

UMGCINIMAFI WESIFUNDZA



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

IMANYUWALI YESIGABA 14

**YEMTSETFO WEKWENYUSA
KUFINYELELEKA
KUMNININGWANE, 2000
(UMTSETFO NOMBOLO 2 WANGA-2000)**

UMBHALO WESITSATFU

LITHEBULA LALOKUCUKETFWE

INOMBOLO YEMSHWANA	LIKHASI
1. Singeniso	3
2. Ligunya lemtsetfo	3
3. Umgamu wekusetjentiswa	3
4. Kutfolakala kwemanyuwali	3
5. Sakhiwo senhlangano	4
6. Umbono, umgomo, imisebenti netinsita telitiko	4
6.1. Umbono	4
6.2. Umgomo	4
6.3. Imisebenti	4 – 6
6.4. Tinsita	6
7. Imininingwane yekutsintsana yesiphatsimandla semningwane	
7	
8. Inchazelo nekufinyeleleka kwensitabhuku	8
9. Kuvuselelwa kwemanyuwali	8
10. Emarekhodi	9
10.1. Inchazelo yesihloko netigaba temarekhodi lasesandleni selitiko	9 – 10
10.2. Emarekhodi latfolakala ngaphandle kwekucela	10 – 11
11. Inchubo yekucela	11
12. Tizatfu tekungavumeli kufinyeleleka kumarekhodi	11
13. Tinchlawulo letibhadalwako tesicelo nesatiso sesincumo sekufinyeleleka	11 – 12
14. Emakhambi lakhona macondzana nekutsatsa tinyatselo nobe kwehluleka kutsatsa sinyatselo	12
15. Tinchawulo letimisiwe ngaphasi kwesigaba II sesatiso 187 ku Gazethi yahulumende 15 Indlovana 2002	13 – 14

1. SINGENISO

Lihhovisi leMgcinimafa weSifundza saseLimpopo lasungulwa ngeNgongoni 2004 ngemuva kwekutsi amatiko lamabili akudzala (k.k. Litiko Letetimali Nekutfufukiswa Kwemnotfo) selihlelwe kabusha.

Umtsetfo Wekwenyusa Kufinyeleleka Kumniningwane, 2000 (Umtsetfo nombolo 2 wanga-2000) (Umtsetfo) wamenyetelwa ngeNdlovulenkulu 2001 kwenyusa sive saseNingizimu Afrika lapho khona tonkhe takhamuti tikhona kufinyeleleka ngalokubonakalako kumniningwane, kubasita kusebentisa ngalokuphelele emalungelo abo futsi nekuphokelela lisiko lekuba selubala futsi nelekutiphendvulela emitimbeni yahulumende neyangasese.

2. LIGUNYA LEMTSETFO

Lemanyuwali ihlanganiswe ngekulandzela Sigaba 14 seMtsetfo.

3. UMGAMU WEKUSETJENTISWA

Lemanyuwali isebenta kubo bonkhe basebenti beLitiko.

Ikhophi yalemanyuwali iyatfolakala kuhlolwa ngaphandle kwasenti. Kubonwa kungaphindze kwentiwe kuWebhusayithi yaHulumende waseLimpopo (www.limpopo.gov.za).

