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Wes-Kaap Onderwysdepartement

Western Cape Education Department

ISEbe leMfundo leNtshona Koloni

ISETYHULA: 0097/2002
UMHLA AWUKHO
WOKUPHELELWA:

IYA: KUBALAWULI ABAZIINTLOKO, KUBALAWULI
(KWANDLUNKULU NAKWII-EMDC), KUBAPHATHI
BEESEKETHE ABAKHULU, KUBAPHATHI BEESEKETHE
NAKWIINTLOKO ZAMAZIKO EMFUNDO

ISISHWANKATHELO ESIFUTSHANE: Injongo, unobangela neyona nto kujoliswe kuyo ngumgaqo-nkqubo omalunga neerejista zokubakho emsebenzini nezokucela ukuhamba ngexesha lomsebenzi

**ISIHLOKO: UMGAQO-NKQUBO OMALUNGA NEEREJISTA ZOKUBAKHO
ESEMSEBENZINI NEZOKUCELA UKUHAMBA NGEXESHA
LOMSEBENZI OLUNGISELELWE OOTITSHALA NABASEBENZI
BENKONZO KARHULUMENTE**

1. KwiSetyhula 40/2002 yowe-19 Apreli 2002, iSebe leMfundo leNtshona Koloni lazisa iinqununu namagosa ngomgaqo-nkqubo wokugcinwa kweerekhodi ezichanekileyo zokubakho emsebenzini kwabasebenzi.
2. Ngenxa yemibuzo ethe yafika ngokumalunga noku, kunikwa le ngcaciso yongeziweyo ilandelayo.
3. **IZIZATHU ZALO MGAQO-NKQUBO**
 - 3.1 UmMiselo 24 woMthetho weNgqesho yooTitshala ubonelela ukuba umqeshi agcine irejista yokubakho kwindawo yomsebenzi.
 - 3.2 Kwangokunjalo, imiGaqo yokuziPhatha yaBasebenzi beNkonzo kaRhulumente nemiGaqo yeNkonzo kaRhulumente ibonelela ukuba umqeshi unokumisela iiyure zomsebenzi ngakubaqeshwa bakhe (abasebenzi benkonzo karhulumente) kwaye lilungelo lomqeshi ukumisela iindlela zokuqinisekisa ukuba ziyahlonitshwa ezi yure zomsebenzi.

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NCEDA UBHALE IINOMBOLO ZESALATHISO KUYO YONKE IMBALELWANO

GRAND CENTRAL TOWERS, LAER-PARLEMENTSTRAAT, PRIVAATSAK X9114, KAAPSTAD 8000
GRAND CENTRAL TOWERS, LOWER PARLIAMENT STREET, PRIVATE BAG X9114, CAPE TOWN 8000

WEB: <http://wced.wcape.gov.za>

3.3 Eli Sebe leMfundo liyayiqonda ncam into yokuba ootitshala bachitha ixesha elide emva kweeyure zomsebenzi, besenza imisebenzi yezolawulo baze bancedise kwezemidlalo nakwezenkcubeko. Nakuba kunjalo kukwakho nokwanda mpela kweziganeko zokungalawuleki nokungazimiseli emsebenzini kootitshala kwizikolo ngezikolo. Emva kokuqwalaselisisa zonke iindlela zokulungisa le meko, kwagqitywa ekubeni kusetyenziswe iirejista zokubakho emsebenzini ukulungiselela injongo yokusebenzisa imithetho ngokufanayo kubo bonke abaqeshwa.

3.4 Lo mgaqo-nkqubo wenzelwa ezi njongo zilandelayo:

- Uza kuqinisekisa ukuba zonke izikolo zinendlela efanayo yokurekhoda ukubakho emsebenzini kwabo bonke abasebenzi.
- Kwiqela lezikolo ootitshala neenqununu bafika kade emsebenzini baze/okanye baphume kumasango esikolo ngaphambi kokuphela kosuku lwesikolo ngokomthetho.
- Kwezinye izikolo kukho abangeziyo emsebenzini bengagunyaziswanga ukwenza oko.
- Kwezinye izikolo iinqununu azithathi manyathelo oluleko ayimfuneko ngakwabo titshala bafika kade emsebenzini baze baphume kwangoko/okanye baphuma kwangoko.
- Kwezinye izikolo akukho bungqina bubhaliweyo bufumanekayo xa kuziswa iingxelo zokungezi emsebenzini kungekho mvume yoko, zokufika kade kungekho mvume yoko nokunyamalala emsebenzini. Oku kwenza kubenzima kakhulu ukuba iSebe leMfundo liqhubeke namanyathelo oluleko ayimfuneko. Eli Sebe leMfundo malibe nazo iirekhodi zobungqina ezithembekileyo ukuba ngaba bonke abasebenzi bandidi zonke kufuneka bephendule ngezenzo zabo ngendlela eyamkelekileyo nefanayo.
- Kukwakho neziganeko zokufika kade, zokuhamba ngaphambi kwexesha nokungabikho emsebenzini okungagunyaziswanga kwabasebenzi benkonzo karhulumente ezikolweni nabasebenzi benkonzo karhulumente nootitshala abasezi-ofisini kwaNdlunkulu nakumaZiko oLawulo noPhuhliso lweMfundo (EMDC).

