

**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 21
MOBILISATION COMPLIANCE RATING	56%
DISTRIBUTION COMPLIANCE RATING	80%
CATCH - ALL COMPLIANCE RATING	100%
MOBILISATION FOR RECEIPTING COMPLIANCE RATING	100%
RECEIPTING COMPLIANCE RATING	97%
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	Ocean View Multipurpose Centre
Planned Start Date	12 September 2022
Actual Start date	12 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-20220912-WA0061 Ocean View Multipurpose Center Notice Board".
Data collector	DFFE – No specific person from DFFE observed on the day. The information was received in bulk through Sindisa Sigam.
Effect on applicants	The project is on track to be completed as committed by the department.
Additional Comments	No observer forum had been formed by the time DFFE commenced with mobilisation, therefore, all mobilisation information was received from DFFE officials through pictures which they downloaded from their WhatsApp group chat.

3.2 CRITERIA TO BE MET TO BE SUCCESSFUL


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

3.2.1 POSTER

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

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

#	Criteria To Be Met	Yes/No																																																																																																																																																																																											
1	Have posters been designed with the following information:																																																																																																																																																																																												
1.1	<ul style="list-style-type: none"> Visitation schedule 	Yes																																																																																																																																																																																											
1.2	<ul style="list-style-type: none"> Location of the venues 	Yes																																																																																																																																																																																											
1.3	<ul style="list-style-type: none"> Dates and times for distribution and receipting 	Yes																																																																																																																																																																																											
1.4	<ul style="list-style-type: none"> Documents required for registration 	Yes																																																																																																																																																																																											
1.5	<ul style="list-style-type: none"> That forms are free 	Yes	<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>Kweel 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>Cassiodora</td> <td>Kweel 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>Phillipoi</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Khayalitsha</td> <td>Eyethu Community Centre</td> <td>12 September 2022</td> <td>26 September 2022</td> <td>31 October 2022</td> <td>09:00-16:00</td> 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Sir Lowry's Pass	Library	12 September 2022	30 September 2022	4 November 2022	09:00-16:00																																																																																																																																																																																								
Gardner's Bay	Dr. Jacobson School	12 September 2022	30 September 2022	4 November 2022	09:00-16:00																																																																																																																																																																																								
Strand																																																																																																																																																																																													
Mbokweni (Paarl)	Mbokweni Community Hall	12 September 2022	30 September 2022	4 November 2022	09:00-16:00																																																																																																																																																																																								

2	Were the posters put up at the venue and other locations as stated?	N/A	 <p data-bbox="815 1081 1497 1182">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	<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

	CRITERIA TO BE MET	YES/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.


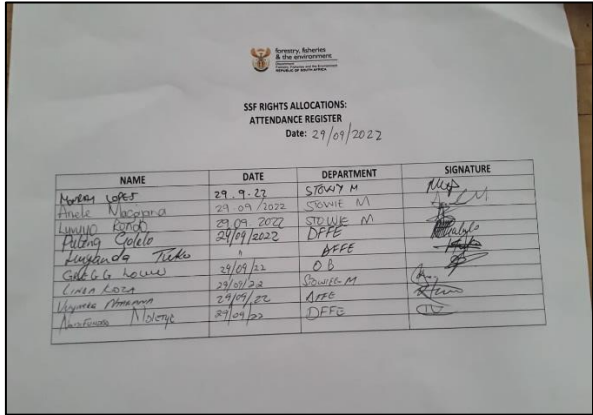
Table 4-1: Distribution - Planned start vs Actual start

ITEM	DESCRIPTION
Venue	Ocean View Multipurpose Centre
Planned Start Date	29/09/2022
Actual Start Date	29/09/2022
Data collector	Gregg Louw – Observer Forum
Effect on applicants	The project is on track to be completed as committed by the department
Additional Comments	The observer had to leave early due to a personal emergency.

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?	No	The observer arrived late but was informed that the venue only opened at 10:00am.
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	

4.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Ocean View Multipurpose Centre 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, 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 "Ocean View OF"

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

2022/09/27, 15:58 - Isaac added +27 71 414 0671

2022/09/29, 08:41 - Desire - Deltz BEC: 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, 09:05 - Fritz - Delta BEC: Hi Dezire, I see you have sent out the general message, but there is no observer. Who will be observing this venue?

2022/09/29, 09:10 - Desire - Deltz BEC: Issac add please

2022/09/29, 09:21 - Isaac added Gregg Louw

2022/09/29, 09:27 - Desire - Deltz BEC: 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, 09:29 - Desire - Deltz BEC: Gregg are are you at the venue?

2022/09/29, 09:29 - Gregg Louw: No

2022/09/29, 09:30 - Desire - Deltz BEC: Thank you let me know when you are and I will ask key questions

2022/09/29, 09:31 - Gregg Louw: Ok

2022/09/29, 09:35 - Fritz - Delta BEC: Gregg will be at the venue in about 30-40 minutes. Please check in on him.

2022/09/29, 09:37 - Desire - Deltz BEC: Yes he informed me

2022/09/29, 10:23 - Fritz - Delta BEC: Hi Gregg, are you at the venue?

2022/09/29, 10:24 - Gregg Louw: Not yet.

2022/09/29, 10:24 - Fritz - Delta BEC: When will you be there?

2022/09/29, 10:25 - Gregg Louw: Going via Constantia over Ou Kaap drive.

2022/09/29, 11:02 - Gregg Louw: Getting into Oceanview.

2022/09/29, 11:07 - Gregg Louw: I'm here and just got told that it was open at 10h00

2022/09/29, 11:08 - Desire - Deltz BEC: Thank you for informing us

2022/09/29, 11:09 - Gregg Louw: Venue

2022/09/29, 11:09 - +27 71 414 0671: That is correct. The venue in Ocean View opened at 10am. We were told that the City of Cape Town person we spoke to to book the venue did not indicate the time to the people on the ground. So they allowed other people to use the venue until 10am.

