

**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 18
MOBILISATION COMPLIANCE RATING	56%
DISTRIBUTION COMPLIANCE RATING	100%
CATCH - ALL COMPLIANCE RATING	100%
MOBILISATION FOR RECEIPTING COMPLIANCE RATING	100%
RECEIPTING COMPLIANCE RATING	98%
VERIFICATION COMPLIANCE RATING	92%
AVERAGE COMPLIANCE RATING	91%

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	Yzerfontein Community Hall
Planned Start Date	14 September 2022
Actual Start date	14 September 2022, this date is not definite as DFFE issue us with information retrospectively, this date was deduced by looking at the file name of the photo provided. The photo file name is "IMG-20220914-WA0017 Yzerfontein Compliance Office".
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 applicants were given one less day to prepare to be at the distribution phase.
Additional Comments	No observer forum had been formed by the time DFFE commenced with mobilisation, therefore, all mobilisation information was received from DFFE officials through pictures which they downloaded from their WhatsApp group chat.

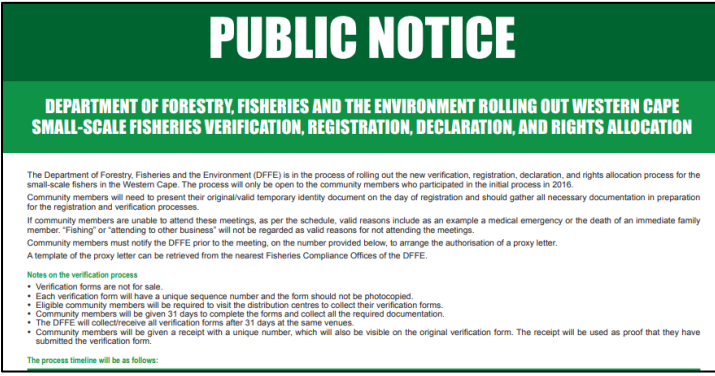
3.2 CRITERIA TO BE MET TO BE SUCCESSFUL

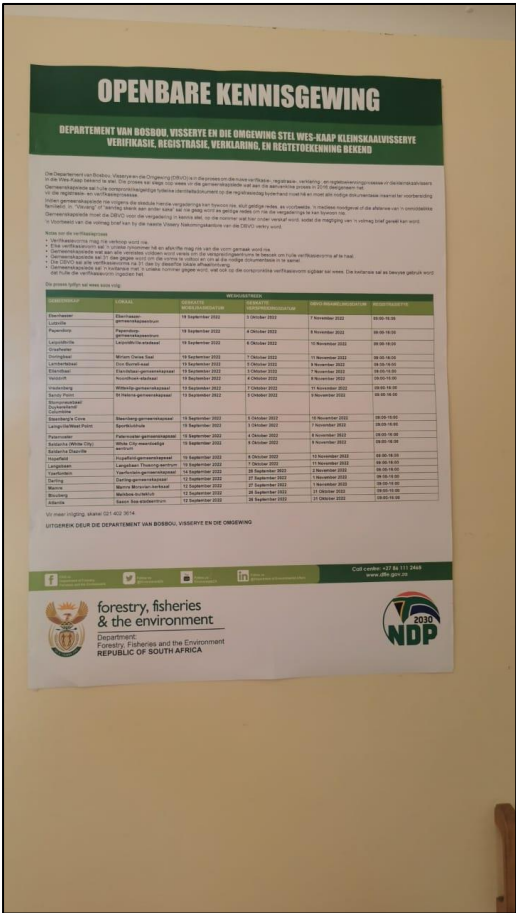
This section presents the posters put up, SMSs sent, and radio broadcasts made by DFFE to communicate the initial timelines to the fishers.

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																																																																																																																																																													
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																																																																																																																																																													
1.3	<ul style="list-style-type: none"> Dates and times for distribution and receipting 	Yes																																																																																																																																																													
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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<p>2</p>	<p>Were the posters put up at the venue and other locations as stated?</p>	<p>N/A</p>	
<p>3</p>	<p>Were the posters put up 2 weeks prior to the distribution phase date?</p>	<p>N/A</p>	<p>This image was supplied retrospectively by DFFE and has been placed here under the assumption that they have supplied the correct image</p>

3.2.2 BULK SMS'S

The SMSs were meant 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 SMSs were sent 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	<ul style="list-style-type: none"> Documents required for registration 	No
1.5	<ul style="list-style-type: none"> 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 the criteria which the DFFE needs to meet to prove that the radio broadcast was made and that the correct information was shared.

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

	CRITERIA TO BE MET	YES/NO
1	Radio broadcast communicated the following:	
1.1	<ul style="list-style-type: none"> Visitation schedule 	No
1.2	<ul style="list-style-type: none"> Location of the venues 	No
1.3	<ul style="list-style-type: none"> Dates and times for distribution and receipting 	No
1.4	<ul style="list-style-type: none"> Documents required for registration 	No
1.5	<ul style="list-style-type: none"> 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.

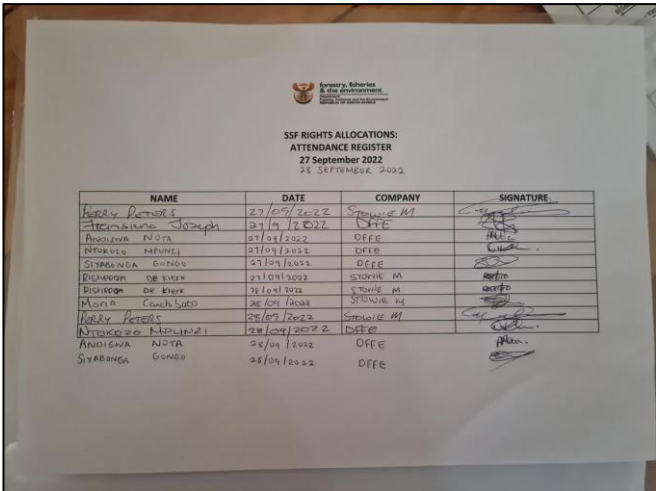
Table 4-1: Distribution - Planned start vs Actual start



ITEM	DESCRIPTION
Venue	Yzerfontein Community Hall
Planned Start Date	28/09/2022
Actual Start Date	28/09/2022
Data collector	Andiswa Noti - DFFE The observer was unable to observe.
Effect on applicants	The project is on track to be completed as committed by the department
Additional Comments	N/A

