



government
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**UMTHETHOKAMBISO WOKUSETJENZISWA
KWAMALIMI WEZIKO LIKARHULUMENDE
LEZOKUTHINTANA NOKUNIKELA NGELWAZI
(I-GCIS)**

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1. ISINGENISO

- 1.1. ISewula Afrika kulilizwe elinemiphakathi enamasiko ahluahlukene nenothe ngamalimi amanengi ahluahlukene. ILimi lissetjenziswa esiqakatheke kwamambala nesingasetjenziswa ekuqiniseni ukusebenza kwentando yenengi yethu belisize epilweni ebandakanya zehlalakhule, zamasiko, zekghono lobuhlakani, zomnotho nezepolitiki yomphakathi weSewula Afrika.
- 1.2. Ubujamo bezamalimi belizwe lekhethu batjhuguluka khulu ngemva kokuthoma kombuso wentando yenengi ngomnyaka we-1994, ngemva kokobana umThethosisekelo unzinzise isisekelo somthetho neselawulo lokwamukela ngokusemthethweni nokuthuthukiswa kokwahlukana ngokwamalimi. Isikhathi sanamhlanjesi samaliminengi sinikela amalimi ebegade adinywe amathuba esikhathini esadlulako ithuba lokobana ahlume bekathuthukele phambili.
- 1.3. IsiGaba sesi-6 somThethosisekelo siqinisekisa ukuphathwa ngokulingana kwamalimi asemthethweni ali-11 ekungalandelako, isiBhuru; isiNgisi; isiNdebele; isiXhosa; isiZulu; Sepedi; Sesotho; Setswana; Siswati, Tshivenda ne-Xitsonga.
- 1.4. Ngokwegunya lomThethosisekelo lokunikela umphakathi ilwazi ekungilo, elifumaneka lula nangesikhathi, i-GCIS inomsebenzi osibopho sokutjengisa uburholi obunobuhlakani kezokuthungelelanisa zokuthintana kukarhulumente ngomnqopho wokuqinisekisa bona umphakathi ufumana ilwazi bewufikelela amahlelo nemithethokambiso yombuso ezakuba lisizo kibo. Sekuminyaka emineni iZikweli likhiqiza qobe eminye ymitlole neememezelo ezithileko ngamalimi woke asemthethweni.
- 1.5. Njengendlela yokukhuthaza ukufikeleleka kwezenzelwa zikarhulumente nelwazi njengengcenywe yesibopho esiza nokuziphendulela komThethosisekelo, i-GCIS iqinisekisa indlela yokulungisa umukghwa wokuphathwa ngendlela engamukelekiko kwamalimi abegade adinywe amathuba ngaphambilini, lawo sele mva nje anikelwe ubujamo bokuhlonitjiswa nokwamukelwa.

2. IINHLATHULULO

Ihlathululo yegama ngalinye elingenzasi itjho lokho okuvezwe kilomthethokambiso, ngaphandle kweengatjaneni lapha kuvezwe okuhlukileko:

“I-Braille”	I-Braille yesiNgisi, ebuye yaziwe ngokuthi yi-Grade-2 Braille
“UmThethosisekelo”	UmThethosisekelo weRiphabhligi yeSewula Afrika womNyaka we-1996
“UmNqophisi Zombebele”	UmNqophisi Zombebele we-GCIS
“GCIS”	IZiko likaRhulumende lezokuThintana nokuNikela ngeLwazi
“IKoro yemiSebenzi yezamaLimi ”	IKoro yemiSebenzi yezamaLimi ye-GCIS eyahlonywa ngokomthetho ngomnyaka we-2008
“UNgqongqotjhe”	UNgqongqotjhe wezokuThintana
“Ubuliminengi”	Ukusetjenziswa kwamalimi ambalwa nanyana wo ke amalimi wangokomthetho
“iLimi elisemThethweni”	Elinye nelinye lamalimi asemthethweni ali-11 avezwe esiGabeni 6(1) somThethosisekelo weRiphabhligi yeSewula Afrika we-1996
“PanSALB”	IBhodo yamaLimi Woke weSewula Afrika eyahlonywa ngaphasi kwesiGaba 2 somThetho we-PanSALB, womNyaka we-1995 (umThetho Nomboro 59 we-1995)
“AmaLimi abekaDinywe amaThuba ngaPhambilini”	isiNdebele, isiXhosa, isiZulu, Siswati, Sesotho, Setswana, Sepedi, Tshivenda ne-Xitsonga

