

**OBSERVER FORUM REVIEW OF THE RIGHTS
ALLOCATION PROCESS FOR SMALL-SCALE
FISHERIES PERMITS**

MASTER REPORT

FINAL REPORT
REVISION 00

MARCH 2023



**forestry, fisheries
& the environment**

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA



EXECUTIVE SUMMARY

The below table indicates on a high-level how each part of the process scored for this area. Detailed information for each part of the process can be found in the annexure below.

LOCATION	AREA 55
MOBILISATION COMPLIANCE RATING	56%
DISTRIBUTION COMPLIANCE RATING	100%
CATCH - ALL COMPLIANCE RATING	100%
MOBILISATION FOR RECEIPTING COMPLIANCE RATING	100%
RECEIPTING COMPLIANCE RATING	78%
VERIFICATION COMPLIANCE RATING	92%
AVERAGE COMPLIANCE RATING	88%

Table 1-1: Overview of observation

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GLOSSARY OF TERMS AND ABBREVIATIONS

CBO	Community Bases Organisation
Comms	Communications
DFFE	Department of Forestry, Fisheries, and the Environment
RoD	Reason of Decision
SP	Service Provider
SSFM	Small-Scale Fisheries Management
SSF	Small Scale Fisheries
SE	Stakeholder Engagement

1 INTRODUCTION

This chapter will be presented in the following sections:

- Background
- Purpose of the report
- Structure of the report.

1.1 BACKGROUND

In 2016, the former Department of Agriculture, Forestry and Fisheries verified approximately eight thousand four hundred and eighty-eight individuals in fishing communities that expressed interest in small-scale fishery. Thereafter, the Department declared two thousand eight hundred and two individual's small-scale fishers. However, after the announcement of declared small-scale fishers, the Department received several complaints implying that the process followed in the Western Cape was unjust and not transparent. The Minister of Forestry, Fisheries and the Environment, Ms Barbara Creecy ("the Minister"), engaged with various fishing communities and other fisheries stakeholders in the Western Cape to note the challenges faced by fishers and to respond to the concerns raised by the fishers. The fishers showed unhappiness about the entire process in the Western Cape. Subsequently to that, the Department decided to launch an audit on the entire process of verifying and registering fishers in the Western Cape. The findings proved that the process in the Western Cape was ambiguous, unfair, and not transparent and thereby recommended that the Minister should start the process afresh.

The audit report further concluded that the verification criteria used were not in line with the Small-Scale Fisheries Policy, the verification form was ambiguous, the community panel members excluded fishers unfairly and deliberately, officials assessing verification information were not consistent, the service provider did not capture information correctly, and the process followed for the Western Cape (WC) was wholly inadequate and unfair. Furthermore, the audit report concluded that the criteria on the verification form were not clear for fishers to understand. The verification form allowed for inconsistent information and confusion to fishers who were completing the form without assistance. The Criteria (SSF Regulation 4 (1)) were not defined, hence a possibility of ambiguity. In redoing the process, the Department is determined to ensure consistency; hence, the appointment of an observer committee, which will include the recognised Community-Based Organisations (CBOs).

This project involves the observation of the mobilisation, distribution, receipting and verification processes of Small-Scale Fishers in the Western Cape. The purpose of the observer forum is to observe that all processes are adhered to in the manner outlined in the implementation plan. The implementation plan with an additional checklist can be found below.

Delta Built Environment Consultants (Delta BEC) was appointed to ensure the management of the observer committee as well as the documentation, processing and reporting on any documentation that emanates from the observer committee's duties.

1.2 PURPOSE OF REPORT

This report aims to give the reader feedback as to how well the Department of Forestry, Fisheries and the Environment did with following the due procedure set out to issue individuals with small-scale fishing permits fairly. The high-level process that was followed is as follows:

- Step 1: Mobilisation
- Step 2: Distribution
- Step 3: Catch-All Distribution
- Step 4: Mobilisation for Receipting
- Step 5: Receipting
- Step 6: Verification (3 Phases).

Steps 3 and 4 were not part of the original process; these processes were added after step 2 by DFFE as a necessity. The catch-all distribution phase was implemented as DFFE noticed that the number of fishers who collected forms was a lot lower than initially anticipated. The mobilisation for receipting phase was brought in by DFFE for two reasons; firstly, the DFFE wanted to give the fishers who collected during the catch-all phase additional time to get their documentation in order, and secondly, because the fisher representative organisations requested additional time for the fishers to collate their documentation.

Delta BEC is not employed to observe the appeals and final list announcement process. The appeals process will be handled by an external department. Once the appeals process has run its course, the final list will be announced.

The report will include the purpose of each stage, methodology, types of data collected and summaries of the results from the days observed, and detailed checklists and photo evidence will be included as appendices.

1.3 STRUCTURE OF REPORT

The report comprises the following sections:

- Section 2: Approach
- Section 3: Mobilisation
- Section 4: Distribution
- Section 5: Catch-All Distribution
- Section 6: Mobilisation for Receipting
- Section 7: Receipting
- Section 8: Verification
- Section 9: Conclusion

2 APPROACH

The difficulty that the observer forum faces is that the members reside all over the Western Cape and do not have access to office space. Furthermore, the availability of the observers posed a risk as many of the observers are also fishers and, therefore, cannot commit to full-time observing. The solution implemented is one that uses WhatsApp to administer the checklist questions to the observer on the day of the observation. Delta BEC asked the observers a variety of questions throughout the day, to which the relevant observers responded and provided relevant proof for the questions asked. All these conversations and proof received are presented in this report.

3 MOBILISATION

The mobilisation phase of the process refers to the phase where the local fisherman interested in obtaining fishing rights is notified with that the distribution phase (further detailed in section 4) will commence. This communication is done via posters, bulk SMSs and radio broadcasts.

This chapter is detailed in the following sections:

- Overview
- Criteria to be met for distribution to be successful
- Data collected.

3.1 OVERVIEW

The table below presents the findings for the planned start date and the actual start date and elaborates on the observer responsible for this location with his/her comments.

Table 3-1: Mobilisation - Planned start vs Actual start

ITEM	DESCRIPTION
Venue	Hopefield Community Hall
Planned Start Date	19 September 2022
Actual Start Date	19 September 2022, this date is not definite as the DFFE issue Delta BEC with information retrospectively, this date was deduced by looking at the file name of the photo provided. The photo file name is "IMG-2022019-WA0045 Hopefield Community Centre".
Data collector	DFFE – No specific person from DFFE observed on the day. The information was received in bulk through Sindisa Sigam.
Effect on applicants	The project is on track to be completed as committed by the department
Additional Comments	No observer forum had been formed by the time DFFE commence with mobilisation, therefore, all mobilisation information was received from DFFE officials through pictures which they downloaded from their WhatsApp group chat.

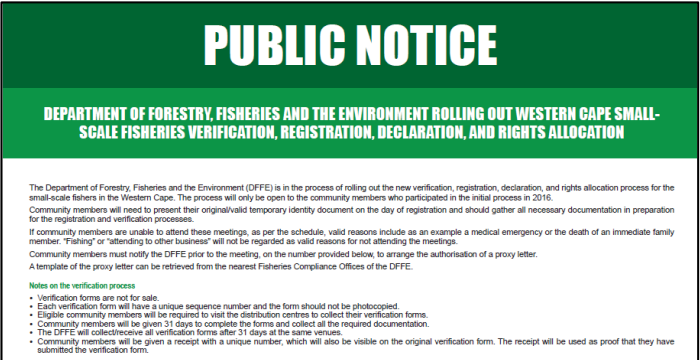

3.2 CRITERIA TO BE MET TO BE SUCCESSFUL

This section presents the posters put up, SMSs sent, and radio broadcasts made by DFFE to communicate the initial timelines to the fishers.

3.2.1 POSTER

The posters were put up at various locations in the vicinity of the main centre where fishers could clearly see them. The posters below (Table 3-2) were also made available online through the DFFE website.

Table 3-2: Mobilisation – Poster criteria to be met

#	CRITERIA TO BE MET	YES/NO	PHOTO EVIDENCE																																																																																																																														
1	Have posters been designed with the following information:																																																																																																																																
1.1	<ul style="list-style-type: none"> • Visitation schedule 	Yes																																																																																																																															
1.2	<ul style="list-style-type: none"> • Location of the venues 	Yes																																																																																																																															
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1.4	<ul style="list-style-type: none"> • Documents required for registration 	Yes																																																																																																																															
1.5	<ul style="list-style-type: none"> • That forms are free 	Yes	<table border="1"> <thead> <tr> <th colspan="6">WEST COAST REGION</th> </tr> <tr> <th>COMMUNITY</th> <th>VENUE</th> <th>ESTIMATED MOBILISATION DATE</th> <th>ESTIMATED DISTRIBUTION</th> <th>DFFE COLLECTION DATE</th> <th>REGISTRATION TIME</th> </tr> </thead> <tbody> <tr> <td>Ebenhaezer</td> <td>Ebenhaezer Community Centre</td> <td>19 September 2022</td> <td>3 October 2022</td> <td>7 November 2022</td> <td>09:00-16:00</td> </tr> <tr> <td>Lutzville</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Papendorp</td> <td>Papendorp Church Centre</td> <td>19 September 2022</td> <td>4 October 2022</td> <td>8 November 2022</td> <td>09:00-16:00</td> </tr> <tr> <td>Leipolville</td> <td>Leipolville Church Hall</td> <td>19 September 2022</td> <td>6 October 2022</td> <td>10 November 2022</td> <td>09:00-16:00</td> </tr> <tr> <td>Graafwater</td> <td>Leipolville Church Hall</td> <td>19 September 2022</td> <td>6 October 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2	Were the posters put up at the venue and other locations as stated?	Yes	 <p>This image was supplied retrospectively by DFFE and has been placed here under the assumption that they have supplied the correct image</p>																																																																																																																														

3	Were the poster put up 2 weeks prior to the distribution phase date?	Yes	N/A
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3.2.2 BULK SMS'S

The radio message was to be broadcast to let fishers know about the distribution and receipting process that will take place in the community. The below table indicates the criteria which the DFFE needs to meet to prove that the radio broadcast was made and that the correct information was shared.