2022/09/29, 11:10 - Gregg Louw: Ok

2022/09/29, 11:10 - Gregg Louw: I'm here

2022/09/29, 11:10 - Desire - Deltz BEC: I assume then venue was opened late? Yes or no

2022/09/29, 11:13 - Gregg Louw: Yes

2022/09/29, 11:14 - Desire - Deltz BEC: Gregg, What's the attendance register signed. By all including you?

2022/09/29, 11:15 - Desire - Deltz BEC: Yes or no

2022/09/29, 11:16 - Gregg Louw: Yes

2022/09/29, 11:18 - Desire - Deltz BEC: Can you sent me picture

2022/09/29, 11:19 - Gregg Louw: I can take a picture but will not be able to send immediately.

2022/09/29, 11:20 - Desire - Deltz BEC: Okay sent when you able

2022/09/29, 11:21 - Gregg Louw: I can only do this via my laptop.

2022/09/29, 11:22 - Desire - Deltz BEC: What do you mean? Take picture of the register and sent as picture on the grup

2022/09/29, 11:22 - Desire - Deltz BEC: Group I mean

2022/09/29, 11:25 - Gregg Louw: Phone can not download

2022/09/29, 11:45 - Fritz - Delta BEC: Please ask the DFF official to take a picture of the attendance register

2022/09/29, 11:47 - Gregg Louw: Cool

2022/09/29, 11:54 - Desire - Deltz BEC: Is the Government officials explaining how to complete the forms ? Yes or no

2022/09/29, 11:55 - Gregg Louw: Yes

2022/09/29, 11:57 - Desire - Deltz BEC: Can you sent me pictures

2022/09/29, 12:03 - Gregg Louw: Only later as I need to do it via my laptop. Problem is that my phone does not upload

2022/09/29, 12:23 - Desire - Deltz BEC: Okay I will advise the alternative shortly

2022/09/29, 12:25 - Desire - Deltz BEC: Please ask the Government officials to sent us pictures

2022/09/29, 12:26 - Gregg Louw: Did tel them

2022/09/29, 12:27 - Desire - Deltz BEC: Who did you speak to so we know?

2022/09/29, 12:27 - Desire - Deltz BEC: Name

2022/09/29, 12:27 - Gregg Louw: Give me 10min as they all busy

2022/09/29, 12:27 - Desire - Deltz BEC: Okay

2022/09/29, 12:28 - Desire - Deltz BEC: Is the Government officials explaining how to complete forms? Yes or no

2022/09/29, 12:28 - Gregg Louw: Yes

2022/09/29, 12:29 - 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, 12:29 - Desire - Deltz BEC: IMG-20220929-WA0040.jpg (file attached)

2022/09/29, 12:29 - Desire - Deltz BEC: You deleted this message

2022/09/29, 12:29 - Gregg Louw: Yes

2022/09/29, 12:30 - 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, 12:32 - Gregg Louw: There are 3 stations, 2 that explained how to complete the forms English and Xhosa and 1 station does registration.

2022/09/29, 12:42 - Gregg Louw: Luyanda, Monray and Puteng

2022/09/29, 12:45 - Desire - Deltz BEC: Thank you, we will get the attendance register and pictures from them, right ?

2022/09/29, 13:00 - +27 71 414 0671: IMG-20220929-WA0047.jpg (file attached)

Images from Gregg, Observing Ocean View

2022/09/29, 13:00 - +27 71 414 0671: IMG-20220929-WA0048.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0049.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0050.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0051.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0052.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0053.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0054.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0055.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0056.jpg (file attached)

2022/09/29, 13:01 - +27 71 414 0671: IMG-20220929-WA0057.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 - Gregg Louw: Not really. It's slow now.

2022/09/29, 13:57 - Fritz - Delta BEC: Hi Gregg, is there a reason you need to leave at 3:30? We would prefer if your were able to commit until the process is finished for the day

2022/09/29, 14:03 - Gregg Louw: Got an emergency at home and I told them that I will come as soon as I can.

2022/09/29, 14:08 - Fritz - Delta BEC: Noted.

2022/09/29, 14:08 - Fritz - Delta BEC: Please just let us know when you leave the venue

2022/09/29, 14:12 - Gregg Louw: I will.

2022/09/29, 15:32 - Gregg Louw: I'm leaving now. Need to go.

2022/09/29, 16:13 - Fritz - Delta BEC: Thanks Gregg

2022/09/29, 16:22 - Gregg Louw: Sorry that I could not stay till the end

2022/09/29, 16:23 - Fritz - Delta BEC: No Problem

Figure 4-1: WhatsApp conversation, evidence for Error! Reference source not found. 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.

Table 4-3: Distribution -Data collected

ISSUES RAISED	SORTED OUT ON THE DAY (YES/NO)
Venue opened at 10:00am, the observer arrived late and was informed that the venue had opened late.	N/A

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	Ocean View Multipurpose Centre
Date new poster was put up	25/11/2022
Original Planned Start Date	03/11/2022
Updated Planned Start Date	06/12/2022

6.2 NEW POSTER

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

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				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	Phanduwazi Hall	05 December 2022	09:00-16:00	Ocean View			
Brackenfell	Bellville 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				
Sleeberg							
Lavender Hill / Rondevelei							
Grassy Park	Harmony Hall	09 December 2022	09:00-16:00				

1 | Page

RECEIPTING 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 Receipting – New poster



