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OF  
SOUTH AFRICA



REPUBLIEK  
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SUID-AFRIKA

# Government Gazette Staatskoerant

*Regulation Gazette*

**No. 6626**

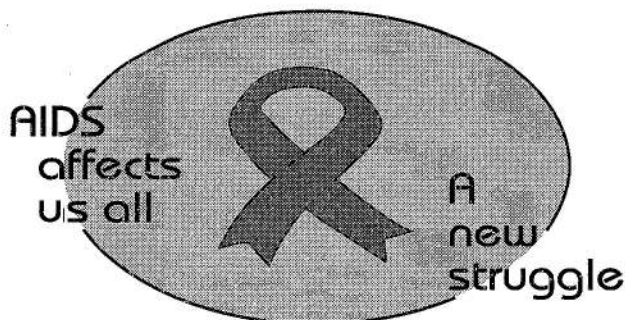
*Regulasiekoerant*

Vol. 411

PRETORIA, 7 SEPTEMBER 1999

No. 20442

**We all have the power to prevent AIDS**



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DEPARTMENT OF HEALTH

**PROCLAMATION****By the****President of the Republic of South Africa****No. R. 95, 1999****COMMENCEMENT OF THE SKILLS DEVELOPMENT ACT, 1998 (ACT No. 97 OF 1998)**

In terms of section 39 (2) of the Skills Development Act, 1998 (Act No.97 of 1998) I hereby determine that Chapter 3, Chapter 5, Chapter 6, section 27 (2) (a) and (b) and section 30 of Chapter 7 and Chapter 8 of the said Act, shall come into operation on 10 September 1999.

Given under my Hand and the Seal of the Republic of South Africa at **Cape Town** this First day of **September**, One thousand Nine hundred and Ninety-nine.

**T. M. MBEKI**  
**PRESIDENT**

By order of the President-in-Cabinet

**M. M. S. MDLADLANA**  
**MINISTER OF THE CABINET**

**ISIMEMEZELO**

Ngu

**Mongameli wase Rephabliki yeNingizimu Afrika****No. R. 95, 1999****UKUQALA KOMTHETHO WOKUTHUTHUKISA AMAKHONO, 1998,  
(UMTHETHO No.97 KA 1998)**

Njengokulaya kwesigaba 39(2) soMthetho wokuThuthukisa aMakhono, 1998, (uMthetho No.97 ka 1998) ngalokho ngingquma akuthi izihlinzeko zoMthetho eziku iSahluko 3, iSahluko 5, iSahluko 6, isigaba 27(2)(a) no (b) nesigaba 30 kuSahluko 7, neSahluko 8 zizoqala ukusebenza ngomhlaka 10 Septemba 1999.

Kunikwe ngaphansi KweSandla sami neSiqiniseko sase Riphabliki yase Ningizimu Afrika eCape Town. ngo 1 usuku luka. **Septemba** Inkulungwane amakhulu ayisiShiyagalolunye namashumi ayisiShiyagalolunye nesiShiyagalolunye.

**T. M. MBEKI  
UMONGAMELI**

Ngomyalelo kaMongameli-weKhabhinethi

**M. M. S. MDLADLANA  
UNGQONGQOSHE WEKHEBHINETHI**

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**GOVERNMENT NOTICES**

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**DEPARTMENT OF LABOUR****No. R. 1082****7 September 1999****SKILLS DEVELOPMENT ACT, 1998 (ACT No. 97 of 1998):****REGULATIONS REGARDING THE ESTABLISHMENT OF SECTOR****EDUCATION AND TRAINING AUTHORITIES**

**I, Membathisi Mphumzi Shepherd Mdladlana, Minister of Labour, after consultation with the National Skills Authority, hereby, in terms of section 36 read with section 9(1) of the Skills Development Act, 1998 (Act No. 97 of 1998) make regulations in the Schedule.**

**M M S MDLADLANA****MINISTER OF LABOUR****SCHEDULE****Definitions**

- 1.** In these regulations any word or expression to which a meaning has been assigned in the Skills Development Act (Act No. 97 of 1998) shall have such a meaning unless the context otherwise indicates, and "the Act" means the Skills Development Act (Act No. 97 of 1998).

**Application for establishment as SETA**

- 2. (1)** Any body, which consists of the members contemplated in section 11 of the Act, may apply to the Minister to be established in terms of section 9(1) of the Act as a SETA.

- (2) An application in terms of subregulation (1) must include -
- (a) the name of the proposed SETA, the physical address of its main office and contact particulars of the persons submitting the application on behalf of the body in question;
  - (b) the scope of coverage of the proposed SETA according to the list of national economic sectors as determined by the Minister in terms of section 9(2) of the Act;
  - (c) the constitution of the proposed SETA which specifies the matters referred to in section 13(3)(a)(i) to (xii) of the Act;
  - (d) a business plan of the proposed SETA for the period 1 April 2000 to 31 March 2001, which outlines -
    - (i) an organisational structure;
    - (ii) a quality management system;
    - (iii) functions of the proposed SETA envisaged to be delegated as contemplated in section 13(3)(b)(i) of the Act;
    - (iv) programmes and other activities that the proposed SETA aims to undertake to perform the functions contemplated in section 10 of the Act;
    - (v) proposed interaction of the SETA with all provinces;
    - (vi) financial projection of the proposed SETA; and
  - (e) description of the consultation which was undertaken with regard to the establishment of the body as a SETA, indicating -
    - (i) the nature of all consultative processes;
    - (ii) a list of stakeholders that were consulted; and
    - (iii) the consensus reached in the consultation.
- (3) An application in terms of subregulation (1) must be submitted before 12:00 noon on 12 November 1999 or such other time as the Minister may determine from time to time, by -
- (a) sending it per registered mail to:  
The Executive Officer  
National Skills Authority  
Department of Labour  
Private Bag X117  
PRETORIA 0001

or

(b) delivering it at:

Department of Labour

Room 411(M)

4<sup>TH</sup> Floor, Laboria House

215 Schoeman Street

PRETORIA

- (4) (a) If an application to establish a SETA does not comply with subregulation (2), the Minister may refer the application back to the applicant for rectification and indicate in which respects the application does not so comply.
- (b) Upon rectification of the application the applicant may resubmit the rectified application to the Minister.

#### **Establishment of SETA**

3. (1) The Minister may direct the Director General to invite by notice in the *Gazette* interested parties to comment on an application made in terms of regulation 2 within 30 days from the date of publication of the notice.
- (2) After consultation with the National Skills Authority and considering every comment received pursuant to a notice published in terms of subregulation (1), the Minister may establish a SETA for the national economic sector or sectors applied for by issuing a certificate of establishment as a SETA.
- (3) A certificate of establishment as a SETA is valid for a period of 60 months from the date on which it was issued.

#### **Renewal of certificate of establishment**

4. (1) A SETA may apply to Minister for a renewal of its certificate of establishment as a SETA at least 12 months before the expiry date of the certificate of establishment.

- (2) If the Minister is of the opinion that a SETA applying for a renewal of its certificate of establishment is not complying or is unable to comply with any provisions of the Act or these regulations, the Minister may extend the period of 60 months by such additional period as he or she considers necessary to enable the SETA to comply with the relevant requirements in full.
- (3) If the Minister extends the period of 60 months in terms of subregulation (2), the relevant SETA must submit again an application for renewal at least 12 months, or such shorter period as the Minister may determine, before the expiry of the period so extended
- (4) Regulations 2 and 3 apply with changes required by context to an application for renewal.

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**GOVERNMENT NOTICES**


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**UNGQONGQOSHE WEZEMISEBENZI**

No. R. 1082

7 Septemba 1999

**UMTHETHO WOKUTHUTHUKISWA KWAMAKHONO, 1998  
(UMTHETHO NO.97 KA 1998)  
IZIMISELO EZIMAYELANA NOKUMISWA KWEGUNYA LOMKHAKHA  
WEMFUNDO NOQEESHO**

**Mina, Membathisi Mphumzi Shepherd Mdladlana, uNgqongqoshe wezemiSebenzi, ngemuva koku bonisana neGunya laMakhono ka Zwelonke, ngokwesigaba 36 isahluko 9(1) somthetho wama gunya omkhakha wemfundo nokuQeQesha (umthetho no.97 ka 1998) ngokwezimisele zokuhlelwa kwawo.**

**M. M. S MDLADLANA****UNGQONGQOSHE WEZEMISEBENZI****IHLELO****Izincazelo**

1. Kulezimisele zamagama noma izisho zencazelo ezinikwe umthetho wokuthuthukisa amakhono, 1998 (Umthetho No.97 ka 1998) unikezwa lencazelo, ngaphandle kokuba ingqikithi isho okunye kanye "no mthetho" ochaza ukuThuthukiswa kwaMakhono, 1998 (Umthetho No.97 ka 1998).