“Ukukhubazeka kwamehlo, kokukhuluma nekokuzwa”	Ukuphophala, ukungakhulumi nobuthulu
“ILimi lamaTshwayo weZandla”	ILimi lamaTshwayo weZandla leSewula Afrika
“UmThetho”	UmThetho wokuSetjenziswa kwamaLimi wangokomThetho womNyaka wee-2012 (umThetho Nomboro 12 wee-2012)
“AbaBelani abaThintekako”	Bafaka hlangana abanikeli ngemisebenzi bangeqadi nabasebenzi bangomuso

3. IMIGOMO YOMTHETHOKAMBISO

3.1. UmThethokambiso wokuSetjenziswa kwamaLimi we-GCIS usekelwe yiKambisolawulo elandelako nasi:

3.1.1. Ukwamukeleka kokwahluka kwamalimi namasiko wabantu abasebenza kwa-GCIS kunye nobuliminengi babantu beSewula Afrika.

3.1.2. Ukuthuthukiswa nokuphakanyiswa kwawo woke amalimi asemthethweni, ngommoya we-*Batho Pele*.

3.1.3. Ilungelo lomphakathi lokusebenzisa ilimi olenyulako nawukhuluma nalokha usebenzisana ne-GCIS.

3.1.4. Ilungelo lomphakathi lokufunyana imisebenzi yombuso nelwazi ngelimi olenyulako, la kukghonakala khona.

3.1.7 3.1.5 Umsebenzi oqakathekileko owenziwa lilimi ekukghonakaliseni nekuphumeleliseni ukuthintana nokukhulumisana hlangana kombuso nabantu.

3.1.6 Isidingo sokuqalelela iindingo zokuthintana zabantu abanetlhayelo ekulumeni, njengabantu abangaboniko namkha abangaboni kuhle nabangezwako.

Isibopho somthetho nesomthethosisekelo sokukhuthaza ubuliminengi

ngomnqopho wokuqinisekisa ukuthi uurhulumende nomphakathi bakhulumisana bezwane.

- 3.2. I-GCIS kufanele isebenzise ilimi elilula ukukhuthaza nokuvula amathuba wokukhulumisana ngokuzwana.

4. UMNQOPHO NESILINGANISO SOKWENZA

- 4.1. Umnqopho womthethokambiso lo kuthobela lokho okutjiwo namkha okugunyazwa mthetho nomthethosisekelo. Unqophe godu nokukhuthaza ubuliminengi khona kuzakuqinisekiswa ukuthintana ngendlela yamsinya nefaneleko phakathi kukarhulumende nomphakathi ngokweminqopho yomThetho nomThethosisekelo.
- 4.2. UmThethokambiso lo usibopho emagatjeni woke we-GCIS nebasebenzini bayo.
- 4.3. UmThethokambiso lo uzabuye ube sisetjenziswa esizakutlhadhlula iminyango karhulumende efuna isizo ngemisebenzi yakwa-GCIS emalungana nelimi.
- 4.4. IGatja: LemiSebenzi yokuSekela ukuPhathwa komNyango lizakuba ngilo elinegunya lokuqinisekisa ukuthotjelwa kwemithetho yomThethokambiso lo.

5. IGUNYA LANGOKOMTHETHO

UmThethokambiso lo unzinziswe ngaphasi kwemileyo yomthetho elandelako:

- 5.1. UmThethosisekelo weRiphabhligi yeSewula Afrika womNyaka we-1996;
- 5.2. UmThetho wokuSetjenziswa kwamaLimi wangokomThetho womNyaka wee-2012 (umThetho Nomboro 12 wee-2012);
- 5.3. IPahla lomThethokambiso wamaLimi weliZwelope lomNyaka wee-2003;
- 5.4. UmThetho oKhuthaza ukuFumaneka kweLwazi womNyaka wee-2000 (umThetho Nomboro 2 wee-2000);
- 5.5. IPahla lamaQhinga wezokuThintana weliZwelope – 2014-2019.