Figure 6-2: Mobilisation for Receipting – Poster at venue

7 RECEIPTING

7.1 OVERVIEW

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


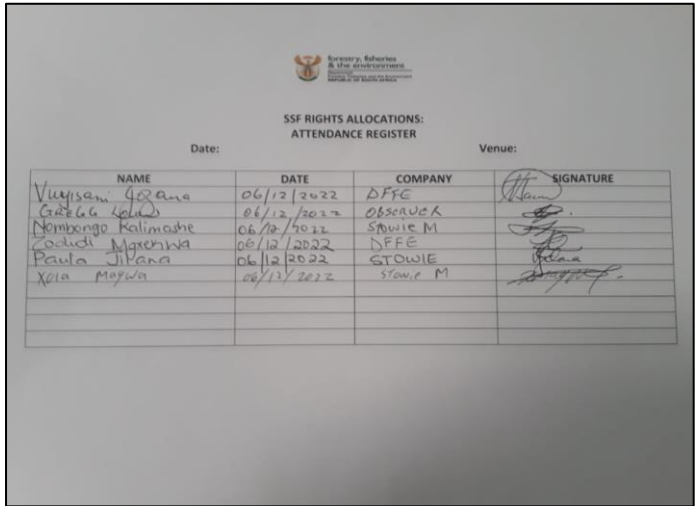
Table 7-1: Receipting - Planned start vs Actual start

ITEM	DESCRIPTION
Venue	Ocean View Civic Hall
Original Planned Start Date	03/11/2022
Updated Planned Start Date	06/12/2022
Actual Start Date	06/12/2022
Data collector	Gregg Louw – Observer Forum
Effect on applicants	<p>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.</p> <p>The delay was caused by fisher representing organisations requesting to have more time for the fishers to fill in the forms.</p>
Additional Comments	<p>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.</p> <p>On the day of receipting, the venue changed to the Ocean View Civic Hall.</p>


7.2 CRITERIA TO BE MET FOR RECEIPTING TO BE SUCCESSFUL



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

Table 7-2: Receipting - Criteria to be met


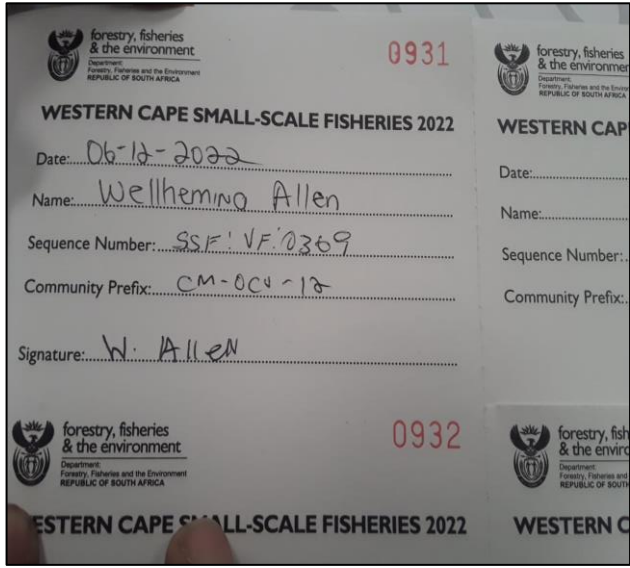
#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE																												
1	Was the venue opened at 08:30?	Yes																													
2	Is there an attendance register for the DFFE team and observer forum?	Yes	 <table border="1"> <thead> <tr> <th>NAME</th> <th>DATE</th> <th>COMPANY</th> <th>SIGNATURE</th> </tr> </thead> <tbody> <tr> <td>Vuyisan 42ana</td> <td>06/12/2022</td> <td>DFFE</td> <td></td> </tr> <tr> <td>Gaetlele Isah</td> <td>06/12/2022</td> <td>OBSERVER</td> <td></td> </tr> <tr> <td>Nombongo Kalimathe</td> <td>06/12/2022</td> <td>SRWIE M</td> <td></td> </tr> <tr> <td>Zoluchi Mxetswana</td> <td>06/12/2022</td> <td>DFFE</td> <td></td> </tr> <tr> <td>Paula Jikana</td> <td>06/12/2022</td> <td>STOWIE</td> <td></td> </tr> <tr> <td>Xolisa Moya</td> <td>06/12/2022</td> <td>STOWIE M</td> <td></td> </tr> </tbody> </table>	NAME	DATE	COMPANY	SIGNATURE	Vuyisan 42ana	06/12/2022	DFFE		Gaetlele Isah	06/12/2022	OBSERVER		Nombongo Kalimathe	06/12/2022	SRWIE M		Zoluchi Mxetswana	06/12/2022	DFFE		Paula Jikana	06/12/2022	STOWIE		Xolisa Moya	06/12/2022	STOWIE M	
NAME	DATE	COMPANY	SIGNATURE																												
Vuyisan 42ana	06/12/2022	DFFE																													
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Paula Jikana	06/12/2022	STOWIE																													
Xolisa Moya	06/12/2022	STOWIE M																													
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	WHATSAPP 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	See above item 4 for the paper copy
6	Is there an electronic checklist?	Yes	

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
7	Is there a stamp pad for complete or incomplete forms?	Yes	N/A
8	Are there receipt books?	Yes	See below item 22
9	Are there laptops set up?	Yes	See above item 6
10	Do the laptops have internet connection? (Ask the laptop operator to open google)	Yes	See above item 6
11	Is there a video camera set up?	Yes	N/A
12	Are there clearly labelled boxes for storing the applications?	Yes	