**Isicelo sokumisa iGunya loMkhakha weMfundo nokuQeQesha**

2. (1) Noma yiliphi iqembu, elinamalunga ngokwesigaba somthetho, bangenza isicelo ku ngqongqoshe, sokumisa iGunya loMkhakha weMfundo nokuQeQesha ngokwesigaba 9(1) somthetho.



- (2) Isicelo ngokwesimiswana (1) sifakela-
- (a) Igama legunya loMkhakha wemfundo nokuQeqesha ephakamiswayo, ikheli lenkantolo enkulu ngaphansi kwalelo qembu;
  - (b) Indawo yeGunya loMkhakha weMfundo ophakamisiwe ngohlu loMkhakha womnotho kazwelonke onqunywe nguNGqongqoshe ngokwesahluko 9(2) somthetho;
  - (c) Isimiso somthetho wegunya lomkhakha wemfundo nokuQeqesha ocacisa ngokwesigaba 13(3)(a)(i) to (xi) somthetho;
  - (d) Icebo lezohwebo legunya lomkhakha wezeMfundo nokuQeqesha wohlu olulandelela,
    - (i) ukuhlelwa komsebenzi;
    - (ii) isimo sabaphathi misebenzi;
    - (iii) imisebenzi yegunya loMkhakha weMfundo nokuQeqesha ngokuphakamisiwe namandla;
    - (iv) indlela yokuqhutshwa kwemisebenzi eyigunya lwemfundo nokuQeqesha kanye nokusebenza ngaphansi kwesigaba 10 somthetho;
    - (v) ukuphakamisa ukuxhumana negunya lamkhakha weMfundo noQeqesho nazo zonke izifunda.
    - (vi) Ukucupha isu lezimali ngokuphakimisa igunya loMkhakha weMfundo noQeqesho
  - (e) incazelo yokubonisana ngaphansi kokumisa igunya loMkhakha weMfundo nokuQeqesha :-
    - (i) isimo sendlela yokubonisana;
    - (ii) uhlu lwamaqembu okuboniswane nawo, kanye
    - (iii) nezivumelwano okufinyelelwe kuzo ngokubonisana.
- (3) Isicelo ngokwezimiselo (1) kumelwe sithunyelwe ngo 12h00 emini ngomhla ka 12 Novemba 1999 noma unGqongqoshe asicele ngesakhe isikhathi ku -

(a) The Executive Officer  
National Skills Authority  
Department of Labour  
Private Bag X117  
Pretoria  
0001

noma

(b) ithunyelwe ku:  
Room 411(M)  
4<sup>TH</sup> Floor, Laboria House  
215 Schoeman Street  
PRETORIA

- (4) (a) Uma ngabe isicelo segunya loMkhakha weMfundo noQeqesho siphaphazela ukuvumelana nesimiswana (2), uNgqongqoshe unelungelo lokubuyisela emuva kulowa owenze isicelo ukuba asilungise abuye aboniswe wonke amaphutha nguNGqongqoshe.
- (b) Uma sokulungisiwe wonke amaphutha isicelo singathunyelwa kuNGqongqoshe.

### **Ukumiswa kweGunya loMkhakha weMfundo noQeqesho**

3. (1) UnGqongqoshe angayalela umQondisi-Jikelele ukuba enze isimemezelo ngesaziso ezishicilelwe ukuba wonke amaqembu athandayo abeke umvolo ngokwesicelo esenziwe ngezimiselo 2 ngaphambi kwamalanga angu 30 kusukela ekushicilelweni kwesaziso.
- (2) Uma sekuboniswene neGunya laMakhono kaZwelonke kanye nocwaningo lombono owamukelwe ngokulandela ukushicilelwa kwesaziso ngokwesimiso

- (1), sika NGqongqoshe, angamisa iGunya loMkhakha weMfundo noQeqesho ngo hwebo lomkhakha ka Zwelonke, oshicilelwe isiqiniseko semvumo yokumiswa kwesigungu soMkhakha weMfundo noQeqesho ngohwebo lomkhakha kazwe lonke, oshicilelwe isiqiniseko semvumo.
- (3) Imvumo yesiGungu soMkhakha weMfundo noQeqesho eyizinyanga ezingu-60, kusukela ngelanga okushicilelwe imvumo ngaso.

#### Ukuvuselela imvumo yesimiso

4. (1) ekupheleni kwezinyanga ezingu 60, ngenjongo yezimiselo 3(3) zesigungu soMkhakha weMfundo noQeqesho kunga vuselelwa imvumo yesimiso sesi Gungu womkhakha wemfundo noqeqesho.
- (2) Isicelo semvuselelo singa nikezelwa ku NGqogqoshe ngaphambi kwezinyanga ezingu 12, ngaphambi koku pheliswa kwemvumo yesimiso.
- (3) Uma ngabe uNGqongqoshe unombono wokuthi igunya lomkhakha wemfundo noqeqesho alinalo ilungelo lokunikezwa imvuselelo yesicelo semvumo, uNGqogqoshe unelungelo-
- (a) lokubuyisela isicelo emuva sesiGungu seMfundo noQeqesho ngenjongo yokulungisa okungalungile;
  - (b) noma ahlehlise ithuba elingangezinyanga ezingu 60 kuze kulungiswe konke okufunekayo kusiGungu soMkhakha weMfundo noQeqesho.
- (4) Ushintsho lezimiselo 2 kanye No. 3 lingasetshenziswa uma kuvuselelwa isicelo.

**No. R. 1083****7 September 1999****SKILLS DEVELOPMENT ACT, 1998 (ACT No. 97 OF 1998)****LIST AND SCOPE OF COVERAGE OF SECTOR EDUCATION AND  
TRAINING AUTHORITIES (SETAs)**

I, Membathisi Mphumzi Shepherd Mdladlana, Minister of Labour, acting in terms of Section 9(2) of the Skills Development Act, 1998, hereby publish the List and Scope of coverage of Sector Education and Training Authorities (SETAs) and declare that the provisions of the Schedule hereto, shall be binding with effect from the date of publication of this Notice.

**M. M. S. MDLADLANA****MINISTER OF LABOUR**

SECTOR	SCOPE OF COVERAGE WILL INCLUDE BUT IS NOT LIMITED TO
<p><b>1. Accounting and other Financial services</b></p>	<ul style="list-style-type: none"> <li>▪ Accounting services</li> <li>▪ Asset portfolio management</li> <li>▪ Auditing</li> <li>▪ Business and management consulting</li> <li>▪ Departments of State Expenditure and Finance</li> <li>▪ Development Corporations</li> <li>▪ Financial management</li> <li>▪ Investment entities and trusts</li> <li>▪ Company secretarial services</li> <li>▪ South African Revenue Services</li> <li>▪ Stock brokers, Johannesburg Stock Exchange, the Bond Exchange and Futures Exchange</li> <li>▪ Taxation services</li> </ul>
<p><b>2. Banking</b></p>	<ul style="list-style-type: none"> <li>▪ Central Banking</li> <li>▪ Discount houses, commercial and other banking</li> <li>▪ Building Societies</li> <li>▪ Financial mediation</li> <li>▪ Lease financing</li> <li>▪ Securities dealing</li> <li>▪ Activities ancillary to financial mediation</li> </ul>
<p><b>3. Chemical and Allied Industries</b></p>	<ul style="list-style-type: none"> <li>▪ Chemical related consumer goods: including manufacture of soap, synthetic detergents, shampoos and shaving products, cleansers, washing and scouring powders and cleaning preparations, domestic air fresheners and pesticides, disinfectants, fragrances, cosmetics, deodorants, lotions, hair-dressings, toilet preparations</li> <li>▪ Glass: manufacture, smelting, decorating, distribution, conversion and storage of glass products and the extraction, processing and distribution of industrial minerals and other non-metallic mineral products used in the manufacture of glass</li> <li>▪ <i>Manufacture of vitreous and semi-vitreous china and pottery</i>, including table and kitchen ware; plumbing and bathroom fittings; art, ornamental and industrial pottery and other miscellaneous pottery</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Manufacture and distribution of organic and inorganic chemicals</li> <li>▪ Manufacture and marketing of explosives</li> <li>▪ Manufacture, formulation and distribution of fertilisers and related products</li> <li>▪ Manufacture, sale and distribution of speciality chemicals</li> <li>▪ Manufacture and distribution of surface coatings</li> <li>▪ Acquisition, importation, manufacture, supply, distribution, storage and blending of finished or partly finished petroleum product</li> <li>▪ Operations concerned with the exploration and testing for natural gas deposits</li> <li>▪ Oil and gas well operations</li> <li>▪ Storage and marketing of petroleum products (excluding service stations)</li> <li>▪ Manufacture of pharmaceutical products</li> <li>▪ Conversion of plastics polymers</li> <li>▪ Manufacture and supply of industrial rubber</li> </ul>
<p><b>4. Clothing, Textiles, Leather and Footwear</b></p>	<p>To include enterprises engaged in the sorting, weighing, cataloguing, washing, cleaning, scouring, ginning, fibre-working, spinneret fibre production, blending, carding, combing, spinning, winding, twisting, warping, sizing, drawing-in, weaving, knitting, plaiting, braiding, preparation and dyeing, bleaching, raising, finishing, textile printing and designing of natural and man-made fibres to produce</p> <ul style="list-style-type: none"> <li>▪ Woven fabrics</li> <li>▪ Knitted fabrics</li> <li>▪ Felted fabrics</li> <li>▪ Non-woven fabrics and products</li> <li>▪ Blankets and blanketing</li> <li>▪ Lace, crocheted fabrics and embroidery</li> <li>▪ Braided and plaited products</li> <li>▪ Matting, mats, cord, ropes, twine, nets and netting</li> <li>▪ Carpets, rugs, carpet tiles and carpeting</li> <li>▪ Making up of domestic textiles and bags from company produced fabrics</li> </ul>

