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INQUBOMGOMO YEZILIMI YOPHIKO LUKAHULUMENI LWEZOKUXHUMANA NOKUDLULISWA KOLWAZI

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1. ISINGENISO

1.1. INingizimu Afrika yizwe elinamasiko amaningi futhi ahlukahlukene, okuyinto ebonakala ngokucacile uma kubhekwa izilimi ezahlukahlukene ezikhulunywa kuleli. Ulimi yithuluzi elisemqoka kakhulu elingasetshenziswa ukuqinisa umbuso wethu wentando yeningi labantu futhi ludlala indima enkulu emikhakheni yempilo yomphakathi waseNingizimu Afrika mayelana nenhlalo yabantu, ezamasiko, ukuhluzeka kwengqondo, ezomnotho kanye nezepolitiki.

1.2. Siguquke kakhulu isimo sezilimi zakuleli emva kokufika kombuso wentando yeningi labantu ngowe-1994, ngenkathi uMthethosisekelo uhlinzeka ngohlaka lwemithetho nemithethonqubo ehlinzekela ukwamukelwa ngokusemthethweni kwezilimi ezahlukahlukene zakuleli. Inqubo yobuliminingi ekhona njengamanje inikeza izilimi ezazishaywe indiva esikhathini esedlule ithuba lokuba zikhule, zichume futhi zidlondlobale.

1.3. Isigaba sesi-6 soMthethosisekelo siqinisekisa isimo esilinganayo kuzo zonke izilimi zakuleli ezisemthethweni eziyi-11, okuyisiBhunu; isiNgisi; isiNdebele; isiXhosa; isiZulu; Sepedi; Sesotho; Setswana; Siswati, Tshivenḓa kanye ne-Xitsonga.

1.4. Ngenxa yegunya yalo elinikwe ngokomthethosisekelo lokuhlinzeka ngolwazi oluyiqiniso futhi olungenamaphutha; olutholakala kalula futhi ngesikhathi esibekiwe, i-GCIS inesibopho sokuhlinzeka ngobuholi obuphusile, ilawule futhi ihlanganise izinhlelo nezinqubo zikahulumeni zokuxhumana ukuze kuqinisekiswe ukuthi umphakathi uhlala unolwazi olufanelekile futhi ufinyelela kalula kwizinhlelo nezinqubomgomo zikahulumeni ezinosizo kuwona futhi eziwuhlomulisayo. Kule minyaka edlule lolu phiko belulokhu luqhubekile nokuhlinzeka ngezinhlelo zokuxhumana ngazo zonke izilimi zakuleli ezisemthethweni.

1.5. Ngokugqugquzela ukufinyelela okulinganayo kwizinsizakalo zikahulumeni kanye nokutholakala kolwazi, njengengxenye yesibopho sayo somthethosisekelo kanye nesibopho sokulandela imigomo nenkambiso elungileyo, empeleni i-GCIS iyaqinisekisa ukuthi zithola ukubhekelelwa kangcono futhi ngendlela efanelekile izilimi ezazishaywe indiva esikhathini esedlule, njengamanje esezamukelwe njengezilimu ezisemthethweni.

2. IZINCAZELO

Ngokwenhloso yale nqubomgomo, ngaphandle uma kubekwe ngendlela ehlukile futhi ecacile, amagama nemisho ebhalwe lapha ngezanzi kunikezwe lezi zincazelo ezilandelayo:

"I-*Braille*"	I-*Braille* yesiNgisi, ebizwa futhi nge-*Grade-2 Braille*
"uMthethosisekelo"	UMthethosisekelo weRiphabhulikhi yaseNingizimu Afrika we-1996
"u-DG"	UMqondisiJikelele we-GCIS
"i-GCIS"	Uphiko Lukahulumeni Lwezokuxhumana Nokudluliswa Klwazi
"uPhiko Lwezilimi"	Uphiko lwezilimi lwe-GCIS olwasungulwa ngokusemthethweni ngowezi-2008
"uNgqongqoshe"	UNgqongqoshe Wezokuxhumana
"Ubuliminingi"	Ukusetshenziswa kwezilimi ezisemthethweni eziningana noma zonke
"Ulimi olusemthethweni"	Nanoma iluphi ulimi olusemthethweni kweziyi-11 olubekwe ngokunquma kweSigaba sesi-6(1) soMthethosisekelo weRiphabhulikhi yaseNingizimu Afrika we-1996
"i-PanSALB"	IBhodi Yezilimi YaseNingizimu Afrika eyasungulwa ngokweSigaba sesi-2 soMthetho we-PanSALB, we-1995 (uMthetho wama-59 we-1995)
"Izilimi ezazishaywe indiva esikhathini esedlule"	isiNdebele, isiXhosa, isiZulu, Siswati, Sesotho, Setswana, Sepedi, Tshivenḓa kanye ne-Xitsonga