Table 3-3: Mobilisation - Bulk SMS's criteria to be met

	CRITERIA TO BE MET	YES/NO
1	Have SMSs been sent with the following information:	
1.1	• Visitation schedule	No
1.2	• Location of the venues	No
1.3	• Dates and times for distribution and receipting	No
1.4	• Documents required for registration	No
1.5	• That forms are free	No
2	Was proof provided that the SMS's were sent to the applicants of the area?	No

3.2.3 RADIO BROADCAST

The radio message was to be broadcast to let fishers know about the distribution and receipting process that will take place in the community. The below table indicates criteria which DFFE needs to meet to prove that the radio broadcast was made and that the correct information was shared.

Table 3-4: Mobilisation - Radio broadcast criteria to be met

	CRITERIA TO BE MET	YES/NO
1	Radio broadcast communicated the following:	
1.1	• Visitation schedule	No
1.2	• Location of the venues	No
1.3	• Dates and times for distribution and receipting	No
1.4	• Documents required for registration	No
1.5	• That forms are free	No
2	Was a copy of the broadcast message provided?	No
3	Was a letter from the radio station provided stating the dates the message aired?	No
4	Is there correspondence from DFFE to the radio stations?	No

3.3 DATA COLLECTED:

This section presents the evidence collected in the form of photos and letters from various service providers.

Table 3-5: Mobilisation - Data collected

DATA COLLECTED	YES/NO
Observer forum feedback forms	No
Letters from various service providers	No

3.3.1 OBSERVER FORUM FEEDBACK FORMS

The observer forum had not yet been established when DFFE commenced with the mobilisation phase. The DFFE noted that they are comfortable to commence with mobilisation without the observer forum present and opted to provide the proof themselves. Due to this no observer forum feedback forms were generated.

3.3.2 LETTERS FROM VARIOUS SERVICE PROVIDERS

Delta BEC requested the DFFE to submit letters from the service providers of the radio station and the SMS broadcasting; these letters will serve as proof of services rendered in a certain area on a certain date and convey the relevant information. This would assist DFFE in providing evidence that protocol was followed, as the observer forum was not established by the time these services were to be rendered.

The DFFE has not retrospectively provided Delta BEC with letters or correspondence from various service providers as proof of sending out SMSs and broadcasting on the radio.

4 DISTRIBUTION

The distribution phase of the process refers to the distribution of application forms to the interested fishers who wish to obtain small-scale fishing licenses. The distribution of the licenses is limited to the applicants who applied for fishing licenses during the 2016 process. This chapter of the reports details the findings from observing the process under the following sections:

- Overview
- Criteria to be met for distribution to be successful
- WhatsApp Messages

4.1 OVERVIEW

The table below presents the findings for the planned start date and the actual start date of the distribution process and elaborates on the observer responsible for this location with his/her comments.

Table 4-1: Distribution - Planned start vs Actual start

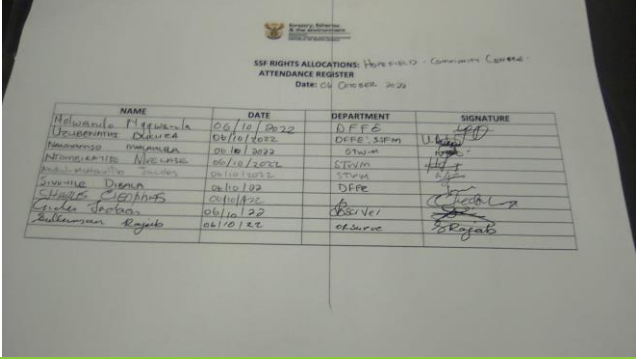

ITEM	DESCRIPTION
Venue	Hopefield Community Hall
Planned Start Date	06/10/2022
Actual Start Date	06/10/2022
Data collector	Charles Jordaan – Observer Forum
Effect on applicants	The project is on track to be completed as committed by the department
Additional Comments	None

4.2 CRITERIA TO BE MET FOR DISTRIBUTION TO BE SUCCESSFUL

This section presents the questions asked to the observers via WhatsApp and captures their responses in a table format.

Table 4-2: Distribution -Criteria to be met

#	CRITERIA TO BE MET	YES/NO	PHOTO EVIDENCE
1	Did the DFFE arrange a venue and date for the collection of verification forms?	Yes	See below item 4 and 5, venue arranged and open

#	CRITERIA TO BE MET	YES/NO	PHOTO EVIDENCE
2	Did the venue open on time?	Yes	See below item 4 and 5, venue arranged and open
3	Has an attendance register been signed by all parties including the observer forum?	Yes	
4	On the date of verification form collection, did the DFFE members explain to fishers how to fill in the forms?	Yes	

4.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Hopefield Community Hall to report on the observations made during the day of the distribution process. The conversations held on the WhatsApp group is presented below, indicating the correspondence received from the observer for the distribution process.

- 2022/09/23, 15:01 - Messages and calls are end-to-end encrypted. No one outside of this chat, not even WhatsApp, can read or listen to them. Tap to learn more.
- 2022/09/23, 15:01 - Isaac - Delta BEC created group "Hopefield Comm Hall OF"
- 2022/09/23, 15:01 - Isaac - Delta BEC added you
- 2022/10/05, 15:18 - Isaac - Delta BEC added Sindisa DFFE
- 2022/10/05, 15:18 - Isaac - Delta BEC added Charles Jordaan
- 2022/10/06, 08:43 - Zukiswa - Delta BEC: Good Morning *Charles Jordaan* , this group will be used for communication regarding this venue *Hopefield Community Hall* , and the distribution process taking place here today. We will be asking a series of *Yes/No*

questions, please answer them accordingly. In between the questions we will be asking for photos and be giving space to raise concerns, please answer these questions when prompted.

2022/10/06, 08:43 - Zukiswa - Delta BEC: Are you at the venue?

2022/10/06, 08:44 - Charles Jordaan: Not yet. On my way. Will be a bit late

2022/10/06, 10:30 - Charles Jordaan: IMG-20221006-WA0057.jpg (file attached)

2022/10/06, 10:37 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 10:40 - Charles Jordaan: No

2022/10/06, 10:41 - Charles Jordaan: IMG-20221006-WA0061.jpg (file attached)

2022/10/06, 10:41 - Charles Jordaan: IMG-20221006-WA0062.jpg (file attached)

2022/10/06, 10:43 - Charles Jordaan: IMG-20221006-WA0063.jpg (file attached)

2022/10/06, 10:45 - Zukiswa - Delta BEC: Did the DFFE arrange a venue and date for the collection of verification forms? Yes or No

2022/10/06, 10:45 - Charles Jordaan: Yes

2022/10/06, 10:47 - Zukiswa - Delta BEC: Please send a photo

2022/10/06, 10:50 - Charles Jordaan: IMG-20221006-WA0066.jpg (file attached)

2022/10/06, 10:59 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 11:27 - Charles Jordaan: No

2022/10/06, 11:27 - Charles Jordaan: Sorry my phone battery went flat. But it is fine now

2022/10/06, 11:36 - Zukiswa - Delta BEC: Did the process commence on time? Yes or No

2022/10/06, 11:46 - Charles Jordaan: Yes

2022/10/06, 11:52 - Zukiswa - Delta BEC: Please send a photo: process taking place on time

2022/10/06, 11:53 - Charles Jordaan: IMG-20221006-WA0063.jpg (file attached)

2022/10/06, 12:05 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 12:34 - Charles Jordaan: No

2022/10/06, 12:34 - Zukiswa - Delta BEC: Has the attendance register been signed by all parties including the observer forum? Yes or No

2022/10/06, 12:34 - Charles Jordaan: Yes

2022/10/06, 12:34 - Zukiswa - Delta BEC: Please send a photo: register

2022/10/06, 12:35 - Charles Jordaan: IMG-20221006-WA0086.jpg (file attached)

2022/10/06, 12:36 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 12:36 - Charles Jordaan: No

2022/10/06, 12:37 - Zukiswa - Delta BEC: Does the department have a list with all the names of all the fisher's from 2016? And are verification forms being handed out to the fisher's on the list? Yes or No

2022/10/06, 12:37 - Charles Jordaan: Yes

2022/10/06, 12:37 - Zukiswa - Delta BEC: Please send a photo: regarding the above statement

2022/10/06, 12:42 - Charles Jordaan: IMG-20221006-WA0088.jpg (file attached)

2022/10/06, 12:43 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 12:43 - Charles Jordaan: No

2022/10/06, 12:44 - Zukiswa - Delta BEC: On the date of verification form collection, did the DFFE member's explain to fishers how to fill in the forms?

2022/10/06, 12:44 - Charles Jordaan: Yes

2022/10/06, 12:44 - Zukiswa - Delta BEC: Please send a photo: DFFE explaining

2022/10/06, 12:45 - Charles Jordaan: IMG-20221006-WA0057.jpg (file attached)

2022/10/06, 12:45 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 12:46 - Charles Jordaan: No

2022/10/06, 12:48 - Zukiswa - Delta BEC: On the date of verification form collection, did the DFFE member's explain to fishers that forms can be filled in on the day of verification? Yes or No

2022/10/06, 12:49 - Charles Jordaan: No

2022/10/06, 12:49 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/06, 12:49 - Charles Jordaan: None

2022/10/06, 12:50 - Zukiswa - Delta BEC: Explain why you say NO

2022/10/06, 12:50 - Charles Jordaan: Because the verification won't be done before collection of forms

2022/10/06, 12:52 - Zukiswa - Delta BEC: But here I want to know if was it was explained to fisher's that these forms can be filled in on the day. Yes or No

2022/10/06, 12:53 - Charles Jordaan: No

2022/10/06, 12:58 - Zukiswa - Delta BEC: That's the end of the session..thank you so much for taking part in the data collection process.