6. OKUMAYELANA NE-GCIS

- 6.1. I-GCIS yasungulwa ngomnyaka we-1998 ngokwesiGaba sama-239 somThethosisekelo, njengeziko eliqinisekisa ukusatjalaliswa kwelwazi lezinto nemilayezo yombuso ifikiswe emphakathini ngendlela ezwakalako nangokukhambisana nemilayo yomthethosisekelo welizwe lekhethu.

- 6.2. I-GCIS ithunywe umsebenzi wokulungelela, ihlahle indlela beyiluleke ngezokuthintana embusweni, sekubalwa nokusebenzisana neembikiindaba, nezokuthintana ezimalungana netuthuko kunye nokukhangisa. Umnqopho wayo kukwenza ukuthi kube nokuthintana nokukhulumisana okuzwakalako hlangana kombuso nezakhamuzi zeSewula Afrika, ngaleyindlela-ke umphakathi ukwazi ukuba nesandla nelizwi eendabeni zetjhuguluko zelizwe leSewula Afrika.
- 6.3. Ekuwona msebenzi omkhulu khulu we-GCIS kusabalalisa ilwazi lombuso elinembako nelifika ngesikhathi ezakhamuzini zeSewula Afrika ngeendlela zoke zokuthintana kusetjenziswa ichwephetjhe namkha iindlela ezijayelekileko . I-GCIS isebenzisa iinsetjenziswa namaplatifomu ahluahlukileko ngomnqopho wokuqinisekisa ukufikelela iindingo zelwazi zalabo abaqothelwe ukuthunyelelwa imilayezo nelwazi lombuso. I-GCIS yenza lomsebenzi njengendlela yokuthobela ilungelo lezakhamuzi zeSewula Afrika eligunyazwa mThethosisekelo kusiGaba 195(g) esithi lokha izinto zizakwenzelwa epanyameni, kufanele ukuthi umphakathi unikelwe ilwazi ngesikhathi esifaneleko, kube lilwazi elinembako nelizakukghona ukufikelelwa mumuntu woke.
- 6.4. Ngamandla walomsebenzi i-GCIS ethunywe wona, isebenzela iimfunda neendawo zoke zeSewula Afrika ngaphandle kokukhetha.

7. IGUNYA LOMSEBENZI WEKORO YEMISEBENZI YEZAMALIMI YE-GCIS

- 7.1. IKoro yemiSebenzi yezamaLimi ye-GCIS yahlonywa ngoSihlabantakana wee-2008 ngaphasi kwegunya lomsebenzi wokutjhugulula imitlolo, uku-editha nokulungisa imitjhapho yokutlola emilolweni esele ilungele ukugadangiswa.
- 7.2. Ibuye ibe nomsebenzi wokubuthelela beyinikele ihlathululo yamathemu (itheminoloji) womkhakha wembusweni.
- 7.3. Isebenzisane nezinye iinhlango ezisebenza ngelimi, beyifake isandla ekukhuthazeni ukuthuthukiswa kwamalimi ebegade adinywe amathuba ngaphambilini.
- 7.4. IKoro yemiSebenzi yezamaLimi inomsebenzi yokwenza isiqiniseko sokobana imigomo yomthethokambiso lo iyalandelwa beyibe myelelisi ngomtlolo lo kubabelani boke.

8. UMMONGO WOMTHETHOKAMBISO

8.1. AmaLimi asemThethweni we-GCIS

- 8.1.1. Njengomnombo wezokuthintana kurhulumente, i-GCIS izakulinga ngamandlayo wo ke ukobana ikhuphe imitlolo ngawo wo ke amalimi asemthethweni ali-11, ngokulawulwa yifuneko nekghonakalo yokuba khona kweentlabagelo. Ukusetjenziswa kwamalimi kufanele kubonelele nabantu abakhubazekileko.
- 8.1.2. I-GCIS izakutjheja ukusetjenziswa, ikghonakalo, ukuba khona kweentlabagelo, ubujamo nokusetjenziswa kwamalimi eemfundeni nokubonelela kuhle umphakathi ngokwamalimi abawenyulako nangasetjenziswa.

