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

MASTER REPORT

FINAL REPORT REVISION 00

MARCH 2023







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.

Table 1-1: Overview of observation

LOCATION	AREA 02
MOBILISATION COMPLIANCE RATING	56%
DISTRIBUTION COMPLIANCE RATING	0%
CATCH - ALL COMPLIANCE RATING	100%
MOBILISATION FOR RECEIPTING COMPLIANCE RATING	100%
RECEIPTING COMPLIANCE RATING	89%
VERIFICATION COMPLIANCE RATING	100%
AVERAGE COMPLIANCE RATING	74%

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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, 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	Eyethu Community Centre
Planned Start Date	12 September 2022
Actual Start date	12 September 2022, this date is not definite 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-20220912-WA0075Khayelitsha Community Hall".
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.

#	CRITERIA TO BE MET	YES/NO	
1	Have posters been designed with the following information:		PUBLIC NOTICE DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT ROLLING OUT WESTERN GAPE SMALL- SGALE FISHERIES VERIFICATION, REGISTRATION, DEGLARATION, AND RIGHTS ALLOCATION
1.1	 Visitation schedule 	Yes	The Department of Foresty, Faiheries and the Environment (DFFE) is in the process of rolling out the new verification, registration, declaration, and rights allocation process for the constrainty members and these to ope. The process will only be open to the community members who participated in the Initial process in a 70.06. The process of the second se
1.2	 Location of the venues 	Yes	If community members are unable to attend these meetings, as per the schedule, will reasons include as an example a medical emergency or the death of an immediate family member. "Family or "attending to other business" will reason for an attending the meetings. Community members must notify the DFFE fort to the meeting, on the number provided below, to arrange the euthorisation of a proxy letter. A template of the proxy letter can be retrieved from the nearest Fahreires Compliance Offices of the DFFE. Notes on the writication process. • Verification forms are not for asit: • Eligible community members will be given 3 days to complete the form and/or the form should not be physicocolise! • Eligible community members will be given 3 days to complete the forms and collect at the required documentation. • To DFFE will collectionces al elivation forms are verified. • The United will collectionce al elivation of the 31 days at the same verification forms. • To DFFE will collectionces al elivation of the 31 days at the same verification.
1.3	 Dates and times for distribution and receipting 	Yes	CAPE VETNO ECOION Colspan="2">OPE COLLECTON DATE RESISTATION TIME Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2" Colspan="2"

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

#	CRITERIA TO BE MET	YES/NO	
2	Were the posters put up at the venue and other locations as stated?	N/A	This image was supplied retrospectively by DFFE and has been placed here under the assumption that they have
			supplied the correct image
3	Were the posters 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.

	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.

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

|--|

3.3 DATA COLLECTED:

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

Table 3-5: Mobilisation - Data collected

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

3.3.1 OBSERVER FORUM FEEDBACK FORMS

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

3.3.2 LETTERS FROM VARIOUS SERVICE PROVIDERS

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

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

4 **DISTRIBUTION**

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

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

4.1 OVERVIEW

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

No observer was present at the below-mentioned venue on the day of distribution due to a lack of availability. For the first two days there weren't observers at some the venues due to a lack of availability. On the third day the decision was made to use the DFFE team present at the venue to collect information where an observer was unable to be present.

ITEM	DESCRIPTION
Venue	Eyethu Community Hall
Planned Start Date	26/09/2022
Actual Start Date	N/A
Data collector	N/A
Effect on applicants	N/A
Additional Comments	The information above could not be collected as there was no observer present. There were no observers available to observe at this venue.

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

4.2 CRITERIA TO BE MET FOR DISTRIBUTION TO BE SUCCESSFUL

This section presents the questions that would have been asked to the observers via WhatsApp.

#	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?	N/A	N/A
2	Did the venue open on time?	N/A	N/A
3	Has an attendance register been signed by all parties including the observer forum?	N/A	N/A
4	On the date of verification form collection, did the DFFE members explain to fishers how to fill in the forms?	N/A	N/A
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?	N/A	N/A

Table 4-2: Distribution -Criteria to be met

The required information above could not be collected due to no observer being available to observe. If any information is required for the above-mentioned venue, then it will need to be sourced through the DFFE team and Stowie-M.