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	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 arranged and open																																																				
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	 <table border="1"> <thead> <tr> <th>NAME</th> <th>DATE</th> <th>COMPANY</th> <th>SIGNATURE</th> </tr> </thead> <tbody> <tr> <td>Henry Daniels</td> <td>27/09/2022</td> <td>Stowise M</td> <td>[Signature]</td> </tr> <tr> <td>Thomson Joseph</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Andiswa Ntshona</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Imvoko Mphahlele</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Syabanga Gungo</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Dikheko De Bree</td> <td>27/09/2022</td> <td>STONIE M</td> <td>[Signature]</td> </tr> <tr> <td>Dikheko De Bree</td> <td>27/09/2022</td> <td>STONIE M</td> <td>[Signature]</td> </tr> <tr> <td>Maria Couchuto</td> <td>28/09/2022</td> <td>STONIE M</td> <td>[Signature]</td> </tr> <tr> <td>Henry Daniels</td> <td>27/09/2022</td> <td>Stowise M</td> <td>[Signature]</td> </tr> <tr> <td>Ntshona Andiswa</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Andiswa Ntshona</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> <tr> <td>Syabanga Gungo</td> <td>27/09/2022</td> <td>OFFE</td> <td>[Signature]</td> </tr> </tbody> </table>	NAME	DATE	COMPANY	SIGNATURE	Henry Daniels	27/09/2022	Stowise M	[Signature]	Thomson Joseph	27/09/2022	OFFE	[Signature]	Andiswa Ntshona	27/09/2022	OFFE	[Signature]	Imvoko Mphahlele	27/09/2022	OFFE	[Signature]	Syabanga Gungo	27/09/2022	OFFE	[Signature]	Dikheko De Bree	27/09/2022	STONIE M	[Signature]	Dikheko De Bree	27/09/2022	STONIE M	[Signature]	Maria Couchuto	28/09/2022	STONIE M	[Signature]	Henry Daniels	27/09/2022	Stowise M	[Signature]	Ntshona Andiswa	27/09/2022	OFFE	[Signature]	Andiswa Ntshona	27/09/2022	OFFE	[Signature]	Syabanga Gungo	27/09/2022	OFFE	[Signature]
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#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
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	

4.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Yzerfontein 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 (Figure 4-1: WhatsApp conversation, evidence for Table 4-2 item 1,2,3,4 and 5, indicating the correspondence received from the observer for the distribution process.

2022/09/23, 14:36 - 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, 14:36 - Isaac - Delta BEC created group "Yzerfontein Comm Hall OF"

2022/09/23, 14:36 - Isaac - Delta BEC added you

2022/09/26, 10:25 - Isaac - Delta BEC added +27 63 691 9112

2022/09/26, 10:46 - +27 63 691 9112: Desire, I won't be observer

2022/09/27, 08:18 - Fritz - Delta BEC: Noted

2022/09/27, 08:19 - Fritz - Delta BEC: @27715505841 @27715556838 please remove Hilda and add the appropriate person

2022/09/27, 08:19 - Isaac - Delta BEC: She has removed herself already.

2022/09/27, 08:21 - Isaac - Delta BEC added +27 79 215 2118

2022/09/27, 10:23 - Zukiswa - Delta BEC: Who is the appropriate person?

2022/09/27, 10:24 - Isaac - Delta BEC: This was handled

2022/09/28, 08:30 - Isaac - Delta BEC added +27 71 414 0671

2022/09/28, 08:33 - Isaac - Delta BEC: Good morning @27714140671 may we please have the department leads for this venue so that we can run the questionnaire processes with them today. Thanks in advanced.

2022/09/28, 08:54 - +27 71 414 0671: Andiswa Nota.vcf (file attached)

2022/09/28, 08:55 - Isaac - Delta BEC: Thanks

2022/09/28, 08:55 - Isaac - Delta BEC removed +27 79 215 2118

2022/09/28, 08:55 - Isaac - Delta BEC added Andiswa Nota Obser

2022/09/28, 09:10 - Zukiswa - Delta BEC: Morning Andiswa it's Zukiswa from Delta BEC. We will be working together competing the list of question I will be asking you.

2022/09/28, 09:10 - Zukiswa - Delta BEC: Are you at the venue? Yes or No

2022/09/28, 09:31 - Andiswa Nota Obser: Yes

2022/09/28, 09:31 - Andiswa Nota Obser: Morning Zukiswa

2022/09/28, 09:45 - Zukiswa - Delta BEC: Thank you question number 1..kindly answer Yes or No

2022/09/28, 09:47 - Zukiswa - Delta BEC: Has the DFFE informed applicant's of the visitation schedule via bulk sms, emails, telephone calls and relevant national qd community radio station?

2022/09/28, 09:56 - Andiswa Nota Obser: Yes

2022/09/28, 09:57 - Zukiswa - Delta BEC: Has the DFFE put up posters in the all targeted areas 2 weeks prior to the visitation?Yes or No

2022/09/28, 09:59 - Andiswa Nota Obser: Yes

2022/09/28, 09:59 - Zukiswa - Delta BEC: Has the DFFE made list of eligible fishers available at all satellite office's?

2022/09/28, 09:59 - Andiswa Nota Obser: Yes

2022/09/28, 10:00 - Zukiswa - Delta BEC: Has someone been given the responsibility of taking tip offs and log the information?

2022/09/28, 10:02 - Andiswa Nota Obser: Yes

2022/09/28, 10:02 - Zukiswa - Delta BEC: Have the posters been designed with the following informatio:

. Venues

. Registration times

. Date for nominations

. Documents required for registration

. That forms are free

2022/09/28, 10:03 - Andiswa Nota Obser: Yes

2022/09/28, 10:03 - Zukiswa - Delta BEC: Did the DFFE arrange a venue and date for the collection of verification forms?

2022/09/28, 10:03 - Andiswa Nota Obser: Yes

2022/09/28, 10:04 - Zukiswa - Delta BEC: Has the attendance register been signed by all parties including the observer forum?

2022/09/28, 10:17 - Andiswa Nota Obser: Observer Forum is not hear, but the attendance register has been signed by applicants and officials (on a different sheet)

2022/09/28, 10:17 - Andiswa Nota Obser: Here**

2022/09/28, 10:24 - Zukiswa - Delta BEC: I was informed that you are the substitute..in other words you are the observer forum for today in that specific venue.

2022/09/28, 10:26 - Zukiswa - Delta BEC: Also don't forget to take photo of the register towards end of the day to support this question.

2022/09/28, 10:28 - Andiswa Nota Obser: Will send you pictures, not a problem.

2022/09/28, 10:29 - Zukiswa - Delta BEC: On the date of verification form collection, did the DFFE member's explain to fishers how to fill in the forms?

2022/09/28, 10:50 - Andiswa Nota Obser: Yes, English & Afrikaans

2022/09/28, 10:55 - Andiswa Nota Obser: IMG-20220928-WA0024.jpg (file attached)

Introduction of proceedings

2022/09/28, 10:55 - Andiswa Nota Obser: IMG-20220928-WA0026.jpg (file attached)

Afrikaans explanation of VF

2022/09/28, 10:55 - Andiswa Nota Obser: IMG-20220928-WA0025.jpg (file attached)

Signing in of participants

2022/09/28, 10:57 - Zukiswa - Delta BEC: On the date of verification form collection, did DFFE member's explain to fishers that forms can be filled in on the of verification? Yes or No

2022/09/28, 10:57 - Andiswa Nota Obser: Yes

2022/09/28, 10:58 - Zukiswa - Delta BEC: Are there any comment's on your side something I have to know of...good or bad

2022/09/28, 11:13 - Fritz - Delta BEC: IMG-20220928-WA0031.jpg (file attached)

Hi Andiswa, if throughout the day any of the above criteria is not not please let us know. If there are any other concerns with the process, please bring them to our attention as they happen.

2022/09/28, 11:18 - Andiswa Nota Obser: None thus far.

2022/09/28, 11:19 - Andiswa Nota Obser: Will do.

2022/09/28, 15:45 - Zukiswa - Delta BEC: Kindly send photo of final register.

