

**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 22
MOBILISATION COMPLIANCE RATING	56%
DISTRIBUTION COMPLIANCE RATING	100%
CATCH - ALL COMPLIANCE RATING	100%
MOBILISATION FOR RECEIPTING COMPLIANCE RATING	100%
RECEIPTING COMPLIANCE RATING	77%
VERIFICATION COMPLIANCE RATING	100%
AVERAGE COMPLIANCE RATING	89%

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	Redhill Community Centre
Planned Start Date	12 September 2022
Actual Start date	13 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-20220913-WA0019 Redhill Community Center".
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	<p>The process timeline will be as follows:</p> <table border="1"> <thead> <tr> <th colspan="6">CAPE METRO REGION</th> </tr> <tr> <th>COMMUNITY</th> <th>VENUE</th> <th>ESTIMATED MOBILISATION DATE</th> <th>ESTIMATED DISTRIBUTION DATE</th> <th>DFFE COLLECTION DATE</th> <th>REGISTRATION TIME</th> </tr> </thead> <tbody> <tr> <td>Gugulethu</td> <td>Kwezi Hall</td> <td>12 September 2022</td> <td>26 September 2022</td> <td>31 October 2022</td> <td>09:00-16:00</td> </tr> <tr> <td>Crossroads</td> <td>Kwezi Hall</td> <td>12 September 2022</td> <td>27 September 2022</td> <td>1 November 2022</td> <td>09:00-16:00</td> </tr> <tr> <td>Nyanga</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Philippi</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Khayelitsha</td> <td>Eyethu Community Centre</td> <td>12 September 2022</td> <td>26 September 2022</td> <td>31 October 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Mbekweni (Paarl)	Mbekweni Community Hall	12 September 2022	30 September 2022	4 November 2022	09:00-16:00																																																																																																																																																																																								
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																																																																																																																																																																																											

#	CRITERIA TO BE MET	YES/NO	
2	Were the posters put up at the venue and other locations as stated?	N/A	 <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?	N/A	

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	• 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 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.


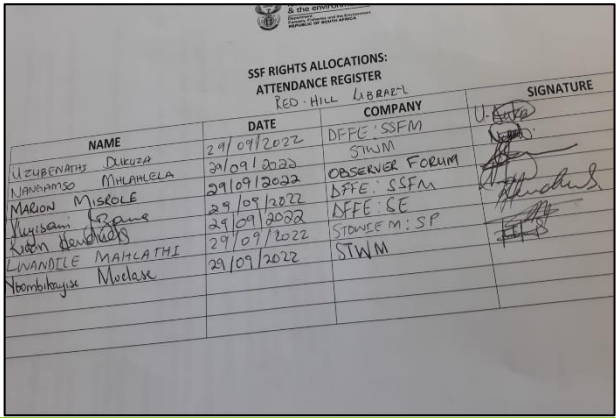

Table 4-1: Distribution - Planned start vs Actual start

ITEM	DESCRIPTION
Venue	Redhill Library
Planned Start Date	29/09/2022
Actual Start Date	29/09/2022
Data collector	Marion Marole – Observer Forum
Effect on applicants	The project is on track to be completed as committed by the department
Additional Comments	The venue was advertised as the Red Hill Community Centre, but on the day of distribution DFFE noted that the venue is the Red Hill Library

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																																	
2	Did the venue open on time?	Yes	See above item 1																																
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>HEUBENATHS DUEZA</td> <td>29/09/2022</td> <td>DFFE: SSFM</td> <td>[Signature]</td> </tr> <tr> <td>NANIAMSO MHLALELA</td> <td>29/09/2022</td> <td>STWIM</td> <td>[Signature]</td> </tr> <tr> <td>MARION MISOLE</td> <td>29/09/2022</td> <td>OBSERVER FORUM</td> <td>[Signature]</td> </tr> <tr> <td>Muyisani [unclear]</td> <td>29/09/2022</td> <td>DFFE: SSFM</td> <td>[Signature]</td> </tr> <tr> <td>Ruth Newbery</td> <td>29/09/2022</td> <td>DFFE: SE</td> <td>[Signature]</td> </tr> <tr> <td>LIVANDILE MAHLATHI</td> <td>29/09/2022</td> <td>STONE M: SP</td> <td>[Signature]</td> </tr> <tr> <td>Nbomkanyiso Muelax</td> <td>29/09/2022</td> <td>STWIM</td> <td>[Signature]</td> </tr> </tbody> </table>	NAME	DATE	COMPANY	SIGNATURE	HEUBENATHS DUEZA	29/09/2022	DFFE: SSFM	[Signature]	NANIAMSO MHLALELA	29/09/2022	STWIM	[Signature]	MARION MISOLE	29/09/2022	OBSERVER FORUM	[Signature]	Muyisani [unclear]	29/09/2022	DFFE: SSFM	[Signature]	Ruth Newbery	29/09/2022	DFFE: SE	[Signature]	LIVANDILE MAHLATHI	29/09/2022	STONE M: SP	[Signature]	Nbomkanyiso Muelax	29/09/2022	STWIM	[Signature]
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Nbomkanyiso Muelax	29/09/2022	STWIM	[Signature]																																
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	

4.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Red Hill Library 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, 14:42 - 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, 14:42 - Isaac created group "Redhill Comm Centre OF"

2022/09/23, 14:42 - Isaac added you

2022/09/27, 09:07 - Isaac added Bridgette Oppelt

2022/09/27, 15:59 - Isaac added +27 71 414 0671

2022/09/29, 03:52 - Bridgette Oppelt: I will not be observing but you may add Marion when you pick her up

2022/09/29, 07:41 - +27 71 414 0671: The team will not be able to go pick her up from home. We might need to get an official to Observe in that area.

2022/09/29, 07:50 - Bridgette Oppelt: Ok

2022/09/29, 07:51 - Bridgette Oppelt: Then please keep this info confidential as you know the ppl eyes is on the department

2022/09/29, 08:28 - Isaac: Good Morning, this group will be used for communication regarding this venue (Name of the group) 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.

2022/09/29, 10:04 - Desire - Deltz BEC: Isaac please advise whose observing as per Sindisa

2022/09/29, 10:08 - Desire - Deltz BEC: Sindisa just informed me that they went to pick her up.

2022/09/29, 10:09 - Bridgette Oppelt: That will be Marion from MPFF

2022/09/29, 10:09 - Fritz - Delta BEC: @27732056789 Please could you send her number on this group for Isaac to add.

2022/09/29, 10:11 - Bridgette Oppelt: Des Marole.vcf (file attached)

2022/09/29, 11:21 - Fritz - Delta BEC added +27 79 310 2649

2022/09/29, 11:22 - Fritz - Delta BEC: Hi Dezire, Marion is at Redhill, please commence with the checklist.

2022/09/29, 11:27 - Desire - Deltz BEC: 👍👍

2022/09/29, 11:27 - Bridgette Oppelt: 🍷

2022/09/29, 11:27 - Desire - Deltz BEC: Good Marion, this group will be used for communication regarding this venue (Name of the group) 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.

2022/09/29, 11:30 - +27 79 310 2649: Ok 👍

2022/09/29, 11:30 - Desire - Deltz BEC: Marion , please inform us if you at the venue and time it was opened?