4. KUTFOLAKALA KWEMANYUWALI

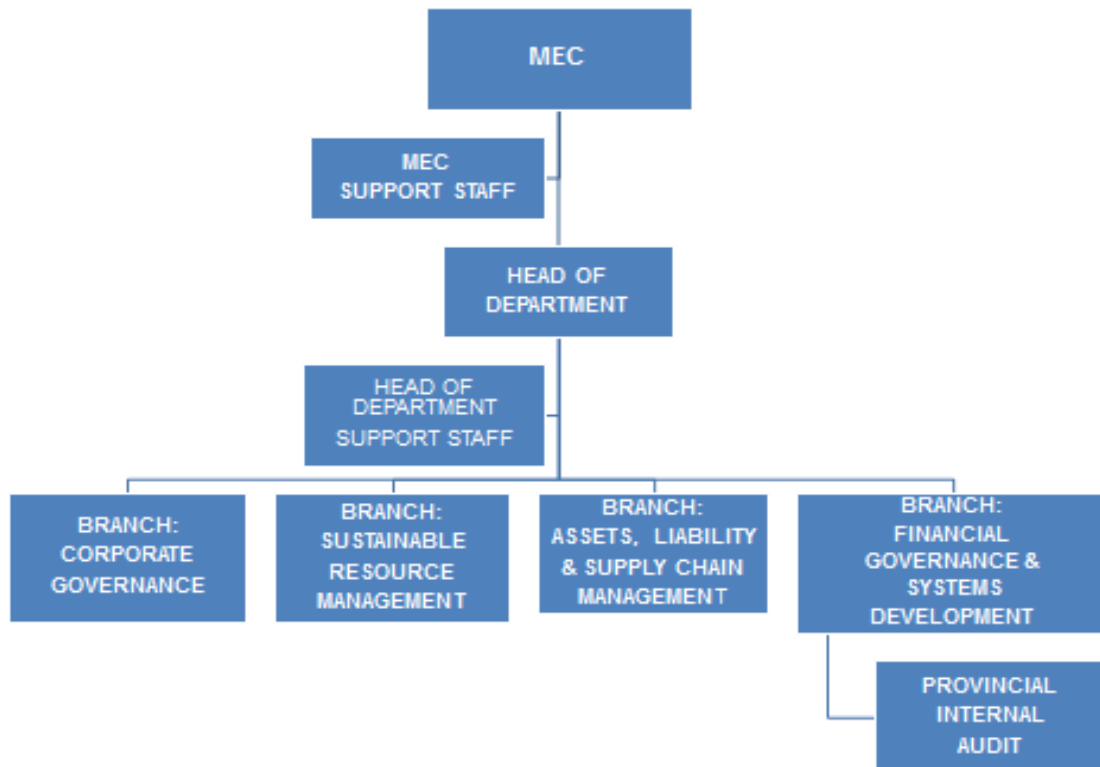
Lemanyuwali itawutfolakala ngaletilwimi letilandzelako:

- Singisi

- Sibhunu
- Sipedu
- Tshivenda
- Sitsonga

5. LUHLAKA LWENHLANGANO

Caphela lamagama ngekhatshi kweluhlaka kumele aguculwe



6. UMBONO, UMGOMO, IMISEBENTI NETINSITA TELITIKO

6.1. UMBONO

Buhle ekuPhatfweni kwemiTfombolusito yaHulumende yekuTfutukisa teNhlalakahle neMnotfo.

6.2. UMGOMO

Kuhlomisa Hulumende weSifundza neweNdzawo kwentela kuphakelwa kwetinsita lokusimeme ngekwengamela lokuhle nekuphatfwa kwemitfombolusito yahulumende.

6.3. IMISEBENTI

Lemisebenti lelandzelako yeLitiko imiswe sigaba 18(1) na (2) seMtsetfo Wekuphatfwa Kwetimali Tahulumende, 1999 (Umtsetfo nombolo 1 wanga-1999):

- “(1) Lihhovisi lemginimafa wesifundza kumele –
- (a) lilungiselele ibhajethi yesifundza;
 - (b) lilawule kusetjentiswa kwebhajethi yesifundza;
 - (c) lenyuse futsi liphoccelele kuba selubala nekuphatsa ngemphumelelo macondzana nemalingena, inchitfomali, timphahla tikweleti tematiko esifundza kanye nemitimba yahulumende yesifundza; futsi
 - (d) licinisekise kwekutsi tinchubomgomo letiphatselene netsela atifaki engcupheni ngekwemphahla futsi ngalokungakafaneli tinchubomgomo temnotfo tavelonkhe.
- (2) Lihhovisi lemginimafa lesifundza –
- (a) kumele likhiphe imiyalelo yemginimafa wesifundza lengakehluki kuMtsetfo Wekuphatfwa Kwetimali Tahulumende (iPFMA);
 - (b) kumele liphoccelele iPFMA kanye nanobe nguyiphi imihambo nemazinga avelonkhe newetifundza, kufaka ekhatsi nobe nguwuphi umkhuba neluhlelo lwekwahlukanisa lolufanako kumatiko etifundza;
 - (c) kumele litfobele Kwehlukana njalo ngemnyaka kweMtsetfo weMalingena, futsi licaphele liphindze lihlole kusetjentiswa kweMtsetfo emitimbeni yahulumende yesifundza;
 - (d) kumele licaphele futsi lihlole kusetjentiswa kwemitimba yahulumende yesifundza kwemihambo nemazinga avelonkhe newesifundza;
 - (e) lingasita ematiko esifundza nemitimba yahulumende yesifundza ekwakheni imitsamo yawo yekuphatsa timali ngelikhono, ngemphumelelo nangalokuselubala;