2022/09/28, 15:59 - Andiswa Nota Obser: IMG-20220928-WA0068.jpg (file attached)

Officials Register

2022/09/28, 15:59 - Andiswa Nota Obser: IMG-20220928-WA0070.jpg (file attached)

Participants prepopulated register

2022/09/28, 15:59 - Andiswa Nota Obser: IMG-20220928-WA0069.jpg (file attached)

2022/09/28, 16:03 - Andiswa Nota Obser: VID-20220928-WA0072.mp4 (file attached)
Venue closed at 16:01.
2022/09/28, 16:03 - +27 71 550 5841: Thank you

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.

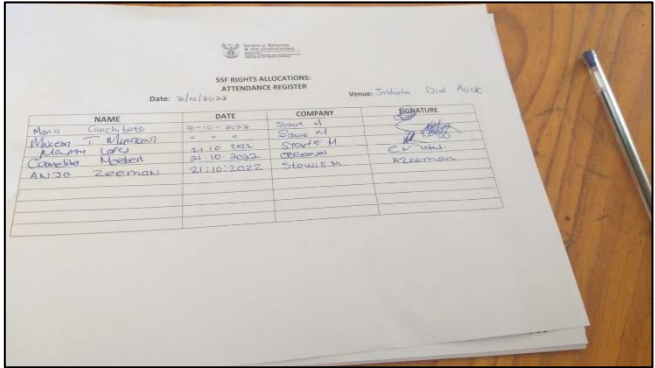

Table 5-1: Catch-All Distribution - Date and Venue


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
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	

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
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 Saldanha, 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	Yzerfontein Community hall
Date new poster was put up	24/11/2022
Original Planned Start Date	02/11/2022
Updated Planned Start Date	07/12/2022

6.2 NEW POSTER

The below poster (**Error! Reference source not found.**) 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				WEST COAST REGION			
COMMUNITY	VENUES	RECEIPTING DATES (05 - 15 DECEMBER 2022)	TIME	COMMUNITY	VENUES	RECEIPTING DATES (05 - 15 DECEMBER 2022)	TIME
Ebenhaezer	Ebenhaezer Community Centre	12 December 2022	09:00-16:00	Saldanha Diaz Ville	White City Multi-purpose centre		
Lutzville				Hopefield	Hopefield Community Hall	08 December 2022	09:00-16:00
Papendorp	Papendorp Church Hall	13 December 2022	09:00-16:00	Langebaan	Langebaan Thusing Centre	07 December 2022	09:00-16:00
Graafwater	Leipollville Church Hall	15 December 2022	09:00-16:00	Yzerfontein	Yzerfontein Community Hall	07 December 2022	09:00-16:00
Leipollville				Darling	Darling Community Hall	09 December 2022	09:00-16:00
Doring Bay	Miriam Owies Hall	14 December 2022	09:00-16:00	Mamre	Mamre Maravian Church Hall	06 December 2022	09:00-16:00
Lamberts Bay	Don Burrell Hall	12 December 2022	09:00-16:00	Blouberg	Melkbos Country Club	06 December 2022	09:00-16:00
Elands Bay	Elands Bay Community Hall	13 December 2022	09:00-16:00	Atlantis	Saxon Sea Primary School Hall	06 December 2022	09:00-16:00
Veldrift	Noordhoek Civic	14 December 2022	09:00-16:00				
Vredenberg	Witteklip 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				
Paternoster	Paternoster Community Hall	15 December 2022	09:00-16:00				
Saldanha (white city)		08 December 2022	09:00-16:00				

For more information, please contact: 021 402 3614.

Figure 6-1: Mobilisation for Receipting – New poster



Figure 6-2: Mobilisation for Receipting – 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.

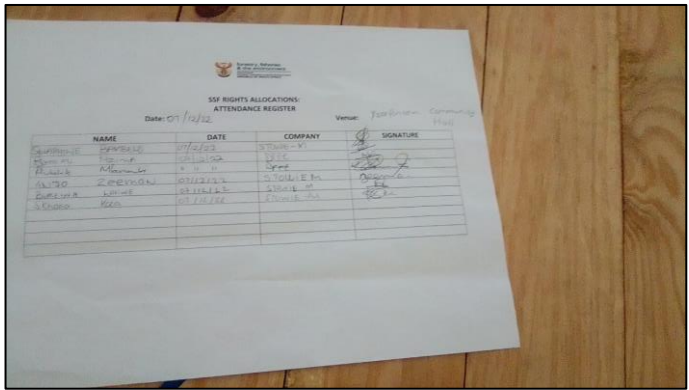
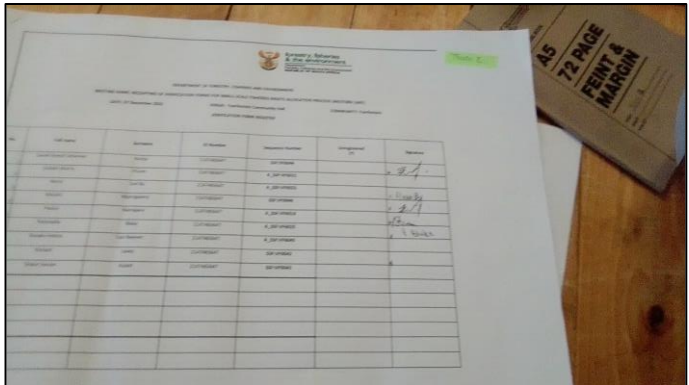
Table 7-1: Receipting - Planned start vs Actual start


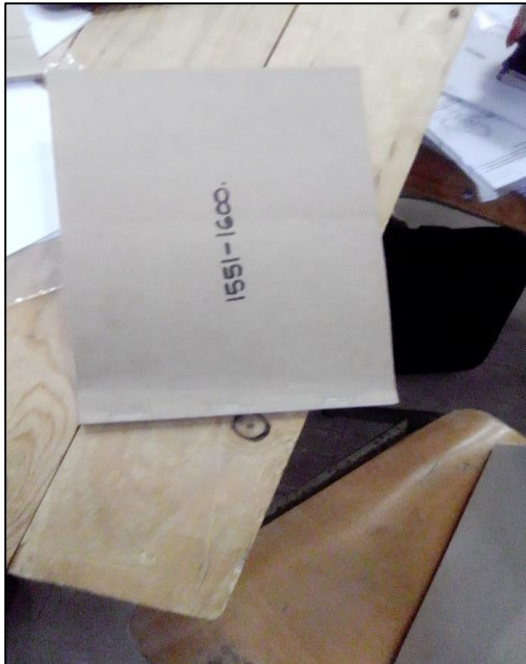
ITEM	DESCRIPTION
Venue	Yzerfontein Community Hall
Original Planned Start Date	02/11/2022
Updated Planned Start Date	07/12/2022
Actual Start Date	07/12/2022
Data collector	Bomkazi – DFFE Obser cancelled last minute.
Effect on applicants	The project is delayed according to the original start date which 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.


