



# higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

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The Information Officer  
The Presidency  
Private Bag X1000  
PRETORIA  
0001

Per e-mail: [nokukhanya@presidency.gov.za](mailto:nokukhanya@presidency.gov.za)

Dear Dr Lubisi

## **TRANSFER OF REQUEST FOR ACCESS TO INFORMATION IN TERMS THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (PAIA): SOUTH AFRICAN HISTORY ARCHIVES (SAHA)**

The above matter refers.

The Department of Higher Education and Training (DHET) has received a request for access to information in terms of the Promotion of Access to Information Act, 2000 (PAIA) from the South African History Archives. Please see the attached formal request marked as **Annexure A**.

The requester indicated that such a report has been handed over to the President by the Fees Commission for determination and announcement. Since the Department of Higher Education and Training (DHET) is not in possession of the requested report, we are transferring this request to you as the Information Officer in the Presidency in terms of section 20 (5) of PAIA. Kindly consider the request and respond to the requester within a period of fourteen (14) days from the date this request is forwarded to your office.

You can liaise directly with the requester, Ms Nonhlanhla Khumalo, for more information. She can be reached on (011) 718 2563 or [foip@saha.org.za](mailto:foip@saha.org.za).

I trust that you will find the above to be in order.

Yours sincerely

**Adv. E Boshoff**  
**Deputy Information Officer**  
**Department of Higher Education and Training**

Date: 6/11/2017

# ANNEXURE 'A'

**FORM A**  
**REQUEST FOR ACCESS TO RECORD OF PUBLIC BODY**  
**(Section 18 (1) of the Promotion of Access to Information**  
**Act, 2000**  
**(Act No. 2 of 2000)**  
**[Regulation 2]**

**FOR DEPARTMENTAL USE**

Reference number: \_\_\_\_\_

**Request received**  
**by:** \_\_\_\_\_

(state rank, name and surname of information officer/deputy information officer) on  
\_\_\_\_\_ (date) at \_\_\_\_\_ (place).

Request fee (if any): R \_\_\_\_\_

Deposit fee (if any): R \_\_\_\_\_

Access fee: R \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF INFORMATION  
OFFICER/DEPUTY  
INFORMATION OFFICER

**A. Particulars of public body**

The Information Officer/Deputy Information Officer: Mr Gwebinkundla Qonde  
Department of Higher Education and Training

123 Francis Baard Street

Pretoria  
0001

Telephone: 27123125911  
Fax: 27123216770  
Email: callcentre@dhet.gov.za

**B. Particulars of person requesting access to the record**

- *The particulars of the person who requests access to the record must be recorded below.*
- *Furnish an address and/or fax number in the Republic to which information must be sent*
- *Proof of the capacity in which the request is made, if applicable, must be attached.*

**Full names and surname:** South African History Archive (SAHA)  
**Identity/Passport number:** Non-Profit Trust No. 2522/93  
**Postal address:** P.O.Box 31719, Braamfontein, 2017  
**Fax number:** +27866491491  
**Telephone number:** +27117182563  
**E-Mail Address:** foip@saha.org.za

Capacity in which request is made, when made on behalf of another person:

**C. Particulars of person on whose behalf request is made**

*This section must be completed ONLY if a request for information is made on behalf of another person.*

Full names and surname:  
Identity number:

**D. Particulars of record**

- Provide full particulars of the record to which access is requested, including the reference number if that is known to you, to enable the record to be located.
- If the provided space is inadequate please continue on a separate folio and attach it to this form. **The requester must sign all the additional folios.**

- Description of record or relevant part of the record:

A copy of the report which details the findings of the Commission of Inquiry into Higher Education and Training (The Fees Commission), that was established in terms of section 84(2) (f) of the Constitution of the Republic of South Africa, 1996, chaired by Justice Jonathan Arthur HEHER, and was handed over to the President by the Fees Commission for determination and announcement.

- Reference number, if available:
- Any further particulars of record:

#### E. Fees

- A request for access to a record, other than a record containing personal information about yourself, will be processed only after a request fee has been paid.
- You will be notified of the amount required to be paid as the request fee.
- The **fee payable for access** to a record depends on the form in which access is required and the reasonable time required to search for and prepare a record.
- If you qualify for exemption of the payment of any fee, please state the reason for exemption.

Reason for exemption from payment of fees:

#### F. Form of access to record

*If you are prevented by a disability to read, view or listen to the record in the form of access provided for in 1 to 4 hereunder, state your disability and indicate in which form the record is required.*

Disability: \_\_\_\_\_

Form in which record is required: \_\_\_\_\_

Mark the appropriate box with an "X".

NOTES:

|  |   |   |  |
|--|---|---|--|
| <ul style="list-style-type: none"> <li>Your indication as to the required form of access depends on the form in which the record is available.</li> <li>Access in the form requested may be refused in certain circumstances. In such a</li> </ul> <p>case you will be informed if access will be granted in another form.</p> |   |   |  |
| (c) The fee payable for access to the record, if any, will be determined partly by the form in which access is requested.  |   |   |  |
| <b>1. If the record is in printed form:</b>  |   |   |  |
| X  | Copy of record*                           |   | Inspection of record   |
| <b>2. If record consists of visual images:</b><br>(this includes photographs, slides, video recordings, computer-generated images, sketches, etc).   |   |   |  |
|  | view the images                           | X | copy of the images*<br>transcription of the images*  |
| <b>3. If record consists of recorded words or information which can be reproduced in sound:</b>  |   |   |  |
|  | Listen to the soundtrack (audio cassette) | X | transcription of soundtrack*<br>(written or printed document)                                    |
| <b>4. If record is held on computer or in an electronic or machine ? readable form:</b>  |   |   |  |
|  | Printed copy of record*                   | X | Printed copy derived from the record*<br>copy in computer readable form*(stiffy or compact disc) |
| * If you requested a copy or transcription of a record (above), do you wish the copy or transcription to be posted to you?   |   |   | YES<br>NO<br>X   |
| <b>A postal fee is payable.</b>  |   |   |  |
| Note that if the record is not available in the language you prefer, access may be granted in the language in which the record is available.   |   |   |  |
| In which language would you prefer the record? ENGLISH   |   |   |  |

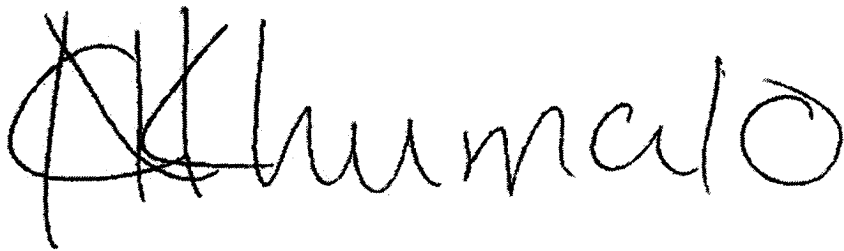
**G. Notice of decision regarding request for access**

You will be notified in writing whether your request has been approved/denied. If you wish to be informed thereof in another manner, please specify the manner and provide the necessary particulars to enable compliance with your request.

How would you prefer to be informed of the decision regarding your request for access to the record?

**IN WRITING** via email to [foip@saha.org.za](mailto:foip@saha.org.za)

Signed at this 26th of October 2017.

A handwritten signature in black ink, appearing to read 'N. Khumalo'. The signature is stylized with a large, circular flourish at the beginning and end.

**SIGNATURE OF REQUESTER / PERSON ON WHOSE BEHALF REQUEST IS MADE**

Ms Nonhlanhla Khumalo (FOIP Intern)

South African History Archive (SAHA)