewal.

## **7. Prohibited Office Bearers**

- (1) The following political office bearers shall not play any role in the Board, Management and Staff of a Community Broadcasting Service:

- (a) Members of the Local Executive Committees of political parties, the youth affiliates and women's affiliates of political parties, and any organisation that is in an alliance with a political party;
- (b) members of the Regional Executive Committees of political parties, the youth affiliates and women's affiliates of political parties and any organisation that is in an alliance with a political party;
- (c) members of the Provincial Executive Committees of political parties, the youth affiliates and women's affiliates of political parties and any organisation that is in an alliance with a political party;
- (d) members of the National Executive Committees of political parties, the youth wings and women's wings of political parties and any organisation that is in an alliance with a political party;
- (e) Councillors;
- (f) Mayors;
- (g) Members of Provincial Legislatures; and
- (h) Members of Parliament.

## **8. Programming**

- (1) Majority of programmes, news bulletins and current affairs broadcast by a community broadcasting service must be produced and sourced locally.
- (2) Programme syndication/network and programme sharing shall not exceed 20% of the community licensee's programming.

(3) Licensees must have policies dealing with programming matters that include, amongst others:

- (a) mechanisms for community participation;
- (b) programming format; and
- (c) language policy.

### **9. Non-Profit Entities**

(1) A community broadcasting service licensee shall, in the event of making a surplus, utilise and/or invest the funds in the community served for the purposes of community development.

(2) A community broadcasting service licensee must submit annually, a report with supporting documents, detailing how it has utilised or invested the surplus within the financial year.

### **10. Management Contract**

(1) Management contracts must be lodged with the Authority for approval.

(2) The Authority will consider the following conditions for approval of management contract:

- (a) ownership of the community broadcasting licensee remains with the community being served;
- (b) administrative control in the operations of the community broadcasting licensee remains with the board of directors and management;

- (c) method of reimbursement and the duration of the management contract;
  - (d) a licensee retains editorial and programming control and independence;
  - (e) Management contract does not render a third-party entity a shareholder/owner of a community broadcasting licensee;
  - (f) fiduciary duties remain the responsibility of the board;
  - (g) In line with section 3 of the Standard Terms and Conditions for class, Board of directors must be from the coverage area; and
  - (h) The expiry date of the management contract
- (3) Renewal and amendment of a management contract must be lodged with the Authority for approval. The Authority will consider factors set out in regulation 10(2) for approval.

## **11. Community participation**

- (1) A community broadcasting licensee must ensure that ownership of the community broadcasting licensee remains with the community being served.
- (2) A community broadcasting licensee must involve the community in the management of the community broadcasting licensee.
- (3) A community broadcasting licensee must establish programming councils/committees to enable community members to participate in the selection and provision of programmes.



- (4) The programming councils/committees must be representative of different interest groups within the community served, such as youth, women, or people with disabilities.
- (5) A community broadcasting licensee must submit proof of community participation at every annual general meeting, and other forums that require community participation.

## **12. Code of Conduct**

Community broadcasting services licensees must adhere to the Authority's Code of Conduct for Broadcasters, 2009, or any amendment or replacement thereto.

## **13. Technical Standards and Specifications**

- (1) A community broadcasting licensee must adhere to the Authority's regulations relating to technical standards and specifications, including amendments, applicable to broadcasting services namely;
  - (a) Radio Frequency Spectrum Regulations published on 30 March 2015 in the Government Gazette No. 38641
  - (b) Terrestrial Broadcasting Frequency Plan published on 02 April 2013 in the Government Gazette No. 36321 (as amended); and
  - (c) Administration Fees Notice 232 of 2017 published on 17 March 2017.