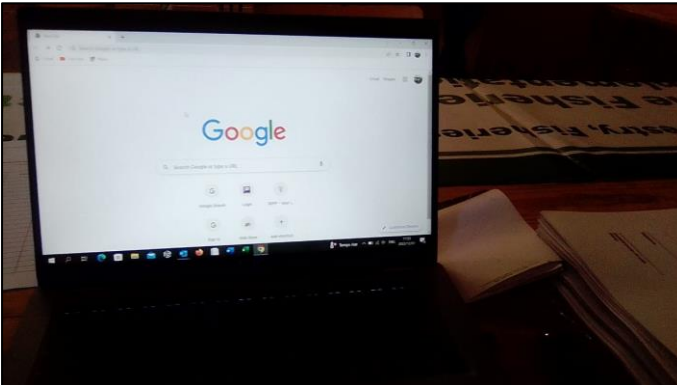

7.2 CRITERIA TO BE MET FOR RECEIPTING TO BE SUCCESSFUL


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	

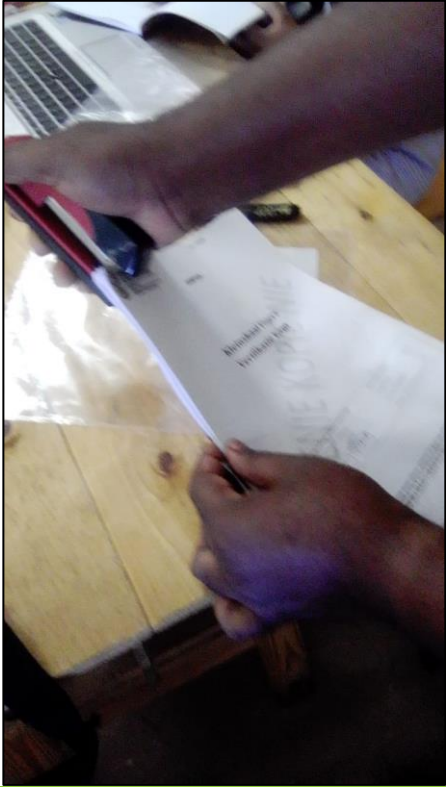
#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
5	Are there electronic and paper copies of the registered fishers?	Yes	See above item 4 for the paper copy
6	Is there an electronic checklist?	Yes	N/A
7	Is there a stamp pad for complete or incomplete forms?	Yes	
8	Are there receipt books?	Yes	

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

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
12	Are there clearly labelled boxes for storing the applications?	Yes	
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

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
16	Are fishers' forms being marked with a big "R" if they are registered on the database?	Yes	
17	Are the data capturers going through the applications to ensure that they are complete?	Yes	See above item 16, application is stamped complete, meaning that the data capturer has gone through it
18	Are the data capturers adding a thumbprint where applicants have not signed?	No	N/A
19	Are the data capturers filling in the electronic checklist?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
20	Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers' forms after checking them?	Yes	See above item 16
21	Are data capturers completing the first part of the fisher's application forms?	Yes	See above item 16
22	Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
23	Are the data capturers stapling all the fisher's documentation?	Yes	
24	Are the data capturers placing the stapled documentation in the labelled box next to them?	Yes	See above item 12
25	Are there Stowie-M and DFFE team leaders assisting and explaining 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 Yzerfontein 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, 17:13 - 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, 17:13 - You created group "Yzerfontein Receipting "

2022/11/30, 10:20 - You added Sindisa Sigam

2022/12/06, 16:41 - Fritz - Delta BEC: Observer cancelled for tomorrow, Yzerfontein needs assistance.

2022/12/07, 07:34 - Isaac - Delta BEC: Good morning Team

This venue doesn't have an OF member, @27714140671 can we please have someone allocated for it. Thanks in advance.

2022/12/07, 08:37 - Isaac - Delta BEC: @27714140671 please see the message above.

2022/12/07, 10:53 - Fritz - Delta BEC: @27714140671 in support of our conversation, this venue needs assistance

2022/12/07, 10:59 - Sindisa Sigam: Bomkazi Nzima.vcf (file attached)

2022/12/07, 10:59 - Sindisa Sigam: Bomkazi will be the Observer here

2022/12/07, 10:59 - Fritz - Delta BEC added Bomkazi Nzima

2022/12/07, 11:00 - Isaac - Delta BEC: Hi Observer Team, thank you for serving your community by agreeing to observe today. This group will be used for communication regarding the venue Yzerfontein Community Hall, and the receipting process taking place here today. We will be asking a series of "Yes"/"No" questions, please answer them when prompted. In between the questions we will be asking for photos and being given an opportunity to raise concerns, please answer these questions when prompted. They are important for the adequate observation of the DFFE processes.

Please remember that you as the observer are only there to observe and not to make decisions on who gets accepted or not. Please report any concerns via the WhatsApp group so that DFFE can be notified and try to rectify or address the concern as soon as possible.

2022/12/07, 11:01 - Bomkazi Nzima: Understood

2022/12/07, 11:03 - Isaac - Delta BEC: 2.1 Was the venue opened at 08:30?

2022/12/07, 11:05 - Bomkazi Nzima: Yes

2022/12/07, 11:06 - Isaac - Delta BEC: 2.2 Is there an attendance register for the DFFE team and observer forum?

2022/12/07, 11:10 - Bomkazi Nzima: Yes

2022/12/07, 11:11 - Isaac - Delta BEC: 2.3 Have you signed the attendance register?
(Send a Photo of the register you signed)

2022/12/07, 11:11 - Bomkazi Nzima: Yes

2022/12/07, 11:12 - Bomkazi Nzima: IMG-20221207-WA0016.jpg (file attached)

2022/12/07, 11:13 - Isaac - Delta BEC: 2.4 Is there an attendance register for the fishers to sign?

2022/12/07, 11:13 - Bomkazi Nzima: Yes

2022/12/07, 11:15 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:16 - Bomkazi Nzima: IMG-20221207-WA0018.jpg (file attached)

2022/12/07, 11:19 - Isaac - Delta BEC: 2.5 Are there electronic and paper copies of the registered fishers?

2022/12/07, 11:19 - Bomkazi Nzima: Yes

2022/12/07, 11:20 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:39 - Isaac - Delta BEC: 2.6 Is there an electronic checklist?

2022/12/07, 11:41 - Bomkazi Nzima: Yes

2022/12/07, 11:42 - Isaac - Delta BEC: 2.7 Is there a stamp pad for complete or incomplete forms?

2022/12/07, 11:43 - Bomkazi Nzima: Yes

2022/12/07, 11:43 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:45 - Isaac - Delta BEC: 2.8 Are there receipt books?

2022/12/07, 11:45 - Bomkazi Nzima: IMG-20221207-WA0024.jpg (file attached)

2022/12/07, 11:46 - Bomkazi Nzima: Yes

2022/12/07, 11:46 - Bomkazi Nzima: IMG-20221207-WA0023.jpg (file attached)

2022/12/07, 11:47 - Isaac - Delta BEC: 2.9 Are there laptops set up?

2022/12/07, 11:48 - Bomkazi Nzima: Yes

2022/12/07, 11:48 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:49 - Bomkazi Nzima: IMG-20221207-WA0025.jpg (file attached)

2022/12/07, 11:49 - Isaac - Delta BEC: 2.10 Do the laptops have internet connection?
(Ask the laptop operator to open google)

2022/12/07, 11:51 - Bomkazi Nzima: Yes

2022/12/07, 11:52 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:53 - Bomkazi Nzima: IMG-20221207-WA0028.jpg (file attached)

2022/12/07, 11:54 - Isaac - Delta BEC: 2.11 Is there a video camera set up?

