



**LIMPOPO**

**PROVINCIAL GOVERNMENT**  
REPUBLIC OF SOUTH AFRICA

**SECTION 15**  
**OF**  
**PROMOTION OF ACCESS TO**  
**INFORMATION ACT, 2000**  
**(ACT NO. 2 OF 2000)**

**Prepared in terms of the Promotion of Access to Information  
Act 2 of 2000 (as amended)**

**DATE OF COMPILATION: 08/07/2019**

# PAIA MANUAL: LIMPOPO PROVINCIAL TREASURY

## 1. KEY CONTACT DETAILS FOR ACCESS TO INFORMATION OF THE LIMPOPO PROVINCIAL TREASURY

1.1. The Head of Department (IO) is the Deputy Information Officer (DIO) in terms of the Act.

**Name** : Mr Gavin Charles Pratt  
**Telephone No.** : (015) 298 7176  
**Email** : [prattgc@treasury.limpopo.gov.za](mailto:prattgc@treasury.limpopo.gov.za)  
**Fax number** : (015) 295 7010

1.2. The Head of Department delegated the Information Manager (IM) of the Department to be the Deputy Information Officer in the department.

**Name** : Ms Ndibuwo Ramuntshi  
**Telephone No.** : (015) 298 7107  
**Email** : [Ramuntshin@treasury.limpopo.gov.za](mailto:Ramuntshin@treasury.limpopo.gov.za)  
**Fax No.** : (015) 295 7010

### **GENERAL INFORMATION**

1.3. Access to information general contacts

Email: [io@treasury.limpopo.gov.za](mailto:io@treasury.limpopo.gov.za); and  
[dio@treasury.limpopo.gov.za](mailto:dio@treasury.limpopo.gov.za)

1.4. Head Office Postal Address

**Postal Address**  
Private Bag X9486  
**POLOKWANE**  
0700

**Street Address**  
46 Hans van Ransburg Street  
**POLOKWANE**  
0700

**Telephone Numbers (Switch Board):**  
(015) 298 7000

**Fax Number**  
(015) 295-7010

**General Email address for the department:**

[info@treasury.limpopo.gov.za](mailto:info@treasury.limpopo.gov.za)

**Website of the department:**

[www.limtreasury.gov.za](http://www.limtreasury.gov.za)

## PAIA MANUAL: LIMPOPO PROVINCIAL TREASURY

### 2. CATEGORIES OF RECORDS OF THE LIMPOPO PROVINCIAL TREASURY WHICH ARE AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS

Category	Document Type	Available on Website	Available upon request
Tender document	- Advertised tender	X	
	- Name of successful bidder	X	
	- Procurement process	X	
	- Procurement notices	X	
Legislation /Regulations	Treasury Regulations	X	
	Acts and Regulation governing the department's mandate		X
	MFMA Regulations and Legislations	X	
	MFMA Circulars	X	
	MFMA Policies	X	
Strategic Documents (Plans and Report)	- Organisational profile (Overview, Objectives, Functions, Annual Reports;	X	
	- Strategic Plan	X	
	- Annual Performance Plan	X	
	- Annual Performance Report	X	
	- Quarterly Performance Report	X	
Financial Administration	- Municipal Annual Financial Statements	X	
	- Municipal Budget	X	
	- Medium Term Budget	X	

## PAIA MANUAL: LIMPOPO PROVINCIAL TREASURY

Category	Document Type	Available on Website	Available upon request
	Statements		
	- National Treasury Instruction Notes	X	
	- PFMA Provincial Report	X	
	- Budget speech	X	
	- Adjustment, Estimate of Payment and receipts		X
	- Budget statements	X	
	- Budget and expenditure review	X	
	- Budget Policy Statements	X	
	- Provincial Practice Notes	X	
	- Financial Delegation	X	
Human Resources	- Organisational Structure	X	
	- Departmental contact numbers	X	
	- Application Forms for employment		X
	- Departmental Policies	X	
	- Procedure /Process Manuals		X
	- Citizen's report.		X
	- Service standards.	X	
	- Service delivery charter.		X
	- Newsflash and Newsletters		X
	- Batho-Pele principle pamphlets		X
- Citizen guide		X	

## PAIA MANUAL: LIMPOPO PROVINCIAL TREASURY

Category	Document Type	Available on Website	Available upon request
	- Advertisement for Employment	X	
	- Transversal Circular	X	
	- Departmental Events Calendar	X	