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

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
16	Are fishers' forms being marked with a big "R" if they are registered on the database?	No	N/A
17	Are the data capturers going through the applications to ensure that they are complete?	Yes	N/A
18	Are the data capturers adding a thumbprint where applicants have not signed?	Yes	N/A
19	Are the data capturers filling in the electronic checklist?	Yes	See above item 6
20	Are the data capturers stamping either "COMPLETE" or "INCOMPLETE" on fishers' forms after checking them?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
21	Are data capturers completing the first part of the fisher's application forms?	Yes	
22	Are fishers being issued with receipts? Sporadically check that the receipt number matches the one on their form.	Yes	
23	Are the data capturers stapling all the fisher's documentation?	Yes	N/A

#	CRITERIA TO BE MET	WHATSAPP EVIDENCE (YES/NO)	PHOTO EVIDENCE
24	Are the data capturers placing the stapled documentation in the labelled box next to them?	Yes	
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?	No	Fishers were still being assisted after 16:00

7.3 WHATSAPP MESSAGES

A WhatsApp group was created specifically for the Ocean View Multipurpose Centre to report on the observations made during the day of the receipting process. The conversations held on the WhatsApp group is 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, 09:46 - 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, 09:46 - You created group "Ocean View Receipting "
2022/11/30, 10:01 - You added Sindisa
2022/11/30, 11:16 - You added Gregg Louw
2022/12/05, 10:18 - Fritz - Delta BEC: @27626043722 , we would just like to confirm your attendance in advance at Ocean View for Tomorrow @ 08:30. Thank you for your participation.
2022/12/05, 12:33 - Gregg Louw: Best 14h00
2022/12/05, 12:34 - Gregg Louw: They can just come down
2022/12/05, 12:35 - Gregg Louw: Wrong chat
2022/12/05, 13:22 - Gregg Louw: How will the costs be covered as I need to go twice through the toll gate at R57 per trip and petrol? Pls let me know asp.
2022/12/06, 08:34 - Dezire - Deltz BEC: Morning Gregg
Are you at the venue? Yes or No
2022/12/06, 08:40 - Gregg Louw: Yes
2022/12/06, 08:41 - Gregg Louw: Just arrived
2022/12/06, 08:53 - Gregg Louw: Venue has changed to Oceanview Civic hall
2022/12/06, 08:54 - Gregg Louw: <Media omitted>
2022/12/06, 08:54 - 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 OCEAN VIEW MULTIPURPOSE, 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, 08:54 - Dezire - Deltz BEC: Thank you for the update

2022/12/06, 09:07 - Dezire - Deltz BEC: Was the venue opened at 08:30? Yes or No

2022/12/06, 09:10 - Gregg Louw: Yes

2022/12/06, 09:10 - Gregg Louw: <Media omitted>

2022/12/06, 09:12 - Gregg Louw: <Media omitted>

2022/12/06, 09:12 - Gregg Louw: <Media omitted>

2022/12/06, 09:13 - Gregg Louw: <Media omitted>

2022/12/06, 09:16 - Gregg Louw: <Media omitted>

2022/12/06, 09:29 - Gregg Louw: <Media omitted>

2022/12/06, 09:34 - Dezire - Deltz BEC: Is there an attendance register for the DFFE team and observer forum? Yes or No

2022/12/06, 09:34 - Gregg Louw: Yes

2022/12/06, 09:36 - Dezire - Deltz BEC: Have you signed the attendance register? (Send a Photo of the register you signed) Yes or No

2022/12/06, 09:37 - Gregg Louw: Yes

2022/12/06, 09:38 - Gregg Louw: <Media omitted>

2022/12/06, 09:38 - Dezire - Deltz BEC: Is there an attendance register for the fishers to sign? Yes or No

2022/12/06, 09:39 - Gregg Louw: Yes

2022/12/06, 09:40 - Dezire - Deltz BEC: Sent me a photo

2022/12/06, 09:42 - Gregg Louw: <Media omitted>

2022/12/06, 09:42 - Gregg Louw: <Media omitted>

2022/12/06, 09:44 - Dezire - Deltz BEC: Are there electronic and paper copies of the registered fishers? Yes or No

2022/12/06, 09:50 - Gregg Louw: Yes

2022/12/06, 09:51 - Dezire - Deltz BEC: sent me an picture

2022/12/06, 09:56 - Gregg Louw: <Media omitted>

2022/12/06, 09:56 - Gregg Louw: <Media omitted>

2022/12/06, 10:04 - Dezire - Deltz BEC: Is there an electronic checklist? Yes or No

2022/12/06, 10:09 - Gregg Louw: Yes

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

2022/12/06, 10:11 - Gregg Louw: Yes

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

2022/12/06, 10:15 - Gregg Louw: Yes

2022/12/06, 10:15 - Dezire - Deltz BEC: Are there laptops set up? Yes or No

2022/12/06, 10:15 - Gregg Louw: Yes

2022/12/06, 10:21 - Dezire - Deltz BEC: Do the laptops have internet connection? (Ask the laptop operator to open Google) Yes or No

2022/12/06, 10:23 - Gregg Louw: Yes

2022/12/06, 10:25 - Dezire - Deltz BEC: Is there a video camera set up? Yes or No

2022/12/06, 10:26 - Gregg Louw: Yes

2022/12/06, 10:28 - Dezire - Deltz BEC: Are there clearly labelled boxes for storing the applications? Yes or No

2022/12/06, 10:29 - Gregg Louw: Yes

2022/12/06, 10:30 - Dezire - Deltz BEC: Sent me a photo

2022/12/06, 10:32 - Gregg Louw: <Media omitted>

2022/12/06, 10:33 - Dezire - Deltz BEC: Has the service service provider explained the procedure of the day to the fishers? Yes or No

2022/12/06, 10:34 - Gregg Louw: Yes

2022/12/06, 10:35 - Dezire - Deltz BEC: Sent me and a photo

2022/12/06, 10:35 - Gregg Louw: <Media omitted>

2022/12/06, 10:36 - Dezire - Deltz BEC: Are fishers being guided to data capturers? Yes or No