4.3 WHATSAPP MESSAGES

No WhatsApp information could be collected due to no observer being available to observe. If any information is required for the above-mentioned venue, then it will need to be sourced through the DFFE team and Stowie-M.

5 CATCH-ALL DISTRIBUTION

During the distribution phase, the DFFE noted that the number of forms collected was low compared to the number of applicants from 2016. The DFFE noted that this was due to various reasons but wanted to give fishers another chance to collect. As a result, the 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. This chapter of the report details the findings from observing the process under the following sections:

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

5.1 OVERVIEW

The table below presents the findings for the venue, date, and data collector of the table for 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.

#	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	FORETRUST
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	

Table 5-2: Distribution -Criteria to be met

#	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.

ITEM	DESCRIPTION
Venue	Eyethu Community Centre
Date new poster was put up	26/11/2022
Original Planned Start Date	31/10/2022
Updated Planned Start Date	06/12/2022

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

6.2 **NEW POSTER**

The below poster (Figure 2) is the new poster that advertised the updated date that receipting will take place on. Figure 2 shows the digital poster whereas Figure 3 shows the physical poster in the areas.

CAPE METRO				CAPE METRO								
COMMUNITY	VENUES	RECEIPTING DATES (05 - 15 DECEMBER 2022)	TIME	COMMUNITY	VENUES	RECEIPTING 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	-			vrygrond	Gospel Faith Mission Church	07 December 2022	09:00-16:00					
Nyanga				Hanabera - Hout Bay	Hanabera Multipurpose	09 December 2022	09:00-16:00					
Philippi					Centre							
Khayelitsha	Eyethu Community Hall	06 December 2022	09:00-16:00	Imizamo Yethu - Hout Bay	Iziko Lobomi	07 December 2022	09:00-16:00					
Langa	Phandulwazi Hall	05 December 2022	09:00-16:00									
Brackenfell	Bellville Civic Centre	07 December 2022	09:00-16:00	Kalk Bay	Holy Trinity Church	08 December 2022	09:00-16:00					
Kraaifontein				Masiphumelele	Öcean View Multipurpose	06 December 2022	09:00-16:00					
Belhar				Ocean View	Centre							
Delft			09:00-16:00	Red Hill	Redhill Library	08 December 2022	09:00-16:00					
Hanover Park	Hanover Park Community Centre	ark Community 05 December 2022										
Strandfontein	Church of Nazerene Hall	05 December 2022	09:00-16:00	Sir Lowry's Pass	Sir Lowry's Pass Library	08 December 2022	09:00-16:00					
Mitchell's Plain	Choren of Hozerene Holi	00 000011001 2022	07.00-18.00	Macassar	Macassar Community Hall	08 December 2022	09:00-16:00					
Refrect	Sharon Assembly Hall	06 December 2022	09:00-16:00	Gordon's Bay	VGK Die Strand	08 December 2022	09:00-16:00					
Steenberg								Strand	Strand			
Lavender Hill / Rondevelei												
Grassy Park	Harmony Hall	09 December 2022	09:00-16:00									
	IPege For more information, please contact: 021.402.3614, RECEIPTING PROCESS: VEBIFICATION, REGISTRATION, DECLARATION, AND RIGHTS ALLOCATION (FOLLOWS (I) CATCH-ALL WED: 17 - 21 OCTOBER 2022 and (2) SEPTIMER 2022 ROLLOUT OF WESTERN CARE SMALL-SCALE FISHING RIGHTS: BR-RUN OF THE 2016 PROCESS.											