2022/09/29, 11:31 - +27 79 310 2649: No

2022/09/29, 11:32 - Desire - Deltz BEC: What time was it opened?

2022/09/29, 11:33 - +27 79 310 2649: IMG-20220929-WA0034.jpg (file attached)

2022/09/29, 11:33 - +27 79 310 2649: IMG-20220929-WA0035.jpg (file attached)

2022/09/29, 11:34 - +27 79 310 2649: I was picked up late it opened at 9

2022/09/29, 11:36 - Desire - Deltz BEC: Is the Government officials there? Yes or no

2022/09/29, 11:36 - +27 79 310 2649: Yes

2022/09/29, 11:37 - Desire - Deltz BEC: Is everyone including yourself signed the attendance register ? Yes or no

2022/09/29, 11:37 - +27 79 310 2649: Yes

2022/09/29, 11:40 - Desire - Deltz BEC: On the date of verification form collection, did the DFFE members explain to fishers that forms can be filled on the day of verification? Yes or no

2022/09/29, 11:41 - +27 79 310 2649: Yes

2022/09/29, 11:43 - Desire - Deltz BEC: Sent me pictures of the attendance register

2022/09/29, 11:51 - +27 79 310 2649: IMG-20220929-WA0039.jpg (file attached)

2022/09/29, 11:51 - +27 79 310 2649: IMG-20220929-WA0040.jpg (file attached)

2022/09/29, 11:53 - Desire - Deltz BEC: Is the Government officials explaining how to complete the forms ? Yes or no

2022/09/29, 11:54 - +27 79 310 2649: Yes

2022/09/29, 12:53 - Desire - Deltz BEC: On the date of verification form collection, did the DFFE members explain to fishers that forms can be filled on the day of verification? Yes or no

2022/09/29, 12:56 - +27 79 310 2649: yes

2022/09/29, 12:57 - +27 79 310 2649: IMG-20220929-WA0045.jpg (file attached)

2022/09/29, 12:57 - +27 79 310 2649: IMG-20220929-WA0046.jpg (file attached)

2022/09/29, 13:27 - Desire - Deltz BEC: Is there additional information you like to bring to our attention?

2022/09/29, 13:27 - +27 79 310 2649: No

2022/09/29, 16:18 - +27 79 310 2649: Redhill closed

2022/09/29, 16:18 - Fritz - Delta BEC: Thanks Marion

2022/09/29, 16:20 - +27 79 310 2649: Pleasure 🙌🙏

2022/09/29, 16:20 - Fritz - Delta BEC: If we arranged a lift, would you be able to assist in Stand tomorrow?

2022/09/29, 16:21 - +27 79 310 2649: Yes sure 🙌

2022/09/29, 16:22 - Fritz - Delta BEC: *Strand

2022/09/29, 16:22 - Bridgette Oppelt: From mplain pls Fritz they can take Baden Powell from Marion it is also easy

2022/09/29, 16:22 - Fritz - Delta BEC: Noted

2022/09/29, 16:27 - Bridgette Oppelt: Maybe I can do kleinmond

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

4.4 ISSUES RAISED

The table below is included to highlight any specific issued raised by the observer during this process. No issues were identified to be raised.

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	Foretrust Building – DFFE offices
Date	17 October 2022
Data Collection	Grace Adams – 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	
2	Did the venue open on time?	Yes	As above in item 1 and as per the WhatsApp conversation in section 5.3
3	Has an attendance register been signed by all parties including the observer forum?	Yes	

#	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	

5.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Sharon Assembly of God 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, 08:49 - 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, 08:49 - You created group "Fortrust Building"
2022/10/17, 08:56 - Zukiswa - Delta BEC: Good Morning *Grace* , this group will be used for communication regarding this venue *Fortrust Building* , 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.
2022/10/17, 08:56 - Zukiswa - Delta BEC: Are you at the venue?
2022/10/17, 08:58 - Grace Millicent joined using your invite
2022/10/17, 09:15 - Fritz - Delta BEC: Please give Grace a call, or go to where the process is to see if she is there
2022/10/17, 09:16 - Zukiswa - Delta BEC: Grace was here by us at 6th floor... she will respond. I did call her
2022/10/17, 09:20 - Grace Millicent: Good day Fritz I am here
2022/10/17, 09:21 - Grace Millicent: I was on 3rd and 6th floor.
2022/10/17, 09:21 - Zukiswa - Delta BEC: Good Morning *Grace* , this group will be used for communication regarding this venue *Fortrust Building* , 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.
2022/10/17, 09:21 - Zukiswa - Delta BEC: Are you at the venue?
2022/10/17, 09:22 - Grace Millicent: Yes
2022/10/17, 09:26 - Zukiswa - Delta BEC: Please send a photo
2022/10/17, 09:52 - Grace Millicent: IMG-20221017-WA0001.jpg (file attached)
2022/10/17, 09:52 - Grace Millicent: IMG-20221017-WA0003.jpg (file attached)
2022/10/17, 09:53 - Grace Millicent: I don't get signal inside
2022/10/17, 10:06 - Grace Millicent: IMG-20221017-WA0005.jpg (file attached)

2022/10/17, 10:07 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 10:08 - Grace Millicent: No

2022/10/17, 10:10 - Zukiswa - Delta BEC: Did the DFFE arrange a venue and date for the collection of verification forms? Yes or No

2022/10/17, 10:11 - Grace Millicent: Yes

2022/10/17, 10:13 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 10:16 - Grace Millicent: IMG-20221017-WA0006.jpg (file attached)

2022/10/17, 10:16 - Grace Millicent: IMG-20221017-WA0007.jpg (file attached)

2022/10/17, 10:21 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 10:23 - Grace Millicent: No

2022/10/17, 10:34 - Zukiswa - Delta BEC: Did the process commence on time? Yes or No

2022/10/17, 10:36 - Grace Millicent: Yes

2022/10/17, 10:36 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 10:37 - Grace Millicent: IMG-20221017-WA0008.jpg (file attached)

2022/10/17, 10:41 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 10:45 - Grace Millicent: No

2022/10/17, 10:56 - Zukiswa - Delta BEC: Has the attendance register been signed by all parties including the observer forum? Yes or No

2022/10/17, 10:58 - Grace Millicent: Yes

2022/10/17, 11:12 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 11:22 - Grace Millicent: IMG-20221017-WA0009.jpg (file attached)

2022/10/17, 11:22 - Grace Millicent: IMG-20221017-WA0012.jpg (file attached)

2022/10/17, 11:22 - Grace Millicent: IMG-20221017-WA0010.jpg (file attached)

2022/10/17, 11:22 - Grace Millicent: IMG-20221017-WA0011.jpg (file attached)

2022/10/17, 11:24 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 11:24 - Grace Millicent: No

2022/10/17, 11:31 - 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

2022/10/17, 11:32 - Grace Millicent: No

2022/10/17, 12:27 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 13:02 - Grace Millicent: This message was deleted

2022/10/17, 13:03 - Grace Millicent: This message was deleted

2022/10/17, 13:23 - Grace Millicent: Everyone that applied are not on this list that I send. Successful and unsuccessful. But those that applied came and fetch a form.