- (f) lingaphenya nobe nguluphi luhlelo lwekuphatfwa kwetimali nekulawula kwangekhatsi lokusetjentiswa litiko lesifundza nobe umtimba wahulumende wesifundza;
- (g) lingangenelela ngekutsatsa tinyatselo letifanele, letingafaka ekhatsi kubanjwa kwetimali, kulungisa kwephulwa lokukhulu nobe lokuchubekako kwemtsetfo wePFMA lokwentiwa litiko lesifundza nobe ngumtimba wahulumende wesifundza;
- (h) kumele ngekushesha linikete nobe nguwuphi umningwane lodzingwa nguMgcinimafa waVelonkhe ngekulandzela iPFMA; futsi
- (i) lingenta nobe yini lenye ledzingekile kugcwalisa tibopho talo ngemphumelelo.”

6.4. YETINSITA

Litiko liniketa letinsita letilandzelako kumphakatsi wonkhana:-

6.4.1. Kutfutukiswa Kwemfombolusito Weluntfu

- Kuniketwa kwemifundzate ngekulandzela tidzingo tekutfutukiswa kwemakhono eLitiko
- Kuniketwa kwema-learnerships /ema-internships kutifundvo leticondzene neLitiko
- Luhlelo lwekuhlanganiswa kabusha

6.4.2. Kuphatfwa Kwemitfombolusito Lokusimeme

- Kwenta Lucwaningo neLuklayo Lwetenhlalakahle neMnotfo weSifundza newaMasipalati; kanye
- Nekuhelela uMcombelelotimali weSifundza
- Kucaphela uMcombelelotimali neNchitfomali yeSifundza neyaMasipalati

6.4.3. Kwenganyelwa Kwetetimali neKutfutukiswa Kwetinhlelo

- Kucinisekisa kuniketwa kweTinsita teKubalisisa kumaTiko eSifundza nakuboMasipalati
- Kucinisekisa kutfutukiswa nekusetjentiswa kweTinhlelo Tetetimali kumaTiko eSifundza nakuboMasipalati

6.4.4. Timphahla, Tikweleti neKuphatfwa kweLuchungechunge IweLuphakelo

- Kuhlembisa kuphatfwa ngemphumelelo nangelikhono kwetiMphahla letiBonakalako netiMali kumaTiko eSifundza nakuboMasipalati
- Kuhlembisa kuphatfwa ngemphumelelo nangelikhono kwetiKweleti kumaTiko eSifundza nakuboMasipalati
- Kucinisekisa kuphatfwa kweLuchungechunge kweLuphakelo kuboMasipalati nakumaTiko eSifundza

7. IMININGWANE YEKUTSINTSANA YESIPHATSIMANDLA SEMNININGWANE

Inhloko yeLitiko ngiso Siphatsimandla Semniningwane ngekulanzela uMtsetfo.

Siphatsimandla Semniningwane : **Inhloko yeLitiko**
Inombolo Yelucingo. : **(015) 298 7000**
Nge-imeyili : io@treasury.limpopo.gov.za

Lisekela Lesiphatsimandla Semniningwane : **Umphatsi Wemarekhodi**
Inombolo Yelucingo. : **015 298 7000**
Nge-imeyili : dio@treasury.limpopo.gov.za

Inombolo Yefeksi : **015 295 7010**

UMNININGWANE JIKELELE

Likheli leliposi
Private Bag X9486
POLOKWANE
0700

Emakheli Etitaladi
46 Hans van Ransburg Street
POLOKWANE
0700

Tinombolo Telucingo (Iswishibhodi)
(015) 298 7000

Inombolo Yefeksi
(015) 295-7010

8. INCHAZELO NEKUFINYELELEKA KUNKHOMBANDLELA

Sigaba 10 seMtsetfo siniketa inkhombandlela yekusetjentiswa kweMtsetfo Emakhophi aphindze atfolakale kulamakheli lalandzelako:

Ikhomishini yemaLungelo eLuntfu yaseNingizimu Afrika:

Ligumbi le-PAIA

Litiko Lekuphenya Nekugcina imiculu

Postal address: Private Bag X 2700

Houghton

2041

Lucingo: 011-484 8300

Ifeksi: 011 484 1360

Iwebhusayithi: www.sahrc.org.za

I-imeyili: PAIA@sahrc.org.za

9. KUVUSELELWA KWEMANYUWALI

Litiko, uma ngabe kunesidzingo, itawuvuselelwa futsi ishicelele lemanyuwali lekushiwo kuyo kusigatjana (1) seSigaba 14, ngekhatsi letingendluli kumnyaka.

10. EMAREKHODI

10.1 INCHAZELO YETIHLOKO NETIGABA TEMAREKHODI LASETANDLENI TELITIKO

Ngetinhloso tekuhlembisa sicelo ngekulandzela uMtsetfo, tihloko netigaba temarekhodi lasetadleni telitiko tingalendlela: (Sigaba 14 (1) d)

SIHLOKO	UMSEBENTI	SIGABA SEMAREKHODI
Kuphatfwa Kwetetimali.	Kuniketwa kwetinsita tetiMali, kuphatfwa kweKuphepha neBungoti.	<ul style="list-style-type: none"> • Imibiko yebhajethi netetfulo teLuhlakamsebenti Lwenchitfomali Yesikhatsi Lesisemkhatsini (iMTEF). • Titatimende teMalingena, taseBhangi, taKheshi nekubhadalwa kwema-akhawundi. • Kuphatfwa kweluchungechunge lwekuphakela/kutsenga ema-oda nekutsengwa kwetimphahla/tinsita • Irejista yetimphahla.
Tinsita Tenhlangano.	Kuniketwa kwetinsita tensita tenhlangano letifanele.	<ul style="list-style-type: none"> • Ticelo temsebenti. • Luhlelo lwekusebenta lwemiTfombolusito yeLuntfu kanye nemafayela ebasebenti. • Tinhlelo telivu nemarekhodi. • Luhlelo lwekutfufukiswa kwemakhono. • Tinhlelo tekonga umsebenti nemarekhodi etincingo. • Imibiko yemnyaka kuKhomishini Yemalungelo Eluntfu yaseNingizimu Afrika (iSAHRC) nemibiko yangekota eHhovisi

		<p>IaNdvunankhulu (macondzana nemanyuwali yePAIA)</p> <ul style="list-style-type: none"> • Emarekhodi etinsitakusebenta nebasebentisi netheknoloji yeMningwane. • EmaJenali eMtsetfo newetemiSebenti Umtsetfo Wetebudlelwano • Imibiko yetekuphepha neyekuhlola i-MISS
Kuhlela nekuhlembisa lisu lekusebenta.	Kuphatsa kuhlelwa kwelisu lekusebenta, tihlelo nekuchumana	<ul style="list-style-type: none"> • Imibiko yekwentancono kuphakelwa kwetinsita. • Emarekhodi eLuhlelo Lwekusita Basebenti (i-EAP). • Imibiko yeHIV- AIDS. • Imibiko yetakhamuti • Imibiko yekusebenta kwelitiko. • Sakhiwo Senhlangano • Tinchubomgomo teLitiko • Tincwadzitindzaba. • Luhlelo Lwelisu Lekusebenta leLitiko • EmaManyuwali eNchubo/eNdlelanchubo
Kuphatfwa Kwemitfombolusito Lokusimeme	Kuphatfwa kweBhajethi neNchitfomali yeTinhlangano Tesifundza neyaMasipalati	<ul style="list-style-type: none"> • Umbiko wemalingena • Tinchubomgomo temalingena • Umbiko weBhajethi neNchitfomali yeSifundza neyeTinhlangano
Kwenganyelwa Kwetetimali neKutfufukiswa Kwetinhlelo	Kuphatfwa kweTinsita teKubalisisa neKutfufukiswa kweTinhlelo kumaTiko eSifundza	<ul style="list-style-type: none"> • Tinchubomgomo • Emanotsi ekutetayeta