	<p>The following will also be covered:</p> <ul style="list-style-type: none"> <li>▪ Millinery</li> <li>▪ Dressing and dyeing of fur and manufacture of fur articles</li> <li>▪ Tanning and dressing of leather</li> <li>▪ Manufacture of luggage, handbags, saddlery and harnesses</li> <li>▪ Manufacture of travel goods</li> <li>▪ Manufacture of footwear</li> <li>▪ Manufacture of tents, tarpaulins and other canvas goods</li> </ul>
<p><b>5. Construction</b></p>	<ul style="list-style-type: none"> <li>▪ Bricklaying</li> <li>▪ Brick-making</li> <li>▪ Building installation, services and completion</li> <li>▪ Building/construction project management</li> <li>▪ Built environment professionals</li> <li>▪ Carpentry</li> <li>▪ Ceiling and partition erection</li> <li>▪ Civil engineering</li> <li>▪ Concreting and precast building and civil engineering projects</li> <li>▪ Conservation, restoration and refurbishment of buildings</li> <li>▪ Construction of water supply, sewerage and storm water infrastructure</li> <li>▪ Construction, maintenance and repair of roads, runways, bridges, tunnels and related structures</li> <li>▪ Construction management and supervision</li> <li>▪ Demolition of buildings and structures</li> <li>▪ Dimensional stone trades</li> <li>▪ Excavations, earth moving and tunnelling</li> <li>▪ Fencing</li> <li>▪ Floor covering</li> <li>▪ Glazing</li> <li>▪ Joinery</li> <li>▪ Manufacture and installation of refractory products</li> <li>▪ Manufacture, assembly and installation of aluminium components, e.g. windows and skylights</li> <li>▪ Manufacture of tiles and sanitary ware</li> <li>▪ Painting and decorating</li> <li>▪ Plant operation</li> <li>▪ Plastering, tiling and paving</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Plumbing</li> <li>▪ Cutting, bending and fixing steel</li> <li>▪ Road surfacing</li> <li>▪ Scaffolding</li> <li>▪ Shop-fitting</li> <li>▪ Shoring and piling</li> <li>▪ Shuttering</li> <li>▪ Site preparation</li> <li>▪ Structural steel and cladding contracting</li> <li>▪ Waterproof contracting</li> </ul>
6. Defence	<ul style="list-style-type: none"> <li>▪ <i>Department of Defence personnel</i></li> <li>▪ <i>Staff from Foreign Services.</i></li> </ul>
7. Education, Training and Development Practices	<ul style="list-style-type: none"> <li>▪ Public and private education and training providers</li> <li>▪ Research institutes and organisations</li> <li>▪ Examination and assessment bodies</li> <li>▪ NGOs involved in education and training development</li> <li>▪ Trade Union employees</li> <li>▪ Political organisation employees</li> </ul>
8. Energy	<ul style="list-style-type: none"> <li>▪ Generation of electrical energy</li> <li>▪ Transmission of energy</li> <li>▪ Distribution of energy</li> <li>▪ Energy research and development</li> <li>▪ Project management, maintenance and operation of electrical generation plants and systems</li> <li>▪ Marketing and sales of energy</li> <li>▪ Manufacture of gas</li> <li>▪ Electrical contractors</li> <li>▪ Renewable energy</li> </ul>
9. Food	<p>Manufacture of:</p> <ul style="list-style-type: none"> <li>▪ Prepared and preserved meat</li> <li>▪ Lard and other edible fats</li> <li>▪ Canned, preserved and processed fish, crustaceans and other similar food</li> <li>▪ Dairy products, including milk processing, butter and cheese, ice cream and other edible creams and milk powders</li> <li>▪ Bakery products</li> <li>▪ Chocolate and sugar confectionery</li> <li>▪ Macaroni, noodles, couscous and other farinaceous products</li> <li>▪ Canned, preserved, processed and dehydrated fruit and vegetables, including fruit pulp and juice extracts</li> <li>▪ Food products including tea, coffee, nut foods, spices, condiments, vinegar,</li> </ul>



<p><b>10. Forestry, Furniture, Pulp &amp; Paper Board, and Wood Products</b></p>	<p>yeast, egg products and soups</p> <ul style="list-style-type: none"> <li>▪ Forestry and related services</li> <li>▪ Logging and related services</li> <li>▪ Saw milling and planing of wood</li> <li>▪ Manufacture of veneer sheets, plywood, laminboard, particle board and other panels and boards</li> <li>▪ Manufacturers of builders carpentry and joinery</li> <li>▪ Manufacture of wooden containers</li> <li>▪ Manufacture of other wooden products</li> <li>▪ Manufacture of pulp, paper and board</li> <li>▪ Manufacture of bedding, mattresses, curtaining and blinds</li> </ul>
<p><b>11. Health and Welfare</b></p>	<ul style="list-style-type: none"> <li>▪ Hospital services in the public and private sectors including clinics</li> <li>▪ Medical and dental activities and services</li> <li>▪ Nursing services</li> <li>▪ Paramedical services</li> <li>▪ Blood transfusion services</li> <li>▪ Pharmacy services</li> <li>▪ Allied health services</li> <li>▪ Environmental Health risks management including occupational hygiene services</li> <li>▪ Social developmental activities</li> </ul>
<p><b>12. Information Systems (IT), Electronics and Telecommunication Technologies</b></p>	<p><i>Information technology</i></p> <ul style="list-style-type: none"> <li>▪ Business system development</li> <li>▪ IT system design</li> <li>▪ IT project management</li> <li>▪ IT total business solutions</li> <li>▪ IT outsourcing services</li> <li>▪ IT support services</li> <li>▪ IT call centres</li> </ul> <p><i>Electronics</i></p> <ul style="list-style-type: none"> <li>▪ Electronic components</li> <li>▪ Consumer electronics</li> <li>▪ Computer hardware</li> <li>▪ Defence electronics</li> <li>▪ Medical electronics</li> <li>▪ Office/business electronics</li> <li>▪ Power electronics</li> <li>▪ Process control and automation</li> <li>▪ Security systems</li> <li>▪ Test and measurement instruments</li> <li>▪ Product development</li> <li>▪ Services, manufacturing and assembly</li> </ul> <p><i>Telecommunications</i></p>