2022/10/17, 13:38 - 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

2022/10/17, 13:39 - Grace Millicent: IMG-20221017-WA0012.jpg (file attached)

2022/10/17, 13:39 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 13:40 - Zukiswa - Delta BEC: Yes or No

2022/10/17, 13:43 - Grace Millicent: Yes

2022/10/17, 13:43 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 13:44 - Grace Millicent: No

2022/10/17, 13:47 - 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

2022/10/17, 13:48 - Grace Millicent: Yes

2022/10/17, 13:48 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 13:49 - Grace Millicent: IMG-20221017-WA0014.jpg (file attached)

2022/10/17, 13:49 - Grace Millicent: IMG-20221017-WA0015.jpg (file attached)

2022/10/17, 13:50 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 13:50 - Grace Millicent: No

2022/10/17, 13:53 - 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

2022/10/17, 13:53 - Grace Millicent: Yes

2022/10/17, 13:53 - Zukiswa - Delta BEC: Please send a photo

2022/10/17, 13:55 - Grace Millicent: IMG-20221017-WA0016.jpg (file attached)


2022/10/17, 13:55 - Zukiswa - Delta BEC: Are there any further comments or concerns regarding the above question? Yes or No

2022/10/17, 13:55 - Grace Millicent: No

2022/10/17, 13:58 - Zukiswa - Delta BEC: IMG-20221007-WA0115.jpg (file attached)

Hi Grace if there are any changes throughout the day, kindly inform us

2022/10/17, 13:59 - Zukiswa - Delta BEC: That's the end of the session..thank you so much for taking part in the data collection process.

2022/10/17, 14:05 - Grace Millicent: 

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	Red Hill Library
Date new poster was put up	25/11/2022
Original Planned Start Date	03/11/2022
Updated Planned Start Date	08/12/2022

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. **Error! Reference source not found.** shows the digital poster, whereas Figure 6-2 shows the physical poster in the areas.

CAPE METRO				CAPE METRO			
COMMUNITY	VENUES	RECEIVING DATES (05 - 15 DECEMBER 2022)	TIME	COMMUNITY	VENUES	RECEIVING DATES (05 - 15 DECEMBER 2022)	TIME
Gugulethu	Kwezi Hall	06 December 2022	09:00-16:00	Vrygrond	Gospel Faith Mission Church	07 December 2022	09:00-16:00
Crossroads				Hangberg - Hout Bay	Hangberg Multipurpose Centre	09 December 2022	09:00-16:00
Nyanga				Imizamo Yethu - Hout Bay	Iziko Lobomi	07 December 2022	09:00-16:00
Philippi				Kalk Bay	Holy Trinity Church	08 December 2022	09:00-16:00
Khayelitsha	Eyethu Community Hall	06 December 2022	09:00-16:00	Masiphumelele	Ocean View Multipurpose Centre	06 December 2022	09:00-16:00
Langa	PhanduJwazi Hall	05 December 2022	09:00-16:00	Ocean View			
Brackenfell	Belville Civic Centre	07 December 2022	09:00-16:00	Red Hill	Redhill Library	08 December 2022	09:00-16:00
Kraaifontein				Sir Lowry's Pass	Sir Lowry's Pass Library	08 December 2022	09:00-16:00
Belhar				Macassar	Macassar Community Hall	08 December 2022	09:00-16:00
Deift				Gordon's Bay	VGK Die Strand	08 December 2022	09:00-16:00
Hanover Park	Hanover Park Community Centre	05 December 2022	09:00-16:00	Strand			
Strandfontein	Church of Nazarene Hall	05 December 2022	09:00-16:00				
Mitchell's Plain							
Retreat	Sharon Assembly Hall	06 December 2022	09:00-16:00				
Sleenberg							
Lavender Hill / Rondevelei							
Grassy Park	Harmony Hall	09 December 2022	09:00-16:00				

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RECEIVING PROCESS: VERIFICATION, REGISTRATION, DECLARATION, AND RIGHTS ALLOCATION | FOLLOWS (1) CATCH-ALL WEEK: 17 - 21 OCTOBER 2022 and (2) SEPTEMBER 2022 ROLLOUT OF WESTERN CAPE SMALL-SCALE FISHING RIGHTS: RE-RUN OF THE 2016 PROCESS.

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.

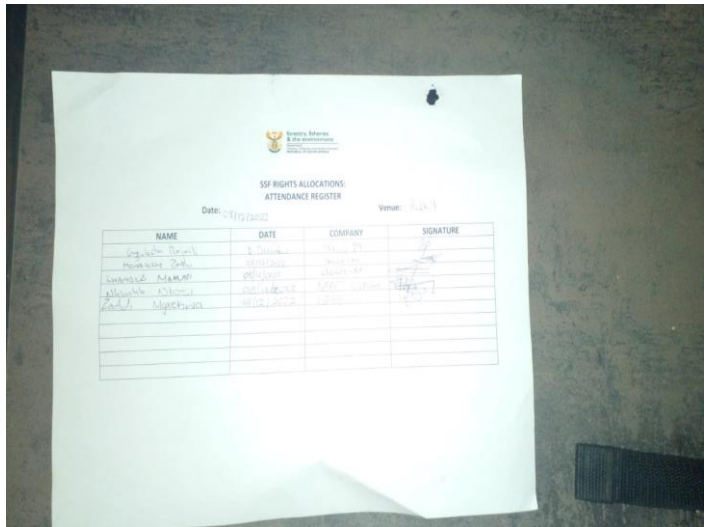
Table 7-1: Receipting - Planned start vs Actual start

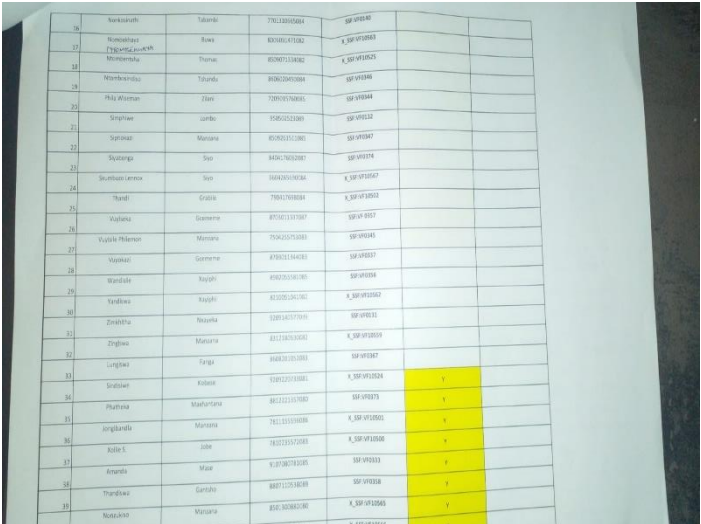
ITEM	DESCRIPTION
Venue	Red Hill Library
Original Planned Start Date	03/11/2022
Updated Planned Start Date	08/12/2022
Actual Start Date	08/12/2022
Data collector	Zodidi – DFFE The scheduled observer cancelled on the day of receipting.
Effect on applicants	The project is delayed according to the original 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. The DFFE observer noted that there connection issues that affected the feedback given via WhatsApp.