2022/10/06, 13:14 - Charles Jordaan: Thanks. See you soon

2022/10/06, 14:21 - Fritz - Delta BEC: Please let us know if there is anything that isnt being done accoding to the questions asked.

2022/10/06, 14:24 - Zukiswa - Delta BEC: IMG-20220928-WA0038.jpg (file attached)

2022/10/06, 14:25 - Zukiswa - Delta BEC: Let us know if there are any changes or concerns with the questions I have asked, reference to the screens hot above

2022/10/06, 15:29 - Charles Jordaan: Please let us know if there is anything that isnt being done accoding to the questions asked.

2022/10/06, 15:29 - Charles Jordaan: No

2022/10/06, 15:29 - Charles Jordaan: Let us know if there are any changes or concerns with the questions I have asked, reference to the screens hot above

2022/10/06, 15:30 - Charles Jordaan: Wasn't prober advertised

2022/10/06, 15:33 - Zukiswa - Delta BEC: Explain this in full

2022/10/06, 15:35 - Charles Jordaan: The people complain that it was posted on a bill board where the majority or stakeholders does'n come regularly

Figure 4-1: WhatsApp conversation, evidence for Table 4-2 item 1,2,3,4 and 5

5 CATCH-ALL DISTRIBUTION

During the distribution phase DFFE noted that the number of forms collected were low compared to the number of applicants from 2016. The DFFE noted that this was due to varying reasons but wanted to give fishers another chance to collect. As a result, DFFE ran a second distribution phase, this distribution phase did not go to each venue, but went to central venues in the larger regions where fishers from surrounding areas could collect their forms. The dates of this process were advertised via SMS's. This chapter of the reports detail the findings from observing the process under the following sections:

- Overview
- Criteria to be met for distribution to be successful
- Data collected

5.1 OVERVIEW

The table below presents the findings for the venue, date, and data collector of the catch-all distribution process.

Table 5-1: Catch-All Distribution- Date and Time

ITEM	DESCRIPTION
Venue	Saldhana, Dial Rock
Date	21 October 2022
Data Collection	Camelita – Observer Forum

5.2 CRITERIA TO BE MET FOR CATCH-ALL DISTRIBUTION TO BE SUCCESSFUL

This section presents the questions asked to the observers via WhatsApp and captures their responses in a table format.

Table 5-2: Distribution- Criteria to be met

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
1	Did the DFFE arrange a venue and date for the collection of verification forms?	Yes	See below item 4 and 5, venue is open

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
2	Did the venue open on time?	Yes	N/A
3	Has an attendance register been signed by all parties including the observer forum?	Yes	
4	On the date of verification form collection, did the DFFE members explain to fishers how to fill in the forms?	Yes	
5	On the date of verification form collection, did the DFFE members explain to fishers that forms can be filled in on the day of verification?	Yes	

5.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Saldhana Dial Rock to report on the observations made during the day of the catch-all distribution process. The conversations held on the WhatsApp group is presented below, indicating the correspondence received from the observer for the distribution process.

Table 5-3: Catch-All Distribution- WhatsApp messages

2022/10/17, 12:12 - Messages and calls are end-to-end encrypted. No one outside of this chat, not even WhatsApp, can read or listen to them. Tap to learn more.
2022/10/17, 12:12 - Isaac - Delta BEC created group "C-A:D. Imizamo Yethu OF"
2022/10/17, 12:12 - Isaac - Delta BEC added you
2022/10/17, 12:46 - Isaac - Delta BEC changed the subject from "C-A:D. Imizamo Yethu OF" to "C-A:D. Saldanha Bay: D R"
2022/10/21, 08:45 - Isaac - Delta BEC added Camelita Mostert
2022/10/21, 08:48 - Zukiswa - Delta BEC: Good Morning *Camelita* , this group will be used for communication regarding this venue *C-A-D Saldahna, Dial Rock* , and the distribution process taking place here today. We will be asking a series of *Yes/No* questions, please answer them accordingly. In between the questions we will be asking for photos and be giving space to raise concerns, please answer these questions when prompted.
2022/10/21, 08:48 - Zukiswa - Delta BEC: Are you at the venue?
2022/10/21, 09:48 - Camelita Mostert: yes
2022/10/21, 09:50 - Zukiswa - Delta BEC: Please send a photo: venue outside & inside
2022/10/21, 09:54 - Camelita Mostert: IMG-20221021-WA0002.jpg (file attached)
2022/10/21, 09:54 - Camelita Mostert: IMG-20221021-WA0003.jpg (file attached)
2022/10/21, 09:54 - Camelita Mostert: IMG-20221021-WA0004.jpg (file attached)
2022/10/21, 09:56 - Camelita Mostert: IMG-20221021-WA0005.jpg (file attached)
2022/10/21, 09:57 - Camelita Mostert: IMG-20221021-WA0006.jpg (file attached)
2022/10/21, 10:01 - Camelita Mostert: IMG-20221021-WA0007.jpg (file attached)
2022/10/21, 10:01 - Camelita Mostert: IMG-20221021-WA0008.jpg (file attached)
2022/10/21, 10:03 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No
2022/10/21, 10:04 - Camelita Mostert: No
2022/10/21, 10:08 - Zukiswa - Delta BEC: Did the DFFE arrange a venue and date for the collection of verification forms? Yes or No

2022/10/21, 10:08 - Camelita Mostert: Yes

2022/10/21, 10:14 - Zukiswa - Delta BEC: Please send a photo : DFFE official explaining

2022/10/21, 10:14 - Camelita Mostert: Monday did do the presentation very very well

2022/10/21, 10:14 - Camelita Mostert: IMG-20221021-WA0009.jpg (file attached)

2022/10/21, 10:15 - Camelita Mostert: IMG-20221021-WA0010.jpg (file attached)

2022/10/21, 10:16 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 10:20 - Camelita Mostert: No

2022/10/21, 10:35 - Camelita Mostert: IMG-20221021-WA0011.jpg (file attached)

2022/10/21, 10:47 - Zukiswa - Delta BEC: Thank you for the additional photo

2022/10/21, 10:47 - Zukiswa - Delta BEC: Did the process commence on time? Yes or No

2022/10/21, 10:48 - Camelita Mostert: Yes

2022/10/21, 10:48 - Zukiswa - Delta BEC: Please send a photo: process taking place on time

2022/10/21, 10:48 - Camelita Mostert: IMG-20221021-WA0014.jpg (file attached)

2022/10/21, 10:49 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 10:50 - Camelita Mostert: No

2022/10/21, 11:04 - Zukiswa - Delta BEC: Has an attendance register been signed by all parties including the observer forum? Yes or No

2022/10/21, 11:05 - Camelita Mostert: Yes

2022/10/21, 11:07 - Zukiswa - Delta BEC: Please send a photo: of the register

2022/10/21, 11:08 - Camelita Mostert: IMG-20221021-WA0020.jpg (file attached)

2022/10/21, 11:08 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 11:09 - Camelita Mostert: No my dear

2022/10/21, 11:35 - Zukiswa - Delta BEC: Does the department have a list with all the names of all the fisher's from 2016? And are verification forms being handed out to the fisher's on the list? Yes or No

2022/10/21, 11:36 - Camelita Mostert: Yes

2022/10/21, 11:37 - Zukiswa - Delta BEC: Please send a photo: list of all fisher's from 2016

2022/10/21, 11:50 - Camelita Mostert: IMG-20221021-WA0028.jpg (file attached)

2022/10/21, 11:50 - Camelita Mostert: IMG-20221021-WA0029.jpg (file attached)

2022/10/21, 11:50 - Camelita Mostert: IMG-20221021-WA0030.jpg (file attached)

2022/10/21, 11:51 - Camelita Mostert: IMG-20221021-WA0031.jpg (file attached)

2022/10/21, 11:51 - Camelita Mostert: IMG-20221021-WA0032.jpg (file attached)

2022/10/21, 11:51 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 11:52 - Camelita Mostert: No

2022/10/21, 12:00 - Zukiswa - Delta BEC: On the date of verification form collection, did the DFFE member's explain to fishers how to fill in the forms? Yes or No

2022/10/21, 12:02 - Camelita Mostert: Yes

2022/10/21, 12:05 - Zukiswa - Delta BEC: Please send a photo: DFFE explaining to fishers

2022/10/21, 12:06 - Camelita Mostert: IMG-20221021-WA0039.jpg (file attached)

2022/10/21, 12:09 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 12:13 - Camelita Mostert: What I can comment is that the officials did done the proses very well and the people do have understood

2022/10/21, 12:13 - Zukiswa - Delta BEC: On the date of verification form collection, did the DFFE member's explain to fishers that forms can be filled in on the day of verification? Yes or No

2022/10/21, 12:14 - Camelita Mostert: yes

2022/10/21, 12:15 - Zukiswa - Delta BEC: Please send a photo: DFFE explaining

2022/10/21, 12:20 - Camelita Mostert: IMG-20221021-WA0040.jpg (file attached)

2022/10/21, 12:21 - Camelita Mostert: IMG-20221021-WA0010.jpg (file attached)

2022/10/21, 12:21 - Camelita Mostert: IMG-20221021-WA0041.jpg (file attached)

2022/10/21, 13:26 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/21, 14:06 - Camelita Mostert: It was a pleasure for me to be an observer to monitor

2022/10/21, 14:08 - Zukiswa - Delta BEC: IMG-20221007-WA0115.jpg (file attached)

Hi there Camelita please let us know if there are any changes throughout the day.

2022/10/21, 14:11 - Camelita Mostert: There wasn't changes I did left half an hour cause there cause I did have to go home thanks

2022/10/21, 14:11 - Zukiswa - Delta BEC: That's the end of the session..thank you so much for taking part in the data collection process.

6 MOBILISATION FOR RECEIPTING

During the distribution phase, the DFFE noted that they got multiple requests from fisher Non-profit Organisation's (NPO) to extend the time between the distribution and receipting dates. The NPOs noted that the fishers required more time to get their supporting documentation together. The DFFE agreed to push the receipting dates out and, in turn, proceeded to arrange a mobilisation for receipting process. The mobilisation for the receipting process included going to the venues and putting up posters that advertised the new dates for the receipting process.