	<ul style="list-style-type: none"> <li>▪ Access networks</li> <li>▪ Transmission media</li> <li>▪ Signal distribution</li> <li>▪ Project management</li> <li>▪ Business services</li> <li>▪ Outsourcing services</li> <li>▪ Support services (including installation and commissioning)</li> <li>▪ Specialist consultancy</li> </ul>
<p><b>13. Insurance</b></p>	<ul style="list-style-type: none"> <li>▪ Insurance and pension funding (excluding compulsory social security)</li> <li>▪ Life insurance</li> <li>▪ Pension funds</li> <li>▪ Medical aid funding</li> <li>▪ Trust companies</li> <li>▪ Funeral insurance</li> <li>▪ Intermediaries</li> <li>▪ Re-insurance</li> </ul>
<p><b>14. Local Government, Water and Related Services</b></p>	<ul style="list-style-type: none"> <li>▪ Air and pollution regulation;</li> <li>▪ Building regulations;</li> <li>▪ Management of child car facilities;</li> <li>▪ Electricity and gas reticulation;</li> <li>▪ Fire fighting services;</li> <li>▪ Community health clinics and services;</li> <li>▪ Water and sanitation services;</li> <li>▪ Sewerage;</li> <li>▪ Town planning and land use management;</li> <li>▪ Public transport services;</li> <li>▪ Traffic licensing and traffic management and parking;</li> <li>▪ Traffic management and traffic law enforcement;</li> <li>▪ Municipal law enforcement;</li> <li>▪ Metro police;</li> <li>▪ Ambulance services;</li> <li>▪ Marine safety;</li> <li>▪ Rates, taxes and financial administration;</li> <li>▪ Municipal markets;</li> <li>▪ Abattoirs;</li> <li>▪ Management of billboards and the display of advertisements in public places;</li> <li>▪ Noise pollution;</li> <li>▪ Promotion of local tourism;</li> <li>▪ Disaster management;</li> <li>▪ Municipal planning</li> <li>▪ Municipal airports</li> <li>▪ Parks and gardens</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Local economic development</li> <li>▪ Pontoons, jetties, ferries, piers and harbours</li> <li>▪ Storm water management in built up areas</li> <li>▪ Road maintenance and repair;</li> <li>▪ Refuse collection and disposal and solid waste disposal;</li> <li>▪ Trading regulations including street trading;</li> <li>▪ Street lighting;</li> <li>▪ The maintenance and management of cemeteries, parks and gardens, markets, sporting facilities, libraries, amenities, zoos, abattoirs, municipal airports and beaches;</li> <li>▪ Licensing of dogs and providing facilities for the care, control and burial of animals; and</li> <li>▪ Control of liquor and food selling to the public.</li> <li>▪ Waste management</li> <li>▪ Maintenance and management water supply services</li> </ul>
<p><b>15. Media, Publishing, Printing and Packaging</b></p>	<ul style="list-style-type: none"> <li>▪ Motion picture and video production and distribution</li> <li>▪ Radio and television production</li> <li>▪ Publishing</li> <li>▪ Printing and packaging</li> </ul>
<p><b>16. Mining and Minerals</b></p>	<p><i>Underground mining</i></p> <ul style="list-style-type: none"> <li>▪ Thin tabular operations</li> <li>▪ Thick tabular operations</li> <li>▪ Massive mining operations</li> <li>▪ Coal and ignite operations</li> <li>▪ Extraction of crude petroleum and natural gas</li> </ul> <p><i>Surface mining</i></p> <ul style="list-style-type: none"> <li>▪ Quarrying/dimension stone operations</li> <li>▪ Open cast/strip mining operations</li> <li>▪ Open pit operations</li> <li>▪ Alluvial operations</li> <li>▪ Marine mining operations</li> <li>▪ Coastal mining operations</li> </ul> <p><i>Downstream mineral beneficiation</i></p> <ul style="list-style-type: none"> <li>▪ Extraction and evaporation salts</li> <li>▪ Manufacture of cement</li> <li>▪ Manufacture of jewellery</li> <li>▪ Cutting and polishing of precious and non-precious minerals</li> </ul>
<p><b>17. Metal Engineering, Plastics,</b></p>	<p><i>Retail motor industry and component</i></p>

<p><b>Motor Retail, Auto Manufactures and New Tyre and Rubber</b></p>	<p><i>manufacture</i></p> <ul style="list-style-type: none"> <li>▪ Manufacture and supply of components, parts and accessories for motor vehicles</li> <li>▪ Activities of specialised automotive engineering workshops working primarily for the motor trade</li> <li>▪ Panel-beating and spray painting of automotive bodies</li> <li>▪ Sale (new and second hand), maintenance and repair of cars, motorcycles, light, medium and heavy commercial vehicles, tractors and irrigation equipment</li> <li>▪ Retail trade in automotive fuel</li> <li>▪ Retreading and rebuilding of tyres</li> </ul> <p><i>Auto manufacture, tyre and rubber</i></p> <ul style="list-style-type: none"> <li>▪ Manufacture and assembly of motor vehicles</li> <li>▪ Manufacture of rubber products, principally tyres and tubes</li> </ul> <p><i>Metal and Engineering</i></p> <p>Manufacture of:</p> <ul style="list-style-type: none"> <li>▪ Basic metals</li> <li>▪ Basic precious and non-ferrous metals</li> <li>▪ Fabricated metal products</li> <li>▪ Structural metal products</li> <li>▪ Tanks, reservoirs and steam generators</li> <li>▪ Cutlery, hand tools and general hardware</li> <li>▪ Metal containers, cables, wire products, springs and metal fasteners</li> <li>▪ Engines and turbines</li> <li>▪ Pumps, compressors, taps and valves</li> <li>▪ Machinery for mining, quarrying and construction</li> <li>▪ Machinery for food, beverage and tobacco processing</li> <li>▪ Machine tools</li> <li>▪ Machinery for metallurgy</li> <li>▪ Radiators</li> <li>▪ Air-conditioning and refrigeration equipment, and its design and installation</li> <li>▪ Railway and tramway locomotives and rolling stock</li> <li>▪ Machinery for textile, clothing and leather goods production</li> <li>▪ Weapons and ammunition</li> </ul>
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<p><i>[Faint, illegible text in the left column of the table]</i></p>	<ul style="list-style-type: none"> <li>▪ Household appliances</li> <li>▪ Electric motors, generators and transformers</li> <li>▪ Electricity distribution and control apparatus</li> <li>▪ Insulated wires and cables</li> <li>▪ Accumulators, primary cells and batteries</li> <li>▪ Electric lamps and lighting equipment</li> <li>▪ Bearings, gears and driving equipment</li> <li>▪ Ovens, furnaces and furnace burners</li> <li>▪ Lifting and handling equipment</li> <li>▪ General purpose machinery</li> <li>▪ Agricultural and forestry machinery</li> <li>▪ Aircraft</li> <li>▪ Other types of transport equipment</li> <li>▪ Motor cycles, bicycles and invalid carriages</li> <li>▪ Metal furniture</li> <li>▪ Metal casting</li> <li>▪ Forging, pressing, stamping and roll forming treatment of metal</li> <li>▪ Treatment and coating of metals</li> <li>▪ Contract mechanical engineering</li> <li>▪ Building and repairing of ships</li> <li>▪ Metal fabrication (links with construction)</li> </ul> <p><i>Plastics</i></p> <ul style="list-style-type: none"> <li>▪ Injection moulding</li> <li>▪ Blow moulding</li> <li>▪ Extrusion</li> <li>▪ Calendaring</li> <li>▪ Rotational moulding</li> <li>▪ Dip coating</li> <li>▪ Compression moulding</li> <li>▪ Cast moulding</li> <li>▪ Powder coating</li> <li>▪ Compounding</li> <li>▪ Laminating</li> <li>▪ Filament winding</li> <li>▪ Thermoforming</li> <li>▪ Foaming</li> <li>▪ Contact moulding</li> <li>▪ Pultrusion</li> <li>▪ GRP/FRP laminating</li> <li>▪ Dip moulding</li> <li>▪ Injection/Stretch blow moulding</li> <li>▪ Flow moulding</li> <li>▪ Spin coating</li> </ul>
<p><b>18. Personal care</b></p>	<ul style="list-style-type: none"> <li>▪ Group and / or personal health and</li> </ul>

	<ul style="list-style-type: none"> <li>fitness</li> <li>▪ Hairdressing</li> <li>▪ Cosmetology and beauty</li> <li>▪ Manufacturing and distribution of hairdressing, nail and beauty products</li> <li>▪ Beauty therapy</li> <li>▪ Embalming</li> <li>▪ Other funeral services</li> </ul>
<b>19. Police, Justice , Security and Correctional Services</b>	<ul style="list-style-type: none"> <li>▪ Police Service</li> <li>▪ Private Security Firms</li> <li>▪ Correctional Services</li> <li>▪ Public Courts</li> <li>▪ Legal Services</li> </ul>
<b>20. Primary Agriculture</b>	<ul style="list-style-type: none"> <li>▪ Growing of fruits, nuts and spice crops</li> <li>▪ Growing of cereals and other crops</li> <li>▪ Growing of vegetables, horticulture and nurseries</li> <li>▪ Farming of cattle, sheep, goats, horses etc., dairy farming</li> <li>▪ Mixed farming</li> <li>▪ Agricultural and animal husbandry</li> <li>▪ Growing of trees</li> <li>▪ Growing of fruit, nuts, beverage and spice crops</li> <li>▪ Fishing, operation of fish hatcheries and fish farms</li> </ul>
<b>21. Public Sector</b>	<ul style="list-style-type: none"> <li>▪ National and provincial departments that perform core public service administrative functions</li> </ul>
<b>22. Secondary Agriculture</b>	<ul style="list-style-type: none"> <li>▪ Intensive production, slaughtering and handling of meat and livestock products</li> <li>▪ Rearing, slaughtering, dressing and packaging of poultry</li> <li>▪ Keeping of hens to produce eggs</li> <li>▪ Feedlotting, slaughtering and dressing of red meat including small game</li> <li>▪ Packing, drying and liquefying of fruit including citrus</li> <li>▪ Processing of wool</li> <li>▪ Farming requisites for the purposes of primary agricultural production</li> <li>▪ Storage and handling of grain</li> <li>▪ Primary processing of cotton including ginning</li> <li>▪ Manufacture of grain mill products</li> <li>▪ Sugar milling and sugar manufacture</li> <li>▪ Tobacco processing</li> <li>▪ Manufacture of prepared animal feeds</li> <li>▪ Manufacture, import and distribution</li> </ul>