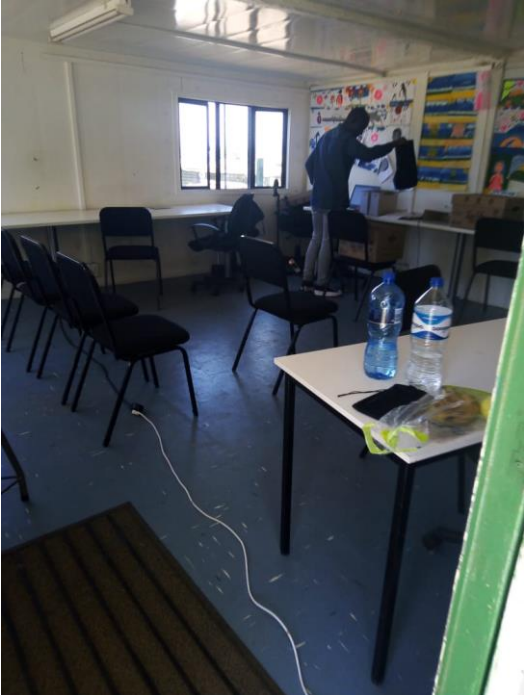
7.2 CRITERIA TO BE MET FOR RECEIPTING TO BE SUCCESSFUL


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	WHATS APP EVIDENCE (YES/NO)	PHOTO EVIDENCE
1	Was the venue opened at 08:30?	No	Venue opened at 09:30
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

#	CRITERIA TO BE MET	WHATS APP EVIDENCE (YES/NO)	PHOTO EVIDENCE
4	Is there an attendance register for the fishers to sign?	Yes	
5	Are there electronic and paper copies of the registered fishers?	Yes	
6	Is there an electronic checklist?	Not answered	N/A
7	Is there a stamp pad for complete or incomplete forms?	Yes	N/A
8	Are there receipt books?	Yes	N/A

#	CRITERIA TO BE MET	WHATS APP 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)	No	N/A
11	Is there a video camera set up?	Yes	N/A
12	Are there clearly labelled boxes for storing the applications?	Yes	N/A

#	CRITERIA TO BE MET	WHATS APP EVIDENCE (YES/NO)	PHOTO EVIDENCE
13	Has the service provider explained the procedure of the day to the fishers?	Yes	
14	Are fishers being guided to data capturers?	Yes	
15	Are the data capturers friendly?	Yes	N/A

#	CRITERIA TO BE MET	WHATS APP EVIDENCE (YES/NO)	PHOTO EVIDENCE
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	
18	Are the data capturers adding a thumbprint where applicants have not signed?	Yes	N/A

#	CRITERIA TO BE MET	WHATS APP EVIDENCE (YES/NO)	PHOTO EVIDENCE
19	Are the data capturers filling in the electronic checklist?	Yes	
20	Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers' forms after checking them?	Yes	N/A
21	Are data capturers completing the first part of the fisher's application forms?	Yes	N/A

#	CRITERIA TO BE MET	WHATS APP 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 capturers stapling all the fisher's documentation?	Yes	N/A
24	Are the data capturers placing the stapled documentation in the labelled box next to them?	Yes	N/A
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 Red Hill Library 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

2022/11/30, 10:14 - 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.

2022/11/30, 10:14 - You created group "Red Hill Receipting "

2022/12/08, 08:24 - Fritz - Delta BEC: Good morning, Team

This venue doesn't have an OF member, she 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, 09:08 - Sindisa: Zodidi.vcf (file attached)

2022/12/08, 09:11 - You added Zodidi

2022/12/08, 09:12 - Dezire - Deltz BEC: Morning Zodidi

2022/12/08, 09:18 - Zodidi: Morning team

2022/12/08, 09:19 - Dezire - Deltz BEC: Thanks for acknowledging

2022/12/08, 09:19 - Dezire - Deltz BEC: I will now start to ask the questions

2022/12/08, 09:19 - Dezire - Deltz BEC: Is the venue opened at 08:30?

2022/12/08, 09:33 - Dezire - Deltz BEC: @27633450844 Can you answer the question so we can conclude faster

2022/12/08, 10:28 - Fritz - Delta BEC: HI Zodidi, please can you assist with the posted questions.

2022/12/08, 11:23 - Dezire - Deltz BEC: @27762090286 Please follow up for me

2022/12/08, 12:20 - Fritz - Delta BEC: Hi Zodidi, We have been informed that there is struggling with reception at Redhill. I will post all the questions below. Should you receive it please see those that require photo proof to take pictures in the meantime and then answer the questions when signal is restored/better location.

2022/12/08, 12:20 - Fritz - Delta BEC: This message was deleted

2022/12/08, 12:20 - Fritz - Delta BEC: This message was deleted

2022/12/08, 12:20 - Fritz - Delta BEC: 2.1 Was the venue opened at 08:30? - Include photo please

2022/12/08, 12:20 - Fritz - Delta BEC: 2.2 Is there an attendance register for the DFFE team and observer forum? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.3 Have you signed the attendance register? (Send a Photo of the register you signed) - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.4 Is there an attendance register for the fishers to sign? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.5 Are there electronic and paper copies of the registered fishers?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.6 Is there an electronic checklist?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.7 Is there a stamp pad for complete or incomplete forms? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.8 Are there receipt books? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.9 Are there laptops set up?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.10 Do the laptops have internet connection? (Ask the laptop operator to open google) - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.11 Is there a video camera set up? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.12 Are there clearly labelled boxes for storing the applications? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.13 Has the service service provider explained the procedure of the day to the fishers? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.14 Are fishers being guided to data capturers? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.15 Are the data capturrers friendly?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.16 Are fishers forms being marked with a big "R" if they are registered on the database? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.17 Are the data capturers going through the applications to ensure that they are complete?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.18 Are the data capturers adding a thumbprint where applicants have not signed? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.19 Are the data capturers filling in the electronic checklist?

2022/12/08, 12:21 - Fritz - Delta BEC: 2.20 Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers forms after checking it? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.21 Are data capturers completing the first part of the fishers application forms? - Include photo please

2022/12/08, 12:21 - Fritz - Delta BEC: 2.22 Are fishers being issued with receipts? Interimly check that the receipt number matches the one on their form. - Include photo please

2022/12/08, 12:22 - Fritz - Delta BEC: 2.23 Are the data capturers stapling all the fishers documentation? - Include photo please

2022/12/08, 12:22 - Fritz - Delta BEC: 2.24 Are the data capturers placing the stapled documentation in the labelled box next to them? - Include photo please

2022/12/08, 12:22 - Fritz - Delta BEC: 2.25 Did the venue close at 16:00? - Include photo please

2022/12/08, 13:23 - Dezire - Deltz BEC: @27633450844 With each response send us supporting pictures

2022/12/08, 16:30 - Zodidi: The venue opened at 09:30 as per the regions time table

2022/12/08, 16:30 - Zodidi: Actually the Library opens at 09:30

2022/12/08, 16:43 - Zodidi: IMG-20221208-WA0097.jpg (file attached)

2022/12/08, 16:43 - Zodidi: IMG-20221208-WA0098.jpg (file attached)

Our venue opened at 09:30 since this the standard time of opening the Redhill library