Figure 6-1: Mobilisation for Receipting – New poster

<text><text><text><text><text><list-item><list-item><list-item></list-item></list-item></list-item></text></text></text></text></text>	THE DEPARTMI VERIFICAT	TION FORMS FOR TH	ISHERIES AND THE ENVIRONM E DECLARATION OF SMALL-SC E WESTERN CAPE	AENT TO RECEIPT ALE FISHERS			
<text><text><text><text><text><text><text><list-item><list-item></list-item></list-item></text></text></text></text></text></text></text>	te Department of Forestry, Fishenes, and the	Environment distributed verification forms from 26 September 2	2022 to 07 October 2022 in 68 versues covering 109 fahing communities targeting over 8000 i Livenses across the four regions of the Western Cape.	ndividuals in the Western Cape. The distribution proce			
<text><text><text><text><text><list-item><list-item><list-item><text><text></text></text></list-item></list-item></list-item></text></text></text></text></text>			a second second second second second and in sumbers. The Department's	further noted that the turn out for the additional Catch- retrust Building, even after the allocated Catch-All date			
<text><text><text><text><text><list-item><list-item></list-item></list-item></text></text></text></text></text>	The second s						
<text><section-header><text><list-item><list-item><list-item></list-item></list-item></list-item></text></section-header></text>	and the local state of the Cast of ment and	erround the requiring from CBOs to start the Receipting Process	on 05 December 2022 and end on 15 December 2022, to give communities sufficient time to	complete their verification forms (see visitation schedu			
<text><section-header><text><list-item><list-item><list-item></list-item></list-item></list-item></text></section-header></text>	when a contrast and also agreed to accept any	d assist people that came to the Forekrust Building of the Depar	trient in Cape Town to collect their verification forms after the Catch-All week. The Department	nt continued with this arrangement at the Foretrust Buil			
<section-header><section-header><section-header><section-header><section-header><text><text><text><text><text><text><text></text></text></text></text></text></text></text></section-header></section-header></section-header></section-header></section-header>	g up until Friday, 11 November 2022. Name Note: The Department will not allocate	e any additional time for people to collect verification forms as t	his will have an impact on the receipting process.				
<text> Description Cale Description Table President in all information Becomber 2022 00:00:10:00 President information Becomber 2022 00:00:10:00 Becomber 2021 00:00:10:00 00:00:00:00 Becomber 2022 00:00:10:00 00:00:00:00 Becomber 2021 00:00:00:00 00:00:00:00 Becomber 2021 00:00:00:00 00:00:00:00 Becomber 2022 00:00:00:00 00:00:00:00 <!--</td--><td>lotes an Receipting Process</td><td></td><td></td><td></td></text>	lotes an Receipting Process						
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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, 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	Eyethu Community Hall
Original Planned Start Date	31/10/2022
Updated Planned Start Date	06/12/2022
Actual Start Date	06/12/2022
Data collector	Pumela – Observer Forum
Effect on applicants	The project is delayed according to the original start date and 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	WHATSAP P 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	N/A			
3	Have you signed the attendance register? (Send a Photo of the register you and the service provider signed)	Yes	N/A			
4	Is there an attendance register for the fishers to sign?	Yes				
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			

Table 7-2: Receipting - Criteria to be met

#	CRITERIA TO BE MET	WHATSAP P	PHOTO EVIDENCE
		EVIDENCE (YES/NO)	
7	Is there a stamp pad for complete or incomplete forms?	Yes	N/A
8	Are there receipt books?	Yes	ID23 ID24 ID24 ID23 ID24 ID24
9	Are there laptops set up?	Yes	
1 0	Do the laptops have internet connection? (Ask the laptop operator to open google)	Yes	See above item 9, it is not very clear, but it can be see that the data capturer is busy inputting data

#	CRITERIA TO BE MET	WHATSAP P EVIDENCE (YES/NO)	PHOTO EVIDENCE
1 1	Is there a video camera set up?	Yes	N/A
1 2	Are there clearly labelled boxes for storing the applications?	Yes	N/A
1 3	Has the service provider explained the procedure of the day to the fishers?	Yes	N/A
1 4	Are fishers being guided to data capturers?	Yes	See above item 9
1 5	Are the data capturers friendly?	Yes	N/A
1 6	Are fishers' forms being marked with a big "R" if they are registered on the database?	Yes	Ty, fisheries COMPLETE References and the Environment References and the Environment Refer

#	CRITERIA TO BE MET	WHATSAP P EVIDENCE (YES/NO)	PHOTO EVIDENCE
1 7	Are the data capturers going through the applications to ensure that they are complete?	Yes	See above item 16, the application has been stamped as complete, meaning that the data capturers have gone through it
1 8	Are the data capturers adding a thumbprint where applicants have not signed?	Yes	N/A
1 9	Are the data capturers filling in the electronic checklist?	Yes	N/A
2 0	Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers' forms after checking them?	Yes	See above item 16