## **14. Record keeping**

- (1) A community broadcasting licensee must in line with the National Archives and Records Service of South Africa Act, No 43 of 1996 as amended and any other applicable legislation, keep the following records relating to its broadcasting activities:

- (a) documentation relating to the person or entity who or which is in control of or in a position to exercise control over the licensee concerned including documentation relating to;
  - i. Its legal status including all founding documentation pertaining to the licensed entity and any member organizations of the entity;
  - ii. Details of the board members or trustees including gender, race and address of such person or entity, as the case may be; and
  - iii. Disclosure of interest of Board members in programming and finance.
- (b) a list of capital assets, books of account, financial records and audited financial statements;
- (c) a list of donors and details of all financial and non-monetary donations;
- (d) documentation pertaining to the opening, maintenance and changes in the status to banking accounts;
- (e) contracts entered into by or on behalf of the licensee in connection with the daily operational activities of the licensee;
- (f) a log of programmes broadcast in the form acceptable to the Authority;
- (g) a public file for keeping written complaints received by the licensee and correspondence between the licensee and complaints;
- (h) a log of telephonic complaints received by the licensee;
- (i) a log of advertisements broadcast;

- (j) a log of the percentage air-time per hour allocated to advertisements;
  - (k) during an election period, a log of party election broadcasts broadcast by the licensee;
  - (l) a log of sponsorship for programmes together with details of payment, financial or otherwise, received for such sponsorship;
  - (m) copies of correspondence with the Authority; and
  - (n) a log of all direct and indirect on-air fundraising activities for the stations.
- (2) A community broadcasting licensee may, by written notice directed to it, be required to produce or furnish to the Authority, at a time and place specified in the notice such records, including documents, accounts, estimates, returns and information as may be specified in such notice and relating to any matter in respect of which a duty or obligation is imposed on the licensee by the Act or these regulations or by the relevant license.
- (3) The logs, statistical forms and records contemplated in regulation 13(1) and (2) must be preserved for the duration of the broadcasting licensee's license period.
- (4) A community broadcasting licensee must publish its policies on its website or have them available for public scrutiny at its premises or public space like libraries.
- (5) A community broadcasting licensee must report on its funding, surplus and the distribution of surplus at its annual general meetings and to the Authority.

## **15. Penalties**

A community broadcasting licensee that contravenes any provisions set out in these regulations is liable for a fine not exceeding 10% of their annual turnover.

## BOARD NOTICES • RAADSKENNISGEWINGS

## BOARD NOTICE 44 OF 2018

**Engineering Council of South Africa (ECSA)****ECSA FEES AND CHARGES**

The Engineering Council of South Africa (ECSA) hereby makes known that, in terms of section 36(3) of the Engineering Profession Act No. 46 of 2000 (the Act), it has made Rules regarding the Application, Annual and Appeal Fees referred to in section 12 of the Act.

**The fees will be applicable from 1 April 2018 to 31 March 2019.**

**SCHEDULE****1. Definitions**

1.1 In these rules, unless the context otherwise indicates:

1.1.1 **“Act”** means the Engineering Profession Act No. 46 of 2000.

1.1.2 **“Council”** means the Engineering Council of South Africa established in terms of section 2 of the Act.

1.1.3 **“Days”** means calendar days, including the first day and excluding the last.

1.1.4 **“Partial exemption”** means a discount afforded Registered Persons who belong to an ECSA recognised voluntary association.

1.1.5 **“Retired Persons”** means persons between the age of 55 and 69 who are retired but who are still required to pay a nominal annual fee until they reach the age of 70, where after they will become fully exempt from the payment of annual fees.

1.1.6 **“Rules”** means these rules.

1.1.7 **“VAT”** means Value added tax.

## 2. Application Fees

- 2.1 No Applications will be considered until payment of the full application fee has been received.

### 2.1.1 Candidate Categories

<b>Within one</b> calendar year from the date of obtaining a qualification recognised for purposes of registration.	<b>Later than one</b> calendar year after the date of obtaining a qualification recognised for purposes of registration.
<b>R746.49</b>	<b>R1,866.23</b>

### 2.1.2 Foreign Qualification Assessment

All applicants with foreign educational qualifications are required to have their qualifications assessed before applying for registration.	<b>R1,866.23</b>
---	------------------

### 2.1.3 Professional & Registered Categories

Applicants with uninterrupted registration as a <b>Candidate</b>	Applicants not registered in any of the Candidate categories
<b>R3,732.44</b>	<b>R7,452.81</b>