2022/12/08, 17:03 - Dezire - Deltz BEC: Did the venue close now at 16:00? Yes or No

2022/12/08, 17:04 - Zodidi: No

2022/12/08, 17:06 - Dezire - Deltz BEC: Give me the time it dir please

2022/12/08, 17:08 - Zodidi: IMG-20221208-WA0099.jpg (file attached)

16:15Pm

2022/12/09, 06:12 - Zodidi: IMG-20221209-WA0002.jpg (file attached)

Yes there was a register for DFFE officials

2022/12/09, 06:13 - Zodidi: IMG-20221209-WA0002.jpg (file attached)

Yes

2022/12/09, 06:13 - Zodidi: IMG-20221209-WA0003.jpg (file attached)

Yes

2022/12/09, 06:13 - Zodidi: IMG-20221209-WA0004.jpg (file attached)

2022/12/09, 06:13 - Zodidi: IMG-20221209-WA0005.jpg (file attached)

2022/12/09, 06:13 - Zodidi: IMG-20221209-WA0006.jpg (file attached)

2022/12/09, 06:13 - Zodidi: Yes

2022/12/09, 08:30 - Dezire - Deltz BEC: Morning @27714140671 @27762090286 @27633450844 out of 25 questions only 7 answered. The supporting pictures not send in some cases and communication breakdown hence reporting will be incomplete. This is just a update. You all have a nice day

2022/12/09, 08:43 - Zodidi: Yes there was a stamp pad

2022/12/09, 08:45 - Dezire - Deltz BEC: Send supporting pictures

2022/12/09, 08:46 - Zodidi: Yes, there were receipt issued to each & every fisher man submitting their applications

2022/12/09, 08:47 - Dezire - Deltz BEC: After each response there must be a supporting picture

2022/12/09, 08:48 - Zodidi: IMG-20221209-WA0008.jpg (file attached)

Yes each & every capture had a laptop

2022/12/09, 08:48 - Zodidi: IMG-20221209-WA0009.jpg (file attached)

2022/12/09, 08:50 - Zodidi: Unfortunately we had no internet connection at Redhill the whole day. So applications were receipted without being captured & were captured once the captures got into the Office.

2022/12/09, 08:56 - Zodidi: Yes there was a video camera setup from 09:30 until 12:PM. Then from 12:PM there was Loadshedding.

2022/12/09, 08:58 - Zodidi: Yes there were boxes for storing the applications but they were not labeled .

2022/12/09, 09:00 - Dezire - Deltz BEC: Sent supporting picture of camera setup and boxes marked

2022/12/09, 09:01 - Zodidi: IMG-20221209-WA0012.jpg (file attached)

Yes the process was explained by the service provider

2022/12/09, 09:01 - Zodidi: IMG-20221209-WA0009.jpg (file attached)

2022/12/09, 09:16 - Zodidi: IMG-20221209-WA0017.jpg (file attached)

Yes they were guided

2022/12/09, 09:17 - Zodidi: IMG-20221209-WA0009.jpg (file attached)

Yes they are

2022/12/09, 09:18 - Zodidi: Yes they were marked R for those fishers which are registered

2022/12/09, 09:19 - Zodidi: IMG-20221209-WA0020.jpg (file attached)

Yes they were going through the applications

2022/12/09, 09:20 - Zodidi: We dd not have an applicant who could not insert his signature at Redhill

2022/12/09, 09:21 - Zodidi: IMG-20221209-WA0021.jpg (file attached)

Yes

2022/12/09, 09:22 - Zodidi: Yes they did stamp the applications

2022/12/09, 09:32 - Zodidi: Yes they completed the first part.

2022/12/09, 09:33 - Zodidi: Yes those who submitted were issued with receipts

2022/12/09, 09:34 - Zodidi: IMG-20221209-WA0020.jpg (file attached)

Yes they were stapling the documents together

2022/12/09, 09:36 - Zodidi: IMG-20221209-WA0024.jpg (file attached)

The venue closed at 16:15

2022/12/09, 09:41 - Fritz - Delta BEC: Hi Zodidi, thank you very much for assisting with this challenge after the hurdles of yesterday. We appreciate the assistance and the time you took this morning to report.

2022/12/09, 09:44 - Zodidi: Unfortunately some of the requested photos we do not have

Loadshedding & lack of network connection at Redhill affected this report otherwise I could have conducted an excellent report.

Apologies for the lopeholes.

2022/12/09, 09:46 - Fritz - Delta BEC: Understood, I feel we still have a very decent report. Thank you again

7.4 ISSUES RAISED

Table 7-4: Distribution -Data collected

ISSUES RAISED	SORTED OUT ON THE DAY YES/NO
Laptops did not have internet connection at Red Hill Library. It was noted by the DFFE observer that the applications were process and that all digital work that required an internet connection was done when the team got back to the office.	DFFE to comment
The camera set up was affected by loadshedding	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	CBD
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 2	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
27-JAN-23	TEAM 2	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
30-JAN-23	TEAM 2A	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
31-JAN-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
01-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
02-FEB-23	TEAM 2A	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
03-FEB-23	TEAM 2A	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	FRITZ SWANEPOEL	YES	YES	YES	YES	YES	YES	YES
06-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
07-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	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?
		CHRISTIAAN STORM							
08-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
09-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
10-FEB-23	TEAM 2A	CHRISTIAAN STORM	YES	YES	YES	YES	YES	YES	YES
	TEAM 2B	CHRISTIAAN STORM	YES	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 Comments/Issues

Table 8-2: Comments and Issues

#	DATE	TEAM	COMMENTS/ISSUES
01	25 JAN 2023	TEAMS 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. • The team discussed potentially difficult scenarios and agreed on how to move forward from them, this was noted on a documented by DFFE.
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 2	Team 2A and 2B shared one FCDW.
05	07 FEB 2023	TEAM 2	Team 2A and 2B shared one FCDW.
06	08 FEB 2023	TEAM 2	Team 2A and 2B shared one FCDW.
07	09 FEB 2023	TEAM 2	Team 2A and 2B shared one FCDW.
08	10 FEB 2023	TEAM 2	Team 2A and 2B shared one FCDW.