"Ukukhubazeka kwezinzwa"	Ukukhubazeka okuphathelene nokungaboni emehlweni, ukungakwazi ukukhuluma noma nokungezwa ezindlebeni
"uLimi Lwezandla"	ULimi Lwezandla LwaseNingizimu Afrika
"uMthetho"	UMthetho Wokusetshenziswa Kwezilimi Ezisemthethweni, wezi-2012 (uMthetho we-12 wezi-2012)
"Abanye abathintekayo"	Bafaka phakathi abahlinzeki bezinsizakalo kanye nabasebenzi okungenzeka baqashwe

3. IMIGOMO YENQUBOMGOMO

3.1. Inqubomgomo Yezilimi ye-GCIS isekelwe phezu kwale migomo elandelayo:

3.1.1. Ukwamukelwa kokuhlukana ngokwezilimi nangokwamasiko ngaphakathi kwi-GCIS, kanye nokwamukelwa kwesimo sobuliminingi sabantu baseNingizimu Afrika.

3.1.2. Ukuthuthukiswa nokugqugquzelwa kwazo zonke izilimi zakuleli ezisemthethweni ngokomoya we-*Batho Pele*.

3.1.3. Ilungelo lomphakathi lokuzikhethela ulimi oluthandwa yiwona ngenkathi lixhumana ne-GCIS.

3.1.4. Ilungelo lomphakathi lokufinyelela noma nokuhlinzekwa ngezinsizakalo zikahulumeni kanye nolwazi ngolimi oluqokwe yiwona, uma lokho kunokwenzeka.

3.1.5. Indima esemqoka edlalwa wulimi ekulekeleleni nokuqinisekisa ukuxhumana okuhle phakathi kukahulumeni nabantu.

3.1.6. Isidingo sokuhlinzekela izidingo zokuxhumana zabantu abanokukhubazeka okungaphazamisa ulimi, njengokungaboni emehlweni noma nokungezwa ezindlebeni.

3.1.7. Igunya elinikezwe ngokomthetho nomthethosisekelo lokugqugquzela ubuliminingi ngenhloso yokuqinisekisa ukuxhumana okuhle futhi okuqhutshwa ngendlela efanelekile phakathi kukahulumeni nomphakathi.

3.2. I-GCIS izosebenzisa ulimi olulula futhi olucacile ukwenza ngcono ezokuxhumana.

4. INHLOSO KANYE NOBUBANZI BOKUSEBENZA KWENQUBOMGOMO

4.1. Inhloso yale nqubomgomo wukuthobela igunya le-GCIS elinikezwe ngumthetho kanye noMthethosisekelo. Futhi ihlose ukugqugquzela ubuliminingi ukuze kuqinisekiswe ukuxhumana okuhle, okuqhutshwa ngendlela efanele phakathi kukahulumeni nomphakathi ngokwezinjongo zoMthetho kanye noMthethosisekelo.

4.2. Le nqubomgomo iyisibopho kuwo wonke amagatsha nabasebenzi be-GCIS.

4.3. Futhi izosebenza njengethuluzi lokweluleka iminyango efuna ukuthola izinsizakalo eziphathelene nolwazi oluhlinzekwa yi-GCIS.

4.4. Igatsha: Lemisebenzi Yokweseka Ukuphathwa Nokulawulwa Kwesikhungo yilona elinegunya lokuphoqelela ukusetshenziswa nokuthotshelwa kwale nqubomgomo.