<p><b>23. Services</b></p>	<p>of prepared pet foods</p> <ul style="list-style-type: none"> <li>▪ Postal and courier services</li> <li>▪ Real estate</li> <li>▪ Rental services</li> <li>▪ Market research and polling</li> <li>▪ Marketing</li> <li>▪ Advertising</li> <li>▪ Labour recruitment</li> <li>▪ Cleaning services</li> <li>▪ Other business support services</li> </ul>
<p><b>24. Sports, Arts, Culture and Entertainment.</b></p>	<ul style="list-style-type: none"> <li>▪ Sporting environment including private clubs and all aspects of sport administration.</li> <li>▪ Horse racing clubs</li> <li>▪ Dramatic arts, music and other cultural activities</li> <li>▪ Libraries, museums and other cultural activities</li> </ul>
<p><b>25. Tourism and Hospitality</b></p>	<ul style="list-style-type: none"> <li>▪ Hotels and restaurants</li> <li>▪ Provision of short-stay accommodation</li> <li>▪ Restaurants, bars, canteens and other catering services</li> <li>▪ Travel agencies and related activities</li> <li>▪ Destination Management</li> <li>▪ Motor car rental services</li> <li>▪ Conservation, game parks and zoological establishments</li> </ul>
<p><b>26. Transport</b></p>	<ul style="list-style-type: none"> <li>▪ Railways</li> <li>▪ Urban, sub-urban and inter-urban bus and coach services</li> <li>▪ School transport</li> <li>▪ Taxis</li> <li>▪ Freight transport by road</li> <li>▪ Coastal shipping</li> <li>▪ Ocean shipping</li> <li>▪ Cargo handling</li> <li>▪ Storage and warehousing</li> <li>▪ Air transport</li> <li>▪ Other transport services</li> <li>▪ Civil Aviation</li> </ul>
<p><b>27. Wholesale and Retail</b></p>	<ul style="list-style-type: none"> <li>▪ Wholesale trade on a fee or contracting basis</li> </ul> <p><i>Wholesale trade in:</i></p> <ul style="list-style-type: none"> <li>▪ Agricultural raw materials, livestock, food, beverages and tobacco</li> <li>▪ household goods</li> <li>▪ non-agricultural intermediate products, waste and scrap</li> <li>▪ metal ores</li> <li>▪ construction materials</li> </ul>

	<ul style="list-style-type: none"><li>▪ machinery, equipment and supplies</li></ul> <p><i>Retail trade in:</i></p> <ul style="list-style-type: none"><li>▪ food, beverages and tobacco</li><li>▪ new goods in specialised stores, e.g. chemists, clothes shops</li><li>▪ second hand goods in stores</li><li>▪ outlets other than stores, e.g. mail order</li><li>▪ repair of personal and household goods</li></ul>
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**No. R. 1083****7 Septemba 1999****UMTHETHO WOKUTHUTHUKISWA KWAMAKHONO, 1998 (UMTHETHO  
Ino. 97 KA 1998)****UHLU KANYE NENDAWO YESINGUNGU SOMKHAKHA WEMFUNDO  
NOQEQESHO**

Mina, Membathisi Mphumzi Shepherd Mdladlana, UNgqongqoshe wezemiSebenzi ngokwe sahluko 9(2) somthetho ka 1998 saMakhono ka Zwelonke, ngokushicilelwa kohlu kanye nendawo yesiGungu soMkhakha weMfundo noQeqesho noku memezelwa kohlu obopha ukushicilelwa kwesimemezelo ngalosuku oshicilelwe ngaso.

**M. M. S MDLADLANA****UNGQONGQOSHE WEZEMISEBENZI**

<b>IMIKHAKHA</b>	<b>IMIKHAKHA YENDAWO YONKE EHLANGENE NGAPHANDLE EMINYE KOKUVALELA IMIBONO</b>
<p><b>1. Izimali zeNkonzo kanye nokubalwa kwazo</b></p>	<ul style="list-style-type: none"> <li>▪ Ukubalwa kwezemali zenkonzo</li> <li>▪ Ukuphathwa kwempahla kwezinga eliphezulu lezahluko</li> <li>▪ Ukucwaninga izimali</li> <li>▪ Ezemisebenzi ne zokuphathwa kwababonisi</li> <li>▪ Umnyango kahulumeni wezindleko ne zezimali</li> <li>▪ Intuthuko ngobambiswano</li> <li>▪ Ukuphathwa kwezezimali</li> <li>▪ Ukonga</li> <li>▪ Inkampani yabonobhala bezinkonzo</li> <li>▪ Umnyangowezimali zenkonzo yeningizimu afrika</li> <li>▪ Abalulekingezohwebo endaweni yoshintsho lwezimali, ushintsho lwezimali lwamanje nangesikhathi esizayo.</li> <li>▪ Abathengisi bempahla; ushitsho lwazimpahla lwasegoli; ushintsho lwanamhlanje, notshintsho lwakusasa</li> <li>▪ Intelu yezezinkonzo</li> </ul>
<p><b>2. Ibhangi</b></p>	<ul style="list-style-type: none"> <li>▪ Ibhangi eliphakathi</li> <li>▪ Isephulelo sezindlu; kwezohwebo nolunye uhlobo lwamabhangi</li> <li>▪ Umakhiwo wenhlanganyelo</li> <li>▪ Abalamuli bezimali</li> <li>▪ Imvumo yokuqashwa kwezimali</li> <li>▪ Ukubhekana nezokhuseleko</li> <li>▪ Imisebenzi encedisana nokwehlulwa / nokulamulwa kwezimali</li> </ul>
<p><b>3. Izithako nenhlanganyelo yomsebenzi wohwebo</b></p>	<ul style="list-style-type: none"> <li>▪ Izithako zezimpahla ezifana noku thengiswa no ngokwenziwa kwensipho; nomuthi wokugezisa; umuthi wokugeza izinwelwe (shampoo) nomuthi wokuphucula; hlanzisisa; ukuwasha, nentsipho ewashisisayo nehlanzisisayo umakulungisiwe; nomonyana omncane ongenayo nokuhluphayo; nesihlanzisisi; amakha; imityokwenza ubukeke; nesigcobisi makhwapha;</li> </ul>

	<p>ukugcobisa ubuso; ukulungiswa kwezinwele; izinto zendlu yangasese.</p> <ul style="list-style-type: none"> <li>▪ Ingilazi: ukwenza; ukucibilikisa; ukuhlobisa; ukuhleleka; inguquko nokubekwa kahle kwezingilazi kanye no kukhishwa; inguquko nokuhleleka komsebenzi nempahla yohwebo embiwa phansi njengento engasinsimbi evezwayo esetshenziswa ukwenza amangilazi.</li> <li>▪ Ukwenziwa kwezitsha ngobumba; ukufaka itafula nezitsha zasedlini zokudlela; amaphayiphi okudonsa amanzi nendlu yokuhlambela efanele; ubuciko; obuhlotshisiwe nempahla yohwebo yobumba nezinhlobonhlobo ezenziwengobumba.</li> <li>▪ Ukwenza nokuhleleka kwezinto ezinekhakhoni nezingenaso isithako semvelo.</li> <li>▪ Ukwenza nokuthengiswa kweziqhumo (okuqhumayo).</li> <li>▪ Ukwenziwa: nokuhwebisa ngokuhleleka kwesivundiso nokuhambelanayo.</li> <li>▪ Ukwenziwa: kwendali nokuhleleka, nolwazi olukhethiweyo, noluphathelene nezemvelo.</li> <li>▪ Ukwenziwa; kokuqondisa; ukwenziwa: kokunikwa; ukuhleleka; ukubekwa nokuzubanisa okuphelile noma okunye okuvezwayo njengophetroli ongakahlanjululwa.</li> <li>▪ Umsebenzi wokuvivinya ugesi ophathelene nezinto zonke zomhlaba.</li> <li>▪ Uwoyela nogesi osebenzile.</li> <li>▪ Ukubeka nokuthengisa okuxubaniswenisithelo</li> <li>▪ Ukweziwa kwezithelo zemithi.</li> <li>▪ Ukuphedulwa kweplastiki.</li> </ul>
<p><b>4. Izindwangu; ezithungweyo; nezi cathulo zezikhumba</b></p>	<ul style="list-style-type: none"> <li>▪ Ukufaka umsebenzi osongozwayo uthathe izinto ezinhlobonhlobo zezinto; ezisesikalini; ezikukhathaligi; zokugeza; ukuhlanza; ukuphucua; umshini wokuqhathula ukotini; umsipha osebenzile; ukwenziwa</li> </ul>

