

PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (act 2 of 2000)
SECTION 51 MANUAL FOR THE CLOSE CORPORATION (private bodies)
Zawadi Gems and Curios cc (1997/059569/23)

INFORMATION REQUIRED UNDER SECTION 51(1) (A) OF THE ACT

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The Information Officer: Mr. G. Fioravanti

Trading name: Zawadi Gems & Curios

Nature of Business: Wholesalers & manufacturers of exclusive Gift, Décor and Jewellery products.

DESCRIPTION OF GUIDE REFERRED TO IN SECTION 10: SECTION 51(1) (B)

A guide has been compiled in terms of section 10 of PROATIA by the Human Rights Commission. It contains information required by a person wishing to exercise any right, contemplated by PROATIA. It is available in all of the official languages.

The guide is available for inspection, inter alia, at the office of the offices of the Human Rights Commission at 29 Princess of Wales Terrace, corner York and St. Andrews Streets, Parktown and on its website at www.sahrc.org.za.

THE LATEST NOTICE IN TERMS OF SECTION 52(2) (IF ANY):

At this stage no notice(s) have been published on the categories of records that are automatically available without a person having to request access in terms of PROATIA.

RECORDS AVAILABLE IN TERMS OF OTHER LEGISLATION: SECTION 51(1) (D)

Records available in terms of other legislation are as follows:

- Labour Relations Act 66 of 1995
- Employment Equity Act 55 of 1998
- Basic Conditions of Employment Act 75 of 1997
- Compensation for Occupational Injuries and Disease Act 130 of 1993
- Companies Act 71 of 2008
- Unemployment Insurance Act 63 of 2001
- Value Added Tax Act 89 of 1991
- Income Tax Act 58 of 1962
- Skills Development Act 9 of 1999
- Close Corporations Act 69 of 1984
- Consumer Protection Act of 2008

SUBJECTS AND CATEGORIES OF RECORDS HELD BY THE CLOSE CORPORATION ZAWADI GEMS AND CURIOS CC: SECTION 51(1) (E)

1. Companies Act records
 - Documents of incorporation
 - Memorandum of incorporation
 - Minutes of Members meetings