

INJONGO YE-OFISI

I-Ofisi yokuXela uLwazi isekwe ngokweCandelo lesi-4 lomThetho wokuXela uLwazi weMali-mboleko yeKhaya neBhondi, 2000 (umThetho oyiNombolo yama- 63 ka- 2000) injongo engundoqo ikukuhlola iipateni kunye nezenzo zokubolekisa zamaziko ezemali ekunikeni iimali-mboleko zamakhaya kubaxhasi. UmThetho unyanzela amaziko ezemali ukuba axele ulwazi olunxulumene nemisebenzi yawo yokubolekisa kwimarike yemali-mboleko yekhaya.

UYINTONI UMBONO WETHU

Kukunyanzelisa umThetho kunye nokukhuthaza inkxaso yezindlu enobulungisa.

YINTONI INJONGO YETHU

Kukufaka isandla kwimpumelelo yezenzo ezineenqobo ezisesikweni eziphakamisa/ezikhuthaza ufikelelo kwinkxaso yezindlu elizweni.

UMALUNGA NANTONI UMTHETHO

Ukhuthaza izenzo zokubolekisa ezinobulungisa, ezifuna ukuxela kolwazi ngamaziko ezimali ulwazi oluphathelele namagatya eemali-mboleko zamakhaya; ukuseka i-Ofisi yokuXela uLwazi; kunye noku-bonelela ngemicimbi enxulumene nayo ngaphaya koko.

UKWAKHIWA

I-Ofisi yakhiwe ngale ndlela ilandelayo:

USihlalo:
I-Ofisi eXela uLwazi



USekela Sihlalo:
I-Ofisi eXela uLwazi



Amalungu:
I-Ofisi eXela uLwazi



**I-Ofisi
exhasa
Icandelo**

I-ofisi exhasa icandelo licandelwana elikwiSebe leeNdawo zokuH-laliswa kabaNtu exhasa i-Ofisi yokuXela uLwazi.

IINKCUKACHA ZOQHAGAMSHELWANO:
I-OFISI YOKUXELA ULWAZI

OFISI YOKUXELA ULWAZI
ISEBE LEENDAWO ZOKUHLALISWA KWABANTU
PRIVATE BAG X644
PRETORIA
0001

GOVAN MBEKI BUILDING
240 JUSTICE MAHOMED STREET
SUNNYSIDE
PRETORIA
0002

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**ISEBE LEENDAWO ZOKUHLALISWA
KWABANTU**

I PROFAYILI

YE- OFISI YOKUXELA ULWAZI



ZIINTONI INJONGO ZE-OFISI YOKUXELA ULWAZI

- Ukuqinisekisa ukuba amaziko emali ayawuthobela umThetho wokuXela uLwazi weMali-mboleko yeKhaya neBhondi, 2000 (umThetho oyiNombolo yama-63 ka-2000 kunye namagatya enqaku lesi-4 eShedyuli yomThetho wokuKhuthazwa kokuLingana kunye nokuThintelwa koCalulo olungaFanelekanga, 2000 (umThetho oyiNombolo yesi-4 ka-2000);
- Ukukhuthaza umdla wabaxhasi/abasebenzisi beemali-mboleko zamakhaya ngokuphathelene nobulungisa, ukuqhubeka kunye nomgangatho weenkono;
- Ukukhuthaza ufikelelo olulinganayo nolunobulungisa kwiimali-mboleko zamakhaya kuwo onke amaziko ezemali;
- Ukuphelisa naziphi na iipateni kunye nezenzo zokucalula ezenziwa ngamaziko ezemali ngokuphathelene neemali-mboleko zamakhaya;
- Ukusebenza ngezikhhalazo ezivela kubaxhasi ngokuphathelene nezicelo zemali-mboleko yekhaya; kunye
- Nokuchonga iipateni zokubolekisa zocalulo olunokuba khona kwaye bamisele iinkqubo.