10.2 EMAREKHODI LATFOLAKALA NGAPHANDLE KWEKUCELA (sigaba 14 (1) (e))

Lokulandzelako ngemarekhodi latfolakala ngaphandle kwekutsi umuntfu acele ngekulandzela uMtsetfo:-

- Sakhiwo Senhlangano
- Tinombolo tekutsintsana telitiko
- Emafomu etiCelo tekucashwa
- Tinchubomgomo teLitiko
- Imitsetfo nemiTsetfotimiso leyengamele ligunya lelitiko
- EmaManyuwali eNchubo/eNdlanchubo
- Umbiko wetakhamuti.
- Emazinga ekusebenta.
- Ishatha yekuphakekwa kwetinsita.
- Luhlelo lwelisu lwekusebenta.
- Tincwadzitindzaba.
- Tincwajana temgomo weBatho-Pele
- Umbiko wemnyaka
- Inkhulumo yebhajethi
- Inkhombandlela yetakhamuti
- Titatimende tebhajethi
- Kubuyeketwa kwebhajethi nenchitfomali
- Tilinganisa tekulungiswa kwembhadalo nemarkisithi
- IKhalenda Yemicimbi Yelitiko

Lamarekhodi langetulu ayatfolakala kuwebhusayithi yaHulumende weSifundza saseLimpopo, www.limpopo.gov.za

11. INCHUBO YEKUCELA

- Sigaba 18 seMtsetfo siniketa tidzingo tenchubo yekufinyeleleka erekhodini lemtimba wahulumende
- Umceli kumele asebentiwe lifomu (Form A) lelaphurintwa kuGazethi. yaHulumende (Satiso saHulumende R187 sangamhlaka 15 Febhuwari 2002).

12. TIZATFU TEKUNGAVUMELI KUFINYELELEKA KUMAREKHODI

- Sehluko 4 seMtsetfo siniketa tizatfu tekungavunyelwa kufinyeleleka kumarekhodi

13. TINHLAWULO LETIBHADALWAKO TESICELO NESATISO SESINCUMO SEKUFINYELELEKA

- Umuntfu lodzinga kufinyeleleka erekhodini lelicuketse umniningwane lophatselene naye akadzingeki kwekutsi abhadale inhlawulo yekucela. Bonkhe labanye bantfu labacelako kumele babhadale inhlawulo yekucela lengu R35.
- Siphatsimandla semniningwane kumele satise umuntfu locelako (ngaphandle kwemuntfu loticelelako) ngesatiso, acele kwekutsi lomuntfu locelako abhadale inhlawulo yekucela lebekiwe (uma ikhona) futsi nediphozi (uma ikhona) ngaphandle kwekuchubeka ngekusebenta ngesicelo.
- Umuntfu locelako angafaka sikhalo sangekhatsi, lapho kudzingeke khona, nobe sicelo sasenkantolo ngethenda nobe ngekubhadalwa kwenhlawulo.
- Ngemuva kwekutsi Siphatsimandla Semniningwane sesente sincumo ngesicelo, umceli kumele atiswe ngaleso sincumo ngendlela umceli lacele kwatiswa ngayo.
- Uma sicelo siniketwa, kumele futsi kubhadalwe lenye imali yekukhucita kabusha, kuphenya, sikhatsi sekulungiselela lesindlule ema-awa labekiwe ekusesha nekulungisa lirekhodi lirekhodi lekumele lidzalulwe.
- Kufinyeleleka kulirekhodi kutawugodlwa kuze kukhokhelwe yonkhe tinhlawulo letidzingekele.