2022/12/07, 11:55 - Bomkazi Nzima: Yes

2022/12/07, 11:56 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 11:58 - Bomkazi Nzima: IMG-20221207-WA0041.jpg (file attached)

2022/12/07, 11:58 - Isaac - Delta BEC: You deleted this message

2022/12/07, 11:59 - Isaac - Delta BEC: 2.12 Are there clearly labelled boxes for storing
the applications?

2022/12/07, 12:00 - Bomkazi Nzima: IMG-20221207-WA0029.jpg (file attached)

2022/12/07, 12:00 - Bomkazi Nzima: Yes

2022/12/07, 12:01 - Isaac - Delta BEC: 2.13 Has the service service provider explained
the procedure of the day to the fishers?

2022/12/07, 12:01 - Bomkazi Nzima: Yes

2022/12/07, 12:02 - Isaac - Delta BEC: 2.14 Are fishers being guided to data
capturers?

2022/12/07, 12:02 - Bomkazi Nzima: Yes

2022/12/07, 12:03 - Isaac - Delta BEC: 2.15 Are the data capturrers friendly?

2022/12/07, 12:03 - Bomkazi Nzima: Yes

2022/12/07, 12:04 - Isaac - Delta BEC: 2.16 Are fishers forms being marked with a
big "R" if they are registered on the database?

2022/12/07, 12:05 - Bomkazi Nzima: Yes

2022/12/07, 12:06 - Isaac - Delta BEC: 2.17 Are the data capturers going through the
applications to ensure that they are complete?

2022/12/07, 12:07 - Bomkazi Nzima: Yes

2022/12/07, 12:08 - Isaac - Delta BEC: 2.18 Are the data capturers adding a thumbprint where applicants have not signed?

2022/12/07, 12:11 - Bomkazi Nzima: Thumbprint is not here but the applicants have signed where signature is needed

2022/12/07, 12:12 - Isaac - Delta BEC: 2.19 Are the data capturers filling in the electronic checklist?

2022/12/07, 12:12 - Bomkazi Nzima: Yes

2022/12/07, 12:13 - Isaac - Delta BEC: 2.20 Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers forms after checking it?

2022/12/07, 12:14 - Bomkazi Nzima: Yes

2022/12/07, 12:14 - Isaac - Delta BEC: May I have a picture?

2022/12/07, 12:15 - Bomkazi Nzima: IMG-20221207-WA0030.jpg (file attached)

2022/12/07, 12:16 - Isaac - Delta BEC: 2.21 Are data capturers completing the first part of the fishers application forms?

2022/12/07, 12:16 - Bomkazi Nzima: No

2022/12/07, 12:17 - Isaac - Delta BEC: 2.22 Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.

2022/12/07, 12:17 - Bomkazi Nzima: Yes

2022/12/07, 12:18 - Isaac - Delta BEC: 2.23 Are the data capturers stapling all the fishers documentation?

2022/12/07, 12:19 - Bomkazi Nzima: Yes

2022/12/07, 12:20 - Isaac - Delta BEC: May I get a picture?

2022/12/07, 12:22 - Bomkazi Nzima: IMG-20221207-WA0031.jpg (file attached)

2022/12/07, 12:23 - Isaac - Delta BEC: 2.24 Are the data capturers placing the stapled documentaion in the labelled box next to them?

2022/12/07, 12:23 - Bomkazi Nzima: Yes

2022/12/07, 16:06 - Isaac - Delta BEC: Did the venue close at 16:00?

2022/12/07, 16:17 - Bomkazi Nzima: Yes

2022/12/07, 16:32 - Isaac - Delta BEC: Thanks for your assistance @27719521516

2022/12/07, 16:49 - Bomkazi Nzima: Welcome

7.4 ISSUES RAISED

Table 7-4: Distribution -Data collected

ISSUES RAISED	SORTED OUT ON THE DAY YES/NO
No thumbprint. DFFE observer noted that nobody required a thumbprint pad as everyone could sign.	N/A

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?
		ZUKISWA MNGQOLO							
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

*Attendance	<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>
*Checking completeness	<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.
*Successful or unsuccessful	<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 • 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

CLIENT NAME		DATE
Department of Environment, Forestry and Fisheries		26.01.2023
PROJECT NAME		TIME
Rights Allocation Process		10:30
MEETING TYPE		
Assessment Meeting		
VENUE		
Offshore Building DFFE / 5th Floor Foretrust Building		

ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE
Name: Picwena Joseph	Email: fpicw@dfpe.gov.za	
Company: DFPE	Mobile: 0782354109	
Designation: FCDW	Office: CPT	
Name: Kuan Truskey	Email: ktruskey@gmail.com	
Company: STOWIE M. SECRETARIAT	Mobile: 067 030 3801	
Designation: SECRETARIAT	Office: CPT	
Name: Riaan Hendricks	Email: riaanh101@gmail.com	
Company: DFPE	Mobile: 071546754	
Designation: FCDW	Office: CPT	
Name: Bernice Ntsho	Email: bernice.bntsho@dfpe.gov.za	
Company: DFPE	Mobile: 083 227 5827	
Designation: DD	Office: CPT	
Name: UZUBENATHI DUBEWA	Email: uzubena@dfpe.gov.za	
Company: DFPE : SSFM	Mobile: 083 266 7994	
Designation: SA	Office: CPT	

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

CLIENT NAME		DATE
Department of Environment, Forestry and Fisheries		27.01.2023
PROJECT NAME		TIME
Rights Allocation Process		08:35
MEETING TYPE		
Assessment meeting		
VENUE		
Foretrust Building 5th Floor Boardroom		

ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE
Name: Jukiswa Mngqolo	Email: msmngqolo@yahoo.com	
Company: Delta BEC	Mobile: 083 8687158	
Designation: Observer	Office: CT	
Name: Bernice Ntsho	Email: bernice@dfpe.gov.za	
Company: DFPE	Mobile: 083 227 5827	
Designation: DD	Office: CT	
Name: Kuan Truskey	Email: ktruskey@gmail.com	
Company: STOWIE M. SECRETARIAT	Mobile: 067 030 3801	
Designation: SECRETARIAT	Office: CT	
Name: Picwena Joseph	Email: fpicw@dfpe.gov.za	
Company: DFPE	Mobile: 0782354109	
Designation: FCDW	Office: CT	
Name: Riaan Hendricks	Email: riaanh101@gmail.com	
Company: DFPE	Mobile: 071546754	
Designation: FCDW	Office: CT	

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	10:120		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom 1				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Dusiso Mngalo	Email	msmngalo		
Company	Delta BEC	Mobile	0838688158		
Designation	Observer	Office	CPT		<i>[Signature]</i>
Name	Kwan Tauseky	Email	kwantauseky@gmail.com		
Company	STONE M	Mobile	067 030 3801		<i>[Signature]</i>
Designation	SECRETARY	Office	CPT		
Name	Bontuwa Chakau-Nxusani	Email	B.Chakau@gmail.com		
Company	DFG	Mobile	082 672 0777		<i>[Signature]</i>
Designation	PCDW - Technical Team	Office	Mossie Bay		
Name	Phisofo Nkomo	Email	phisofo.nkomo@eff.gov.za		
Company	DFE	Mobile	083 870 8900		
Designation	Leader	Office	CPT		<i>[Signature]</i>
Name	Phisofo Nkomo	Email	phisofo.nkomo@eff.gov.za		
Company	DFE	Mobile	083 870 8900		
Designation	Participant	Office	P. Nkomo		<i>[Signature]</i>

