

Promotion of Access to information Act Manual Section 51 Manual for Private Bodies

THIS MANUAL HAS BEEN PREPARED IN TERMS OF SECTION 51 OF THE PROMOTION OF ACCESS OF INFORMATION ACT 2/2000

Section 51(1)(a)

Name of Business

Chundren Veeran T/A
CVC Accounting and Tax Services

Contact Person

Chundren Veeran

Nature of Business

Professional Accountant

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Maroeladal
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Section 51(1)(b)

2) The section 10 Guide on how to use the Act The Guide is available from the South African Human Rights Commission.

Please direct queries to:

The South African Human Rights Commission:

PAIA Unit – The Research and Documentation Department

Postal Address

Private Bag 2700

Houghton

2041

Telephone 011 484 8300

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Website: www.sahrc.org.za

Email: PAIA@sahrc.org.za

Section 51(1)(d)

- Basic Conditions of Employment Act No. 75 of 1997
- Compensation for Occupational Injuries and Diseases Act 130 of 1993
- Competition Act 89 of 1998
- Consumer Protection Act 68 of 2008
- Employment Equity Act 55 of 1998
- Income Tax Act 58 of 1962
- Insolvency Act 24 of 1936
- Labour Relations Act 66 of 1995
- Promotion of Access to information Act No. 2 of 2000
- Skills Development Act 97 of 1998
- Skills Development Levies Act 9 of 1999
- The National Credit Act 34 of 2005
- Unemployment Insurance Act 63 of 2001
- Unemployment Insurance Contributions Act 4 of 2002

Section 51(1)(c) and 51(1)(e)

4) Access to the records held (Sections 51(1)(c) and 51(1)(e)) Records which are available without a person having to request access in terms of section 52(2) (Section 51(1)(c)) This information can be defined as operational information needed in the day to day running of the company and is generally of little to no use to persons outside the company.

(Examples of such information are: Requisitions, internal phone lists, company policies, employee records and general accounting records)

The Request Procedures

(Prescribed form and fee structure in respect of private bodies) The forms and fee structure prescribed under the Act are available at the website of the Department of Justice and Constitutional Development (www.doj.gov.za) under the “regulations” sections.

Section 51(1)(f)

5) Other information as may be prescribed The Ministry of Justice and Constitutional Development has not made any regulations in this regard.

Section 51(3)

6) Availability of the material

The manual is available at our offices free of charge and copies are available with the SAHRC.