### 2.1.4 International Register

Applicable only to persons already registered with ECSA who are applying for registration on the ECSA portions of the International Registers. This is a once-off fee. No annual fees are payable.	<b>R3,732.44</b>
--	------------------

## 3. Annual Fees

- 3.1 Annual fees are payable by all persons registered for as long as they are registered with ECSA. In the first year a pro rata annual fee from the date of registration to the end of March will be raised. Thereafter annual fees are raised every year.
- 3.2 Persons registered in the Candidate category for more than six (6) years pay the same annual fees as persons registered in the Professional category.
- 3.3 An Early bird discount is granted to Registered Persons if their annual fees for April to March are paid on or before 30 June 2018. The discount is R50 for Candidates and R100 for Professionals, VAT inclusive.
- 3.4 In addition to the annual fees in arrear, an admin fee of R500 is payable when reinstating a registration within one year of cancellation. After one year of being cancelled persons will need to re-apply for registration.



Candidates		Professional & Registered Categories		Retired Persons
Partial Exemption	No Exemption	Partial Exemption	No Exemption	
R1,354.60	R1,557.35	R3,275.11	R3,867.27	R248.99

#### 4. Appeal Fees

- 4.1 A person wishing to lodge an appeal in terms of section 24 or 33 of the Act must pay the appeal fee of R8 000.
- 4.2 The proof of payment together with the notice of appeal must be addressed to the Chief Executive Officer (CEO) and sent to [legal@ecsa.co.za](mailto:legal@ecsa.co.za).

#### 5. Payment Details

- 5.1 Banking details: Standard Bank Eastgate Branch, Branch Code 018505, Account No. 221285938. Swift code SBZAJJ.
- 5.2 The accepted methods of payment are cheque, credit card (Visa, MasterCard and American Express only), EFT or deposit made at any Standard Bank branch into ECSA's bank account.
- 5.3 ***No cash will be accepted at the ECSA Offices.***
- 5.4 Cheques are not to be sent by post. ECSA will take no responsibility for cheques lost in the post or intercepted.

## BOARD NOTICE 45 OF 2018

## SOUTH AFRICAN PHARMACY COUNCIL

## NOTICE OF ELECTION OF MEMBERS OF THE SOUTH AFRICAN PHARMACY COUNCIL

## [SECTION 5 OF THE PHARMACY ACT, 1974 (ACT No. 53 OF 1974)]

1. In terms of the *Regulations relating to the election of members of the Council*, notice is hereby given that an election of 9 members to serve on the Council for the period 21 October 2018 to 20 October 2023 is about to be held.
2. Every registered pharmacist who is a South African citizen and who is resident in the Republic is eligible for nomination.
3. Each candidate must be nominated on a separate nomination form, but any pharmacist eligible to vote in terms of these regulations may sign the nomination forms of any number of candidates, provided that such does not exceed the total number of pharmacists to be elected.
4. Nomination forms will be supplied:
  - (a) on request to any pharmacist eligible to nominate in terms of these regulations;
  - (b) by way of email, where a valid email address is available;
  - (c) by way of mail where no email address is available; and
  - (d) by downloading from the Council's website, [www.sapc.za.org](http://www.sapc.za.org).
5. Each nomination must state the full names of the person nominated as they appear in the register of the Council and must be signed by two pharmacists eligible to vote.
6. The person nominated must also sign the nomination form, confirming that he or she consents to be nominated. The address and qualification(s) of each signatory as they appear in the register of the Council must also be stated on the nomination form.
7. If the pharmacist nominated is unable to sign the nomination form, he or she may inform the returning officer by letter or email that he or she consents to be nominated.
8. Every completed nomination form must reach the undersigned at the address given below not later than **16:00 on 17 May 2018**.
9. Every nomination form in respect of which any of these provisions have not been complied with or which is not received by the aforesaid time and date at the address given below will be invalid.
10. Simultaneously with the lodging of a nomination each candidate shall lodge with the returning officer –
  - (a) a *curriculum vitae* of not more than 150 words in English, including where possible, a telephone number where the candidate may be reached;
  - (b) a colour passport photograph on the back of which the candidate's name and council registration number are indicated.