2022/12/06, 10:36 - Gregg Louw: Yes

2022/12/06, 10:36 - Dezire - Deltz BEC: Send a photo

2022/12/06, 10:37 - Gregg Louw: <Media omitted>

2022/12/06, 10:38 - Dezire - Deltz BEC: Are the data capturers friendly? Yes or No

2022/12/06, 10:38 - Gregg Louw: Yes

2022/12/06, 10:40 - 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, 10:43 - Gregg Louw: No

2022/12/06, 10:46 - Dezire - Deltz BEC: Send me the photo

2022/12/06, 10:47 - Gregg Louw: <Media omitted>

2022/12/06, 10:57 - Dezire - Deltz BEC: Are the data capturers going through the applications to ensure that they are complete? Yes or No

2022/12/06, 10:59 - Gregg Louw: Yes

2022/12/06, 11:00 - Dezire - Deltz BEC: Are the data capturers adding a thumbprint where applicants have not signed? Yes or No

2022/12/06, 11:03 - Gregg Louw: Yes

2022/12/06, 11:03 - Dezire - Deltz BEC: Are the data capturers filling in the electronic checklist? Yes or No

2022/12/06, 11:06 - Gregg Louw: Yes

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

2022/12/06, 11:07 - Gregg Louw: Yes

2022/12/06, 11:27 - Dezire - Deltz BEC: Are data capturers completing the first part of the fishers application forms? Yes or No

2022/12/06, 11:42 - Gregg Louw: Yes

2022/12/06, 11:43 - 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, 11:44 - Gregg Louw: Yes

2022/12/06, 11:44 - Dezire - Deltz BEC: send a photo

2022/12/06, 11:44 - Gregg Louw: <Media omitted>

2022/12/06, 11:45 - Dezire - Deltz BEC: Are the data capturers stapling all the fishers documentation? Yes or No

2022/12/06, 11:45 - Gregg Louw: Yes

2022/12/06, 11:46 - Dezire - Deltz BEC: Are the data capturers placing the stapled documentation in the labelled box next to them? Yes or No

2022/12/06, 11:47 - Gregg Louw: Yes

2022/12/06, 11:52 - Dezire - Deltz BEC: Send a photo

2022/12/06, 11:53 - Gregg Louw: <Media omitted>

2022/12/06, 11:56 - Gregg Louw: Battery running low. Will put phone on charge for 30min

2022/12/06, 11:57 - Dezire - Deltz BEC: No am almost done

2022/12/06, 11:57 - Gregg Louw: Ok

2022/12/06, 11:57 - Gregg Louw: I'll hang in

2022/12/06, 11:57 - Dezire - Deltz BEC: Sent me the photo of the venue onsite

2022/12/06, 11:58 - Gregg Louw: <Media omitted>

2022/12/06, 11:59 - Dezire - Deltz BEC: Is there any issues you want to bring under my attention ?
Yes or No

2022/12/06, 12:00 - Gregg Louw: <Media omitted>

2022/12/06, 12:00 - Gregg Louw: <Media omitted>

2022/12/06, 12:00 - Gregg Louw: <Media omitted>

2022/12/06, 12:00 - Gregg Louw: <Media omitted>

2022/12/06, 12:00 - Dezire - Deltz BEC: Is there any issues you want to bring under my attention ?
Yes or No

2022/12/06, 12:01 - Gregg Louw: Yes

2022/12/06, 12:02 - Gregg Louw: Do the applicants need a ID photo as on the 1st page of their
form?

2022/12/06, 12:03 - Gregg Louw: <Media omitted>

2022/12/06, 12:03 - Dezire - Deltz BEC: No dear this is not relevant. Only Share if there is problem
you want to bring under my attention ? Yes or No

2022/12/06, 12:04 - Gregg Louw: No

2022/12/06, 12:06 - Dezire - Deltz BEC: The question below you must answer this afternoon

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

2022/12/06, 12:06 - Gregg Louw: Ok

2022/12/06, 16:03 - Dezire - Deltz BEC: Did the venue close at 16:00?

2022/12/06, 16:05 - Gregg Louw: No

2022/12/06, 16:07 - Dezire - Deltz BEC: You deleted this message

2022/12/06, 16:09 - Gregg Louw: <Media omitted>

2022/12/06, 16:09 - Gregg Louw: <Media omitted>

2022/12/06, 16:10 - Dezire - Deltz BEC: Is the venue opened or closed at 16:00

2022/12/06, 16:12 - Gregg Louw: Open

2022/12/06, 16:13 - Gregg Louw: Venue is still open at 16h00

7.4 ISSUES RAISED

Table 7-4: Distribution -Data collected

ISSUES RAISED	SORTED OUT ON THE DAY YES/NO
On the day of receipting the observer team was notified that the venue changed to the Ocean View Civic Hall	DEEF to comment
Applications were not marked with and “R” if they were registered	No, DFFE to comment