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

DELTA build environment consultants				forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA			
CLIENT NAME		Department of Environment, Forestry and Fisheries	DATE	27/01/2023			
PROJECT NAME		Rights Allocation Process	TIME	08:30			
MEETING TYPE		Assessment Process					
VENUE		Foretrust Building, DFFE office, 11R Boardroom					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	FITE Swangol	Email	fite.swangol@delta.co.za				
Company	Delta BEC	Mobile	074 557 046				
Designation	Project Manager	Office	021 818 1300 / 012 369 1850				
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com				
Company	Delta BEC	Mobile	074 985 2491				
Designation	Observer	Office	021 818 1300				
Name	SINDISA SIZAM	Email	sizams@dfpe.gov.za				
Company	DFPE	Mobile	071440671				
Designation	Deputy Director	Office					
Name	Lehlapolo Seshabela	Email	l.seshabela@dffe.gov.za				
Company	DFPE	Mobile	0832873758				
Designation	Driver (JAC)	Office					
Name	ATHANDI MTSABE	Email	A.Mtsabe@dffe.gov.za				
Company	DFPE	Mobile	073 105 8713				
Designation	OFFICE ADMINISTRATOR	Office	foretrust building				

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

DELTA build environment consultants				forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA			
CLIENT NAME		Department of Environment, Forestry and Fisheries	DATE	26/01/2023			
PROJECT NAME		Rights Allocation Process	TIME	10:30			
MEETING TYPE		Assessment Process					
VENUE		Foretrust Building, 6 th Floor, 11R Boardroom					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	ATHANDI MTSABE	Email	A.Mtsabe@dffe.gov.za				
Company	DFPE	Mobile	073 105 8713				
Designation	OFFICE ADMINISTRATOR	Office	021 402 3109				
Name	SINDISA SIZAM	Email	sizams@dfpe.gov.za				
Company	DFPE	Mobile	071 442 0671				
Designation	DEPUTY DIRECTOR	Office	021 402 3109				
Name	MOLIBUENO MORRIS	Email	Molibe@dfpe.gov.za				
Company	DFPE	Mobile	071 367 3237				
Designation	SPRINKLER ENGINEER: RCW	Office	028 998 9720				
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com				
Company	Delta BEC	Mobile	076 983 2491				
Designation	Observer	Office	021 818 1300				
Name	RCW - Sifiso Maseka	Email	rcw@dfpe.gov.za				
Company	DFPE	Mobile	021 402 3626				
Designation	RCW	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	13:00		
MEETING TYPE	Assessment Process - Team 2A				
VENUE					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swanepoel	Email	fritz.swanepoel@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager	Office			
Name	ZANE THOMAS SWENEBOK	Email	zswen@edff.gov.za		
Company	DFPE	Mobile	084 413 2685		
Designation	EO	Office	047 5614140		
Name	Francois Joseph	Email	fjoseph@edff.gov.za		
Company	DFPE	Mobile	082 38469		
Designation	PCOL	Office			
Name	Mina Panziso	Email	wcs56@edff.gov.za		
Company	Stowes M	Mobile	073 5671508		
Designation	Secretary	Office			
Name	Lehlaganolo Seshabela	Email	lshabela@edff.gov.za		
Company	DFPE	Mobile	083 287 3758		
Designation	Driver	Office			

Figure 8-3: Verification - 30/01/2023 Team 2A 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	10:00		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	HR Boardroom, DFPE				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swanepoel	Email	fritz.swanepoel@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager	Office	083 7371711		
Name	SIPESO MPPAJA	Email			
Company	DFPE	Mobile			
Designation	PCOL	Office			
Name	Makhulu Madirene	Email	M.Madirene@edff.gov.za		
Company	DFPE	Mobile	081 504 577		
Designation	SAC	Office			
Name	Vuyisan Jozana	Email	V.Jozana@edff.gov.za		
Company	DFPE	Mobile	083 865 4242		
Designation	Assistant Director	Office	043 742 2684		
Name	Athandole Maseko	Email	A.Maseko@edff.gov.za		
Company	DFPE	Mobile	073 1058715		
Designation	Office Administrator	Office			

Figure 8-4: Verification - 30/01/2023 Team 2B 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	08:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HR Boardroom, W/Floor, DFPE Office				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swanepoel	Email	fritz.swanepoel@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager/Observer	Office			
Name	Christiaan Swain	Email	christiaan.swain@deltabec.com		
Company	Delta BEC	Mobile	074 385 2491		
Designation	Observer	Office			
Name	Lehlaganolo Seshabela	Email	lshabela@edff.gov.za		
Company	DFPE	Mobile	081 274 6242		
Designation	Driver	Office			
Name	Sindiso Sigam	Email	sigam@edff.gov.za		
Company	DFPE	Mobile	071 416671		
Designation	Chief Executive Deputy Director	Office			
Name	Mina Panziso	Email	wcs56@edff.gov.za		
Company	Stowes M	Mobile	073 5671508		
Designation	Secretary	Office			
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ZANE THOMAS SWENEBOK	Email	zswen@edff.gov.za		
Company	DFPE	Mobile	084 413 2685		
Designation	EO ADMINISTRATOR	Office	047 5614140		
Name	SIPESO MPPAJA	Email	S.mppaja@edff.gov.za		
Company	DFPE	Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-5: Verification - 31/01/2023 Team 2A 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	31/01/2023		
PROJECT NAME	Rights Allocation Process	TIME	09:30		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Foretrust Building, 6 th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Jensiena Joseph	Email	f.joseph@dffe.gov.za		
Company	DFFE	Mobile	078 238 0109		
Designation	FCOW	Office	CPT		
Name	NOVUTHULA Makhase	Email	N.Makhase@dffe.gov.za		
Company	DFFE	Mobile	078 810 577		
Designation	ADMINISTRATOR	Office	CPT		
Name	Athandile Mtsabe	Email	A.Mtsabe@dffe.gov.za		
Company	DFFE	Mobile	073 058 713		
Designation	Office Administrator (Dmer)	Office	Foretrust Building		
Name	Vuyisani Jozana	Email	V.Jozana@dffe.gov.za		
Company	DFFE	Mobile	083 865 4242		
Designation	A.O	Office	043 747 2689		
Name	Christian Storn	Email	christian.storn@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1900		

Figure 8-6: 31/01/2023 Team 2B 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	01/02/2023		
PROJECT NAME	Rights Allocation Process	TIME	09:00		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	Foretrust 6 th Floor, HA Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1900		
Name	Fritz Swaneper	Email	fritz.swaneper@deltabec.com		
Company	Delta BEC	Mobile	074 357 0461		
Designation	Project Manager / Observer	Office			
Name	Lehlogorolo Seshabela	Email	l.seshabela@dffe.gov.za		
Company	DFFE: SSPM	Mobile	083 287 3753		
Designation	SAC / Driver	Office	021 440 3060		
Name	Mihla Penzisa	Email	m.penzisa@gmail.com		
Company	Stouwe M	Mobile	0735677508		
Designation	Secretary	Office	Foretrust		
Name	Sindza Sison	Email	sison@deltabec.com		
Company	Delta BEC	Mobile	0714140671		
Designation	Observer	Office			

Figure 8-7: Verification - 01/02/2023 Team 2A 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	2023-02-01		
PROJECT NAME	Rights Allocation Process	TIME	09:00		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Foretrust 6 th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1900		
Name	NOVUTHULA Makhase	Email	N.Makhase@dffe.gov.za		
Company	DFFE	Mobile	078 810 577		
Designation	ADMINISTRATOR	Office	CAPE TOWN		
Name	ATHANDILE MTSABE	Email	A.Mtsabe@dffe.gov.za		
Company	DFFE	Mobile	073 105 8713		
Designation	CA (DRIVE)	Office	CAPE TOWN (FORETRUST)		
Name	Jensiena Joseph	Email	f.joseph@dffe.gov.za		
Company	DFFE	Mobile	078 238 0109		
Designation	FCOW	Office	CPT		
Name	Vuyisani Jozana	Email	V.Jozana@dffe.gov.za		
Company	DFFE	Mobile	083 865 4242		
Designation	A.O	Office	043 747 2689		