9. IINDLELA ZOKUTHINTANA NABABELANI ABATHINTEKAKO

9.1. UkuThintana nomphakathi

- 9.1.1. I-GCIS izakuthintana namalunga womphakathi ngeendlela ezilandelako:

Iindlela zokuthintana	ILimi
Ukukhulumisana ngomlomo, ekubalwa hlangana nakho iinkambiso zembusweni, iimemezelo, iinkulumo zomphakathi, imibuthano, njll.	I-GCIS izakusebenzisa isiNgisi ngokudlhegana nanyana ngiliphi elinye ilimi elisemthethweni, kuye ngomnqopho waleyo kundla ekusuke kukhulunywa kiyoyi.
Imitlolo neencwadi ezisemthethweni, sekubalwa imilayezo ekhanjiswa ngethungelelwanohlanganiso namkha bu-elektronikhi, yoke imilayezo nemibiko etloliweko, iintatimende zeembikiindaba, amamemorandamu, iimemo, amasekhiyula, imigadangiso, amaphetjhanamkhangiso, iincwajana ezihlathululako, njll.	Imitlolo le izakuvamisa ukutlolwa ngesiNgisi. Yoke imitlolo neencwadi zizakutjhugululelwa emalimini akhulunywa bunengi babantu esifundeneso. IKoro yemiSebenzi yezamaLimi yakwa-GCIS izakulawula ikambiso yokuthi imitlolo itjhugululelwe emalimini afaneleko.
AmaForomo	Azakufumaneka ngesiNgisi.
IKombalayelo namaTshwayo	Yoke imitlolo yekombalayelo

wokuziKhangisa	neyamatshwayo wokuzikhangisa wangaphakathi nangaphandle kwe-GCIS izakwenziwa ngesiNgisi, njengoba phela isikhala sisincani kilemitlolo enje, ukube kanti i-GCIS yona ifuna ukufika ebantwini abanengi ngokungakghonakalako.
Imibiko yaqobe mnyaka ye-GCIS neminye imitlolo eqakathekileko.	Izakutlolwa beyikhutjhwwe ngesiNgisi.
Imikhiqizo ye-GCIS elalelwa beyibukelwe.	Indlela yakwa-GCIS yokukhambisa imilayezo (yokuthintana) emkhiqizo olalelwa bewubukelwe izakuphekelwa ziinhlokwana ezitloliweko ngomnqopho wokusiza labo abangezwa kuhle eendlebeni.

9.1.2. Isibawo sokukhulunyiswa namkha sokutlolwa ngananyana ngiliphi ilimi singathunyelwa ngokulandela ikambiso ehlathululwa endinyaneni 9.4 ngenzasapha.

9.2. Ukuthintana kwangekhaya nezinye iindlela zokuthintana nababelani namkha nezinye iinqhema

9.2.1. Iindlela ezilandelako zokuthintana zizakwenziwa ngelimi lesiNgisi, ngaphandle kwalokha nakunesidingo sokuthi ilimi lesiNgisi litjhugululelwe keline ilimi ngenca yobujamo bezinto kilesosifunda, namkha ngokucabangela ukuthi abantu bendawo leyo benyula elinye ilimi ngaphandle kwesiNgisi, nakhona nayibe akhona amandla, ikghono neensetjenziswa zokuthi isiNgisi singatjhugululelwa keline ilimi elenyulwako namkha kamanye amalimi enyulwako:

9.2.1.1. Zoke iindlela zokuthintana zangekhaya zangokomthetho ezenziwa ngomlomo, ezitloliweko nezisebenzisa ithungelelwanohlanganiso ngaphakathi kwe-GCIS (amamemorandamu, amaphetjhanamkhangiso, iincwajana ezihlathululako, imigwalo, iimemezelo ezisemthethweni, imitlolo, imtilolo yeendaba, amaphowusta, izaziso, iinkulumo zangokomthetho, imihlangano, njll.)

9.2.1.2. Zoke iinkundla lapho kukhulunyisanwa khona ngokomthetho ngokutloliweko nangokwethungelelwanohlanganiso la kungaba khona nababelani namkha ezinye iinqhema, ekungabalwa hlangana nazo

imihlangano, iinkulumiswano zokucocisana ngeenqhema , ukwethulwa kweenkulumo, ukuhlungelwa umsebenzi, iinkundla zokubandula, iinkundla zokukhalima, njll.