14. EMAKHAMBI LAKHONA MACONDZANA NEKUTSATSA TINYATSELO

NOBE KWEHLULEKA KUTSATSA SINYANTSELO [Ssigaba 14(1)(h)]

- Sikhalo sangekhatsi ngesincumo sesiphatsimandla semningwane nobe lisekela lesiphatsimandla semningwane singafakwa neMEC yelitiko, nobe umuntfu lakhethwe ngekubhala nguMEC, nganobe ngutiphi taletizatfu letilandzelako:
 - Kwala kuvumela kufinyeleleka; nobe
 - Sincumo lesitsetfwe ngekulandzela sigaba 22, 26(1) nobe 29(3)
- Sicephu 4, Sehluko 1 seMtsetfo siniketa tinchubo lekumele tilandzelwe ngetikhalo tangekhatsi tetincumo tesiphatsimandla semningwane semitimba yahulumende letsite

15. TINHLAWULO LETIBEKIWE NJENGOBE TIBEKWE NGAPHASI KWESICEPHU 187 KUGAZETHI YAHULUMENDE 15 INDLOVANA 2002

KHUMBULA Emafomu neluhlaka lwetinhlawulo letibekwe nguMtsetfo kuyatfolakala kuwebhusayithi yeLitiko
Letebulungiswa Nekutfufukiswa Kwemtsetfosisekelo
(www.doj.gov.za) ngaphasi kwesigaba semitsetfotimiso.

1. Inhlawulo yekhophi yemanyuwali njengobe ibaliwe kumtsetfosimiso 5(c) ngu R0,60 ngayo yonkhe iphothokhophi yelikhasi le-A4 nobe incenye yakhona.
2. Tindhawulo tekukhucita kabusha lekushiwo kuto kumtsetfosimiso 7(1) tingalendlela:

(a). Onkhe emafothokhophi elikhasi le-A4 nobe

R0,60	incenye yakhona	ngu
	(b). Onkhe emafothokhophi laphurintiwe elikhasi le-A4 nobe incenye yakhona langendlela yengcondvomshini nobe lelinge-elektroniki nobe lefundvwa ngumshini	R0,40
	(c). Ikhophi lefundzeka ngangcondvomshini ku	
	(i) Sitifi diski	R5,00
	(ii) Ikhomphakthi diski	R40,00
	(d). (i) Kukotjwa kwemifanekiso lebonwako, likhasi le-A4 nobe incenye yakhona	R22,00
	(ii) Ikhophi yemifanekiso lebonwako	R60,00
	(e). (i) Kukotjwa kwelirekhodi lelilalelwako, lelikhatsi lebukhulu be A4 nobe incenye yakhona	R12,00
	(ii) Ikhophi yelirekhodi lelilalelwako	R17,00

3. Inhlawulo yekucela lebhadalwa ngumceli, ngaphandle kwemuntfu loticelelako, lekushiwo kuye kumtsetfosimiso 7(2) ngu R35,00.

4. Tinhlawulo tekufinyeleleka letibhadalwa ngumceli lekushiwo kuto kumtsetfosimiso 7(3) tingalendlela:

4.1

R0,60	(a) Onkhe emafothokhophi elikhasi le-A4 nobe incenye yakhona	ngu
	(b) Onkhe emafothokhophi laphurintiwe elikhasi le-A4 nobe incenye yakhona langendlela yengcondvomshini nobe lelinge-elektroniki nobe lefundvwa ngumshini	R0,40
	(c) Ikhophi lefundzeka ngangcondvomshini ku -	

(i) Sitifi diski	R5,00
(ii) Ikhomphakthi diski R40,00	
(d)	
(i) Kukotjwa kwemifanekiso lebonwako, likhasi le-A4 nobe incenye yakhona	R22,00
(ii) Ikhophi yemifanekiso lebonwako	R60,00
(e)	
(i) Kukotjwa kwelirekhodi lelilalelwako, likhasi le-A4 nobe incenye yakhona	R12,00
(ii) Ikhophi yelirekhodi lelilalelwako	R17,00
(f) Kusesha nekulungiselela lirekhodi kutsi lidzalulwe, R15,00 ngeli-awa ngalinye nobe incenye yeli-awa, kungafaki li-awa lekucala lelidzingekele kusesha nekulungiselela.	

4.2 Ngetinhloso teSigaba 22(2) teMtsetfo, kusebenta loku lokulandzelako:

(a) Kungandlulwa ema-awa lasitfupha ngaphambi kwekutsi kubhadalwe idiphozi; futsi

(b) kubhadalwe inhlawulo yakunye kulokutsatfu njengediphozi ngumuntfu locelako.