Figure 8-8: Verification - 01/02/2023 Team 2B 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	11:00		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HR Boardroom, 6 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swaneepel	Email	fritz.swaneepel@deltabec.com		
Company	Delta BEC	Mobile	074 571046		
Designation	Project Manager / Observer	Office	5475		<i>[Signature]</i>
Name	ZANE THEBEASWEUBANE	Email	zane.thebeasweubane@dfpe.gov.za		
Company	DFPE	Mobile	0824432685		
Designation	ADMINISTRATOR	Office	0825681410		<i>[Signature]</i>
Name	Joniene Joseph	Email	joseph@dfpe.gov.za		
Company	DFPE: SE	Mobile	072330109		
Designation	FCOW	Office	CPT		<i>[Signature]</i>
Name	Mihlo Ponziso	Email	mponziso@gmail.com		
Company	Stowle M	Mobile	0735677508		
Designation	SECRETARIAL	Office	Foretrust Building		<i>[Signature]</i>
Name	Lehlagodlo Seshabela	Email	lseshabela@dfpe.gov.za		
Company	DFPE: SSFM	Mobile	0832873758		
Designation	Driver	Office			<i>[Signature]</i>

Figure 8-9: Verification - 02/02/2023 Team 2A 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	10:30		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Media Room, 4 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ATHANDILE MTHAGE	Email	amethage@dfpe.gov.za		
Company	DFPE	Mobile	073 45 8713		<i>[Signature]</i>
Designation	REVIEWER	Office	Foretrust Building (Cape Town)		
Name	NKUMVU MADIKANE	Email	NMadikane@dfpe.gov.za		
Company	DFPE	Mobile	0981504597		<i>[Signature]</i>
Designation	ADMIN	Office	FORETRUST (CAPE TOWN)		
Name	SIKISO MAPISA	Email	smapisa@dfpe.gov.za		
Company	DFPE	Mobile	0824432685		<i>[Signature]</i>
Designation	REVIEWER	Office	12 BATHURST CAPE TOWN		
Name	Vuyisani JOZANI	Email	vjozani@dfpe.gov.za		
Company	DFPE	Mobile	088 865 4242		<i>[Signature]</i>
Designation	A.D	Office	043 742 2684		
Name	Fritz Swaneepel	Email			
Company	Delta BEC	Mobile	074 571 0461		<i>[Signature]</i>
Designation	Project Manager / Observer	Office			

Figure 8-10: Verification - 02/02/2023 Team 2B 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	09:15		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HR Boardroom, 6 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ZANE THEBEASWEUBANE	Email	zane.thebeasweubane@dfpe.gov.za		
Company	DFPE	Mobile	0824432685		
Designation	ADMINISTRATOR	Office	0825681410		<i>[Signature]</i>
Name	Joniene Joseph	Email	joseph@dfpe.gov.za		
Company	DFPE	Mobile	072330109		
Designation	FCOW: Tech	Office	CPT		<i>[Signature]</i>
Name	Mihlo Ponziso	Email	mponziso@gmail.com		
Company	Stowle M	Mobile	0735677508		
Designation	SECRETARIAL	Office	foretrust		<i>[Signature]</i>
Name	Fritz Swaneepel	Email			
Company	Delta BEC	Mobile	074 571 0461		<i>[Signature]</i>
Designation	REVIEWER	Office			
Name	Lehlagodlo Seshabela	Email	lseshabela@dfpe.gov.za		
Company	DFPE	Mobile	0832873758		
Designation	Driver	Office			<i>[Signature]</i>

Figure 8-11: Verification - 03/02/2023 Team 2A 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	03 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	09:15		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Media Room, 6 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Smeetspel	Email	fritz.smeetspel@gmail.com		
Company	Delta BEC	Mobile	074 957 0161		<i>[Signature]</i>
Designation	Project Manager / Observer	Office			
Name	NMADIKANE Magonani	Email	NMADIKANE@dfpe.gov.za		
Company	DEFF / SSEM	Mobile	081814597		<i>[Signature]</i>
Designation	Admin	Office	Foretrust / Fore Trust		
Name	Vuyisani Jogahe	Email	VJogahe@dfpe.gov.za		
Company	DEFF	Mobile	083 865 4242		<i>[Signature]</i>
Designation	A.D	Office	043 742 2684		
Name	ATHANDIE MISA	Email	A.MISA@dfpe.gov.za		
Company	DEFF	Mobile	07045873		<i>[Signature]</i>
Designation	Office administrator	Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-12: Verification - 03/02/2023 Team 2B 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	06 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HR Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Smeetspel	Email	fritz.smeetspel@deltabec.com		
Company	Delta BEC	Mobile	074 957 0161		<i>[Signature]</i>
Designation	Project Manager	Office			
Name	CHRISTIAN STORM	Email	christian.storm@deltabec.com		
Company	Delta BEC	Mobile	076 983 2491		<i>[Signature]</i>
Designation	Observer	Office			
Name	LESHABELA SESHABELA	Email	leshabela@dfpe.gov.za		
Company	DEFF	Mobile	083 287 3758		<i>[Signature]</i>
Designation	Driver	Office			
Name	SABINE SIGAU	Email	sabine@dfpe.gov.za		
Company	DEFF	Mobile	0714146871		<i>[Signature]</i>
Designation	Chairperson	Office			
Name	MIMI PARZISO	Email	msspar@gmail.com		
Company	Stawem	Mobile	073 5677528		<i>[Signature]</i>
Designation	Secretary	Office			

Figure 8-13: Verification - 06/02/2023 Team 2A 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	06 February 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:30		
MEETING TYPE	Verification - Team 2B				
VENUE	Foretrust, 6 th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	CHRISTIAN STORM	Email	christian.storm@deltabec.com		
Company	Delta BEC	Mobile	076 983 2491		<i>[Signature]</i>
Designation	Observer	Office	011 818 1900		
Name	NMADIKANE Magonani	Email	NMADIKANE@dfpe.gov.za		
Company	DEFF (SSEM)	Mobile	078 1504 597		<i>[Signature]</i>
Designation	Admin	Office			
Name	SIKHISO MAPPARA	Email	Sikiso@mappara.gov.za		
Company	DEFF	Mobile	083 737 7171		<i>[Signature]</i>
Designation	FDW	Office			
Name	ATHANDIE MISA	Email	A.MISA@dfpe.gov.za		
Company	DEFF	Mobile	073 100879		<i>[Signature]</i>
Designation	Office Admin (Driver)	Office	N/A		
Name	Vuyisani Jogahe	Email	VJogahe@dfpe.gov.za		
Company	DEFF	Mobile	083 865 4242		<i>[Signature]</i>
Designation	A.D	Office	043 742 2684		

Figure 8-14: Verification - 06/02/2023 Team 2B 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	09:00		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HR Boardroom, 6 th Floor, Fortrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swirepel	Email			
Company	Delta BEC	Mobile	074 221 0461		
Designation	Project Manager / Observer	Office			
Name	Christian Storm	Email	christian.storm@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 818 1800		
Name	SIPHO MAPAPA	Email	Smapapa@dffe.gov.za		
Company	DFPE	Mobile			
Designation	FCOW	Office			
Name	Mina Panziso	Email	wssfo9@gmail.com		
Company	Stawle M Secretariat	Mobile	073 561 7508		
Designation		Office			
Name	Shula Segor	Email	ssegor@dffe.gov.za		
Company	DFPE	Mobile	0714140871		
Designation	Chairperson	Office	Facilitator		