#	CRITERIA TO BE MET	WHATSAP P EVIDENCE (YES/NO)	PHOTO EVIDENCE
2	Are data capturers completing the first part of the fisher's application forms?	Yes	Marrielle Marrielle
2 2	Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.	Yes	See above item 8
2 3	Are the data capturers stapling all the fisher's documentation ?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAP P	PHOTO EVIDENCE
		EVIDENCE (YES/NO)	
2 4	Are the data capturers placing the stapled documentation in the labelled box next to them?	Yes	
2 5	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
2 6	Did the venue close at 16:00?	Yes	N/A

7.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Eyethu 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

2022/11/30, 09:44 - 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, 09:44 - You created group "Eyethu Commu Receipting "

2022/11/30, 10:01 - You added Sindisa

2022/12/02, 10:42 - Fritz - Delta BEC added +27 68 130 6800

2022/12/05, 10:16 - Fritz - Delta BEC: @Pumela, we would just like to confirm your attendance at Eyethu Community Hall for Tomorrow @ 08:30. Thank you for your participation.

2022/12/05, 10:18 - +27 68 130 6800: Thank you for time cornfimation 🌑

2022/12/06, 08:31 - Dezire - Deltz BEC: Morning Pumela

Are you at the venue ? Yes or No

2022/12/06, 09:05 - Dezire - Deltz BEC: Hi Pumela, can you please answer on this platform

2022/12/06, 09:05 - +27 68 130 6800: Yes

2022/12/06, 09:39 - Dezire - Deltz 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 Eyethu 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 be giving 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 rectify or address the concern as soon as possible.

2022/12/06, 09:40 - Dezire - Deltz BEC: Was the venue opened at 08:30?

2022/12/06, 09:40 - +27 68 130 6800: Yes

2022/12/06, 09:46 - +27 68 130 6800: Yes

2022/12/06, 09:46 - Dezire - Deltz BEC: Is there an attendance register for the DFFE team and observer forum? Yes or No

2022/12/06, 09:46 - +27 68 130 6800: Yes

2022/12/06, 09:48 - Dezire - Deltz BEC: Can you send me the picture

2022/12/06, 09:50 - +27 68 130 6800: <Media omitted>

2022/12/06, 09:51 - Dezire - Deltz BEC: Have you signed the attendance register? Yes or No

2022/12/06, 09:51 - +27 68 130 6800: Yes

2022/12/06, 09:52 - Dezire - Deltz BEC: Send a Photo of the register you signed

2022/12/06, 10:04 - +27 68 130 6800: <Media omitted>

2022/12/06, 10:06 - Dezire - Deltz BEC: Is there an attendance register for the fishers to sign? Yes or No

2022/12/06, 10:06 - +27 68 130 6800: No

2022/12/06, 10:08 - Dezire - Deltz BEC: Are there electronic and paper copies of the registered fishers? Yes or No

2022/12/06, 10:11 - +27 68 130 6800: Yes

2022/12/06, 10:11 - Dezire - Deltz BEC: Is there an electronic checklist? Yes or No

2022/12/06, 10:13 - +27 68 130 6800: Yes

2022/12/06, 10:14 - Dezire - Deltz BEC: Is there a stamp pad for complete or incomplete forms? Yes or No

2022/12/06, 10:17 - +27 68 130 6800: Yes

2022/12/06, 10:18 - Dezire - Deltz BEC: Are there receipt books? Yes or No

2022/12/06, 10:21 - +27 68 130 6800: Yes

2022/12/06, 10:24 - Dezire - Deltz BEC: Are there laptops set up? Yes or No

2022/12/06, 10:24 - +27 68 130 6800: Yes

2022/12/06, 10:26 - Dezire - Deltz BEC: Do the laptops have internet connection? (Ask the laptop operator to open google) Yes or No

2022/12/06, 10:27 - +27 68 130 6800: Yes

2022/12/06, 10:27 - Dezire - Deltz BEC: Is there a video camera set up? Yes or No

2022/12/06, 10:28 - +27 68 130 6800: Yes

2022/12/06, 10:29 - Dezire - Deltz BEC: Are there clearly labelled boxes for storing the applications? Yes or No

2022/12/06, 10:31 - +27 68 130 6800: Yes

2022/12/06, 10:31 - Dezire - Deltz BEC: Send me an picture

2022/12/06, 10:32 - +27 68 130 6800: <Media omitted>

2022/12/06, 10:34 - Dezire - Deltz BEC: Has the service service provider explained the procedure of the day to the fishers? Yes or No