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			
ATTENDANCE REGISTER				ATTENDANCE REGISTER			
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	27/01/2023	NAME INFORMATION	CONTACT INFORMATION	SIGNATURE	
PROJECT NAME	Rights Allocation Process	TIME	08:30	Name	Mihla Panziso	Email	m55f01@gmail.com
MEETING TYPE	Assessment Process			Company	Stawie M	Mobile	013 5671508
VENUE	Foretrust Building, DFFE office, 11R Boardroom			Designation	SECRETARY	Office	
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	FITE Swangol	Email	fite.swangol@deltabec.com	Name	Nokutha Madibane	Email	NMadibane@dffe.gov.za
Company	Delta BEC	Mobile	074 537046	Company	DEFF	Mobile	031 4023650
Designation	Project Manager	Office	021 818 1300 / 012 369 1950	Designation	ADMINISTRATOR	Office	031 4023630
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com	Name	Lehlapolo Seshabela	Email	lshshabela@gnasall-eon.dffe.gov.za
Company	Delta BEC	Mobile	014 965 2491	Company	DFFE	Mobile	
Designation	Observer	Office	021 818 1300	Designation	SAC - DRIVER	Office	021 402 3060
Name	SINDISA SIZAM	Email	sizam@dffe.gov.za	Name	FITE Swangol	Email	fite.swangol@deltabec.com
Company	DFFE	Mobile	071440671	Company	Delta BEC	Mobile	074 337 0401
Designation	Deputy Director	Office		Designation	Project Manager	Office	
Name	Lehlapolo Seshabela	Email	lshshabela@dffe.gov.za	Name		Email	
Company	DFFE	Mobile	0832873758	Company		Mobile	
Designation	Driver (JAC)	Office		Designation		Office	
Name	ATHANDI MTSABE	Email	A.Mtsabe@dffe.gov.za	Name		Email	
Company	DFFE	Mobile	073 105 3713	Company		Mobile	
Designation	OFFICE ADMINISTRATOR	Office	foretrust building	Designation		Office	

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			
ATTENDANCE REGISTER				ATTENDANCE REGISTER			
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	26/01/2023	NAME INFORMATION	CONTACT INFORMATION	SIGNATURE	
PROJECT NAME	Rights Allocation Process	TIME	10:30	Name	Mihla Panziso	Email	m55f01@gmail.com
MEETING TYPE	Assessment Process			Company	Stawie M	Mobile	07155671508
VENUE	Foretrust Building, 6 th Floor, 11R Boardroom			Designation	SECRETARY	Office	Foretrust
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE			
Name	ATHANDI MTSABE	Email	A.Mtsabe@dffe.gov.za	Name	Nokutha Madibane	Email	NMadibane@dffe.gov.za
Company	DFFE	Mobile	073 1053 713	Company	DEFF	Mobile	031 4023650
Designation	OFFICE ADMINISTRATOR	Office	021 402 3109	Designation	SAC	Office	Foretrust
Name	SINDISA SIZAM	Email	sizam@dffe.gov.za	Name	DFFE Sifiso Mapha	Email	085 727 17 11
Company	DFFE	Mobile	071 414 0671	Company	DFFE	Mobile	
Designation	DEPUTY DIRECTOR	Office	021 402 3109	Designation	FCDW	Office	
Name	Maulibwelo Morris	Email	Maulibwelo@dffe.gov.za	Name		Email	
Company	DFFE	Mobile	071 367 3237	Company		Mobile	
Designation	SPARKHUIZEN ENKANTO: RCU	Office	028 998 9720	Designation		Office	
Name	Christiaan Storm	Email	christiaan.storm@deltabec.com	Name		Email	
Company	Delta BEC	Mobile	016 963 2491	Company		Mobile	
Designation	Observer	Office	021 818 1300	Designation		Office	
Name	RCPW - Sifiso Mapha	Email	021 402 3626	Name		Email	
Company	DFFE	Mobile		Company		Mobile	
Designation	FCDW	Office		Designation		Office	

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

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department: Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	30/01/2023		
PROJECT NAME	Rights Allocation Process	TIME	13:00		
MEETING TYPE	Assessment Process - Team 2A				
VENUE					
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swangol	Email	fritz.swangol@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager	Office			
Name	ZANE THOMAS SWENDBO	Email	zaneindwe@dfpe.gov.za		
Company	DFPE	Mobile	084 413 2685		
Designation	EO	Office	047 5611410		
Name	Francois Joseph	Email	fjoseph@dfpe.gov.za		
Company	DFPE	Mobile	082 38469		
Designation	PCOL	Office			
Name	Mina Panziso	Email	wes@me@gmail.com		
Company	Stowe M	Mobile	073 5671508		
Designation	Secretariat	Office			
Name	Lehlagano Seshabela	Email	lshabela@dfpe.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 Swangol	Email	fritz.swangol@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager	Office	083 7391711		
Name	SIFISO MPPAJA	Email			
Company	DFPE	Mobile			
Designation	PCOL	Office			
Name	NOTHULA MADIRONE	Email	N.Madirone@dfpe.gov.za		
Company	DFPE	Mobile	081 504 577		
Designation	SAC	Office			
Name	VUYISANI JOZINA	Email	VJozina@dfpe.gov.za		
Company	DFPE	Mobile	083 865 4242		
Designation	Assistant Director	Office	043 742 2684		
Name	Athandile Maseko	Email	A.Maseko@dfpe.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, HR Div, DFPE Office				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Swangol	Email	fritz.swangol@deltabec.com		
Company	Delta BEC	Mobile	074 331046		
Designation	Project Manager / Observer	Office			
Name	CHRISTIAN SWAN	Email	christian.swan@deltabec.com		
Company	Delta BEC	Mobile	074 985 2491		
Designation	Observer	Office			
Name	Lehlagano Seshabela	Email	lshabela@dfpe.gov.za		
Company	DFPE	Mobile	0812746242		
Designation	Driver	Office			
Name	Sidibe Siganu	Email	siganu@dfpe.gov.za		
Company	DFPE	Mobile	071 416671		
Designation	Deputy Director	Office			
Name	Mina Panziso	Email	wes@me@gmail.com		
Company	Stowe M	Mobile	073 5671508		
Designation	Secretariat	Office			
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ZANE THOMAS SWENDBO	Email	zaneindwe@dfpe.gov.za		
Company	DFPE	Mobile	084 413 2685		
Designation	EO ADMINISTRATOR	Office	047 5611410		
Name	SIFISO MPPAJA	Email	S.Mppaja@dfpe.gov.za		
Company		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.Madikane@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	043 742 2689		
Name	Christiaan Stom	Email	Christiaan.stom@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1500		