	<p>kemsipha owandisiwe; ukuxubanisa; uvolo; ikama; ukuphatha; ukusonta; ukugocana; ubukhulu; ukonga; ukuluka; ukukolasha; ukuqhina; ukulungiselela udayi; ukwenzamhlophe; ukwenza amagilebhisi; ukuqeda ukuthungangokucindezela isimosomfanekiso wemvelo nokwenziwe ngezandla okubonakalayo.</p> <ul style="list-style-type: none"> <li>▪ Umshini wendwangu</li> <li>▪ Ukuphica into eyakhiweyo</li> <li>▪ Ukuphatha into eyakhiweyo</li> <li>▪ Umshini ongasiwo wezindwangu oveziweyo</li> <li>▪ Zingubo</li> <li>▪ Umchilo; ukukhilosha into engabayingubo engumfekethiso</li> <li>▪ Ukuluka umqhino oveziweyo</li> <li>▪ Umata; icansi; umchilo; intambo; intanjana; inethi nokulukwe kufane nenethi</li> <li>▪ Umata; nokundlala njengekhaphethe</li> <li>▪ Okweziwe phezu kwento ethungiweyo nesaka elivela ezikampanini zezingubo</li> <li>▪ Lezi ezilandelayo zivikelekile:</li> <li>▪ Owenza izigqoko zabetesifazane</li> <li>▪ Ukuqgoka nokudaya ubuye nokwenziwa kwempahla ngoboya</li> <li>▪ Ukuqgoka ingubo ensundu yesikhumba</li> <li>▪ Ukwenziwa kwezikhwama zokuthwala impahla yendlela nokubophela izinwele</li> <li>▪ Ukwenziwa kwezingubo zohambo</li> <li>▪ Ukwenziwa kwezicathulo</li> <li>▪ Ukwenziwa kwamathente; utapolo noseyila wokuvala izimpahla.</li> </ul>
<p><b>5. Ukwakhiwa</b></p>	<ul style="list-style-type: none"> <li>▪ Umbekisitina</li> <li>▪ Umenzisitina</li> <li>▪ Izinto zokufakwa emakhiweni, iziNkonzo nokuphethwa</li> <li>▪ Umakhiwo / ukwakha icebolezokuphathwa</li> <li>▪ Ukwakhiwa kwezinga eliphezulu lempilo</li> <li>▪ Umsebenzi wokubaza / umbazi</li> <li>▪ Isilinginothango lokwahlukanisa</li> </ul>

	<p>isakhiwo</p> <ul style="list-style-type: none"> <li>▪ Umphathi womshini ohloniphekile</li> <li>▪ Amaproject nokuqinisa umakhiwo kanye nomsebenzi wezomphakathi</li> <li>▪ Ukongiwa komhlabathi; ukubuyisanokufakwa kwe fenisha entsha kusakhiwa esilingisiwe</li> <li>▪ Ukwakhelwa kwamanzi alondolozwayo; iphayiphiloku thwala okungcolile namanzi ezangamandla anyakaziswa izinsika</li> <li>▪ Ukwakhiwa, ukulondolozwa nokulungiswa kwemigwaqo nezindlelazezinyawo; amabhohlo amathaneli kanye nezinye.</li> <li>▪ Umhloli wokuphathwa kwezakhiwo</li> <li>▪ Ubukhulubamatshe okuhweba</li> <li>▪ Ukugubha, umhlaba onyakazayo nethanela</li> <li>▪ Ucingolokubiyela</li> <li>▪ Iphansi elivalekile</li> <li>▪ Ukufaka ingilazi</li> <li>▪ Umsebenzi wokubaza amapulangi</li> <li>▪ Ukwenza nokufaka izimali</li> <li>▪ Ukwakha; ukuhlanganisa nokufaka izincezu ze alumina; umzekelo amawindo kanye nezibani</li> <li>▪ Ukwakhiwa kwamatiyelinezintozendlu yangasese</li> <li>▪ Ukupenda noma ukuhlobisa</li> <li>▪ Isikhumulo sezemisebenzi</li> <li>▪ Ukupulesitela, uthayela noma ukulungisa</li> <li>▪ Umsebenzi wamaphayiphi</li> <li>▪ Ukubaza; ukugobanokulungisa insimbi noma ukulungisa insimbi</li> <li>▪ Ukulungiswa kwendlela</li> <li>▪ Isikafula</li> <li>▪ Isitolo esifanelekile</li> <li>▪ Ukubeka imikhumbi</li> <li>▪ Indawo efihlekile</li> <li>▪ Amabala alungisiwe</li> <li>▪ Amanzi avikelekile le esivumelwano</li> </ul>
6. <b>UkuKhusela</b>	<ul style="list-style-type: none"> <li>▪ Umyango wabasebenzi kwezoKhuselo</li> <li>▪ Abasebenzi bomnyango wezamazwe.</li> </ul>
7. <b>Ezemfundo, noQeqesho</b>	<ul style="list-style-type: none"> <li>▪ Abafundisa kuhulumeni kanye nasese.</li> </ul>

<p><b>ngeNtuthuko ejwayelekile</b></p>	<ul style="list-style-type: none"> <li>▪ Ukuhlolwa komthetho nezinhlango.</li> <li>▪ Ukuhlolwa okunqunywe umkhandlu</li> <li>▪ Ongasiwo umyango wezemfundo nokufundiswa ngentuthuko.</li> <li>▪ Abasebenzi bomkhandlu wabasebenzi.</li> <li>▪ Abasebenzi beqembu labopolotiki..</li> </ul>
<p><b>8. Umfutho</b></p>	<ul style="list-style-type: none"> <li>▪ Umfutho siwuthola esibanini selektriki</li> <li>▪ Ukuhlanyelwa komfutho</li> <li>▪ Ukwabelwa komfutho</li> <li>▪ Impumelelo yocwaningo lomfutho</li> <li>▪ Ukuthengisa ngomfutho endalini</li> <li>▪ Ukwenziwa kukagesi</li> <li>▪ Isibanisikaletriki esisetshenziswa ekhontilakini.</li> <li>▪ Ukuvuselelwa komfutho</li> </ul>
<p><b>9. Ukudla</b></p>	<ul style="list-style-type: none"> <li>▪ Ukulungiselwa nokuvikelwa kwenyama</li> <li>▪ Ukwenziwa kwama futha engulube kanye namanye amafutha.</li> <li>▪ Ukugcinwa emathinini, ukuvikelwa nokwenziwa kwenhlanzi, nokunye ukudla okuhambelanayo.</li> <li>▪ Izidlo zobisi, kanye nokwenziwe ngobisi, ubhotela, ushizi, nokhilimi kanye nobisi olomile.</li> <li>▪ Ukwenziwa kwamakhekhe.</li> <li>▪ Izimboni zoshukela namaswidi kanye nokunye..</li> <li>▪ Ukugcinwa emathinini, ukuvikeleka, nokomiswa kwezithelo, imifino kanye nezithelo ezigxotshiwe, nezoketshezi.</li> <li>▪ Izidlo ezinjengetiye, ikhofi, amantongomane, amaqanda, isobho, kanye nakho konke okuhambelana nokudla.</li> </ul>
<p><b>10. Amahlathi, izimpahla zendlu, iphepha eligxotshiwe, kanye nokwenziwa ngemithi.</b></p>	<ul style="list-style-type: none"> <li>▪ Imisenzi yamahlathi nexhumene nayo.</li> <li>▪ Imisebenzi yamagatshana kanye nexhumene nayo.</li> <li>▪ Umshini wokugaya kanye nobuciko bomuthi.</li> <li>▪ Ukwenziwa kweshidi, imithi, nohlamvu lemithi, kanye nokunye kwemithi.</li> <li>▪ Ukwenziwa kwezakhiwo zokubaza</li> <li>▪ Ukwenziwa kwemithi yokuphatha.</li> <li>▪ Ukwenziwa kwezinye izinto zemithi.</li> <li>▪ Ukwenziwa kwephepha eligxotshiwe,</li> </ul>