2022/12/06, 10:37 - +27 68 130 6800: Yes

2022/12/06, 10:40 - Dezire - Deltz BEC: Are fishers being guided to data capturers? Yes or No

2022/12/06, 10:44 - +27 68 130 6800: Yes

2022/12/06, 10:47 - Dezire - Deltz BEC: Sent me a photo

2022/12/06, 10:52 - +27 68 130 6800: <Media omitted>

2022/12/06, 10:57 - Dezire - Deltz BEC: Are the data capturers friendly? Yes or No

2022/12/06, 10:58 - +27 68 130 6800: Yes

2022/12/06, 10:58 - Dezire - Deltz BEC: Are fishers forms being marked with a big "R" if they are registered on the database? Yes or No

2022/12/06, 11:00 - +27 68 130 6800: Yes

2022/12/06, 11:00 - Dezire - Deltz BEC: Send me a photo

2022/12/06, 11:02 - +27 68 130 6800: <Media omitted>

2022/12/06, 11:02 - Dezire - Deltz BEC: Are the data capturers going through the applications to ensure that they are complete? Yes or No

2022/12/06, 11:03 - +27 68 130 6800: Yes

2022/12/06, 11:04 - Dezire - Deltz BEC: Are the data capturers adding a thumbprint where applicants have not signed? Yes or No

2022/12/06, 11:07 - +27 68 130 6800: Yes

2022/12/06, 11:07 - Dezire - Deltz BEC: Are the data capturers filling in the electronic checklist? Yes or No

2022/12/06, 11:09 - +27 68 130 6800: Yes

2022/12/06, 11:11 - Dezire - Deltz BEC: Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers forms after checking it? Yes or No

2022/12/06, 11:11 - +27 68 130 6800: Yes

2022/12/06, 11:13 - Dezire - Deltz BEC: Sent me the photo

2022/12/06, 11:14 - +27 68 130 6800: <Media omitted>

2022/12/06, 11:15 - Dezire - Deltz BEC: Are data capturers competing the first part of the fishers application forms? Yes or No

2022/12/06, 11:16 - +27 68 130 6800: Yes

2022/12/06, 11:17 - Dezire - Deltz BEC: Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form. Yes or No

2022/12/06, 11:17 - +27 68 130 6800: Yes

2022/12/06, 11:19 - Dezire - Deltz BEC: Sent me a photo

2022/12/06, 11:23 - +27 68 130 6800: <Media omitted>

2022/12/06, 11:25 - Dezire - Deltz BEC: Are the data capturers stapling all the fishers documentation? Yes or no

2022/12/06, 11:30 - +27 68 130 6800: Yes

2022/12/06, 11:32 - Dezire - Deltz BEC: Are the data capturers placing the stapled documentation in the labelled box next to them? Yes or No

2022/12/06, 11:33 - +27 68 130 6800: Yes

2022/12/06, 11:39 - Dezire - Deltz BEC: Send me the photo

2022/12/06, 11:45 - +27 68 130 6800: <Media omitted>

2022/12/06, 12:15 - Dezire - Deltz BEC: Is there issues you want to bring under my attention ? Yes or No

2022/12/06, 12:16 - +27 68 130 6800: No

2022/12/06, 12:17 - Dezire - Deltz BEC: The next question answer after 16:00

2022/12/06, 12:17 - Dezire - Deltz BEC: Did the venue close at 16:00

2022/12/06, 12:18 - +27 68 130 6800: Yes

2022/12/06, 16:14 - Dezire - Deltz BEC: Did the venue close at 16:00

2022/12/06, 16:15 - +27 68 130 6800: No

2022/12/06, 16:16 - Dezire - Deltz BEC: Is the venue still open

2022/12/06, 16:16 - +27 68 130 6800: Yes

2022/12/06, 16:16 - Dezire - Deltz BEC: Thank you we done

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.