5. IMITHETHO ENIKEZA IGUNYA

Inqubomgomo isekelwe phezu kwale mithetho elandelayo:

5.1. UMthethosisekelo weRiphabhulikhi yaseNingizimu Afrika we-1996;

5.2. UMthetho Wokusetshenziswa Kwezilimi Ezisemthethweni, wezi-2012 (uMthetho we-12 wezi-2012);

5.3. UHlaka LweNqubomgomo Yezilimi Kazwelonke, lowezi-2003;

5.4. UMthetho Wokugqugquzela Ukutholakala Kolwazi, wezi-2000 (uMthetho wesi-2 wezi-2000);

5.5. UHlaka Lwesu Lezokuxhumana Likazwelonke – lowezi-2014-2019.

6. MAYELANA NE-GCIS

6.1. I-GCIS yasungulwa ngowe-1998 ngokweSigaba sama-239 soMthethosisekelo njengenhlangano eqinisekisa ukusatshalaliswa kolwazi nemilayezo kahulumeni emphakathini ngendlela ehambelanayo futhi ezwakalayo, ngokuhambisana nezinto ezisemqoka kuleli lizwe ezinqunywe ngumthethosisekelo.

6.2. I-GCIS inikwe igunya lokuhlanganisa, ukuhola kanye nokweluleka mayelana nezokuxhumana zikahulumeni, kufaka phakathi ukuxhumana nabezindaba, ukuthuthukiswa kwezokuxhumana kanye nokukhangisa. Injongo ye-GCIS

wukufezekisa uhlelo lwezokuxhumana oludidiyelwe, oluhambelanayo futhi olucacile phakathi kukahulumeni nezakhamuzi zaseNingizimu Afrika, oluzokwenza ukuba umphakathi ukwazi ukuba yingxenye yoguquko lwaleli lizwe.

6.3. Umsebenzi omkhulu we-GCIS ukuhlinzeka ngolwazi oluyiqiniso futhi olungenamaphutha, ngesikhathi esibekiwe, kwizakhamuzi zaseNingizimu Afrika lapho kusetshenziswa izindlela zokuxhumana ezijwayelekile kanye nezesimanje. I-GCIS isebenzisa imikhiqizo nezigcawu ezahlukahlukene ukwanelisa izidingo zolwazi oluqondene nemikhakha yabantu abathile ehlukahlukene. I-GCIS ihlinzeka ngalo msebenzi njengelungelo lomthethosisekelo elinikezwe izakhamuzi zaseNingizimu Afrika lapho iSigaba se-195(g) siyalela ukuthi ukuze kugqugquzelwe ukusebenza ngendlela esobala, umphakathi kumele uhlinzekwe ngolwazi oluyiqiniso futhi olungenamaphutha, olutholakala kalula, ngesikhathi esibekiwe.

6.4. Ngenxa yaleli gunya elishiwo ngenhla i-GCIS ihlinzeka ngezinsizakalo kuzo zonke izindawo zaseNingizimu Afrika.

7. IGUNYA LOPHIKO LWEZILIMI

7.1. Uphiko Lwezilimi Lwe-GCIS lwasungulwa ngoMbasa 2008 ngaphansi kwegunya lokuhlinzeka i-GCIS ngezinsizakalo zokuhumusha, ukuhlela nokuhlelembisa kanye nokuhlola imibhalo ngenhloso yokuqinisekisa ukuthi ayinawo amaphutha.

7.2. Lwenza futhi nomsebenzi wokucinga nokuqoqa imisho namagama afanelekile, nokuwathuthukisa kanye nokuwahlanganisa.

7.3. Lusebenza ngokubambisana nezinye izinhlangano ezenza umsebenzi ophathelene nezilimi, futhi lufaka isandla ekuthuthukisweni nasekugqugquzelweni kwezilimi ezabe zishaywe indiva ngesikhathi esedlule.

7.4. Uphiko Lwezilimi lwethweswe umsebenzi wokuqalisa ukusebenza kwale nqubomgomo kanye nokweluleka bonke ababambiqhaza mayelana nalokho okuqukethwe yinqubomgomo.

8. UMONGO WENQUBOMGOMO

8.1. Izilimi ezisemthethweni ze-GCIS

8.1.1. Njengophiko olulawula izinhlelo nezinqubo zikahulumeni zezokuxhumana, i-GCIS izokwenza konke okusemandleni ayo ukuxhumana nezakhamuzi ngazo zonke izilimi

zakuleli ezisemthethweni, uma lokho kudingekile futhi uma kunokwenzeka. Ulimi oluzosetshenziswa kumele futhi lubhekelele nesimo sabantu abanokukhubazeka.