4. INJONGO NEYONA NTO KUJOLISWE KUYO NGULO MGAQO-NKQUBO

- 4.1 Lo mgaqo-nkqubo ujolise kuphela kwiiyure zomsebenzi wesikolo ezisixhenxe nakwezo zasezi-ofisini nekufuneka zihlonitshwe, kodwa awusebenzi kwizinto ezenzeka ngexesha elisemva kweeyure zomsebenzi nangeempela-veki.
- 4.2 Ukusetyenziswa kwalo mgaqo-nkqubo kuza kuqinisekisa ukuba zonke izikolo nee-ofisi zineerekhodi zobungqina ezithembekileyo zokubakho emsebenzini.
- 4.3 Injongo yalo mgaqo-nkqubo kukungqina ukuzimisela kweSebe leMfundo leNtshona Koloni ekulisebenziseni ixesha ngeyona ndlela inenzuzo nasekukhuthazeni ukwazi ukuphendula ngezenzo zakho ukwenzela ukuba kube nokufikelelwa kwimfundo kawonke wonke yodidi oluphezulu.

- 4.4 Ukwabonisa nakubaphathi bezikolo nakwiisuphavayiza ukungalingani komsebenzi okungakho okanye okungaxelwa ngabanye abasebenzi abafuna uncedo.
5. **EZINYE IINDLELA ZOKUQWALASELA UKUBAKHO EMSEBENZINI KWABASEBENZI**
- 5.1 ISebe leMfundo leNtshona Koloni liyazi ukuba ezinye izikolo zinezinye iindlela zokuqwalasela ukubakho kwabasebenzi emsebenzini.
- 5.2 Izikolo zingazisebenzisa ezi ndlela zizezinye phantsi komqathango wokuba zifumane kuqala imvume eyimfuneko kuMlawuli okanye kuMphathi weSekethe oMkhulu okwiZiko loLawulo noPhuhliso lweMfundo (EMDC) lazo.
- 5.3 Nakuba kunjalo, ezi ndlela zizezinye mazivelise iirekhodi zobungqina ezithembekileyo ngokufanayo neenjongo zalo mgaqo-nkqubo weSebe leMfundo leNtshona Koloni omalunga neerejista zokubakho emsebenzi nezokuhamba ngaphambi kwexesha njengoko kuchaziwe kwisetyhula 40/2002 yowe-19 Apreli 2002.
- 5.4 Oku kulandelayo yimizekelo yezi ndlela:
- Iirejista zokubakho emsebenzini ezifana nezo zamanye amasebe karhulumente.
 - Iindlela zokulawula ukungena nokuphuma kwabantu. Ezi zindlela ezivumela ulawulo lokungena okanye lokuphuma kumasango aloo ndawo. Omnye umzekelo woku yindlela yokusebenzisa ikhadi lokungena.
 - Ukungena ngokuklokha. Le yindlela yokuklokha ngekhadi apho kukho umashini obala inani leeyure qho ngemini nomana ukuzidibanisa qho.
6. Lo gama iSebe leMfundo liyivuma into yokuba kukho iindlela ezigqibeleleyo ezisetyenziswayo kuninzi lwezikolo zethu, kuyimfuneko ukuba kwenziwe iinkqubo ezifanayo ukwenzela ukuqinisekisa ukuba bonke abaqeshwa bafumana impatho efanayo.
7. ISebe leMfundo leNtshona Koloni liqaphele ukuba kukho iziganeko ezimbalwa apho abantu abathile baye bavakalisa ukuba abazi kuwulandela ngqo lo mgaqo-nkqubo. Abantu abasilelayo ukuthobela lo mgaqo-nkqubo baya kuba netyala lokuziphatha kakubi yaye eli Sebe leMfundo aliyi kwenza ngandlela yimbi koko liya kunyanzeleka ukuba lithathe amanyathelo oluleko afanelekileyo ngakwiintloko zee-ofisi, iinqununu nabasebenzi abangawuthobeliyo lo mgaqo-nkqubo. Nakubeni kunjalo, eli Sebe lixhomekeke kwintsebenziswano yenu likwathemba ukuba akusayi kubakho mfuneko yokubhenela kula manyathelo angqwabalala.
8. Nceda wazise bonke abaqeshwa ngokubhalwe kule setyhula.


INTLOKO: YESEBE LEMFUNDO

UMHLA: 2002-08-08.