Delta BEC was put on WhatsApp groups with DFFE members who would send photos of the posters at the venues as evidence that it has been put up.

6.1 OVERVIEW

The table below presents the findings for the venue, the originally planned start date and the updated planned start date of the mobilisation for the receipting process.

Table 6-1: Mobilisation for Receipting - Overview of the process

ITEM	DESCRIPTION
Venue	Hopefield Community Hall
Date new poster was put up	22/11/2022
Original Planned Start Date	10/11/2022
Updated Planned Start Date	08/12/2022

6.2 NEW POSTER

The below poster (Figure 6-1) is the new poster that advertised the updated date that receipting will take place. Figure 6-1 shows the digital poster, whereas Figure 6-2 shows the physical poster in the areas.

WEST COAST REGION			
COMMUNITY	VENUES	RECEIPTING DATES (05 - 15 DECEMBER 2022)	TIME
Ebenhaezer	Ebenhaezer Community Centre	12 December 2022	09:00-16:00
Lutzville			
Papendorp	Papendorp Church Hall	13 December 2022	09:00-16:00
Graafwater	Leipoldtville Church Hall	15 December 2022	09:00-16:00
Leipoldtville			
Doring Bay	Miriam Owies Hall	14 December 2022	09:00-16:00
Lamberts Bay	Don Burrell Hall	12 December 2022	09:00-16:00
Elands Bay	Elands Bay Community Hall	13 December 2022	09:00-16:00
Veldrift	Noardhoek Civic	14 December 2022	09:00-16:00
Vredenberg	Wittekop Community Hall	15 December 2022	09:00-16:00
Sandy Point	St Helena Bay Community Hall	13 December 2022	09:00-16:00
Stompneus Bay/Duykers Island/Columbine			
Steenberg Cove	Steenberg Cove Community Hall	13 December 2022	09:00-16:00
Laingville/West Point	Laingville Sports Club house	14 December 2022	09:00-16:00
Patemoster	Patemoster Community Hall	15 December 2022	09:00-16:00
Saldanha (white city)		08 December 2022	09:00-16:00

WEST COAST REGION			
COMMUNITY	VENUES	RECEIPTING DATES (05 - 15 DECEMBER 2022)	TIME
Saldanha Diaz Ville	White City Multi-purpose centre		
Hopefield	Hopefield Community Hall	08 December 2022	09:00-16:00
Langebaan	Langebaan Thusing Centre	07 December 2022	09:00-16:00
Yzerfontein	Yzerfontein Community Hall	07 December 2022	09:00-16:00
Darling	Darling Community Hall	09 December 2022	09:00-16:00
Mamre	Mamre Moravian Church Hall	06 December 2022	09:00-16:00
Blouberg	Melkbos Country Club	06 December 2022	09:00-16:00
Atlantis	Saxon Sea Primary School Hall	06 December 2022	09:00-16:00

For more information, please contact: 021 402 3614.

Figure 6-1: Mobilisation for Receiving- New Poster



Figure 6-2: Mobilisation for Receiving- Poster at venue

7 RECEIPTING

7.1 OVERVIEW

The table below presents the findings for the planned start date and the actual start date and elaborates on the observer responsible for this location with his/her comments.


Table 7-1: Receipting - Planned start vs Actual start


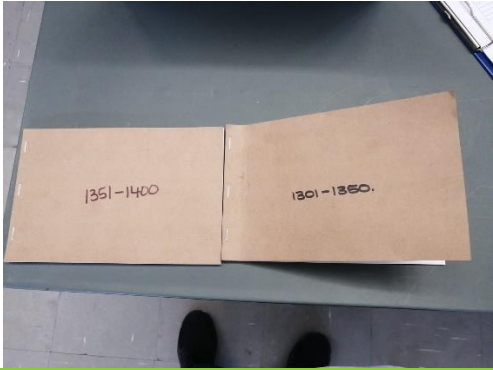
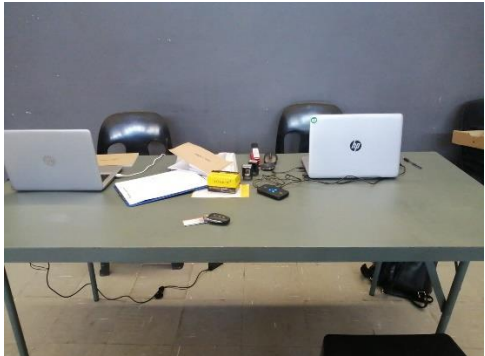
ITEM	DESCRIPTION
Planned Start Date	Hopefield Community Hall
Original Planned Start Date	10/11/2022
Updated Planned Start Date	08/12/2022
Actual Start Date	08/12/2022
Data collector	Ngwane- DFFE Obser cancelled last minute.
Effect on applicants	The project is delayed according to the original start date which means that the applicants will have to wait longer to know the outcome of the process and whether they will be receiving a permit. The delay was caused by fisher representing organisations requesting to have more time for the fishers to fill in the forms.
Additional Comments	Due the fisher organisations requests to move the receipting dates later, DFFE implemented a mobilisation for receipting process whereby they went to the area and put-up new posters indicating the new dates. The above "Updated Start Date" refers to the new start date according to the updated dates.

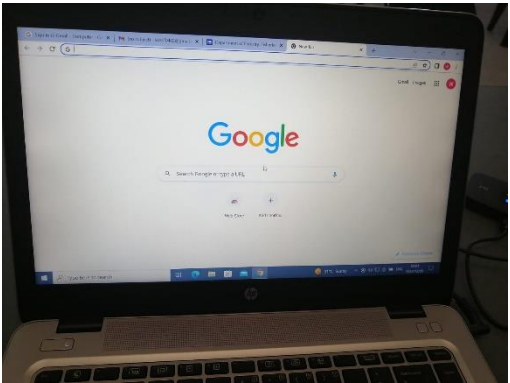


7.2 CRITERIA TO BE MET FOR RECEIPTING TO BE SUCCESSFUL

This section presents the questions asked to the observers via WhatsApp and captures their responses in a table format.


Table 7-2: Receipting- Criteria to be met

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
1	Was the venue opened at 08:30?	Yes	N/A
2	Is there an attendance register for the DFFE team and observer forum?	Yes	
3	Have you signed the attendance register? (Send a Photo of the register you and the service provider signed)	Yes	See above item 2
4	Is there an attendance register for the fishers to sign?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
5	Are there electronic and paper copies of the registered fishers?	Yes	N/A
6	Is there an electronic checklist?	Yes	N/A
7	Is there a stamp pad for complete or incomplete forms?	Yes	
8	Are there receipt books?	Yes	
9	Are there laptops set up?	Yes	

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
10	Do the laptops have internet connection? (Ask the laptop operator to open google)	Yes	
11	Is there a video camera set up?	Yes	
12	Are there clearly labelled boxes for storing the applications?	Yes	

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
13	Has the service provider explained the procedure of the day to the fishers?	Yes	N/A
14	Are fishers being guided to data capturers ?	Yes	N/A
15	Are the data capturers friendly?	Yes	N/A
16	Are fishers' forms being marked with a big "R" if they are registered on the database ?	Yes	N/A
17	Are the data capturers going through the applications to ensure that they are complete ?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
18	Are the data captureurs adding a thumbprint where applicants have not signed?	No	
19	Are the data captureurs filling in the electronic checklist?	Yes	N/A
20	Are the data captureurs stamping either "COMPLETE" or "INCOMPLETE" on fishers' forms after checking it?	Yes	N/A
21	Are data captureurs completing the first part of the fisher's application forms?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
22	Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.	Yes	N/A
23	Are the data captureurs stapling all the fisher's documentation?	Yes	N/A
24	Are the data captureurs placing the stapled documentation in the labelled box next to them?	Yes	See above item 12

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
25	Are there Stowie-M and DFFE team leaders assisting and explain to the fishers how the process work and facilitating any questions ?	Yes	N/A
26	Did the venue close at 16:00?	Yes	N/A

7.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Hopefield Community Hall to report on the observations made during the day of the receipting process. The conversations held on the WhatsApp group are presented below (Table 7-3: Receipting- WhatsApp), indicating the correspondence received from the observer for the receipting process.

Table 7-3: Receipting- WhatsApp

2022/11/29, 17:12 - Messages and calls are end-to-end encrypted. No one outside of this chat, not even WhatsApp, can read or listen to them. Tap to learn more.

2022/11/29, 17:12 - You created group "Hopefeild Receipting "

2022/11/30, 10:19 - You added Sindisa Sigam

2022/12/08, 08:18 - Isaac - Delta BEC: Good morning, Team

This venue doesn't have an OF member, he confirmed his cancelation. @27714140671 can you please allocate us with a DFFE member that can help us today. Thanks in advance.

Kind regards

2022/12/08, 09:14 - Sindisa Sigam: Sir Joz.vcf (file attached)

2022/12/08, 09:15 - Sindisa Sigam: Mr Jozana will be the Observer in this community. Please note that he is the only DFFE official at the venue, so please do understand that he might not be able to answer promptly. Thanks

2022/12/08, 09:15 - Isaac - Delta BEC: @27714140671 please let him know that I have sent him an invitation. Thanks for your help.

2022/12/08, 09:19 - Sir Joz joined using your invite

2022/12/08, 09:42 - Isaac - Delta BEC: @27838654242 Are you at the venue yet?

2022/12/08, 09:54 - Sir Joz: Yes

2022/12/08, 09:54 - Isaac - Delta BEC: 2.1 Was the venue opened at 08:30?

2022/12/08, 09:55 - Sir Joz: Hopefield opened at 08h40

2022/12/08, 09:56 - Isaac - Delta BEC: 2.2 Is there an attendance register for the DFFE team and observer forum?

