

# VOLUNTARY DISCLOSURES AND INFORMATION AUTOMATICALLY AVAILABLE

- 1 In terms of section 14(1)(e) of the Act, the Department has the following categories of the records that are automatically available for copying and inspection without a person having to request access in terms of PAIA:
  - (a) Acts, Bills and Regulations published by the Department;
  - (b) published policies and guidelines;
  - (c) application forms;
  - (d) official contact directory;
  - (e) e-publications;
  - (f) published booklets and brochures;
  - (g) published marketing material, including departmental marketing brochures;
  - (h) published newsletters, posters, pamphlets, and reports
  - (i) strategic plans;
  - (j) annual performance plans;
  - (k) annual reports;
  - (l) budget speeches;
  - (m) vacancy circulars;
  - (n) collective bargaining agreements;
  - (o) Research in the Public Domain.

## 2 Available Free of charge in terms of Section 15(1) (a) (iii):

- 2.1 The Department's website at [www.dmre.gov.za](http://www.dmre.gov.za) contains most of the information indicated in paragraph 7.1 above, which is directly accessible from the internet. Please refer to and use the website before submitting requests as it would be an easier way of accessing departmental records. You may also contact the Department to determine if information requiring access is automatically available or if the access to information procedure should be followed to acquire access to such documents.
- 2.2 The other automatically available information that is not posted on the Department's website may be requested from the Department without submitting a request in terms of PAIA. No request form for access in terms of PAIA has to be completed for records automatically available in terms of this section. However a fee for copying may be levied, where applicable.
- 2.3 The records as listed below in respect of applications for rights pending or finalized in terms of the Mineral and Petroleum Resources Development Act 28 of 2002, as amended, will be made available voluntarily via the Regional Managers: Mineral Regulation. Contact details of the Regional Managers. Voluntary access to these records is limited to the extent that confidential information and

**personal information** In respect of applicants for or holders of rights in terms of the Mineral and Petroleum Resources Development Act disclosed in such applications will not be made available without the prior consent of the applicant or holder concerned.

- The Completed Application Form for rights in terms of the Mineral and Petroleum Resources Development Act 28 of 2002
- The Plan as contemplated in Regulation 2(2)
- Title Deed(s) or certified copy/copies in respect of the land concerned
- Social and Labour Plan, excluding confidential commercial and financial information
- Proof of Consultation with Interested and Affected parties
- Proof of Consultation with other Government Departments, excluding the result of consultation, which may be obtained from the relevant Department
- Status of identified land
- Name of holders of prospecting, mining or other rights in terms of the Minerals and Petroleum Development Act 28 of 2002 in respect of specified land
- Details of existing rights within RSA;
- Executed prospecting and mining rights
- Prospecting and Mining Works Programmes, excluding proof of financial ability
- Environmental Management Programmes, Environmental
- Management Plans and Environmental Authorisations
- Financial Provision for Rehabilitation

#### 2.4 **Records of Registrations at the Mining Titles Registration Office**

Records of Registered Rights held by the Mining Titles Registration Office are available on request directly from the said office. These are public documents.

2.5 The application forms for licences in terms of the Petroleum Products Act, 1977 (Act No. 120 of 1977) will be made available voluntarily and free of charge through the Regional Directors. Completed applications submitted by Applicants to the Controller are available for inspection at the Department's Regional Offices for the prescribed period during which objections may be lodged; however voluntary access to these records is limited to the extent that such records do not contain confidential information of third parties or Applicants for licences in terms of the Petroleum Products Act, 1977. Any person requesting access to an application lodged with the Controller outside the period allowed for inspection must request access in accordance with section 8 of the PAIA Manual.