ITEM	DESCRIPTION
Region	WC/SC/CBD/SCC
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

Table 8-1: Verification- Overview

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 - C	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?
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	Are the following team members at the assessment day:
	Team leader (SSFM Deputy Director)
	Fisheries community development worker (FCDW)
	Secretariat (Stowie-M)
	• Observer
	Ensure the Delta BEC attendance register is signed. There needs to be a new attendance register for every day of the verification process
*Checking completeness	Is the DFFE checking the following criteria of the applications?:
	• 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	Is the assessment team marking the verification forms as either "Successful" or "Unsuccessful" based on the 4 qualifying criteria as well a decided in 1.2?
	Confirm what the 4 qualifying criteria are.
	• SA citizen
	• 18 years or older

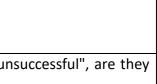
55.
as the success criteria

	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"/"uns 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	 The team did not get through the 50 pilot applications as planned. Going through the applications took a lot lot through 4. The team discussed potentially difficult scenarios and agreed on how to move forward from them, this was no
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 rais 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 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.



t longer than expected and the team only got

noted on a documented by DFFE.

aised this, and Abongile made the adjustment

se applications came about due to the change

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

Control American	Δ		ATT	ENDANCE REGISTER		forestry, fisheries & the environment Destruction restry, Fabrics and the Environment REPUBLIC OF SOUTH AFRICA	Δ		ATT	ENDANCE REGISTER	forestry, fisherie: & the environme Department: RePUBLIC OF SOUTH AFRIC
Name Name <th< th=""><th>CLIENT NAME</th><th>Department of Environment, Forestry and Fish</th><th>neries</th><th></th><th>DATE</th><th>27 101 / 2025</th><th>ATTENDEE INF</th><th>ORMATION</th><th>CONTA</th><th>CT INFORMATION</th><th>SIGNATURE</th></th<>	CLIENT NAME	Department of Environment, Forestry and Fish	neries		DATE	27 101 / 2025	ATTENDEE INF	ORMATION	CONTA	CT INFORMATION	SIGNATURE
		Rights Allocation Process			TIME	03:30					1
		Assessment Rocess					Company				348
Image Diff Diff <thdiff< th=""> Diff Diff <th< td=""><td>VENUE</td><td>Foretrust Building, DFFE OFF</td><td>e, HR</td><td>Bundrown</td><td></td><td></td><td>Designation</td><td>Secreteriet</td><td>Office</td><td></td><td>1</td></th<></thdiff<>	VENUE	Foretrust Building, DFFE OFF	e, HR	Bundrown			Designation	Secreteriet	Office		1
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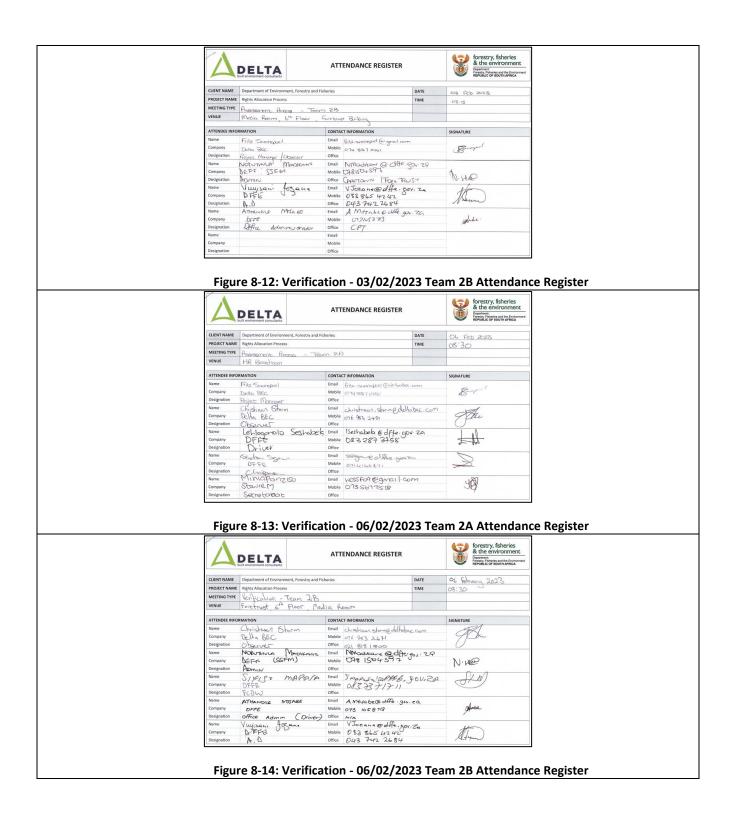
Figure 8-11: Verification - 03/02/2023 Team 2A Attendance Register

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ROJECT NAME	Rights Allocation Process			TIME	08:30		Name	Fritz Swanepa		0100.001001		SIGNATURE
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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.