2022/12/08, 09:56 - Sir Joz: Yes

2022/12/08, 09:57 - Sir Joz: Yes for Hopefield

2022/12/08, 09:57 - Isaac - Delta BEC: 2.3 Have you signed the attendance register? (Send a Photo of the register you signed)

2022/12/08, 10:12 - Sir Joz: IMG-20221208-WA0026.jpg (file attached)

2022/12/08, 10:13 - Isaac - Delta BEC: 2.4 Is there an attendance register for the fishers to sign?

2022/12/08, 12:16 - Isaac - Delta BEC: @27838654242 can we continue with questions?

2022/12/08, 12:29 - Sir Joz: Yes

2022/12/08, 12:29 - Isaac - Delta BEC: 2.5 Are there electronic and paper copies of the registered fishers?

2022/12/08, 12:33 - Sir Joz: Yes

2022/12/08, 12:34 - Isaac - Delta BEC: 2.7 Is there a stamp pad for complete or incomplete forms?

2022/12/08, 12:54 - Sir Joz: Yes

2022/12/08, 12:54 - Isaac - Delta BEC: May I get a picture?

2022/12/08, 12:56 - Sir Joz: IMG-20221208-WA0081.jpg (file attached)

2022/12/08, 12:57 - Isaac - Delta BEC: 2.8 Are there receipt books?

2022/12/08, 12:57 - Sir Joz: Yes

2022/12/08, 12:58 - Isaac - Delta BEC: May I have a picture?

2022/12/08, 13:00 - Sir Joz: IMG-20221208-WA0082.jpg (file attached)

2022/12/08, 13:00 - Isaac - Delta BEC: 2.9 Are there laptops set up?

2022/12/08, 13:00 - Sir Joz: Yes

2022/12/08, 13:00 - Isaac - Delta BEC: May I have a picture?

2022/12/08, 13:01 - Sir Joz: IMG-20221208-WA0083.jpg (file attached)

2022/12/08, 13:01 - Isaac - Delta BEC: 2.10 Do the laptops have internet connection?
(Ask the laptop operator to open google)

2022/12/08, 13:01 - Sir Joz: Yes

2022/12/08, 13:01 - Isaac - Delta BEC: May I have a picture?

2022/12/08, 13:01 - Sir Joz: IMG-20221208-WA0084.jpg (file attached)

2022/12/08, 13:02 - Isaac - Delta BEC: 2.11 Is there a video camera set up?

2022/12/08, 13:02 - Sir Joz: Yes

2022/12/08, 13:02 - Isaac - Delta BEC: May I get a picture?

2022/12/08, 13:02 - Sir Joz: IMG-20221208-WA0085.jpg (file attached)

2022/12/08, 13:03 - Isaac - Delta BEC: 2.12 Are there clearly labelled boxes for storing
the applications?

2022/12/08, 13:03 - Sir Joz: IMG-20221208-WA0086.jpg (file attached)

2022/12/08, 13:03 - Sir Joz: Yes

2022/12/08, 13:04 - Isaac - Delta BEC: May I get a picture of the marked boxes?

2022/12/08, 13:05 - Sir Joz: IMG-20221208-WA0087.jpg (file attached)

2022/12/08, 13:05 - Isaac - Delta BEC: 2.13 Has the service service provider explained
the procedure of the day to the fishers?

2022/12/08, 13:06 - Sir Joz: Yes

2022/12/08, 13:06 - Isaac - Delta BEC: 2.14 Are fishers being guided to data capturers?

2022/12/08, 13:06 - Sir Joz: Yes

2022/12/08, 13:06 - Isaac - Delta BEC: 2.15 Are the data capturrers friendly?

2022/12/08, 13:07 - Sir Joz: Yes

2022/12/08, 13:07 - Isaac - Delta BEC: 2.16 Are fishers forms being marked with a big
"R" if they are registered on the database?

2022/12/08, 13:10 - Sir Joz: No only red UR mark for unregistered Fisher

2022/12/08, 13:10 - Isaac - Delta BEC: 2.17 Are the data capturers going through the applications to ensure that they are complete?

2022/12/08, 13:10 - Sir Joz: Yes

2022/12/08, 13:15 - Isaac - Delta BEC: 2.18 Are the data capturers adding a thumbprint where applicants have not signed?

2022/12/08, 13:24 - Sir Joz: Only if the applicant can't sign

2022/12/08, 13:24 - Isaac - Delta BEC: May I have a picture of the thumbprint kit?

2022/12/08, 13:26 - Sir Joz: IMG-20221208-WA0090.jpg (file attached)

2022/12/08, 13:27 - Isaac - Delta BEC: 2.19 Are the data capturers filling in the electronic checklist?

2022/12/08, 13:27 - Sir Joz: Yes

2022/12/08, 13:33 - Isaac - Delta BEC: 2.20 Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers forms after checking it?

2022/12/08, 13:36 - Sir Joz: Yes

2022/12/08, 13:36 - Isaac - Delta BEC: 2.21 Are data capturers competing the first part of the fishers application forms?

2022/12/08, 13:36 - Sir Joz: Yes

2022/12/08, 13:39 - Isaac - Delta BEC: 2.22 Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.

2022/12/08, 13:40 - Sir Joz: Yes

2022/12/08, 13:40 - Isaac - Delta BEC: 2.23 Are the data capturers stapling all the fishers documentation?

2022/12/08, 13:45 - Sir Joz: Yes

2022/12/08, 13:45 - Isaac - Delta BEC: 2.24 Are the data captureres placing the stapled documentaion in the labelled box next to them?

2022/12/08, 13:46 - Sir Joz: Yes

2022/12/08, 16:02 - Isaac - Delta BEC: Did the venue close at 16:00?

2022/12/08, 16:09 - Sir Joz: At 16h08

2022/12/08, 16:10 - Isaac - Delta BEC: Thank you very much for you assistance today @27838654242

2022/12/08, 16:21 - Sir Joz: My pleasure I

8 VERIFICATION

8.1 OVERVIEW

The verification process is where the DFFE team goes through each application to assess whether they are successful or not. The successful applicants then get placed on a list, whereas the unsuccessful applicants will receive reason of decision (RoD) letters and get the opportunity to appeal.

The protocol that the DFFE team issued to be followed was initially changed in January 2023. The updated protocol indicates that there will no longer be a moderation team and that there will only be assessment and quality control teams.

The DFFE noted that they have set out two weeks to complete the verification process and issue the successful applicants list. It should be noted that the DFFE team was not able to complete the verification process in the timeframe they had initially set out to.

Initially, the DFFE was going to have 3 teams to assess applications. On the day the process commenced, the DFFE indicated that they would have 6 teams.

8.2 OBSERVER FORUM INVOLVEMENT

DFFE specifically noted that they would prefer to have Delta BEC employees as observers due to the sensitive nature of the information that is being reviewed. Due to budgetary constraints, the Delta BEC is unable to observe after 10 February 2023.

It has been noted that the DFFE team will continue to record all the sessions through Stowie-M who is providing a recording service.

8.3 ASSESSMENT TEAM

The table below presents the findings for the region, start date, and end date and elaborates on the observer responsible for this location with his/her comments.

Table 8-1: Verification– Overview

ITEM	DESCRIPTION
Region	WC
Actual Start Date	25 January 2023
End Date	Delta BEC's appointment ends on 10 February 2023. DFFE will continue with the verification process
Observer	Delta BEC

8.3.1 CRITERIA TO BE MET FOR THE VERIFICATION PHASE TO BE SUCCESSFUL

This section presents the questions asked to the observers via WhatsApp and captures their responses in a table format.

Table 8-1: Verification - Criteria to be met

DATE	TEAM	OBSERVER	ATTENDANCE*	CHECKING COMPLETENESS*	IS THE ASSESSMENT TEAM MARKING THE VERIFICATION FORMS AS EITHER "COMPLETE" OR "INCOMPLETE"?	SUCCESSFUL OR UNSUCCESSFUL*	RESERVED APPLICATIONS*	IS THE ASSESSMENT TEAM PROVIDING DETAILED REASONS FOR THE OUTCOMES OF THE APPLICATIONS?	IS THE ASSESSMENT TEAM CAPTURING ALL INFORMATION AND OUTCOMES ON AN ELECTRONIC DATABASE FOR EVERY APPLICANT, COMMUNITY AND REGION?
25-JAN-23	TEAM: 1, 2, 3	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
26-JAN-23	TEAM 1	ZUKISWA MNGQOLO	YES	YES	NO	YES	YES	YES	YES
27-JAN-23	TEAM 1	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
30-JAN-23	TEAM 1A	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
31-JAN-23	TEAM 1A	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
01-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
02-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
03-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	YES	YES	YES	YES	YES	YES	YES
06-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
07-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES

DATE	TEAM	OBSERVER	ATTENDANCE*	CHECKING COMPLETENESS*	IS THE ASSESSMENT TEAM MARKING THE VERIFICATION FORMS AS EITHER "COMPLETE" OR "INCOMPLETE"?	SUCCESSFUL OR UNSUCCESSFUL*	RESERVED APPLICATIONS*	IS THE ASSESSMENT TEAM PROVIDING DETAILED REASONS FOR THE OUTCOMES OF THE APPLICATIONS?	IS THE ASSESSMENT TEAM CAPTURING ALL INFORMATION AND OUTCOMES ON AN ELECTRONIC DATABASE FOR EVERY APPLICANT, COMMUNITY AND REGION?
08-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
09-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
10-FEB-23	TEAM 1A	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES
	TEAM 1B	ZUKISWA MNGQOLO	NO	YES	YES	YES	YES	YES	YES

<p>*Attendance</p>	<p>Are the following team members at the assessment day:</p> <ul style="list-style-type: none"> • Team leader (SSFM Deputy Director) • Fisheries community development worker (FCDW) • Secretariat (Stowie-M) • Observer <p>Ensure the Delta BEC attendance register is signed. There needs to be a new attendance register for every day of the verification process.</p>
<p>*Checking completeness</p>	<p>Is the DFFE checking the following criteria of the applications?:</p> <ul style="list-style-type: none"> • the verification form is signed by the applicant; • all Required Questions (with three asterisk ***) are completed; • all required supporting documents in line with the criteria are attached.
<p>*Successful or unsuccessful</p>	<p>Is the assessment team marking the verification forms as either "Successful" or "Unsuccessful" based on the 4 qualifying criteria as well as the success criteria decided in 1.2?</p> <p>Confirm what the 4 qualifying criteria are.</p> <ul style="list-style-type: none"> • SA citizen

	<ul style="list-style-type: none"> • 18 years or older • At least 10 years accumulative experience • Majority of livelihood should be dependent on small scale fishing
*Reserved applications	Where the assessment team is unable to make a decision whether a verification form is "complete"/"incomplete" or "successful"/"unsuccessful", are they marking those applications as "Reserved"?