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	10:41		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Riaan Hendricks	Email	Riaan.h10@gmail.com		
Company	DFE	Mobile	0717546784		<i>[Signature]</i>
Designation	CPT PCDW	Office			
Name	Luyanda Tuko	Email	Ltuko@effe.gov.za		
Company	DFE (SSFM)	Mobile	083 5183 016		<i>[Signature]</i>
Designation	ASSISTANT DIRECTOR	Office			
Name	Andiswa Ntse	Email	antse@effe.gov.za		
Company	DFE	Mobile	0636160085		<i>[Signature]</i>
Designation	DEVEE	Office			
Name	Dusiso Mngalo	Email	msmngalo@yahoo.com		
Company	Delta BEC	Mobile	083 8688 158		<i>[Signature]</i>
Designation	Observer	Office	CPT		
Name	Kwan Tauseky	Email	kwantauseky@gmail.com		
Company	STONE M	Mobile	067 030 3801		<i>[Signature]</i>
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	08:20		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Kwan Tauseky	Email	kwantauseky@gmail.com		
Company	STONE M	Mobile	067 030 3801		<i>[Signature]</i>
Designation	SECRETARY	Office	CPT		
Name	Bontuwa Nkomo	Email	bontuwa.nkomo		
Company	DFE	Mobile			<i>[Signature]</i>
Designation	Leader	Office	CPT		
Name	Phisofo Nkomo	Email	phisofo.nkomo@effe.gov.za		
Company	DFE	Mobile	083 870 8900		<i>[Signature]</i>
Designation	Participant	Office	P. Nkomo		
Name	Bontuwa Chakau-Nxusani	Email	B.Chakau@effe.gov.za		
Company	DFG	Mobile	082 672 0777		<i>[Signature]</i>
Designation	PCDW - Technical Support	Office	Mossie Bay		
Name	Uzibonathi Dubeza	Email	uzibonathi@effe.gov.za		
Company	DFE (SSFM)	Mobile	086 266 7994		<i>[Signature]</i>
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, 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Ambiswa NOLA	Email	anola@dffe.gov.za		
Company	DFFE - SSFM	Mobile	069610085		
Designation	DRIVER	Office			
Name	Bonkezi Hema	Email	Bhemadiff@ffe.gov.za		
Company	DFFE - SSFM	Mobile	071 752 1516 / 071 350 2278		
Designation	ADMINISTRATOR	Office			
Name	Luyanda Tshoko	Email	L.Tshoko@dffe.gov.za		
Company	DFFE - SSFM	Mobile	0835183016		
Designation	Asst. Team Leader	Office			
Name	Riaan Hendricks	Email	Rhendricks@dffe.gov.za		
Company	DFFE - SSFM	Mobile	071 752 1516		
Designation	TECH. SUPPORT	Office			
Name	Zuziso Mngqolo	Email	zmngqolo@yahoo.com		
Company	Delta BEC	Mobile	053 26 88158		
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	
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 SA				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Phule Nkomo	Email	Pnkomo@dffe.gov.za		
Company	DFFE	Mobile	083 26 88158		
Designation	Asst. Team Leader	Office			
Name	Kuan Tshesey	Email	K.Tshesey@dffe.gov.za		
Company	DFFE - SSFM	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		
Name	Zuziso Mngqolo	Email	zmngqolo@yahoo.com		
Company	Delta BEC	Mobile	053 26 88158		
Designation	Observer	Office	CPT		
Name	Bonkezi Chakama-Nkomo	Email	B.Chakama@dffe.gov.za		
Company	DFFE	Mobile	082 672 0777		
Designation	FFWO - Technical member	Office	Observer		
Name	Bonkezi Hema	Email	Bhemadiff@ffe.gov.za		
Company	DFFE	Mobile			
Designation	Observer	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	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	01-02-2023		
PROJECT NAME	Rights Allocation Process	TIME	08:00		
MEETING TYPE	Assessment Process - Team 1B				
VENUE	Foretrust Building, 5th Floor Boardroom SA				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Kuan Tshesey	Email	K.Tshesey@dffe.gov.za		
Company	DFFE - SSFM	Mobile	067 030 3801		
Designation	SECRETARY	Office	CPT		
Name	Phule Nkomo	Email	Pnkomo@dffe.gov.za		
Company	DFFE	Mobile	083 26 88158		
Designation	Asst. Team Leader	Office			
Name	Zuziso Mngqolo	Email	zmngqolo@yahoo.com		
Company	Delta BEC	Mobile	053 26 88158		
Designation	Observer	Office	CPT		
Name	Luyanda Tshoko	Email	L.Tshoko@dffe.gov.za		
Company	DFFE	Mobile	0835183016		
Designation	Assistant Team leader	Office			
Name	Bonkezi Hema	Email	Bhemadiff@ffe.gov.za		
Company	DFFE	Mobile	071 752 1516		
Designation	Administrator	Office			

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

DELTA <small>built environment consultants</small>				forestry, fisheries & the environment <small>Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA</small>			
ATTENDANCE REGISTER				ATTENDANCE REGISTER			
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	02-02-2023	ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE	
PROJECT NAME	Rights Allocation Process	TIME	10:30	Name	Priscilla Mlamambo	Email	Priscilla@dlfe.gov.za
MEETING TYPE	Assessment Process - Team 1A			Company	DLFE	Mobile	082 872 8950
VENUE	Foretrust Building 5th Floor Boardroom 5A			Designation	Admin	Office	P. Priscilla
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Juswio mgqolo	Email	msmgqolo@yahoo.com	Name		Email	
Company	Delta BEC	Mobile	083 86 88 158	Company		Mobile	
Designation	Observer	Office	CPT	Designation		Office	
Name	Uzwenathi Dukuza	Email	uzwenat@dlfe.gov.za	Name		Email	
Company	DLFE : SSFM	Mobile	083 266 7994	Company		Mobile	
Designation	SAC	Office	CPT	Designation		Office	
Name	Bonco Mkhos	Email	bonco@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile		Company		Mobile	
Designation	Lawyer	Office	CPT	Designation		Office	
Name	Bonhelo Chukana-Mupani	Email	BChukana@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	082 692 0777	Company		Mobile	
Designation	Technical member	Office	Massiel Bay	Designation		Office	
Name	Kuan Trausek	Email	ktrausek@gmail.com	Name		Email	
Company	Stonie M.	Mobile	067 030 3801	Company		Mobile	
Designation	Secretary	Office	CPT	Designation		Office	

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

DELTA <small>built environment consultants</small>				forestry, fisheries & the environment <small>Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA</small>			
ATTENDANCE REGISTER				ATTENDANCE REGISTER			
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	02-02-2023	ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE	
PROJECT NAME	Rights Allocation Process	TIME	10:30	Name	Luyanda Tuko	Email	Luko@dlfe.gov.za
MEETING TYPE	Assessment Process - Team 1B			Company	DLFE	Mobile	083 518 3016
VENUE	Foretrust Building 5th Floor Boardroom 5A			Designation	Asst. Team LEADER	Office	
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Juswio mgqolo	Email	msmgqolo@yahoo.com	Name		Email	
Company	Delta BEC	Mobile	083 86 88 158	Company		Mobile	
Designation	Observer	Office	CPT	Designation		Office	
Name	Bonhelo Mupani	Email	BChukana@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	071 920 1516	Company		Mobile	
Designation	Administrative	Office		Designation		Office	
Name	Riaan Hendricks	Email	Rhendricks@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	071 754 6754	Company		Mobile	
Designation	TECH Supp	Office		Designation		Office	
Name	Andiswa Noko	Email	ANoko@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	063 616 0085	Company		Mobile	
Designation	DLFE	Office		Designation		Office	
Name	Kuan Trausek	Email	ktrausek@gmail.com	Name		Email	
Company	Stonie M.	Mobile	067 030 3801	Company		Mobile	
Designation	Secretary	Office	CPT	Designation		Office	