Tabl	e 8-5: Verificatio	n – Quality control	criteria to be met							
DATE	TEAM	OBSERVER	*ATTENDANCE	IS THE QUALITY	HOW MANY	HOW MANY OF THE	IS THE QUALITY	WHERE THE	IS THE QUALITY	IS THE REASONING
				CONTROL TEAM	APPLICATIONS HAS	APPLICATIONS HAS	CONTROL TEAM	QUALITY CONTROL	CONTROL TEAM	FOR WHY
				CHECKING A SMALL	THE QUALITY	THE QUALITY	PROVIDING FINAL	TEAMS DECISION	COMPILING A FINAL	APPLICANTS ARE
				SAMPLE OF THE	CONTROL TEAM	CONTROL TEAM	DECISIONS ON THE	DIFFERS FROM	LIST OF	UNSUCCESSFUL
				APPLICATIONS	BEEN GIVEN TO	MADE FINAL	APPLICATIONS	THAT OF THE	"SUCCESSFUL"	BEING COMPILED
				PROVIDED BY THE	MAKE FINAL	DECISIONS ON?	THAT THEY HAVE	ASSESSMENT TEAM,	APPLICANTS?	AND STORED?
				ASSESSMENT	DECISIONS ON?		BEEN GIVEN?	HAS THE QUALITY		
				TEAM?				CONTROL TEAM		
								PROVIDED A		
								DETAILED		
								EXPLANATION?		
25-JAN-23	TEAM: 1, 2,	FRITZ	NO	YES	14	0	NO	NO	NO	YES
	3	SWANEPOEL	NO	TES	14	U	NU	NU	NU	123

Are the following team members present for the quality control day:
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.
There needs to be a new attendance register for every day of the verification process

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 comment, and then sent it back to the assessment teams to assess again.

ent through the applications, provided their

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

Δ		ATTENDANCE REGISTER		forestry, fisheries & the environment Department Reputic of South AFRCA	Δ		ATTENDANCE REGISTER	forestry, fisheries & the environment
CLIENT NAME	Department of Environment, Forestry and Fi	sheries	DATE	10 Feb 2023	ATTENDEE INFO	RMATION	CONTACT INFORMATION	SIGNATURE
	Rights Allocation Process		TIME	11:30	Name	KUAN TAUSKEN	Email KINTHUSKEY@GRANI.com.	
MEETING TYPE	CANCELO CONTOL LICEDS - 16	iam 1,2 and 3			Company	STOWIE M.	Mobile 067 030 3801	12.
VENUE	MRM Boardroom, 3rd Floor, Fo	recruse Building			Designation	SECRETCHENS	Office CPT	4
ATTENDEE INFO	RMATION	CONTACT INFORMATION		SIGNATURE	Name		Email	
Name	Fritz Snancpoel	Email fitz.s.onepoel@oprov	1.200	/	Company		Mobile	
Company	Detto BEC	Mobile 074 557 0461	1.000	Br	Designation		Office	
Designation	Roject Monoger Observer	Office		Ð	Name		Email	
Name	NUlantia NOSI	Email Noncosi@ 1770.8	04.29		Company		Mobile	
Company	DFFE	Mobile 078 458 0911	,		Designation		Office	
Designation	TEAM 3 Chair (60)	Office Frebrush PI	ling	CIPHICA	Name		Email	
Name	Sindian Stephin	Email SSAP Qalle 200	Cen	\square	Company		Mobile	
Company	DFFE	Email Soggine alle you Mobile 0144007/		$ \times$	Designation		Office	
Designation	Theom 2 Choir (DD)	Office		2	Name		Email	
Name Company	Benacia Miller	Email bomhic differ gu. Mobile	2.	- Conte	Company		Mobile	
Designation	Diffe Tear lender 1 (urc)	035 207 3137			Designation		Office	
Name	Abargile Nggangwa	Email A Normaine @)	lo aniza		Name		Email	
Company	DEFE	Email A. Xogungua Och Mobile 060 508 7014.	10. Ju. ca	- Horb	Company		Mobile	
Designation	Director	Office		MMM	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.