4.3 Imali yekuposa mbamba ibhadalwa uma ngabe ikhophi yelirekhodi kumele iposwe kumuntfu locelako.

16. EMAFOMU LABEKWELWE KUFINYELELEKA KUMAREKHODI

**SENGETLO B SESATISO 187 KUGAZETHI YAHULUMENDE NGAMHLAKA 15
FEBHUWARI 2002**

LIFOMU A

SICELO SEKUFINYELELEKA EREKHODINI

(Sigaba 18(1) seMtsetfo Wekwenyusa Kufinyeleleka Kumningwane, 2000 (Umtsetfo nombolo 2 wanga-2000))

[Umtsetfosimiso 2]

SICELO SEKUFINYELELEKA EMAREKHODINI	
KWEKUSETJENTISWA LITIKO yerefurensi:.....	Inombolo
Sicelo semukelwe ngu: -	
Libito:.....	
Sikhundla:.....	
Lusuku:.....	
Indzawo:.....	
Inhlawulo yekucela (uma ikhona): R	
Idiphozi (uma ikhona): R	
Inhlawulo yekufinyeleleka: R	
..... ISAYINI:	
SIPHATSIMANDLA SEMNININGWANE/LISEKELA LESIPHATSIMANDLA SEMNININGWANE	

A. Imidanti yemtimba wahulumende

LESIPHATSIMANDLA SEMNININGWANE	LIKHELI
-------------------------------------------	----------------

<p>LESIPHATSIMANDLA SEMNINGWANE</p>	<p>Private Bag X9486 POLOKWANE 0700 INOMBOLO YELUCINGO : +27 15-298 7000 INOMBOLO YEFEKSI : +27 15- 293-8319 i-imeyli: io@treasury.limpopo.gov.za</p>
<p>LISEKELA LESIPHATSIMANDLA SEMNINGWANE</p>	<p>LIKHELI</p>
<p>LISEKELA LESIPHATSIMANDLA SEMNINGWANE</p>	<p>Private Bag X9486 POLOKWANE 0700 INOMBOLO YELUCINGO: +27 15-298 7000 INOMBOLO YEFEKSI : +27 15 298 7010 I-imeyli: dio@treasury.limpopo.gov.za</p>
<p>Umniningwane Jikelele:</p>	<p>Emakheli Etitaladi: - 46 Hans van Ransburg Street POLOKWANE 0700 Iwebhusayithi: www.limpopo.gov.za</p> <p>Likheli Leliposi: - Private Bag X9486 POLOKWANE 0700</p> <p>Lucingo: +27 15 298 7000 Ifeksi: +27 15 295 7010</p>

B. Iminingwane yemuntfu locela kufinyeleleka kulirekhodi

LIFOMU LESICELO SEKUFINYELELEKA EMAREKHODINI

SIBONGO:

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EMAGAMA LAPHELELE:

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INOMBOLO YAMATISI:

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LIKHELI LELIPOSÍ:.....

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C. Imidanti yemuntfu lekucelelwa yena

Lesigaba kumele sigcwaliswe kuphela uma kucelelwa lomunye umuntfu umningwane egameli lalomunye.

EMAGAMA LAPHELELE:

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INOMBOLO YAMATISI

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D. Imidanti yelirekhodi

(a) Niketa imininingwane lephelele yelirekhodi lelicelwako, kufaka ekhatsi inombolo yerefurensi uma uyati, kute lirekhodi litfolakale malula.

(b) Uma sikhala lesiniketiwe uyacelwa kutsi uchubekele kulelinye likhasi bese ulihlanganisa lapha kulelifomu. Umuntu loceleko kumele asayinde onkhe lawa lamanye emakhasi.

INCHAZELO YEMAREKHODI:.....

.....

.....

INOMBOLO YEREFURENSI:.....(Uma ikhona)

LEMINYE IMINININGWANE YELIKHODI.....

.....

E. Tinhlawulo

(a) Sicelo sekufinyeleleka kulirekhodi, ngaphandle kwelirekhodi lelicuketse umniningwane wakho, litawulungiselelwa kuphela uma sekubhadalwe inhlawulo yesicelo.