8.1.2. Ngenkathi ithatha isinqumo sokuthi iluphi ulimi olusemthethweni oluzosetshenziswa i-GCIS kumele ibheke ukusetshenziswa kolimi, isimo sokusebenziseka ngempumelelo kolimi, izinsiza-kusebenza ezikhona, izimo zesifunda kanye nokuthi singakanani isidingo solimi futhi ngabe lowo mphakathi ohlinzekwa ngosizo yi-GCIS uyalufuna yini ulimi lolo.

9. IZINDLELA ZOKUXHUMANA NALABO ABATHINTEKAYO

9.1. Ukuxhumana nomphakathi

9.1.1. I-GCIS izoxhumana namalungu omphakathi ngalezi zindlela ezilandelayo:

Uhlobo lwezokuxhumana	Ulimi
Ukuxhumana ngomlomo, kubandakanya izinqubo ezisemthethweni, izimemezelo, izinkulumo ezethulwa emphakathini, izingqungquthela, njll.	I-GCIS izosebenzisa isiNgisi ngokushintshashintshana nanoma yiluphi olunye lwezilimi ezisemthethweni, futhi lokhu kuzoya ngokwenhloso noma isigcawu.
Izincwadi nemibhalo esemthethweni, kubandakanya nohlelo-xhumano lwekhompyutha, nazo zonke izincwadi, izitatimende ezithunyelwa kwabezindaba, amamemorandamu, izimemo, izinhlobo zezincwadi ezahlukahlukene, izintshicilelo, amapheshana aqukethe izindaba, izincwajana ezichachisayo njll.	Imibhalo izoshicilelwa ikakhulukazi ngesiNgisi. Zonke izincwadi nemibhalo kuzohunyushelwa olimini olukhulunywa kakhulu noma ezilimini ezikhulunywa kakhulu esifundazweni esithile. Uphiko Lwezilimi yilona oluzolawula izicelo zalezo zihumusho.
Amafomu	Azotholakala ngesiNgisi.
Izimpawu Nezintshicilelo Zokukhangisa	Njengoba i-GCIS ifuna ukuxhumana nabantu abaningi kanti futhi kunesikhala esincane sokubhala lezi zinhlobo zezintshicilelo zokuxhumana, zonke

	izimpawu nezintshicilelo zokukhangisa zangaphakathi nezangaphandle zizobhalwa ngesiNgisi.
Imibiko ye-GCIS ekhishwa njalo ngonyaka kanye neminye imibhalo esemqoka.	Izoshicilelwa ngesiNgisi.
Imikhiqizo ye-GCIS ezwakala ngezindlebe futhi ebonakala ngamehlo	Imikhiqizo ye-GCIS ezwakala ngezindlebe futhi ebonakala ngamehlo izosebenzisa imibhalo yenkulumo ukuze kusizakale nabantu abangezwa ezindlebeni.

9.1.2. Zonke izicelo zokuxhumana nganoma yiluphi olunye ulimi kumele zithunyelwe ngokwenqubo ebhalwe kwisigatshana 9.4 ngezansi.

9.2. Ukuxhumana kwangaphakathi kanye nazo zonke ezinye izinhlobo zokuxhumana nabantu bangaphandle

9.2.1. Lezi zinhlobo zokuxhuma ezilandelayo zizokwenziwa ngesiNgisi, ngaphandle uma kunesidingo, futhi ngokubheka ukusetshenziswa kolimi, isimo sokusebenziseka ngempumelelo kolimi, izinsiza-kusebenza ezikhona, izimo zesifunda kanye nokuthi singakanani isidingo solimi futhi ngabe umphakathi uyalufuna yini ulimi lolo, imibhalo yokuxhumana izohunyushwa isuswa esiNgisini isiwe olimini oluceliwe.

9.2.1.1. Konke ukuxhumana ngomlomo kwangaphakathi ku-GCIS okusemthethweni, noma okubhalwe phansi noma okwenziwe ngohlelo-xhumano lwekhompyutha (amamemorandamu, amapheshana aqukethe izindaba, izincwajana ezichachisayo, imibhelebhele, izimemezelo ezisemthethweni, imibhalo, izincwajana zezindaba, amaphosta, izaziso, ukwethulwa kwezinkulumo ezizemthethweni, imihlangano, njll).