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	Christiaan Stom	Email	christiaan.stom@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1500		
Name	Fritz Svanepoel	Email	fritz.svanepoel@deltabec.com		
Company	Delta BEC	Mobile	074 357 0461		
Designation	Project Manager / Observer	Office			
Name	Lehlogonolo Seshabela	Email	l.seshabela@dffe.gov.za		
Company	DFFE: SSFM	Mobile	083 287 3753		
Designation	SAC / Driver	Office	021 460 3060		
Name	Mihla Benzi	Email	m.benzi@ecsignmail.com		
Company	Stouwe M	Mobile	0735677508		
Designation	Secretary	Office	Foretrust		
Name	Sindisa Sijon	Email	s.sijon@deltabec.com		
Company		Mobile	0714146671		
Designation		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	Christiaan Stom	Email	christiaan.stom@deltabec.com		
Company	Delta BEC	Mobile	076 963 2491		
Designation	Observer	Office	021 913 1500		
Name	NOVUTHULA Makhase	Email	N.Madikane@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	073 058 713		
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	043 742 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 957046		
Designation	Project Manager / Observer	Office	5475		<i>[Signature]</i>
Name	ZANELEMBEK SWANEKOP	Email	zswane@dellegov.za		
Company	DFFE	Mobile	0824452685		<i>[Signature]</i>
Designation	ADMINISTRATOR	Office	0815681410		
Name	Joniene Joseph	Email	jjozph@dellegov.za		
Company	DFFE: SE	Mobile	072330109		<i>[Signature]</i>
Designation	PCOW	Office	CPT		
Name	Mihlo Ponziso	Email	mponziso@gmail.com		
Company	Stowle M	Mobile	0735677508		<i>[Signature]</i>
Designation	SECRETARIAL	Office	Foretrust Building		
Name	Lehlagodlo Seshabela	Email	lseshabela@dellegov.za		
Company	DFFE: SSFM	Mobile	0832873758		<i>[Signature]</i>
Designation	Driver	Office			

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	Meeting Room, 4 th Floor, Foretrust Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	ATHANDILE MTHAGE	Email	AMETHAGE@dellegov.za		
Company	DFFE	Mobile	073 45 8713		<i>[Signature]</i>
Designation	DEIVER	Office	Foretrust Building (Cape Town)		
Name	NOMVULO MADIKANE	Email	NMadikane@dellegov.za		
Company	DFFE	Mobile	0981504597		<i>[Signature]</i>
Designation	ADMIN	Office	FORETRUST (CAPE TOWN)		
Name	SIKISO MAPISA	Email	smapisa@dellegov.za		
Company	DFFE	Mobile	0824452685		<i>[Signature]</i>
Designation		Office	10 BATHURST CAPE TOWN		
Name	Vuyisani JOZANI	Email	VJozani@dellegov.za		
Company	DFFE	Mobile	088 865 4242		<i>[Signature]</i>
Designation	A.D	Office	043 742 2684		
Name	Fritz Swaneepel	Email	fritz.swaneepel@deltabec.com		
Company	Delta BEC	Mobile	074 957 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	ZANELEMBEK SWANEKOP	Email	zswane@dellegov.za		
Company	DFFE	Mobile	0824452685		<i>[Signature]</i>
Designation	ADMINISTRATOR	Office	0815681410		
Name	Joniene Joseph	Email	jjozph@dellegov.za		
Company	DFFE	Mobile	072330109		<i>[Signature]</i>
Designation	PCOW: Tech	Office	CPT		
Name	Mihlo Ponziso	Email	mponziso@gmail.com		
Company	Stowle M	Mobile	0735677508		<i>[Signature]</i>
Designation	SECRETARIAL	Office	Foretrust		
Name	Fritz Swaneepel	Email	fritz.swaneepel@deltabec.com		
Company	DFFE	Mobile	074 957 0461		<i>[Signature]</i>
Designation	DEIVER	Office	Foretrust		
Name	Lehlagodlo Seshabela	Email	lseshabela@dellegov.za		
Company	DFFE	Mobile	0832873758		<i>[Signature]</i>
Designation	Driver	Office			

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@dffe.gov.za		
Company	DEFF / SSEM	Mobile	081814597		<i>[Signature]</i>
Designation	Admin	Office	Foretrust / Fore Trust		
Name	Vuyisani Jogaane	Email	VJogaane@dffe.gov.za		
Company	DFFE	Mobile	083 865 4242		<i>[Signature]</i>
Designation	A.D	Office	043 742 2684		
Name	ATHANDIWE Mthabo	Email	A.Mthabo@dffe.gov.za		
Company	DFFE	Mobile	07245873		<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	Christiaan Storm	Email	christiaan.storm@deltabec.com		
Company	Delta BEC	Mobile	076 983 2491		<i>[Signature]</i>
Designation	Observer	Office			
Name	Leshabela Seshabela	Email	Leshabela@dffe.gov.za		
Company	DFFE	Mobile	083 287 3758		<i>[Signature]</i>
Designation	Driver	Office			
Name	Sigau Sigau	Email	sigau@dffe.gov.za		
Company	DFFE	Mobile	0714146671		<i>[Signature]</i>
Designation	Chairperson	Office			
Name	Mina Pariziso	Email	wssfca@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	Christiaan Storm	Email	christiaan.storm@deltabec.com		
Company	Delta BEC	Mobile	076 983 2491		<i>[Signature]</i>
Designation	Observer	Office	021 818 1800		
Name	NMADIKANE Magonani	Email	NMADIKANE@dffe.gov.za		
Company	DEFF (SSEM)	Mobile	078 1504 597		<i>[Signature]</i>
Designation	Admin	Office			
Name	SIKHISO MAPPARA	Email	Sikhiso@dffe.gov.za		
Company	DFFE	Mobile	083 757 7171		<i>[Signature]</i>
Designation	FDW	Office			
Name	ATHANDIWE MTHABO	Email	A.Mthabo@dffe.gov.za		
Company	DFFE	Mobile	073 100879		<i>[Signature]</i>
Designation	Office Admin (Driver)	Office	N/A		
Name	Vuyisani Jogaane	Email	VJogaane@dffe.gov.za		
Company	DFFE	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 2571 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	SIPISO MAPAPA	Email	Smapapa@dffe.gov.za		
Company	DFFE	Mobile			
Designation	FCOW	Office			
Name	Mina Panziso	Email	wssfo9@gmail.com		
Company	Stawle M Secretariat	Mobile	073 561 7508		
Designation		Office			
Name	Shelton Sogun	Email	sogun@dffe.gov.za		
Company	DFFE	Mobile	0714140871		
Designation	Chairperson	Office	Facilitator		