8.3.1.1 Issues

Table 8-2: Comments and Issues

#	DATE	TEAM	COMMENTS/ISSUES
01	25 JAN 2023	TEAM 1, 2, 3	<ul style="list-style-type: none"> • The team did not get through the 50 pilot applications as planned. Going through the applications took a lot longer than expected and the team only got through 4. <p>The team discussed potentially difficult scenarios and agreed on how to move forward from them, this was noted on a documented by DFFE.</p>
02	26 JAN 2023	TEAM 1, 2, 3	There was no space for the teams to mark an application either "Complete" or "Incomplete". The observer forum raised this, and Abongile made the adjustment on the google forms.
03	02 FEB 2023	TEAM 1, 2, 3	The team agreed to go through all the applications that were previously marked as unsuccessful. The review of these applications came about due to the change in the "issues to consider" document. The changes came about during a plenary meeting.
04	06 FEB 2023	TEAM 1A	No FCDW present
05	06 FEB 2023	TEAM 1B	No FCDW present
06	07 FEB 2023	TEAM 1A	No FCDW present
07	07 FEB 2023	TEAM 1B	No FCDW present
08	08 FEB 2023	TEAM 1A	No FCDW present
08	08 FEB 2023	TEAM 1B	No FCDW present
09	09 FEB 2023	TEAM 1A	No FCDW present
10	09 FEB 2023	TEAM 1B	No FCDW present
11	10 FEB 2023	TEAM 1A	No FCDW present
12	10 FEB 2023	TEAM 1B	No FCDW present

8.3.2 DATA COLLECTED:

This section presents the evidence collected in the form of attendance registers, photos, and signed observation checklists.

Table 8-3: Verification - Data collected

#	DATA COLLECTED	YES/NO
1	Attendance register	Yes
2	Photos	Yes
3	Checklist signed by all parties involved	Yes

8.3.2.1 Attendance register

 ATTENDANCE REGISTER 				 ATTENDANCE REGISTER 			
CLIENT NAME		Department of Environment, Forestry and Fisheries		DATE		26.01.2023	
PROJECT NAME		Rights Allocation Process		TIME		10:30	
MEETING TYPE		Assessment Meeting					
VENUE		Offshore Building DFFE / 5 th Floor Foretrust Building					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Joseph Joseph	Email	joseph@dffe.gov.za				
Company	DFFE	Mobile	078 324 104				
Designation	PCDN	Office	CPT				
Name	Kuan Tausky	Email	ktausky@gmail.com				
Company	STEWIE M. SECRETARIAT	Mobile	067 030 3501				
Designation	SECRETARIAT	Office	CPT				
Name	Riaan Hendricks	Email	riaanh101@gmail.com				
Company	DFFE	Mobile	071544732				
Designation	ECOW	Office	CPT				
Name	Bonnie Hutch	Email	bonnie.hutch@dffe.gov.za				
Company	DFFE	Mobile	073 227 5837				
Designation	NTS	Office	CPT				
Name	Uzubenathi Duleza	Email	uzubenathi@dffe.gov.za				
Company	DFFE : SSFM	Mobile	015 266 7774				
Designation	SA	Office	CPT				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Mungqolo Mungqolo	Email	mungqolo@yahoo.com				
Company	Delta BEC	Mobile	083 8688 158				
Designation	Observer	Office	CPT				
Name		Email					
Company		Mobile					
Designation		Office					
Name		Email					
Company		Mobile					
Designation		Office					
Name		Email					
Company		Mobile					
Designation		Office					
Name		Email					
Company		Mobile					
Designation		Office					

Figure 8-1: Verification - 26/01/2023 Attendance Register

 ATTENDANCE REGISTER 				 ATTENDANCE REGISTER 			
CLIENT NAME		Department of Environment, Forestry and Fisheries		DATE		27.01.2023	
PROJECT NAME		Rights Allocation Process		TIME		08:25	
MEETING TYPE		Assessment Meeting					
VENUE		Foretrust Building 5th Floor Boardroom					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Mungqolo Mungqolo	Email	mungqolo@yahoo.com				
Company	Delta BEC	Mobile	083 8688 158				
Designation	Observer	Office	CPT				
Name	Bonnie Hutch	Email	bonnie@dffe.gov.za				
Company	DFFE	Mobile	073 227 5837				
Designation	NTS	Office	CPT				
Name	Kuan Tausky	Email	ktausky@gmail.com				
Company	STEWIE M. SECRETARIAT	Mobile	067 030 3501				
Designation	SECRETARIAT	Office	CPT				
Name	Joseph Joseph	Email	joseph@dffe.gov.za				
Company	DFFE	Mobile	078 324 104				
Designation	PCDN	Office	CPT				
Name	Riaan Hendricks	Email	riaanh101@gmail.com				
Company	DFFE	Mobile	071544732				
Designation	ECOW	Office	CPT				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Uzubenathi Duleza	Email	uzubenathi@dffe.gov.za				
Company	DFFE	Mobile	083 266 7774				
Designation	SAC	Office	CPT				
Name	Abangile Ngqweni	Email	abangile@dffe.gov.za				
Company	DFFE	Mobile	060505701				
Designation	Director	Office	CPT - Se Boardroom				
Name		Email					
Company		Mobile					
Designation		Office					
Name		Email					
Company		Mobile					
Designation		Office					
Name		Email					
Company		Mobile					
Designation		Office					

Figure 8-2: Verification - 27/01/2023 Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	30.01.2023		
PROJECT NAME	Rights Allocation Process	TIME	10H30		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom 1				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Dukiso Mngqolo	Email	msmngqolo		
Company	Delta BEC	Mobile	0838688158		
Designation	Observer	Office	CPT		<i>[Signature]</i>
Name	Kwan Tauseky	Email	kwatouseky@gmail.com		
Company	STONE M	Mobile	067 030 3801		<i>[Signature]</i>
Designation	SECRETARY	Office	CPT		
Name	Bontuwa Chakun-Nkusu	Email	B.Chakun@gmail.com		
Company	DFE	Mobile	082 672 0777		<i>[Signature]</i>
Designation	FCDW - Technical Team	Office	Mosses BAY		
Name	Bonnie Nkomo	Email	bonnie.nkomo@efpa.gov.za		
Company	DFE	Mobile			
Designation	LEADER	Office	CPT		
Name	Phileas Nkomo	Email	Phileas.Nkomo@efpa.gov.za		
Company	DFE	Mobile	083 870 8900		<i>[Signature]</i>
Designation	ADMINISTRATOR	Office	P. Chakun		

Figure 8-3: Verification - 30/01/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	30.01.2023		
PROJECT NAME	Rights Allocation Process	TIME	10H41		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Forestrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Havnick	Email	Riaan.h101@gmail.com		<i>[Signature]</i>
Company	DFE	Mobile	0717546754		
Designation	CPT FCDW	Office			
Name	Luyanda Tuko	Email	Ltuko@dfpe.gov.za		<i>[Signature]</i>
Company	DFE (SSPM)	Mobile	0635153016		
Designation	ASSISTANT DIRECTOR	Office			
Name	Andina Noto	Email	anoto@dfpe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	063460085		
Designation	DEVEE	Office			
Name	Dukiso Mngqolo	Email	msmngqolo@yohoo.com		<i>[Signature]</i>
Company	Delta BEC	Mobile	083 8688 158		
Designation	Observer	Office	CPT		
Name	Kwan Tauseky	Email	kwatouseky@gmail.com		<i>[Signature]</i>
Company	STONE M	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		

Figure 8-4: Verification - 30/01/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	31.01.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Kwan Tauseky	Email	kwatouseky@gmail.com		<i>[Signature]</i>
Company	STONE M	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		
Name	Bonnie Nkomo	Email	bonnie.nkomo@efpa.gov.za		<i>[Signature]</i>
Company	DFE	Mobile			
Designation	LEADER	Office	CPT		
Name	Phileas Nkomo	Email	Phileas.Nkomo@efpa.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	083 870 8900		
Designation	ADMIN	Office	P. Chakun		
Name	Bontuwa Chakun-Nkusu	Email	B.Chakun@dfpe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	082 672 0777		
Designation	FCDW - Technical Support	Office	Mosses BAY		
Name	Uzobvethi Dubezo	Email	uzobvethi@dfpe.gov.za		<i>[Signature]</i>
Company	DFE: SSPM	Mobile	086 266 7974		
Designation	SAC	Office	CPT		

Figure 8-5: Verification - 31/01/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	31/01/2023		
PROJECT NAME	Rights Allocation Process	TIME	08:16		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 3rd Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Aniswa Ntshona	Email	aniswa@dffe.gov.za		
Company	DFPE - SSFM	Mobile	069410085		
Designation	DRIVER	Office			
Name	Bonhizo Hema	Email	Bonhizo@dffe.gov.za		
Company	DFPE - SSFM	Mobile	071 752 1516		
Designation	ADMINISTRATOR	Office	071 350 2273		
Name	Luyanda Tsho	Email	L.Tsho@dffe.gov.za		
Company	DFPE - SSFM	Mobile	0835183016		
Designation	Asst Team Leader	Office			
Name	Riaan Hendricks	Email	riahen101@gmail.com		
Company	DFPE - SE	Mobile	0714516754		
Designation	Tech Support	Office			
Name	Juziswe Mngqolo	Email	mimngqolo@yahoo.com		
Company	Delta BEC	Mobile	0532688158		
Designation	Observer	Office	CPT		