9.2.1.2. Konke ukuxhumana ngomlomo okusemthethweni noma okubhalwe phansi noma okwenziwa ngohlelo-xhumano lwekhompyutha okubandankanya abantu bangaphandle kubandakanya imihlangano, izingxoxo zamaqembu, izethulo, izinhlolokhono zomsebenzi, izigcawu zokuqeqeshwa, izigcawu zokuqondiswa kwezigwegwe, njll.

9.2.2. Abasebenzi be-GCIS bangaxhumana bodwana ngomlomo noma ngencwadi noma ngohlelo-xhumano lwekhompyutha ngolimi oluqokwe yibona, uma bonke abayingxenye yokuxhumana lokho beluqonda ulimi olusetshenziswayo.

9.3. **Ukuxhumana namalungu omphakathi anokukhubazeka okuphathelene nezinzwa:**

9.3.1. Uma kunesidingo, futhi ngokubheka ukusetshenziswa kolimi, isimo sokusebenziseka ngempumelelo kolimi, izinsiza-kusebenza ezikhona, izimo zesifunda kanye nokuthi singakanani isidingo solimi futhi ngabe umphakathi uyalufuna yini ulimi lolo, i-GCIS izohlinzeka ngemibhalo ye-*Braille* ukuze kusizakale labo abangaboni emehlweni futhi ihlinzeke ngotolika boLimi Lwezandla ukuze kusizakale labo abangezwa ezindlebeni.

9.3.2. Abasebenzi be-GCIS bophiko olwamukela izivakashi bazothola ukuqeqeshwa koLimi Lwezandla ukuze bakwazi ukuxhumana namalunga omphakathi angezwa ezindlebeni afuna usizo lwe-GCIS.

9.4. **Inqubo yokuthola izihumusho:**

9.4.1. Uma ukuxhumana kungahlinzekwanga nge-*Braille*, noma ngoLimi Lwezandla noma ngolimi oluthile, isicelo singathunyelwa kuMqondisi Jikelele (u-DG) ukuze kuhunyushwe umbhalo noma uguqulelwe ku-*Braille* noma kuhlinzekwe ngotolika woLimi Lwezandla.

9.4.2. Isicelo kumele sithunyelwe ku-DG noma sithunyelwe nge-imeyili ku: languagequeries@gcis.gov.za noma sihanjiswe eNhloko-Hhovisi ye-GCIS.

9.4.3. I-GCIS izosicubungula isicelo, ngokubheka ukusetshenziswa kolimi, isimo sokusebenziseka ngempumelelo kolimi, izinsiza-kusebenza ezikhona, izimo zesifunda kanye nokuthi singakanani isidingo solimi futhi ngabe umphakathi uyalufuna yini ulimi lolo.

9.4.4. Uma samukeliwe isicelo, ngokubheka izimo ezibalulwe kwisigatshana 9.4.3 ngenhla, i-GCIS izokwenza imizamo, kungakapheli izinsuku zomsebenzi eziyi-10 emva kokuthola isicelo, yokuhumusha umbhalo lowo, noma ukuhlinzeka ngotolika woLimi Lwezandla noma ukuguqula umbhalo ube yi-*Braille*. Uma kwenzeka i-GCIS ihluleka ukufezekisa isicelo ngezinsuku ezinqunyiwe, kuzoxhunywana nalowo ofake isicelo ukuze aziswe ukuthi uzohlinzekwa nini ngosizo alucelile.

9.4.5. Uma kudingeka utolika wolimi lwezandla emcimbini we-GCIS, isicelo kumele sithunyelwe okungenani kusasele izinsuku eziyisikhombisa ngaphambi kosuku oluhleliwe okuzobanjwa ngalo umcimbi.

10. UKUGCINWA KWAMAREKHODI

10.1. Yonke imibhalo ye-GCIS esemthethweni izokwenziwa futhi igcinwe ngesiNgisi, futhi uma kufanelekile, izogcinwa kumafayela noshicilelo lwayo oluhunyushiwe noma noluguquliwe.