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Lehlagano Seshabela	Email	lseshabela@dffe.gov.za		
Company	DFPE	Mobile	083 287 3758		
Designation	Driver	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			

Figure 8-15: Verification - 07/02/2023 Team 2A 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:30 - 10:30		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Media Room, 6 th Floor, Fortrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swirepel	Email			
Company	Delta BEC	Mobile	074 221 0461		
Designation	Project Manager / Observer	Office			
Name	Christian Storm	Email	christian.storm@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 818 1800		
Name	Vusiwezi Jozans	Email	VJozans@dffe.gov.za		
Company	DFPE	Mobile	083 865 4247		
Designation	AD	Office	043 742 2684		
Name	Nobule Mchikano	Email	NMchikano@dffe.gov.za		
Company	DFPE	Mobile	071 514 5977		
Designation	Admin	Office	Care Town MEM		
Name	Alkause Nisate	Email	Alkause@dffe.gov.za		
Company	DFPE	Mobile	071 058 712		
Designation	Driver	Office	CPT		

Figure 8-16: Verification - 07/02/2023 Team 2B 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 February 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	Fortrust, 6 th Floor, HR Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storm	Email	christian.storm@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 818 1800		
Name	Lehlagano Seshabela	Email	lseshabela@dffe.gov.za		
Company	DFPE	Mobile	083 287 3758		
Designation	Driver	Office	021 402 3060		
Name	Shula Segor	Email	ssegor@dffe.gov.za		
Company	DFPE	Mobile	0714140871		
Designation	Chairperson	Office			
Name	Mina Panziso	Email	wssfo9@gmail.com		
Company	Stawle M Secretariat	Mobile	073 561 7508		
Designation		Office			
Name	SIPHO MAPAPA	Email	Smapapa@dffe.gov.za		
Company	DFPE	Mobile	083 727 1711		
Designation		Office			

Figure 8-17: Verification - 08/02/2023 Team 2A 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 February 2023		
PROJECT NAME	Rights Allocation Process	TIME	08:30		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Foretrust, 6th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabec.com	[Signature]	
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	Nkhulu Mqabane	Email	NMqabane@dffe.gov.za	[Signature]	
Company	OFFICE	Mobile	078 504 597		
Designation	Admin	Office	Jobe Trust - Cape Town		
Name	ATHANDILE MTSABE	Email	A.Mtsabe@dffe.gov.za	[Signature]	
Company	DFE	Mobile	073058713		
Designation	DRIVER	Office	Foretrust - Cape Town		
Name	Vuyisani Jozani	Email	VJozani@dffe.gov.za	[Signature]	
Company	DFE	Mobile	083 845 4242		
Designation	Chairperson	Office	043 742 2684		
Name		Email			
Company		Mobile			
Designation		Office			

Figure 8-18: Verification - 08/02/2023 Team 2B 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	09:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	Foretrust Building, 4th Floor, HR Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabec.com	[Signature]	
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	Fritz Smeets	Email	fritz.smeets@deltabec.com	[Signature]	
Company	Delta BEC	Mobile	074 387 0461		
Designation	Regional Manager / Observer	Office	021 918 1800		
Name	ZARITHELE CONEJAN	Email	zconejan@dffe.gov.za	[Signature]	
Company	DFE	Mobile	044 412 2683		
Designation	ADMINISTRATOR	Office	047 564 476		
Name	Mihlo Ponziso	Email	wosofore@gmail.com	[Signature]	
Company	Stavie M	Mobile	0735671508		
Designation	Secretariat	Office			
Name	Sigamwe Mthembu	Email	sigamwe@dffe.gov.za	[Signature]	
Company	DFE	Mobile	0714406771		
Designation	Chairperson	Office			

Figure 8-19: Verification - 09/02/2023 Team 2A 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 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME			
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Foretrust Building, 4th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Smeets	Email		[Signature]	
Company	Delta BEC	Mobile	074 387 0461		
Designation	Regional Manager / Observer	Office			
Name	Christian Storn	Email	christian.storn@deltabec.com	[Signature]	
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	SITHISO	Email	Sithiso@dffe.gov.za	[Signature]	
Company		Mobile	083 737 1715		
Designation		Office			
Name	Vuyisani Jozani	Email	VJozani@dffe.gov.za	[Signature]	
Company	DFE	Mobile	083 845 4242		
Designation	Chairperson	Office	043 742 2684		
Name	Nkhulu Mqabane	Email	NMqabane@dffe.gov.za	[Signature]	
Company	DFE	Mobile	071 831 3725		
Designation	Secretary	Office	0214402 3344		

Figure 8-20: Verification - 09/02/2023 Team 2B 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	08:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	HK Boardroom, 6 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com		
Company	Delta BEC	Mobile	016 953 2491		
Designation	Observer	Office	021 818 1800		
Name	Suzette Fogans	Email	suzette.fogans@dffe.gov.za		
Company	DFFE	Mobile	011 414 6071		
Designation	Observer	Office			
Name	Minaia Muziso	Email	muziso@dmu.gov.za		
Company	Stawie M	Mobile	075 277 7508		
Designation	Secretariat	Office			
Name	Zandiswa Swandiso	Email	zandiswa.swandiso@dffe.gov.za		
Company	DFFE	Mobile	074 43 2635		
Designation	Observer	Office	071 57 3045		
Name	Alexander Sathabel	Email	alexander.sathabel@dffe.gov.za		
Company	DFFE - SSFM	Mobile	083 287 3758		
Designation	Driver	Office			

Figure 8-21: Verification - 10/02/2023 Team 2A 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	08:30		
MEETING TYPE	Assessment Process - Team 2B				
VENUE	Media Room, 6 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com		
Company	Delta BEC	Mobile	016 953 2491		
Designation	Observer	Office	021 818 1800		
Name	SIKISO MABISA	Email	sikiso.mabisa@dffe.gov.za		
Company		Mobile	082 737 1711		
Designation		Office			
Name	NOVINA MADISE	Email	novina.madise@dffe.gov.za		
Company	DFFE	Mobile	078 150 6977		
Designation	Observer	Office	OFFICE CAPE TOWN		
Name	Mthandile Mtsabe	Email	Mtsabe@dffe.gov.za		
Company	DFFE	Mobile	073 105 8713		
Designation	Driver	Office	021 402 8158		
Name	Vuyisani Jozana	Email	vuyisani.jozana@dffe.gov.za		
Company	DFFE	Mobile	083 865 4742		
Designation	Observer	Office	043 742 2684		

Figure 8-22: Verification - 10/02/2023 Team 2B 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 Fridays, the teams had not completed enough applications 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	CBD
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	TEAM: 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 image shows two 'ATTENDANCE REGISTER' forms from Delta Built Environment Consultants. The left register is dated 10 Feb 2023 and held at the M&M Boardroom, 35th Floor, Foreweek Building. It lists attendees from Delta BCC, DFFE, and the Department of Forestry, Fisheries and the Environment, with their contact details and signatures. The right register is a similar form with fewer attendees.

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.