	<p>kanye nephephanebhodi.</p> <ul style="list-style-type: none"> <li>▪ Ukwenziwa kwemibhede kanye nepulanga emafasiteleni.</li> </ul>
<p><b>11. Ezempilo neZenhlalakahle</b></p>	<ul style="list-style-type: none"> <li>▪ Isibhedlela seNkonzo zomphakathi nokufaka umtholampilo ongasese.</li> <li>▪ Imithi yokwe lapha neyamazinyo yokusebenza nezinkonzo</li> <li>▪ Umongi wezenkonzo.</li> <li>▪ Izinkonzo zosizo oluphambili / izinkonzo zosizolokuqala.</li> <li>▪ Izinkonzo ezisizangegazi</li> <li>▪ Izinkonzo zekhemisi.</li> <li>▪ Izinkonzo zosizolwezempilo.</li> <li>▪ Ukufaka izinkonzo zempilo endaweni engahlanzekile nokuphathwa kwazo.</li> <li>▪ Imisebenzi yentuthuko yomphakathi.</li> </ul>
<p><b>12. Indlela yolwazi, Nezogesi kanye yokuxhumana ephucukile</b></p>	<p>Ukusetshenziswa kolwazi ngendlela ephucukile</p> <ul style="list-style-type: none"> <li>▪ Ukuthuthukiswa kwendlela yohwebo</li> <li>▪ Ukwenziwa kwendlela yolwazi.</li> <li>▪ Ukuphathwa komsebenzi wolwazi</li> <li>▪ Uhwebo lendlelayolwazi</li> <li>▪ Ukuhwebela ngaphandle kwendlela yolwazi.</li> <li>▪ Ukusizana ngomsebenzi wolwazi.</li> <li>▪ Ukuvulwa kweziteshi zolwazi.</li> </ul> <p>Ezogesi</p> <ul style="list-style-type: none"> <li>▪ Izingxenye zemishini kagesi.</li> <li>▪ Abathengi bemishini kagesi.</li> <li>▪ Imishini yangaphandle yobuciko.</li> <li>▪ Imishini yokuzivikela kagesi.</li> <li>▪ Imishini yempilo kagesi.</li> <li>▪ Imishini yezohwebo kagesi.</li> <li>▪ Amandla emishini kagesi.</li> <li>▪ Ukusetshenziswa kwemishini.</li> <li>▪ Imishini ekhuselayo</li> <li>▪ Imishini yolwazi nokubala.</li> <li>▪ Ukuthuthukiswa kwezohwebo.</li> <li>▪ Imisebenzi yokwakha nokuhlanganisa.</li> </ul> <p>Ukuxhumana</p> <ul style="list-style-type: none"> <li>▪ Ukuvikelwa kwendlela yokuxhumana.</li> <li>▪ Ukusakazwa kwezindaba.</li> <li>▪ Ukubukiswa kokuxhumana.</li> <li>▪ Ukuphatha umsebenzi wokuxhumana.</li> <li>▪ Indlela yokuhweba.</li> <li>▪ Indlela yokuhwebela ngaphandle.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Imisebenzi yendlela yokuxhumana.</li> <li>▪ Ukusetshenziswa kosomaqha</li> </ul>
<p><b>13. Umshwalense</b></p>	<ul style="list-style-type: none"> <li>▪ Izimali zomshwalanse nomhlalaphansi ngaphandle kwemali yomhlalaphansi kahulumeni.</li> <li>▪ Umshwalensi wokuphila.</li> <li>▪ Imali yomhlala phasi, nemali yesikhwama sempilo.</li> <li>▪ Inhlango yemali yezinkampani.</li> <li>▪ Umshwalensi wezindleko zokungcwaba.</li> <li>▪ Izinkampani eziphakathi.</li> <li>▪ Ukubuyela kumshwalense.</li> </ul>
<p><b>14. Umnyango wesifunda sanga Phakathi; wamanzi nokuhlanganyelwakwe ziNkonzo</b></p>	<ul style="list-style-type: none"> <li>▪ Umthetho wo moya kanye nokudungwa kwawo.</li> <li>▪ Umthetho wezakhiwo.</li> <li>▪ Ukuphathwa kwezindawozezingane.</li> <li>▪ Ukusetshenziswa kukagesi.</li> <li>▪ Imisebenzi yezicima mililo.</li> <li>▪ Imisebenzi yomphakathi wezibhedlela zempilo.</li> <li>▪ Imisebenzi yamanzi kanye nezempilo.</li> <li>▪ Amaphayiphi okuchitha ukungcola.</li> <li>▪ Ubucikobedolobha kanye nokusetshenziswa komhlaba.</li> <li>▪ Imisebenzi yezothutho yomphakathi.</li> <li>▪ Imisebenzi yokushicilelwa kwezimvumo zokushayela kanye namaphoyisa endlela.</li> <li>▪ Ukusetshenziswa kwemithetho yezifunda zangaphakathi.</li> <li>▪ Amaphoyisa wesifunda sangaphakathi.</li> <li>▪ Imisebenzi yezinqola zeziguli.</li> <li>▪ Imithetho ebheke ukukhuseleka kwabase lwandle.</li> <li>▪ Imithetho yezimali zentela kanye nokuhlala emedolobheni.</li> <li>▪ Imithetho yezohwebo yeminyango yangaphakathi.</li> <li>▪ Imithetho yalapho kuhlinzwa khona.</li> <li>▪ Imithetho yokuthengisa nokufakela imibukiso emphakathini.</li> <li>▪ Imithetho ebhekene nemisindo emphakathini.</li> <li>▪ Ukuthuthukiswa kwabavakashi kunnyango wanga phakathi.</li> </ul>



	<ul style="list-style-type: none"> <li>▪ Umthetho obhekene nezigemegeme ezenzeka emphakathini.</li> <li>▪ Ubuciko obenziwa umnyango wezangaphakathi.</li> <li>▪ Umsebenzi wesiteshi zezindiza zomnyango wangaphakathi.</li> <li>▪ Umsebenzi obheke izindawo zokuphumula nezimbali.</li> <li>▪ Ukuthuthukiswa kwezohwebo zomnyango wangaphakathi.</li> <li>▪ Ukuthuthukiswa kwezindawo zasogwini, nezokuncebeleka kanye nezobuciko nama siko.</li> <li>▪ Ukulungiswa kwezindawo zalapho kuma khona amanzi.</li> <li>▪ Ukulungiswa kwemigwaqo.</li> <li>▪ Ukulungiswa kokungcola emphakathini.</li> <li>▪ Imithetho ebhekene nosomabhizinisi kanye nabancane.</li> <li>▪ Ukukhanyisa emigwaqeni.</li> <li>▪ Ukuphathwa nokulungiswa kwamathuna, izindawo zokuphumula, izingadi, ezohwebo, ezemidlalo, ezoqeqesho, ezezilwane, ezokuhlinza, ezezindiza kanye nezasegwini.</li> <li>▪ Imithetho yokufunwa kwezinja kanye nezindawozazo, nomathuna azo.</li> <li>▪ Imithetho yokuhweba ngotshwala kanye nokudla emphakathini.</li> </ul>
<p><b>15. Ezezindaba, ukukhipha izincwadi, ukucindezela amaphepha kanye nokupakisha</b></p>	<ul style="list-style-type: none"> <li>▪ Ukuthatha izithombe, ukuzihlanganisa ngomabona kude, nokuthengisa.</li> <li>▪ IRadio nomabanakude.</li> <li>▪ Ukucindezela amaphepha kanye noku pakisha.</li> </ul>
<p><b>16. Okumbiwa emgodini nanga phansi komhlaba</b></p>	<ul style="list-style-type: none"> <li>▪ Okumbiwa ngaphansi komhlaba</li> <li>▪ Uhlu oluncane lomsebenzi</li> <li>▪ Uhlu olukhulu lomsebenzi</li> <li>▪ indlela enkulu yokumba emgodini</li> <li>▪ indlela yokumba amalahle</li> <li>▪ ukumbiwa kukaphethroli ongahlangene kanye nogesi wendalo.</li> <li>▪ Okumbiwa emhlabeni</li> <li>▪ Ukwenziwa ngokumbiwe emhlabeni</li> </ul>
<p><b>17. Imishini yezinsimbi, Amapulastiki, Ukuthengiswa</b></p>	<ul style="list-style-type: none"> <li>▪ Uhwebo lokuthengisa izinqola, kanye nokwenziwa kwezingxenye zezinqola</li> </ul>

**kwezingqola, Ukwenziwa  
kwezingqola, Amasondo ezinqola  
kanye NeRabha**

- Ukwenziwa nokuthengiswa kwezingxenye zezinqola
- Izimboni zobuciko zemishini yezimoto kanye nohwebo lazo.
- Izimboni ezilungisa imizimba yezimoto.
- Uhwebo lokuthengisa izimoto ezintsha nezindala, zilungiswe, izithuthuthu, ezincane, neziphakathi, nezinkulu, ogandaganda, kanye nezokulima.
- Uhwebo lokuthengisa amafutha ezinqola.
- Uhwebo lokuthengisa amathayela amasha namadala.
- Ukwenziwa kwezingqola, othayela kanye nerabha
- Ukwenziwa kwezingqola.
- Ukwenziwa kwerabha kanye nothayela.
- Imishini yensimbi kanye nePulasitiki imishini yensimbi

**Ukwenziwa:**

- Kwensimbi
- Insimbi ehlanjiwe nengahlanjiwe
- Insimbi exutshiwe
- Insimbi eqondile.
- Imishini yezinqola ezinkulu.
- Ezokudla, zamathulusi kanye nokunye.
- Izinsimbi zokuphatha, izintambo zikagesi.
- Izinjini zezimoto.
- Izifutho, izicindezelo, izimpompi, nezokuvala.
- Imishini yemigodi, amatshe, kanye nezokwakha.
- Imishini yokudla, yophuzo kanye nogwayi.
- Imishini yamathulusi.
- Imishini yezinsimbi
- Imishini epholisa izimoto.
- Imishini efaka umoya opholile kanye nebandisa ukudla nokwakhiwa kwayo
- Ujantshi kanye nemishini esusa amatshe.
- Imishini yezimpahla, nezikhumba.
- Izikhali nezinhlavu.
- Imishini yezimpahla zendlu.