11. UKUXAZULULWA KWEZIKHALAZO

11.1. Noma ngubani onesikhalazo mayelana nokusetshenziswa kweNqubomgomo Yezilimi ye-GCIS angafaka isikhalazo sakhe ngokubhalela u-DG kungakapheli izinyanga ezintathu emva kokwenzeka kwesimo esibangele isikhalazo.

11.2. Isikhalazo kumele sithunyelwe ku-GCIS ngenye yalezi zindlela ezilandelayo:

11.2.1. Ungazihambisela sona mathupha eNhloko-Hhovisi ye-GCIS kuleli kheli: Tshedimosetso House, 1035 cnr Frances Baard and Festival streets, Hatfield, Pretoria, 0083; noma

11.2.2. Usithumele ngeposi elirejistiwe ku: The DG, GCIS, Private Bag X745, Pretoria, 0001; noma

11.2.3. Usithumele nge-imeyili eqondiswe ku-DG kuleli kheli: *languagequeries@gcis.gov.za*

11.3. Imininingwane ephelele yomuntu ofaka isikhalazo – kufaka phakathi amagama aphelele, ikheli kanye nemininingwane yokuxhumana – kumele ibhalwe ngokucacile kuleso sikhalazo esithunyelwe.

11.4. Kumele kuhlinzekwe ngencazelo ephelele yesikhalazo, kufaka phakathi usuku, isikhathi kanye nomuntu obangele ukuba kufakwe isikhalazo, lapho kufanelekile.

11.5. Kungenzeka i-GCIS icele umuntu ofake isicelo ukuba ahlinzeke ngolwazi olwengeziwe noma amenywe ukuba eze emhlanganweni lapho kuzokuxoxiswana naye khona ngesikhalazo sakhe.

11.6. U-DG, kuzothi kungakapheli izinyanga ezintathu noma isikhathi esingaphansana kwalesi esidingekile sokucubungula isikhalazo ngendlela efanelekile, athathe

isinqumo mayelana nesikhalazo futhi abhalele umuntu ofake isikhalazo amazise ngaleso sinqumo asithathile.

11.7. Uma umuntu ofake isikhalazo engagculisekile ngesinqumo sika-DG, angasidlulisela kuNgqongqoshe Wezokuxhumana ngokuthumela isicelo esibhalwe phansi sokudlulisa isinqumo kungakapheli inyanga eyodwa emva kokuba ethole isinqumo sika-DG njengoba kushiwo kwisigatshana 11.6 ngenhla.

12. UKUSHICILELWA KWENQUBOMGOMO YEZILIMI YE-GCIS KANYE NOKUTHOLAKALA KWAYO

12.1. Inqubomgomo yezilimi izotholakala:

12.1.1. Ngazo zonke izilimi ezisemthethweni eziyi-11; kanye

12.1.2. Ne-*Braille*.

12.2. Inqubomgomo iyatholakala:

12.2.1. nge-inthanethi ku-*www.gcis.gov.za* nganoma yiluphi ulimi olusemthethweni ezilimini zakuleli eziyi-11; noma

12.2.2. ngokufunda ikhophi yenqubomgomo ebhalwe ephepheni, etholakala nganoma yiluphi ulimi olusemthethweni ezilimini zakuleli eziyi-11 noma nge-*Braille*, eNhloko-Hhovisi ye-GCIS noma emahhovisi ayo asezifundazweni.

12.3. Ikhophi yenqubomgomo yezilimi izoshicilelwa ngesiNgisi *kuSomqulu Kahulumeni,* futhi izobekwa kuzo zonke izingosi eziqokiwe eNhloko-Hhovisi ye-GCIS noma emahhovisi ayo asezifundazweni.

13. UKUBUYEKEZWA KWENQUBOMGOMO

13.1. Uphiko Lwezilimi luzoyiqapha ngeso lokhozi futhi luyihlole njalo inqubekelaphambili yokuqaliswa nokusetshenziswa kwale nqubomgomo futhi luthumele umbiko njalo ngonyaka kuNgqongqoshe Wezobuciko Namasiko naku-PanSALB mayelana nokusetshenziswa kwezilimi ezisemthethweni emikhakheni ehlukahlukene njengoba kulindelekile, ngokulayela kweSigaba sesi-9 soMthetho.

13.2. Inqubomgomo izobuyekezwa njalo emva kweminyaka emine, futhi noma nini uma kunesidingo salokho.