

# OFFCAMBER ADVENTURES 4 X 4

## PAIA MANUAL

### **Offcamber Adventures**

**(VAT Registration number: 4240212888)**

**This manual has been prepared in terms of the section 51 of the Promotion of Access to Information Act 2 / 2000**

### **Section 51(1)(a)**

**Business Name:** A.S.B. Webb T/A Offcamber Adventures

**Registered Office:** Solitude Farm Erf 388 / 4, Elandsriver Road, Elandsriver Valley, Port Elizabeth, 6001

**Postal Address:** P.O. Box 19281, Linton Grange, 6015

**Sole Proprietor:** Anthony Simon Billing Webb

**Contact Person:** Sharon Lesley Webb

**Tel. No. of Contact Person:** 041 9555572

**Fax No. of Contact Person:** 0865403325

**Cell No. of Contact Person:** 0824560656

**Email Address of Contact Person:** [oca@absamail.co.za](mailto:oca@absamail.co.za)

### **Section 51(1)(b)**

To gain access to the Human Rights Commission's website which provides a guide to the Act, browse using an Internet Web browser to <http://www.sahrc.org.za>

Alternatively call the Human Rights Advice Line on: 0860120120

### **Section 51(1)(c)**

At this stage no Notice(s) has / have been published.

2/....

TONY & SHARON WEBB 082 553 2763 082 456 0656

**4X4 TRAILS QUAD TRAILS HIKING TRAILS CAMPING  
BASS FISHING & ADVENTURE SPORTS**

**Section 51(1)(d)**

Information is available in terms of the following legislation, if and where applicable:

- a. Basic Conditions of Employment Act No. 75 of 1997
- b. Companies Act No. 61 of 1973
- c. Income Tax Act No. 58 of 1962
- d. Occupational Health and Safety Act No. 85 of 1993
- e. Unemployment Insurance Act No. 30 of 1966
- f. Value Added Tax Act No. 89 of 1991

**Section 51(1)(e)**

- a. Employment Contracts: Availability to be determined upon receipt of request
- b. Tradename Registrations: Availability to be determined upon receipt of request
- c. Company Documentation: Availability to be determined upon receipt of request
- d. Website Information: Freely available at <http://www.offcamberadventures.co.za>

**Section 51(1)(f)**

**Fees in respect of Requests for Information**

**Fees in respect of Private Bodies**

1. The fee for a copy of the manual as contemplated in regulation 9(2)(c) is R1.10 for every photocopy of an A4-size page or part thereof.
2. The fees for reproduction referred to in regulation 11(1) are as follows:
  - (a) For every photocopy of an A4-sized page or part thereof: R1.10
  - (b) For every printed copy of an A4-sized page or part thereof held on a computer or in electronic or machine-readable form: R0.75
  - © For a copy in a computer-readable form on:
    - (i) stiffy disk R7.50
    - (ii) compact disc R70.00
  - (d) (i) For a transcription of visual images, for an A4-size page or part thereof R40.00
  - (ii) For a copy of visual images R60.00
3. The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is R50.00
4. The access fees payable by a requester referred to in regulation 11(3) are as follows:
  - (1) (a) For every photocopy of an A4-size page or part thereof R1.10
  - (b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form R0.75
  - © For a copy in a computer-readable form on:
    - (i) Stiffy disc R7.50
    - (ii) compact disc R70.00

3/...

3.

- (d)(i) For a transcription of visual images, for an A4-sized page or part thereof R40.00
- (ii) For a copy of visual images R60.00
- (e) To search for and prepare the record for disclosure, R30.00 for each hour or part of an hour reasonably required for such search and preparation
- (2) For purposes of section 54(2) of the Act, the following applies:
  - (a) Six hours as the hours to be exceeded before a deposit is payable and
  - (b) one third of the access fee is payable as a deposit by the requester
- (3) The actual postage is payable when a copy of a record must be posted to a requester.

**Section 53(1) of the Promotion of Access to Information Act, 2000 (Act No.2 of 2000)**  
**Form for Application of Information**  
**Request for access to record of private body**

Download the Application Form [here](#).