9.2.2. Zoke insebenzi zakwa-GCIS zinelungelo lokusebenzisa ilimi ezilenyulako lokha nazikhulumisana ngomlomo, ngokomtlolelo nangethungelelwano hlanganisongombandela othi boke abasekulumeni leyo bayalizwa ilimi ekukhulunywa ngalwelo namkha amalimi ekukhulunywa ngawo.

9.3. **Ukuthintana/ukukhulumisana namalunga womphakathi anokukhubazeka kwamehlo, kokukhuluma nekokuzwa:**

9.3.1. La kunesidingo khona, nangokuqalelela ukuthi abantu bendawo benyulani begodu kuneentlabagelo ezaneleko, i-GCIS izakukhulumisana nabantu abathileko bendawo namkha besifunda esithileko ngomtlolelo-*Braille*, kobanyana kuzokusizeka labo abangaboniko nabangaboni kuhle, ibuye isebenzise nabotologi beLimi lamaTshwayo weZandla, kobanyana kuzokusizakala abantu abangezwako namkha abangezwa kuhle.

9.3.2. Insebenzi zekoro eyamukela abayeni be-GCIS namkha amalunga womphakathi zizakubandulelwa ukusebenzisa iLimi lamaTshwayo weZandla kobanyana zizokwazi ukuthintana namakhasimende anokukhubazeka kokungezwa.

9.4. **Ikambiso elandelwako yokukhombela ukutjhugululelwa kwemitlolo kamanye amalimi:**

9.4.1. La kungakasetjenziswa khona i-*Braille*, iLimi lamaTshwayo weZandla namkha elinye ilimi elithileko elitjhiwo ngebizo, kungenziwa isibawo sithunyelwe kumNqophisi Zombebele sokuthi kutjhugululelwe umtlolelo kelineye lamalimi, utjhugululelwe ku-*Braille*, namkha utoligwe ngeLimi lamaTshwayo weZandla.

9.4.2. Isibawo kufanele sithunyelwe kumNqophisi Zombebele, esiphandeni se-imeyili esithi: languagequeries@gcis.gov.za namkha sithunyelwe eMzimkhulu we-GCIS.

9.4.3. I-GCIS izakuqala isibawo ngokuqalelela ukusetjenziswa, ukughonakala kokuphumelela kwesibawo kuqalwe imithombo yeensetjenziswa, ubujamo bezinto endaweni nokulinganiseka kweendingo nokuthi umphakathi wenyulani.

9.4.4. Nayibe isibawo siyamukelwa, ngokuqalelela amaphuzu abekwe endinyaneni 9.4.3 ngehlapha, i-GCIS izakwenza ukuthi umtlolelo uyatjhugululwa, namkha utoligelwe) eLimini lamaTshwayo weZandla, namkha ugadangiselwe emtlolelweni we-*Braille*,

kungakapheli itjhumi lamalanga ngemva kokwamukela kwayo isibawo. Nakufumaniseka ukuthi i-GCIS ayiphumeleli esithembisweni sayo ngesikhathi esibekiweko, izakukhulumisana nomfakisibawo imazise ukuthi singalunga nini isibawo sakhe.

- 9.4.5. Nayibe kunesidingo sokutoliga ngeLimi lamaTshwayo weZandla emnyanyeni we-GCIS, kufanele kuthunyelwe isibawo salokho kusasele amalanga alikhomba ngaphambi kwelanga lomnyanya ohleliweko.

10. UKUBULUNGWA KWEMININGWANA

- 10.1. Yoke imitlolo yangokomthetho ye-GCIS izakubulungwa njengamarekhodi ngelimi lesiNgisi, kuthi nakukghonekako eminye yayo ibulungwe nemitlolo etjhugululiweko.

