

Notice to third party of decision of deputy information officer – Section 49

Ref. No. : **Letterhead of Institution**

Enquiries :

NOTICE TO THIRD PARTY OF DECISION TO GRANT ACCESS IN TERMS OF SECTION 49 OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (ACT 2 OF 2000)

I refer to my evennumbered letter* dated _____ in the above regard.

You are hereby informed in terms of section 49(3)(a) of the above-mentioned Act, that **access** to the requested information has been granted to the requester, Mr/Ms _____.

The reason(s) for granting the request are the following:

The following sections of the above-mentioned Act have been relied upon in granting the information:

Right to appeal

In terms of section 49(3)(b) of the above-mentioned Act, you may lodge an internal appeal against the decision of the information officer. Should you wish to appeal, you should direct your internal appeal in terms of the provisions of section 74 of the above-mentioned Act to the Relevant Authority (Head: Education, Western Cape Education Department). In terms of the provisions of section 75 of the above-mentioned Act, the internal appeal must be delivered or sent on the attached prescribed internal appeal form (FORM C) to the information officer of this institution within 30 days:

Address: Delivered personally to : _____
Posted to : _____
Fax number : _____
E-mail address : _____

If you are dissatisfied after exhausting the internal appeal procedures, you may, by way of an application, apply to a court for appropriate legal aid within 30 days.

Furthermore you are informed that the requester will be given access to the record after the expiry of the above-mentioned 30 day period if you do not lodge an internal appeal within this period.

**DEPUTY INFORMATION OFFICER
DATE:**

*It is the date of letter 18 in which the third party originally had been informed of the said request.