Figure 8-6: 31/01/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFPE - SSFM	Mobile	067 030 3801		
Designation	CPT	Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	01/02/2023		
PROJECT NAME	Rights Allocation Process	TIME	08:05		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFPE	Mobile	067 030 3801		
Designation	Asst	Office			
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFPE - SSFM	Mobile	067 030 3801		
Designation	SAC	Office	CPT		
Name	Juziswe Mngqolo	Email	mimngqolo@yahoo.com		
Company	Delta BEC	Mobile	0532688158		
Designation	Observer	Office	CPT		
Name	Bonhizo Hema	Email	Bonhizo@dffe.gov.za		
Company	DFPE	Mobile	071 752 1516		
Designation	Asst	Office	CPT		

Figure 8-7: Verification - 01/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Uzubenathi Duxwezi	Email	uduxwezi@dffe.gov.za		
Company	DFPE - SSFM	Mobile	083 246 7994		
Designation	SAC	Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	01/02/2023		
PROJECT NAME	Rights Allocation Process	TIME	08:09		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFPE	Mobile	067 030 3801		
Designation	Asst	Office			
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFPE - SSFM	Mobile	067 030 3801		
Designation	Tech Supp.	Office			
Name	Juziswe Mngqolo	Email	mimngqolo@yahoo.com		
Company	Delta BEC	Mobile	0532688158		
Designation	Observer	Office	CPT		
Name	Luyanda Tsho	Email	L.Tsho@dffe.gov.za		
Company	DFPE	Mobile	0835183016		
Designation	Asst Team leader	Office			
Name	Bonhizo Hema	Email	Bonhizo@dffe.gov.za		
Company	DFPE	Mobile	071 752 1516		
Designation	Administrator	Office			

Figure 8-8: Verification - 01/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	02.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	10:30		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Juleswa mgqolo	Email	msmgqolo@yahoo.com		
Company	Delta BEC	Mobile	0838638158		
Designation	Observer	Office	CPT		
Name	Uzubenathi Dukuwa	Email	udzukuwa@dffe.gov.za		
Company	DFE : SSF/M	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Bonco Mkhisi	Email	kmhisi@dffe.gov.za		
Company	DFE	Mobile			
Designation	Lead	Office	CPT		
Name	Borumenelo Chakana-Musani	Email	BChakana@dffe.gov.za		
Company	DFE	Mobile	082 692 0777		
Designation	Technical member	Office	Mosser Bay		
Name	Kuan Tseukey	Email	km-tseukey@gmail.com		
Company	Stonie M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		

Figure 8-9: Verification - 02/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	02.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	10:30		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Juleswa mgqolo	Email	msmgqolo@yahoo.com		
Company	Delta BEC	Mobile	0838638158		
Designation	Observer	Office	CPT		
Name	Bonco Mkhisi	Email	kmhisi@dffe.gov.za		
Company	DFE	Mobile	071 700 1516		
Designation	Observer	Office			
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFE	Mobile	0717546754		
Designation	TECH. Supp	Office			
Name	Andiswa Noko	Email	ANoko@dffe.gov.za		
Company	DFE	Mobile	063 616 0085		
Designation	DFE	Office			
Name	Kuan Tseukey	Email	km-tseukey@gmail.com		
Company	Stonie M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Luyanda Tuko	Email	Ltuko@dffe.gov.za		
Company	DFE	Mobile	0835183016		
Designation	Asst. Team LEADER	Office			

Figure 8-10: Verification - 02/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	03.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:15		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Juleswa mgqolo	Email	msmgqolo@yahoo.com		
Company	Delta BEC	Mobile	0838638158		
Designation	Observer	Office	CPT		
Name	Kuan Tseukey	Email	km-tseukey@gmail.com		
Company	Stonie M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Prince Mkhomo	Email	Pmkhomo@dffe.gov.za		
Company	DFE	Mobile	083 266 8960		
Designation	Lead	Office	087 211 0003		
Name	Borumenelo Chakana-Musani	Email	BChakana@dffe.gov.za		
Company	DFE	Mobile	082 692 0777		
Designation	TECH - Technical Member	Office	Mosser Bay		
Name	Uzubenathi Dukuwa	Email	udzukuwa@dffe.gov.za		
Company	DFE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Bonco Mkhisi	Email	kmhisi@dffe.gov.za		
Company	DFE	Mobile	083 266 8960		
Designation	Lead	Office	CPT		

Figure 8-11: Verification - 03/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	03.02.2023		
PROJECT NAME	Rights Allocation Process	TIME			
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Juriswa Mngqolo	Email	m.mngqolo@yona.co.za		
Company	Delta BEC	Mobile	082888158		
Designation	Observer	Office	CPT		<i>J. Mngqolo</i>
Name	KIAN TEUSKEY	Email	kianteuskey@gmail.com		
Company	Stowiem	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		<i>[Signature]</i>
Name	ANDISWA NOKA	Email	anoka@dfpe.gov.za		
Company	DFPE	Mobile	0826160085		
Designation	DRIVER	Office	CPT		<i>[Signature]</i>
Name	BONKOE NEMO	Email	bnemo@dfpe.gov.za		
Company	DFPE	Mobile	091 922 1511		
Designation	Administrato	Office			<i>[Signature]</i>
Name	Luyanda Tuko	Email	L.Tuko@dfpe.gov.za		
Company	DFPE	Mobile	0825183016		
Designation	NEW TEAM LEADER	Office			<i>[Signature]</i>
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Hendricks	Email	Rhendricks@dfpe.gov.za		
Company	DFPE	Mobile	0717576754		
Designation	Tech. Supp	Office			<i>[Signature]</i>
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-12: Verification - 03/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	06.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:09		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Juriswa Mngqolo	Email	m.mngqolo@yona.co.za		
Company	Delta BEC	Mobile	082888158		
Designation	Observer	Office	CPT		<i>J. Mngqolo</i>
Name	Phileas Nkomo	Email	Phileas@dfpe.gov.za		
Company	DFPE	Mobile	082 222 9430		
Designation	Admin	Office	2nd Floor		<i>[Signature]</i>
Name	Bonkoe Nemo	Email	Bonkoe@dfpe.gov.za		
Company	DFPE	Mobile	082 672 0777		
Designation	Technical Manager	Office	Mossel Bay		<i>[Signature]</i>
Name	Umbenathi Duvana	Email	uumbenathi@dfpe.gov.za		
Company	DFPE SSFM	Mobile	083 266 7994		
Designation	SAC	Office	CPT		<i>[Signature]</i>
Name	Bonkoe Nemo	Email	bnemo@dfpe.gov.za		
Company	DFPE	Mobile	082 222 9430		
Designation	Admin	Office	CPT		<i>[Signature]</i>
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	KIAN TEUSKEY	Email	kianteuskey@gmail.com		
Company	Stowiem	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-13: Verification - 06/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	06.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:27		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ANOSWA NOTA	Email	anoswa@dffe.gov.za	ANOSWA	
Company	DFFE - 65FM	Mobile	063610086		
Designation	DRIVER	Office			
Name	Bonhelo Nana	Email	Bonhelo@dffe.gov.za	[Signature]	
Company	DFFE - 65FM	Mobile	0719531516		
Designation	Administrator	Office			
Name	Lusjanda Tuko	Email	L.Tuko@dffe.gov.za	[Signature]	
Company	DFFE	Mobile	0835183016		
Designation	ASS TEAM LEADER	Office			
Name	Zukiswa Mngqolo	Email	mzmngqolo@yahoo.com	Z Mngqolo	
Company	Deira BEC	Mobile	083661158		
Designation	Observer	Office	CPT		
Name	KWEN THUSATJ	Email	KWENTHUSATJ@gmail.com	[Signature]	
Company	STOWIE M.	Mobile	0670303801		
Designation	SECRETARY	Office	CPT		

Figure 8-14: Verification - 06/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	07.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:15		
MEETING TYPE	Assessment meeting/Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Bonhelo Nana	Email	Bonhelo@dffe.gov.za	[Signature]	
Company	DFFE	Mobile	0719531516		
Designation	ADMIN	Office	CPT		
Name	Phakela Mkhumbi	Email	Phakela@dffe.gov.za	[Signature]	
Company	DFFE	Mobile	0833708950		
Designation	ADMIN	Office	833 211 1003		
Name	UJENENATHE DUKISA	Email	ujenena@dffe.gov.za	U. DUKISA	
Company	DFFE	Mobile	083 266 7997		
Designation	SAC	Office	CPT		
Name	Zukiswa Mngqolo	Email	mzmngqolo@yahoo.com	Z Mngqolo	
Company	Deira BEC	Mobile	083661158		
Designation	Observer	Office	CPT		
Name	Zukisa Mkhumbi	Email	wcsst36@gmail.com	[Signature]	
Company	STOWIE-MV	Mobile	0794660290		
Designation	SECRETARIA	Office			

Figure 8-15: Verification - 07/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	07.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:16		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Zukiswa Mngqolo	Email	mzmngqolo@yahoo.com	Z Mngqolo	
Company	Deira BEC	Mobile	083 661 158		
Designation	Observer	Office	CPT		
Name	Zukisa Mkhumbi	Email	wcsst36@gmail.com	[Signature]	
Company	STOWIE-MV	Mobile	0794660290		
Designation	SECRETARIA	Office			
Name	Lusjanda Tuko	Email	L.Tuko@dffe.gov.za	[Signature]	
Company	DFFE	Mobile	0835183016		
Designation	ASS TEAM LEADER	Office			
Name	Bonhelo Nana	Email	Bonhelo@dffe.gov.za	[Signature]	
Company	DFFE	Mobile	0719531516		
Designation	Administrator	Office			
Name	ANOSWA NOTA	Email	anoswa@dffe.gov.za	ANOSWA	
Company	DFFE	Mobile	063610086		
Designation	DRIVER	Office			