TA Masango  
Returning Officer

Address: 591 Belvedere Street, Arcadia, Pretoria, 0083; PostNet Suite #61, Private Bag X9, Queenswood, 0121; Tel: 012-319 8502/8503; Facsimile: 086 509 8501

**BOARD NOTICE 46 OF 2018****INVITATION OF NOMINATIONS FOR APPOINTMENTS AS NON-EXECUTIVE MEMBERS OF THE BOARD OF THE SOUTH AFRICAN POST OFFICE (SAPO)**

Dr Siyabonga Cyprian Cwele, MP, the Minister of Telecommunications and Postal Services, invites the public to nominate persons for appointment as non-executive members of the Board of the South African Post Office SOC Ltd, in terms of section 11(1)(a) of the South African Post Office SOC Ltd Act no. 22 of 2011 as amended.

Written nominations must contain the following:

In respect of the nominator; a signed nomination letter bearing the full name, identity number, physical and postal address, telephone number and e-mail address of the nominator.

In respect of nominee, a signed letter of acceptance of the nomination must be accompanied by a comprehensive curriculum vitae (CV) and certified proof of academic qualifications and identity documents (ID). The CV must have the following information: identity number, physical and postal addresses; telephone and facsimile number and e-mail address. An indication of representation of people with disabilities is required where applicable;

Candidates must possess skills, knowledge, qualifications and experience in one or more of the following:

- Postal services and postal services management;
- Mail Operations, Postal Regulatory (international expertise and understanding of regulation and transformation of the postal sector);
- Property Management;
- Logistics and Courier services;
- Sales and Marketing and e-Commerce;
- Corporate Governance, IT Governance, and Ethics;
- Retail expertise (with a demonstrable successful track record of strategic retail leadership in rural and peri-urban areas);
- Financial inclusion, Finance and financial services (financial accounting, management accounting, financial management, financial reporting, auditing, corporate finance, banking and non-banking financial services);
- Legal and Contracts management;
- Information Communication and Technologies;
- Supply Chain Management (including Contract Management);

- Human Capital (with demonstrable ER experience in a large corporate);
- Business Analyst
- Project Management
- Transformation in terms of diversity and inclusion, particularly the delivery of services to underserved areas and
- Any other field of expertise that may assist in transforming the Post Office into a sustainable company that meets the developmental objectives of the Republic.

Possession of the following will be an advantage:

- Public Sector leadership and experience in relevant legislation and regulation like SAPO Act, Postbank Act, ECA, PFMA;
- Turnaround specialist skills; and
- Board Membership experience particularly in a state-owned company.

Candidates must be South African citizens and will be required to disclose financial interest in line with section 10 of the Act. . In addition, all applicants need to comply with Section 11(4)(c) of the SAPO Act in that members of the Board must be fit and proper persons as contemplated in section 44(2)(d) of the Banks Act.

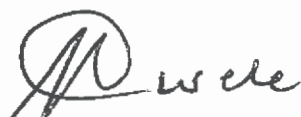
Successful candidates must submit themselves to SAQA verification of qualification and must obtain security clearance.

NB: Nominations will not be considered unless all the requirements set out above are met. Correspondence will be entered into with shortlisted candidates only. Written Nominations must be addressed to:

The Director-General, Department of Telecommunications and Postal Services
For attention: <b>Ms Precious Tsolo</b> , The Director, SOE Governance and Support,
First Floor, Block B, iParioli Office Park, 1166 Park Street, Hatfield, Pretoria
Private Bag X860, Pretoria, 0001
Tel: (012) 421 7025 or (012) 427 8243

Alternatively, email to [NEDAPPOINTMENT@dtps.gov.za](mailto:NEDAPPOINTMENT@dtps.gov.za)

**CLOSING DATE FOR NOMINATIONS: Friday, 20 April 2018**



Dr Siyabonga Cyprian Cwele, MP  
Minister of Telecommunications and Postal Services

22 MARCH 2018

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001  
Contact Centre Tel: 012-748 6200. eMail: [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)  
Publications: Tel: (012) 748 6053, 748 6061, 748 6065