*[Faint, illegible text, likely bleed-through from the reverse side of the page]*

- Imishini yezimoto zikagesi-neyenza ugesi.
- Ukuthunyelwanokubhekwa kukagesi.
- Ukuvimbela izintambo zikagesi.
- Amandla kagesi noma ibhetri.
- Izibani zikagesi kanye nokuhambelana nogesi.
- Izinsimbi zezimoto.
- Izinsimbi zesitofu sikagesi.
- Izinsimbi zokuphakamisa umzimba.
- Umshini oxubaxubene.
- Imishini yezolimo namahlathi.
- Imishini yezindiza.
- Ezinye izinhlobo zemishini yokuthutha.
- Izithuthuthu kanye namabhayisikili.
- Izimpahla zendlu zezinsimbi.
- Izinsimbi ezibunjiwe.
- Izinsimbi zayo yonke inhlobo yokubhala.
- Ukulungiswa nokupendwa kwensimbi.
- Izinsimbi zamankotilaki.
- Izinsimbi zokwakha nokulungisa imikhumbi.
- Izinsimbi ezisetshenziswa uma kwa khiwa.

**Ipulasitiki**

- Eyokujova
- Eyokufutha
- Eyokukhipha
- Eyekhalenda
- Eyokuzungeza
- Eyokubukisa upende
- Eyokucindezela
- Eyokubaza
- Eyokuhlanganisa upende.
- Eyokuxuba
- Eyokukhangisa
- Eyokuzungeza.
- Eyokunquma ukushisa
- Eyokuhlanganisa noketshezi.
- Eyokusondeza.
- Eyokuhluzo
- Eyokukhanya
- Eyokwetha
- Eyokujova

	<ul style="list-style-type: none"> <li>▪ Eyokuntanta</li> <li>▪ Eyokuzungeza ngombala.</li> </ul>
<b>18. Ukuzinakelela komuntu</b>	<ul style="list-style-type: none"> <li>▪ Oyedwa kumbe iningi elibhekane nempilo kanye nokuphila</li> <li>▪ Ukulungisa izinwele</li> <li>▪ Imithi yokwenza ubuso bubukeke.</li> <li>▪ Ukwenza nokuthengisa imithi yezinwele, amazipho kanye nobuso</li> <li>▪ Ukwelapha ubuhle bomzimba</li> <li>▪ Ukulungisa isidumbu ngemithi</li> <li>▪ Neminye emisebenzi yezidumbu.</li> </ul>
<b>19. Amaphoyisa, ezomthetho, abacaphi kanye nezamajele nokulingisa</b>	<ul style="list-style-type: none"> <li>▪ Umsebenzi wamaphoyisa</li> <li>▪ Amaphoyisa angasese</li> <li>▪ Umsebenzi wokulungisa iziboshwa izinkantolo zikahulumeni</li> <li>▪ Umsebenzi wezomthetho</li> </ul>
<b>20. Ezolimo</b>	<ul style="list-style-type: none"> <li>▪ Ukulima izithelo, izindlubu kanye, nokunye</li> <li>▪ Ukulima ukolweni nezinye izilimo</li> <li>▪ Ukulima imifino, izimbali kanye nezingadi</li> <li>▪ Ukufuya izinkomo, izimvu, izimbuzi namahashi nokuthengisa ubisi</li> <li>▪ Ukufuya izinhlobo ezixubene</li> <li>▪ Ezolimo kanye nezinyamazane zemfuyo.</li> <li>▪ Ukulima izihlahla</li> <li>▪ Ukudweba nokufuya izinhlanzi</li> </ul>
<b>21. Isigungu sikahulumeni</b>	<ul style="list-style-type: none"> <li>▪ Umnyango ka zwelonke kanye nezifunda yezenza umsebenzi kahulumeni kanye nemisebenzi</li> </ul>
<b>22. Izimboni zezo limo</b>	<ul style="list-style-type: none"> <li>▪ Okwenziwe ngamandla, nokuphathwa kwenyama nemfuyo.</li> <li>▪ Fuya, silaha, mbathisa ulungisele izinkukhu.</li> <li>▪ Ulungisele izikhukhukazi ezizalela amaqanda.</li> <li>▪ Wondle, usilaha, ubuye ulungisele inyama ebomvu kanye nokunye.</li> <li>▪ Pakisha, womise ubuye wenze uketshezi lezithelo kanye nezithelo zikawolintshi</li> <li>▪ Ukwenziwa kukavolo</li> <li>▪ Izidingo zolimo ezibhekane namandla ezolimo.</li> <li>▪ Ukugcinwa nokulungiswa kwezi</li> </ul>

	<p>nhlamvu zolimo</p> <ul style="list-style-type: none"> <li>▪ Ukwenziwa kukakotini.</li> <li>▪ Ukwenziwa kwezinhlamvu zesigayo</li> <li>▪ Ukwenziwa nokugaywa kukashukela</li> <li>▪ Ukwenziwa kogwayi</li> <li>▪ Ukwenziwa kokudla kwezilwanyana</li> <li>▪ Ukwenziwa, nokuthengiswa kokudla kwezilwanyana ngaphesheya kolwandle.</li> </ul>
<b>23. Ezezinkonzo</b>	<ul style="list-style-type: none"> <li>▪ Isithunywa kwezezinkonzo esi phathelene neposi</li> <li>▪ Ingcebo eyizakhiwa noma umhlabathi</li> <li>▪ Imaliyokuqasha izinkonzo</li> <li>▪ Endaweniyokuvota imakethe iyahlolwa</li> <li>▪ Endalini (ntengiso)</li> <li>▪ Ukukhangisa</li> <li>▪ Ukubuyiswa kwenkantolo yomsebenzi</li> <li>▪ Ukuhlanzeka kwezenkonzo</li> <li>▪ Amanye amabizinisi asiza ezenkoso</li> </ul>
<b>24. Imidlalo, ezobuciko, amasiko kanye nokuncebeleka</b>	<ul style="list-style-type: none"> <li>▪ Indawo yemidlalo kanye nezinhlanganiso zemidlalo yangasese nakho konke okubhekane nezemidlalo nabaphethe umsebenzi wokukhokha.</li> <li>▪ Izinhlangano zemijaho yamashi</li> <li>▪ Umbukiso wobuciko bemidlalo, umculo kanye, neminye imidlalo yamasiko</li> <li>▪ Iqoqolamabhuku, indlu ebeka izinto zasendulo, kanye nokunye kwamasiko.</li> </ul>
<b>25. Uhambo lamazwe nokuncebeleka</b>	<ul style="list-style-type: none"> <li>▪ Izindlu zokuphumula, nokulala kanye nokudla.</li> <li>▪ Izindawo zokulala isikhashana</li> <li>▪ Izindawo zokudla, zophuzo, inkantini, kanye nemisebenzi yokuthengisa ukudla.</li> <li>▪ Indawo esiza izivakashi kanye nemisebenzi yezivakashi.</li> <li>▪ Abaphethe lapho kufikelwa khona.</li> <li>▪ Imisebenzi yokuqashwa kwezinqola.</li> <li>▪ Ukongwa kwemvelo, ukuncebeleka, nombukiso wezinyamazane.</li> </ul>
<b>26. Ezokuthutha</b>	<ul style="list-style-type: none"> <li>▪ Umjantshi</li> <li>▪ UmQeqeshi wezeZinkonzo zamabhasi aselokhishini, esemaphandleni nasedolobheni</li> <li>▪ Izinqola ezithutha emadolobheni nase</li> </ul>

	<p>maphetheleni edolobha.</p> <ul style="list-style-type: none"> <li>▪ Ezokuthutha ezikoleni</li> <li>▪ Ithekisi</li> <li>▪ Izingqola ezithutha impahla yasemoyeni.</li> <li>▪ Ezithutha ngasogwini.</li> <li>▪ Ezithutha olwandle.</li> <li>▪ Ezithutha impahla yolwandle.</li> <li>▪ Izimpahla ezigcinwa ezitolo zempahla.</li> <li>▪ Ezithuthi emoyeni</li> <li>▪ Neminye imisebenzi yokuthutha.</li> </ul>
<p><b>27. Ukuthengisa okukhethiwe nakho konke</b></p>	<p>Inkokhelo noma imvumelwano yohwebo yakho konke.</p> <ul style="list-style-type: none"> <li>▪ Uhwebo lwakho konke:</li> <li>▪ Izimpahla zemvelo nezolimo, imfuyo ukudla, ezophuzo kanye nogwayi, nezimpahla zomuzi.</li> <li>▪ Izithelo zolimo, iziqeqe nokulahliwe.</li> <li>▪ Insimbi ehlangene namatshe.</li> <li>▪ Imishini</li> <li>▪ Uhwebo olulodwa:</li> <li>▪ Ukudla, ezophuzo kanye nogwayi</li> <li>▪ Izimpahla ezintsha zesitolo esikhethiwe ikhemisi isitolo sezimpahla</li> <li>▪ Izitolo zezinto ezindala</li> <li>▪ Izitolo ezihlukile ukuthenga ngeposi</li> <li>▪ Izitolo zokulungisa izinto zabantu nezomuzi.</li> </ul>

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