Figure 8-16: Verification - 07/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	08.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Dukuwo Mngqalo	Email	m.mngqalo@yahoo.com		
Company	Delta BEC	Mobile	083 868 158		
Designation	Observer	Office	CPT		
Name	Phelele Mkwambi	Email	phlele@dfpe.gov.za		
Company	DFPE	Mobile	073 373 3750		
Designation	Admin / Sec	Office	U. Kariwa		
Name	Uzuberathi Dukuwo	Email	u.dukuwo@dfpe.gov.za		
Company	DFPE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Rena Maki	Email	renam@dfpe.gov.za		
Company	DFPE	Mobile	073 273 5877		
Designation	Admin	Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-17: Verification - 08/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	08.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Luyanda Tibe	Email	Ltibe@dfpe.gov.za		
Company	DFPE	Mobile	0835102016		
Designation	Asst Team Leader	Office			
Name	Kuan Tawkey	Email	ktawkey@gmail.com		
Company	Stowit M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Bomkazi Utomo	Email	btomkazi@dfpe.gov.za		
Company	DFPE	Mobile	071 822 1544		
Designation	Administrator	Office			
Name	ANDISWA NOZI	Email	anobi@dfpe.gov.za		
Company	DFPE	Mobile	063610015		
Designation	DRIVER	Office			
Name	Dukuwo Mngqalo	Email	m.mngqalo@yahoo.com		
Company	Delta BEC	Mobile	083 868 158		
Designation	Observer	Office	CPT		

Figure 8-18: Verification - 08/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	09.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Verification Process - Team 1A				
VENUE	Forestrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Dukuwo Mngqalo	Email	m.mngqalo@yahoo.com		
Company	Delta BEC	Mobile	083 868 158		
Designation	Observer	Office	CPT		
Name	Phelele Mkwambi	Email	phlele@dfpe.gov.za		
Company	DFPE	Mobile	073 373 3750		
Designation	Admin / Sec	Office	P. Kariwa		
Name	Kuan Tawkey	Email	ktawkey@gmail.com		
Company	Stowit M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Uzuberathi Dukuwo	Email	u.dukuwo@dfpe.gov.za		
Company	DFPE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Rena Maki	Email	renam@dfpe.gov.za		
Company	DFPE	Mobile	073 273 5877		
Designation	Admin	Office	CPT		

Figure 8-19: Verification - 09/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	09. 02. 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment meeting/process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	JUKUWO Mngqolo	Email	m.mngqolo@yahoo.com		J.Mngqolo
Company	Dello BEC	Mobile	033 668158		
Designation	Observer	Office	CPT		
Name	Luyanda Tulo	Email	L.Tulo@dffe.gov.za		L.Tulo
Company	DFFE	Mobile	08 351 52616		
Designation	Asst. Team Leader	Office			
Name	Bonteko Nemo	Email	B.Nemo@dffe.gov.za		B.Nemo
Company	DFFE	Mobile	071 952 1516		
Designation	Technical Administrator	Office			
Name	Andiso Noto	Email	andiso@dffe.gov.za		A.Noto
Company	DFFE	Mobile	068 61 00 01		
Designation	Driver	Office			
Name	KWANI TRUSKEY	Email	kwatruskey@gmail.com		K.Truskey
Company	STONE M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		

Figure 8-20: Verification - 09/02/2023 Team 1B Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	10 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	09:00		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	JUKUWO Mngqolo	Email	m.mngqolo@yahoo.com		J.Mngqolo
Company	Dello BEC	Mobile	033 668158		
Designation	Observer	Office	CPT		
Name	Abulale Mawani	Email	Abulale.Mawani@gmail.com		A.Mawani
Company	DFFE	Mobile	083 524 5808		
Designation	Admin/Sec	Office	R. Zuluwani		
Name	Bonteko Nemo	Email	B.Nemo@dffe.gov.za		B.Nemo
Company	DFFE	Mobile	071 952 1516		
Designation	Technical Administrator	Office			
Name	KWANI TRUSKEY	Email	kwatruskey@gmail.com		K.Truskey
Company	STONE M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Uzuberath Duenzi	Email	Uduker@dffe.gov.za		U.Duenzi
Company	DFFE	Mobile	083 266 7994		
Designation	SAL	Office	CPT		

Figure 8-21: Verification - 10/02/2023 Team 1A Attendance Register

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	10 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	JUKUWO Mngqolo	Email	m.mngqolo@yahoo.com		J.Mngqolo
Company	Dello BEC	Mobile	033 668158		
Designation	Observer	Office	CPT		
Name	Bonteko Nemo	Email	B.Nemo@dffe.gov.za		B.Nemo
Company	DFFE	Mobile	071 952 1516		
Designation	Technical Administrator	Office			
Name	Andiso Noto	Email	andiso@dffe.gov.za		A.Noto
Company	DFFE	Mobile	067 616 0805		
Designation	Driver	Office			
Name	Luyanda Tulo	Email	L.Tulo@dffe.gov.za		L.Tulo
Company	DFFE	Mobile	08 351 52616		
Designation	ATL	Office			
Name	KWANI TRUSKEY	Email	kwatruskey@gmail.com		K.Truskey
Company	STONE M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		

Figure 8-22: Verification - 10/02/2023 Team 1B Attendance Register

8.3.2.2 Photo's

Handed over to DFFE as part of the information pack.

8.3.2.3 Checklist signed by all parties involved

Scanned copies were handed over to DFFE as part of the information pack.

8.4 QUALITY CONTROL TEAM

The quality control process was initially meant to happen every Friday afternoon once the assessment team have finished for the day. This did not happen; on the first two Friday's the teams had not completed enough application to warrant the quality control team meeting. The team only met on the third Friday (10/02/2023)

8.4.1 QUALITY CONTROL TEAM

The table below presents the findings for the region, start date and end date and elaborates on the observer responsible for this location with his/her comments.

Table 8-4: Verification– Overview

ITEM	DESCRIPTION
Region	WC/SC/CBD/SCC
Actual Start Date	25 January 2023
End Date	Delta BEC's appointment ends on 10 February 2023. The DFFE will continue with the verification process along with Stowie-M.
Observer	Fritz Swanepoel - Delta BEC

8.4.2 CRITERIA TO BE MET FOR THE QUALITY CONTROL TO BE SUCCESSFUL

This section presents the questions asked to the observers via WhatsApp and captures their responses in a table format.

Table 8-5: Verification – Quality control criteria to be met

DATE	TEAM	OBSERVER	*ATTENDANCE	IS THE QUALITY CONTROL TEAM CHECKING A SMALL SAMPLE OF THE APPLICATIONS PROVIDED BY THE ASSESSMENT TEAM?	HOW MANY APPLICATIONS HAS THE QUALITY CONTROL TEAM BEEN GIVEN TO MAKE FINAL DECISIONS ON?	HOW MANY OF THE APPLICATIONS HAS THE QUALITY CONTROL TEAM MADE FINAL DECISIONS ON?	IS THE QUALITY CONTROL TEAM PROVIDING FINAL DECISIONS ON THE APPLICATIONS THAT THEY HAVE BEEN GIVEN?	WHERE THE QUALITY CONTROL TEAMS DECISION DIFFERS FROM THAT OF THE ASSESSMENT TEAM, HAS THE QUALITY CONTROL TEAM PROVIDED A DETAILED EXPLANATION?	IS THE QUALITY CONTROL TEAM COMPILING A FINAL LIST OF "SUCCESSFUL" APPLICANTS?	IS THE REASONING FOR WHY APPLICANTS ARE UNSUCCESSFUL BEING COMPILED AND STORED?
25-JAN-23	TEAMS: 1, 2, 3	FRITZ SWANEPOEL	NO	YES	14	0	NO	NO	NO	YES

*Attendance	<p>Are the following team members present for the quality control day:</p> <ul style="list-style-type: none"> • Chairperson (SSFML Director) • Assessment team leaders (SSFM Deputy Directors) • Fisheries community development workers (FCDW) d. Secretariat (Stowie-M) • Observer Ensure the Delta BEC attendance register is signed. <p>There needs to be a new attendance register for every day of the verification process</p>
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8.4.2.1 Comments/Issues

Table 8-6: Comments and Issues

#	DATE	TEAM	COMMENTS/ISSUES
01	10 FEB 2023	TEAM 1, 2, 3	No FCDW's were present
02	10 FEB 2023	TEAM 1, 2, 3	The quality control team went through the applications that were reserved by the assessment teams. They went through the applications, provided their comment, and then sent it back to the assessment teams to assess again.

8.4.3 DATA COLLECTED:

This section presents the evidence collected in the form of attendance registers, photos, and signed observation checklists.

Table 8-7: Verification - Data collected

#	DATA COLLECTED	YES/NO
1	Attendance register	Yes
2	Checklist signed by all parties involved	Yes

8.4.3.1 Attendance register

The figure shows two copies of an attendance register form. The left copy is a full form with the following details:

- CLIENT NAME:** Department of Environment, Forestry and Fisheries
- PROJECT NAME:** Rights Allocation Process
- MEETING TYPE:** Quality Control Process - Team 1, 2 and 3
- VENUE:** MKM Boardroom, 3rd Floor, Forestry Building
- DATE:** 10 Feb 2023
- TIME:** 11:30

The attendees listed are:

- Fritz Swaneveld** (Delta BEC, Project Manager/Cleaner)
- Nkomo Ndlovu** (DFFE, News)
- TEAM 3 Chair (bD)** (DFFE, Forestry Building)
- Stephen Sigau** (DFFE, 076146671)
- Team 2 Chair (bD)** (DFFE, 033 277 5737)
- A. Ngwenya** (DFFE, 060 508 7014)

The right copy is a partial form showing contact information and signatures for the attendees listed above.

Figure 8-23: Quality Control - 10/02/2023 Attendance Register

8.4.3.2 Checklist signed by all parties involved

Scanned copies handed over to the DFFE.

9 CONCLUSION

This annexure contains the summarised findings collected from the observers during all processes. The findings in this document are not Delta BEC's assumptions, but what was received from the observation teams.