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

DELTA <small>built environment consultants</small>				forestry, fisheries & the environment <small>Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA</small>			
ATTENDANCE REGISTER				ATTENDANCE REGISTER			
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	03-02-2023	ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE	
PROJECT NAME	Rights Allocation Process	TIME	08:15	Name	Bonco Mkhos	Email	bonco@dlfe.gov.za
MEETING TYPE	Assessment Process - Team 1A			Company	DLFE	Mobile	083 266 7994
VENUE	Foretrust Building 5th Floor Boardroom 5A			Designation	Lawyer	Office	CPT
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	Juswio mgqolo	Email	msmgqolo@yahoo.com	Name		Email	
Company	Delta BEC	Mobile	083 86 88 158	Company		Mobile	
Designation	Observer	Office	CPT	Designation		Office	
Name	Kuan Trausek	Email	ktrausek@gmail.com	Name		Email	
Company	Stonie M.	Mobile	067 030 3801	Company		Mobile	
Designation	Secretary	Office	CPT	Designation		Office	
Name	Priscilla Mlamambo	Email	Priscilla@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	082 872 8950	Company		Mobile	
Designation	Admin	Office	087 211 0023	Designation		Office	
Name	Bonhelo Chukana-Mupani	Email	BChukana@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	082 692 0777	Company		Mobile	
Designation	DLFE - Technical member	Office	Massiel Bay	Designation		Office	
Name	Uzwenathi Dukuza	Email	uzwenat@dlfe.gov.za	Name		Email	
Company	DLFE	Mobile	083 266 7994	Company		Mobile	
Designation	SAC	Office	CPT	Designation		Office	

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

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	08.02.2023		
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	Zukiswa Mngqolo	Email	msmngqolo@yona.co.za		
Company	Delta BEC	Mobile	083888158		
Designation	Observer	Office	CPT		<i>Z. Mngqolo</i>
Name	KIAN TRUSKEY	Email	ktruskey@gmail.com		
Company	STOWIE M SECURE-THEFT	Mobile	067 030 3801		
Designation		Office	CPT		<i>[Signature]</i>
Name	ANOSWA NOKA	Email	anoswa@dffe.gov.za		
Company	DFFE	Mobile	082610085		
Designation	DEIVER	Office	CPT		<i>[Signature]</i>
Name	BONISO NEMO	Email	bnemo@dffe.gov.za		
Company	DFFE	Mobile	071 752 1511		
Designation	Administrators	Office			<i>[Signature]</i>
Name	Luyanda Tuko	Email	L.Tuko@dffe.gov.za		
Company	DFFE	Mobile	0825183016		
Designation	NR TEAM KAPDEC	Office			<i>[Signature]</i>
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	08.02.2023		
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	Kiaan Hendricks	Email	khendricks@dffe.gov.za		
Company	DFFE	Mobile	0717546714		
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: 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	05:09		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Zukiswa Mngqolo	Email	msmngqolo@yona.co.za		
Company	Delta BEC	Mobile	083888158		
Designation	Observer	Office	CPT		<i>Z. Mngqolo</i>
Name	Phisofo Nkomo	Email	Phisofo@yona.co.za		
Company	DFFE	Mobile	071 752 4555		
Designation	Admin	Office	A. Edvard		<i>[Signature]</i>
Name	Boniso Nemo	Email	bnemo@dffe.gov.za		
Company	DFFE	Mobile	082 672 0777		
Designation	Technical Manager	Office	MOSSEL BAY		<i>[Signature]</i>
Name	Udubonathi Dubeza	Email	udubonath@dffe.gov.za		
Company	DFFE:SSFM	Mobile	083 266 7994		
Designation	SAC	Office	CPT		<i>[Signature]</i>
Name	Boniso Nemo	Email	bnemo@dffe.gov.za		
Company	DFFE	Mobile	071 752 5257		
Designation	Admin	Office	CPT		<i>[Signature]</i>
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	06.02.2023		
PROJECT NAME	Rights Allocation Process	TIME	05:09		
MEETING TYPE	Assessment Process - Team 1A				
VENUE	Foretrust Building 5th Floor Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	KIAN TRUSKEY	Email	ktruskey@gmail.com		
Company	STOWIE M SECURE-THEFT	Mobile	067 030 3801		
Designation		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@dfpe.gov.za		
Company	DFPE - 55FM	Mobile	0636100086		ANOTA
Designation	DRIVER	Office			
Name	BONHLE NIEMA	Email	Bniema@dfpe.gov.za		
Company	DFPE - 55FM	Mobile	071 950 1516		BN
Designation	Administrator	Office			
Name	Luyanda Tuko	Email	LTuko@dfpe.gov.za		
Company	DFPE	Mobile	0835183016		LT
Designation	ASS TEAM LEADER	Office			
Name	ZUKISO MNGGALO	Email	mnmnggalo@yahoo.com		
Company	Ouro BEC	Mobile	083688158		Z Mnggalo
Designation	observer	Office	CPT		
Name	KWEN TRUSKEY	Email	kwtruskey@gmail.com		
Company	STOWIE M	Mobile	067 030 3801		KT
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	Bonhlo Niema	Email	Bniema@dfpe.gov.za		
Company	DFPE	Mobile	071 950 1516		BN
Designation	Admin	Office	CPT		
Name	Phakiso Mkhambane	Email	Pmkhambane@dfpe.gov.za		
Company	DFPE	Mobile	083 870 8950		PM
Designation	Admin	Office	838 311 1003		
Name	UJENATHI DUVULA	Email	uduvula@dfpe.gov.za		
Company	DFPE	Mobile	083 246 7998		U. Duvula
Designation	SAC	Office	CPT		
Name	ZUKISO MNGGALO	Email	mnmnggalo@yahoo.com		
Company	Ouro BEC	Mobile	083 688 158		Z Mnggalo
Designation	observer	Office	CPT		
Name	ZUKISA MNGGALO	Email	wccs@dfpe.gov.za		
Company	STOWIE-M	Mobile	079 460 290		Z Mnggalo
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	ZUKISO MNGGALO	Email	mnmnggalo@yahoo.com		
Company	Ouro BEC	Mobile	083 688 158		Z Mnggalo
Designation	observer	Office	CPT		
Name	ZUKISA MNGGALO	Email	wccs@dfpe.gov.za		
Company	STOWIE-M	Mobile	079 460 290		Z Mnggalo
Designation	SECRETARIA	Office			
Name	Luyanda Tuko	Email	LTuko@dfpe.gov.za		
Company	DFPE	Mobile	0835183016		LT
Designation	ASS TEAM LEADER	Office			
Name	BONHLE NIEMA	Email	Bniema@dfpe.gov.za		
Company	DFPE	Mobile	071 950 1516		BN
Designation	Administrator	Office			
Name	ANOSWA NOTA	Email	anoswa@dfpe.gov.za		
Company	DFPE	Mobile	0636100086		ANOTA
Designation	DRIVER	Office			