11. UKURARULULWA KWEENGHONGHOYILO

- 11.1. Nanyana ngubani onesinghonghoyilo ngokusetjenziswa komThethokambiso wokuSetjenziswa kwamaLimi we-GCIS angatlola athumele isinghonghoyilo sakhe kumNqophisi Zombebele kungakapheli iinyanga ezintathu sivumbukile isinghonghoyilweso.
- 11.2. Isinghonghoyilo kufanele bona sithunyelwe e-GCIS ngenye yaleziindlela ezilandelako:
- 11.2.1. Singafikiswa mathupha eMzimkhulu we-GCIS e-Tshedimose House, 1035, epambanaNdlela ka-Frances Baard no-Festival , e-Hatfield, esePitori, 0083, namkha
- 11.2.2. Ngencwadi erejistariweko ethunyelwa kilesisiphande: The DG, GCIS, Private Bag X745, Pretoria, 0001; namkha
- 11.2.3. Ngokuthumela nge-imeyili esiphandeni esithi: languagequeries@gcis.gov.za
- 11.3. Imininingwana ephelileko yomuntu onghonghoyilako – etjho amabizwakhe ngokupheleleko, isiphande sakhe kunye neminingwana yokumthinta – kufanele itlolwe ibonakale kuhle emtlotweni wesinghonghoyilo esithunyelweko.
- 11.4. Isinghonghoyilo kufanele sihlathulule ngokuphelele ukuthi simumetheni, besibe nelanga, isikhathi nebizo lomuntu oqalene naso, la kukghonakala khona.

- 11.5. I-GCIS kungenzeka ikhombele umfaki wesinghonghoyilo bona angezelele eminye imininingwana namkha imbizele emhlanganweni la izakukghona khona ukumbuza ngomlomo eminye imibuzo ephathelene nesinghonghoyilo sakhe.
- 11.6. UmNqophisi Zombebele uzakuthatha isiqunto malungana nesinghonghoyilo asamukeleko, bese utlolela umfaki wesinghonghoyilo incwadi la amazisa khona ngesiqunto sakhe, kungakapheli iinyanga ezintathu namkha ngesikhathi esifitjhani kunalokho nayibe kukghonakele ukuthi asisebenze msinyazana isinghonghoyilweso.
- 11.7. Nayibe umfaki wesinghonghoyilo akaneliseki ngesiqunto somNqophisi Zombebele, umfaki wesinghonghoyilo angasidlulisela kuNgqongqotjhe wezokuThintana ngokutlola incwadi yokudlulisela isinghonghoyilo phambili, kungakapheli inyanga emukele ipendulo ngesiqunto somNqophisi Zombebele, njengokutjho kwendinyana 11.6 ngehla.

12. UKUGADANGISWA NOKUFUMANEKA KOMTHETHOKAMBISO WOKUSETJENZISWA KWAMALIMI WE-GCIS

- 12.1. UmThethokambiso lo uzakufumaneka:
- 12.1.1. Ngamalimi woke asemthethweni ali-11; kunye nange-
 - 12.1.2. *Braille*.
- 12.2. UmThethokambiso lo uyafumaneka:
- 12.2.1. Ngamalimi woke asemthethweni ali-11 kubunzinzolwazi obuthi-
www.gcis.gov.za; namkha
 - 12.2.2. Ngokuzifumanela ikhophi egadangisiweko engananyana ngiliphi ilimi elisemthethweni namkha engomtlolelo we-*Braille* eMzimkhulu we-GCIS nanyana ema-ofisini weemfunda.
- 12.3. UmThethokambiso otlolwe ngesiNgisi uvezwe ePhephandabeni lomBuso (iGazede), begodu uzakubekwa pepenene eendaweni ezithileko eMzimkhulu we-GCIS nema-ofisini wayo weemfunda.

13. UKUBUYEKEZWA KOMTHETHOKAMBISO

- 13.1. IKoro yemiSebenzi yezamaLimi izakuhlala itjheja beyihlola iragelo phambili mayelana nokusetjenziswa komthethokambiso lo beyithumele umbiko waqobe

mnyaka kuNgqongqotjhe wezobuKghwari namaSiko naku-PanSALB, omumethe ukusetjenziswa kwalimi asemthethweni njengokutjho kwemibandela yesiGaba se-9 somThetho.

- 13.2. UmThethokambiso lo uzakubuyekezwa qobe ngemva kweminyaka emine namkha kesinye nesinye isikhathi nakutlhogekako.