YINTONI IMISEBENZI YE-OFISI

(1) I-Ofisi inoxanduva lo

- (a) Kufumana ulwazi olufunwayo;
- (b) Kucaculula kunye nokutolika ulwazi olufunwayo;
- (c) Kufumana kunye nokuphanda izikhhalazo zoluntu ngamaziko emali anxulumene neemali-mboleko zamakhaya ngokungqinelana nenkqubo emiselweyo;
- (d) Kwenza kufumaneke kuluntu, ulwazi olukhombisa ukuba ingaba iziko lezemali linika iimfuno zekhredithi yezindlu ebantwini;
- (e) Kuthelakelwa kokusebenza ngokwendlela esetyenziswayo emiselweyo yeziko lezemali elinjalo ngokungqinelana nolwazi olunjalo;
- (f) Kunceda ekuchongeni iipateni zokubolekisa ezinokuba nocalulo kunye nokunceda naliphi na iqumrhu elilawulayo elsisemthethweni ekunyanzeliseni ukuthobela umthetho olwa ukucalula;
- (g) Kunika ingxelo kuMphathiswa ngonyaka ngokunxulumene nomsebenzi wayo ngexa lonyaka owandulelayo, kwaye ingxelo enjalo kufuneka iquke ucazululo lokusebenza kweziko ngalinye lezemali ekuthobeleni amagatya omThetho; kunye
- (h) Nokwenza izindululo eziya kuMphathiswa ngawo nawuphi na umcimbi owela kwisikowupu salo mThetho.

(2) I-Ofisi

- (a) Kufuneka iqinisekise ukuba amaziko emali ayawuthobela lo mThetho kunye namagatya enqaku lesi-4 leShedyuli yomThetho wokuKhuthazwa kokuLingana kunye nokuThintelwa koCalulo olungaFanelekanga, 2000 (umThetho oyiNombolo yesi-4 ka-2000);
- (b) Kufuneka icebise uMphathiswa ngohlobo, umxholo kunye nexesha lokuxela ulwazi ngamaziko ezemali ngokwemfuneko zalo mThetho;
- (c) Inokufuna ukuba amaziko ezemali angqinele ngento ekhoyo ulwazi oluxelwe ngokwalo mThetho apho kukho khona amathandabuzo nokuba ulwazi oluxeliweyo luchaneke ngokuphellelyo okanye lunokuqondwa; kwaye
- (d) Inokuphanda kwaye imisele iinkqubo zokuqinisekisa ukuba semthethweni kolwazi oluxeliweyo liziko lezimali ngokungqinelana neemfuneko zalo mThetho, iziko lezimali elinjalo kufuneka linike i-Ofisi lonke uncedo olufanelekileyo kunye nofikelelo kwizakhiwo nokuzijikelezileyo kunye nolwazi ukuze i-Ofisi ilucaculule kwaye ilutolike ulwazi olunjalo.

ULAWULO LWE-OFISI EXELA ULWAZI

NgokomThetho wokuXela uLwazi weMali-Mboleko yeKhaya kunye neBhondi, 2000, i-Ofisi eXela uLwazi inokusebenza kuphela ngezikhhalazo eziphathelene noku kulandelayo:

- Iipateni zokuboleka zemali-mboleko yekhaya ezicalulayo ezenziwa ngamaziko emali; kunye
- Nayiphi imicimbi ewela kwisikowupu somThetho.

IMICIMBI ENGAPHANDLE KOLAWULO LWE-OFISI

I-Ofisi ayinalo naluphi na ulawulo kwimicimbi ephathelene noku kulandelayo:

- Ukumisela iimfuneko zeemali-mboleko zamakhaya;
- Ukumisela ukunikwa kweemali-mboleko zamakhaya;
- Ukumisela ukugcwaliswa kunye nokwamkelwa kweefom zezicelo zeemali-mboleko zezindlu;
- Ukumisela amazinga enzala;
- Ukumisela ithuba leentlawulo zokubuyisa imali-mboleko;
- Ukumisela ibhondi/ izavenge zemali-mboleko zamakhaya;
- Ukumisela ukufanela ikhredithi;
- Ukumisela isimo sezimali sobuqu; kunye
- Nokumisela iindleko ezinxulumene nemali-mboleko.

UMGAQO-SISEKO WE-OFISI

I-Ofisi inamalungu alithoba (9) onyulwe nguMphathiswa ngokobungcali kunye namava abo kwimicimbi enxulumene nokubhanka, inkxaso-mali yezindlu kunye notyalo-mali, ezoqoqosho zoluntu kunye namalungelo abantu ngokuba ngabemi kwabo.