(b) Utawatiswa ngelinani lelidzinga kubhadalwa njengenhlawulo yekucela.

(c) Inhlawulo yekufinyeleleka kulirekhodi lebhadalwako ingeluhlobo lwendlela lekucelwa ngayo kanye nesikhatsi lesidzingekele kusesha kanye nekulungiselela lirekhodi.

(d) Uma ufaneleka kutsi ungabhadaliswa nobe nguyiphi inhlawulo, uyacelwa kutsi usho sizatfu sekufaneleka.

Sizatfu sekungabhadaliswa tinhlawulo:

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F. Indlela yekufinyeleleka kulirekhodi

Uma uvimbeleka ngenca yekwehluleka kufundza, kubuka nobe kulalela lirekhoda ngendlela yekufinyeleleka leniketiwe kusuka ku-1 uya ku-4 lapha ngaphasi, shano kukhubateka kwakho futsi ukhombise indlela lekudzingakala ngayo lirekhodi.

Kukhubateka:	Indlela lekutfolakala ngayo lirekhodi:
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Maka libhokisi lelifanele nga-"X".

EMANOTSI:

(a) Kukhombisa kwakho indlela lodzinga kufinyeleleka ngayo erekhodini kuya ngendlela lirekhodi lelikhona ngayo.

(b) Kufinyeleleka ngendlela lekucelwe ngayo kungancatjelwa kuletinye tehlakalalo. Kusehlakalo utawatiswa uma kufinyeleleka kuniketwa ngaleny indlela.

(c) Inhlawulo lebhadalwako yekufinyeleleka kulirekhodi, uma ikhona, itawuncunywa ngulendlela lekucelwa ngayo lokufinyeleleka.

1. Uma lirekhodi lingendlela lebhaliwe nobe lephurintiwe -

	ikhophi yelirekhodi*		kuhlolwa kwelirekhodi
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2. Uma lirekhodi licuketse tiffombe letibukwako -

(loku kufaka ekhatsi tiffombe, emasilayidi, emavidiyo, imifanekiso leyentiwe ngangcondvomshini, tikeshi, njll.)

	buka imifanekiso		kopa imifanekiso*		kutsatsela imifanekiso*
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3. Uma lirekhodi licuketse emagama larekhodiwe nobe umningwane longakhicitwa kabusha ngemsindvo

	lalela i-soundtrack (likhasethe lelilalelwako)		Kutsatselwa kwe-soundtrack* (umculu lobhaliwe nobe lophurintiwe)
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4. Uma lirekhodi likungcondvomshini nobe linge-elektroniki nobe ngendlela lefundvwa ngumshini -

	ikhophi lephurintwe yelirekhodi*		ikhophi lephurintwe yemningwane lokhishwe erekhodini*		ikhophi lefundzeka ngangcondvomshini* (sitifu nobe i-compact disc)	
*Uma ucele ikhophi nobe sitsasiselo selirekhodo (ngetulu), ngabe ufuna kwekutsi ikhophi nobe sitsasiselo (transcription) sitfunyelwe kuwe?					YEBO	CHA
Imali yeliposi/yekuposa iyabhadalwa.						
<i>Khumbula kwekutsi uma lirekhodi lingekho ngelulwimi lolufunako, kufinyeleleka kunganiketwa ngelulwimi lekutfolakala ngalo lirekhodi.</i>						
Nguluphi lulwimi longatsandza kutfolakala ngalo lirekhodi? :.....						

G. Satiso sesincumo macondzana nekucela kufinyeleleka

<i>Utawatiswa ngekubhala kutsi ngabe sicelo sakho sivunyiwe/sincatjiwe. Uma ufuna kwatiswa ngalenywe indlela, uyacelwa kwekutsi usho lendlela futsi unikete neminingwane ledzingekile kusita kulandzela sicelo sakho.</i>

Ngabe ufuna kwatiswa njani ngesincumo macondzana ngesicelo sakho sekufinyeleleka kulirekhodi?

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Kusayindwengamhlaka..... (inyanga) 20

ISAYINI YEMUNTFU LOCELAKO / UMUNTFU LEKUCELWA EGAMENI LAKHE