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

DELTA SUSTAINABLE 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	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	Zukiswa Mngqalo	Email	msmngqalo@yahoo.com		<i>Z. Mngqalo</i>
Company	Delta BEC	Mobile	0838688158		
Designation	Observer	Office	CPT		
Name	Phulele Mhambane	Email	phulele@cape.gov.za		<i>Phulele Mhambane</i>
Company	DFPE	Mobile	033770 3710		
Designation	Admin / Sec	Office	U. F. Rindani		
Name	Uzubenathi Duvvuri	Email	uzubenathi@dfpe.gov.za		<i>U. Duvvuri</i>
Company	DFPE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Samuel Moko	Email	smoko@cape.gov.za		<i>Samuel Moko</i>
Company	DFPE	Mobile	072 279 3877		
Designation	Admin	Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			

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

DELTA SUSTAINABLE 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	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	Lynettele Tolo	Email	Ltolo@dfpe.gov.za		<i>Lynettele Tolo</i>
Company	DFPE	Mobile	0835152610		
Designation	Assist Team Leader	Office			
Name	KEVIN TRUSKEY	Email	kevintruskey@gmail.com		<i>Kevin Truskey</i>
Company	STOUT M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Bombani Hlomo	Email	bombani@dfpe.gov.za		<i>Bombani Hlomo</i>
Company	DFPE	Mobile	071 752 1544		
Designation	Administrator	Office			
Name	ANDRINA NOJA	Email	andrina@dfpe.gov.za		<i>Andrina Noja</i>
Company	DFPE	Mobile	0636100115		
Designation	DRIVER	Office			
Name	Zukiswa Mngqalo	Email	msmngqalo@yahoo.com		<i>Z. Mngqalo</i>
Company	Delta BEC	Mobile	0838688158		
Designation	Observer	Office	CPT		

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

DELTA SUSTAINABLE 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	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	Zukiswa Mngqalo	Email	msmngqalo@yahoo.com		<i>Z. Mngqalo</i>
Company	Delta BEC	Mobile	083 8688158		
Designation	Observer	Office	CPT		
Name	Phulele Mhambane	Email	phulele@cape.gov.za		<i>Phulele Mhambane</i>
Company	DFPE	Mobile	033 770 3710		
Designation	Admin / Sec	Office	U. F. Rindani		
Name	KEVIN TRUSKEY	Email	kevintruskey@gmail.com		<i>Kevin Truskey</i>
Company	STOUT M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Uzubenathi Duvvuri	Email	uzubenathi@dfpe.gov.za		<i>U. Duvvuri</i>
Company	DFPE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		
Name	Samuel Moko	Email	smoko@cape.gov.za		<i>Samuel Moko</i>
Company	DFPE	Mobile	072 279 3877		
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: 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	Jurkwa Mngqolo	Email	m.mngqolo@yonaoo.com		J Mngqolo
Company	Dello BEC	Mobile	0338688158		
Designation	Observer	Office	CPT		
Name	Luyanda Tulo	Email	L.Tulo@dffe.gov.za		L Tulo
Company	DFFE	Mobile	0835153016		
Designation	Ass. Team Leader	Office			
Name	Bonkazi Nemo	Email	B.Nemo@dffe.gov.za		B Nemo
Company	DFFE	Mobile	071 958 1516		
Designation	Technical Administrator	Office			
Name	Andiso Noto	Email	a.noto@dffe.gov.za		A Noto
Company	DFFE	Mobile	0680100081		
Designation	Driver	Office			
Name	Kuan Tuisken	Email	k.tuisken@gmail.com		K Tuisken
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: 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 1A				
VENUE	Foretrust Building 5th Floor Boardroom 5A				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Jurkwa Mngqolo	Email	m.mngqolo@yonaoo.com		J Mngqolo
Company	Dello BEC	Mobile	0338688158		
Designation	Observer	Office	CPT		
Name	Ahluwale Mawanda	Email	A.Mawanda@dffe.gov.za		A Mawanda
Company	DFFE	Mobile	083 572 5700		
Designation	Admin/Sec	Office	R. Zulwani		
Name	Bonkazi Nemo	Email	B.Nemo@dffe.gov.za		B Nemo
Company	DFFE	Mobile	071 958 1516		
Designation	Technical Administrator	Office			
Name	Kuan Tuisken	Email	k.tuisken@gmail.com		K Tuisken
Company	STONE M.	Mobile	067 030 3801		
Designation	Secretary	Office	CPT		
Name	Uzubenathi Dwenza	Email	U.Dwenza@dffe.gov.za		U Dwenza
Company	DFFE	Mobile	083 266 7994		
Designation	SAC	Office	CPT		

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

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
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	Jurkwa Mngqolo	Email	m.mngqolo@yonaoo.com		J Mngqolo
Company	Dello BEC	Mobile	0338688158		
Designation	Observer	Office	CPT		
Name	Bonkazi Nemo	Email	B.Nemo@dffe.gov.za		B Nemo
Company	DFFE	Mobile	071 958 1516		
Designation	Technical Administrator	Office			
Name	Andiso Noto	Email	a.noto@dffe.gov.za		A Noto
Company	DFFE	Mobile	068 616 0086		
Designation	Driver	Office			
Name	Luyanda Tulo	Email	L.Tulo@dffe.gov.za		L Tulo
Company	DFFE	Mobile	0835153016		
Designation	Ass. Team Leader	Office			
Name	Kuan Tuisken	Email	k.tuisken@gmail.com		K Tuisken
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

DELTA ATTENDANCE REGISTER

forestry, fisheries & the environment

CLIENT NAME: Department of Environment, Forestry and Fisheries
 PROJECT NAME: Rights Allocation Process
 MEETING TYPE: Quality Control Process - Team 1, 2 and 3
 VENUE: M&M Boardroom, 35th Floor, Foreweek Building

DATE: 10 Feb 2023
 TIME: 11:30

ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE
Name: Frits Smeppel Company: Delta BEC Designation: Project Manager / Observer	Email: frits.smeppel@gmail.com Mobile: 074 557 0461 Office:	[Signature]
Name: Ntosi Company: DFFE Designation: TEAM 3 Chair (BO)	Email: Ntosi@dppe.gov.za Mobile: 078 458 0911 Office: Foreweek Building	[Signature]
Name: Stephen Sigau Company: DFFE Designation: Team 2 Chair (BO)	Email: sigau@dffe.gov.za Mobile: 074166671 Office:	[Signature]
Name: [unclear] Company: DFFE Designation: Team 1 Chair (BO)	Email: [unclear] Mobile: 033 227 5707 Office: CPT	[Signature]
Name: A. Nqungwana Company: DFFE Designation: Director	Email: A.Nqungwana@dffe.gov.za Mobile: 060 508 7014 Office:	[Signature]

DELTA ATTENDANCE REGISTER

forestry, fisheries & the environment

ATTENDEE INFORMATION	CONTACT INFORMATION	SIGNATURE
Name: Kuan Tshesj Company: STOUIE M. SECAREJ Designation: SECRETARY	Email: kuan.tshesj@Gmail.com Mobile: 067 030 3801 Office: CPT	[Signature]
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 8-23: 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.