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 2571 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	Vuyisani Jozans	Email	VJozans@dffe.gov.za		
Company	DFFE	Mobile	083 865 4247		
Designation	AD	Office	043 742 2684		
Name	Nobule Mchikano	Email	NMchikano@dffe.gov.za		
Company	DFFE	Mobile	071 514 5977		
Designation	Admin	Office	Care Town MEM		
Name	Akhadise Nisobe	Email	Akhadise@dffe.gov.za		
Company	DFFE	Mobile	071 058 712		
Designation	Panel	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	Facilitator, 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	lehlagonolo Seshabela	Email	lseshabela@dffe.gov.za		
Company	DFFE	Mobile	083 287 3758		
Designation	Driver	Office	021 402 3060		
Name	Shelton Sogun	Email	sogun@dffe.gov.za		
Company	DFFE	Mobile	0714140871		
Designation	Chairperson	Office			
Name	Mina Panziso	Email	wssfo9@gmail.com		
Company	Stawle M Secretariat	Mobile	073 561 7508		
Designation		Office			
Name	SIPISO MAPAPA	Email	Smapapa@dffe.gov.za		
Company	DFFE	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, 6 th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabc.com		<i>[Signature]</i>
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	Nkhulu Mqabane	Email	NMqabane@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	078 504 597		
Designation	Admin	Office	1066 Teust Cape Town		
Name	Athandile Mtsabe	Email	AMtsabe@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	073058713		
Designation	Driver	Office	Foretrust - Cape Town		
Name	Vuyisani Jozane	Email	VJozane@dffe.gov.za		<i>[Signature]</i>
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	08:30		
MEETING TYPE	Assessment Process - Team 2A				
VENUE	Foretrust Building, 4 th Floor, HR Boardroom				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Christian Storn	Email	christian.storn@deltabc.com		<i>[Signature]</i>
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	Fritz Smeppel	Email	fritz.smeppel@deltabc.com		<i>[Signature]</i>
Company	Delta BEC	Mobile	074 387 0461		
Designation	Project Manager / Observer	Office	021 918 1800		
Name	Zandile Mthembu	Email	zandile.mthembu@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	084 41 2688		
Designation	ADMINISTRATOR	Office	047 564 4716		
Name	Mihlo Ponziso	Email	wosofore@gmail.com		<i>[Signature]</i>
Company	Stavie M	Mobile	0735671508		
Designation	Secretariat	Office			
Name	Sigamele Mthembu	Email	sigamele@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	0714406771		
Designation	Chairperson	Office			
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	lekgono D	Email	lekgono@dffe.gov.za		<i>[Signature]</i>
Company	DFE:SSFM	Mobile	083 287 3758		
Designation	Driver	Office	021 402 3060		
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 8-19: 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, 4 th Floor, Media Room				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Smeppel	Email			<i>[Signature]</i>
Company	Delta BEC	Mobile	074 387 0461		
Designation	Project Manager / Observer	Office			
Name	Christian Storn	Email	christian.storn@deltabc.com		<i>[Signature]</i>
Company	Delta BEC	Mobile	016 983 2491		
Designation	Observer	Office	021 918 1800		
Name	Simelele	Email	Simelele@dffe.gov.za		<i>[Signature]</i>
Company		Mobile	083 737 1715		
Designation		Office			
Name	Vuyisani Jozane	Email	VJozane@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	083 845 4242		
Designation	Chairperson	Office	043 742 2684		
Name	Nkhulu Mqabane	Email	NMqabane@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	071 831 3725		
Designation	Secretary	Office	021402 3344		
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Athandile Mtsabe	Email	AMtsabe@dffe.gov.za		<i>[Signature]</i>
Company	DFE	Mobile	073 105 8713		
Designation	Driver	Office	021 402 3159		
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 8-20: 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	Shirley Fogans	Email	shirley.fogans@dffe.gov.za		
Company	DFFE	Mobile	0114146071		
Designation	Observer	Office			
Name	Mina Muziso	Email	muziso@gmail.com		
Company	Stawie M	Mobile	0752777508		
Designation	Secretariat	Office			
Name	Zweliwe Swelindano	Email	zwelindano@dffe.gov.za		
Company	DFFE	Mobile	074432685		
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	siikiso.mabisa@dffe.gov.za		
Company		Mobile	082 737 1711		
Designation		Office			
Name	NOVINA MADISE	Email	novina.madise@dffe.gov.za		
Company	DFFE	Mobile	078 1504 597		
Designation	Observer	Office	OFFICES CAPE TOWN		
Name	Mthandile Mtsabe	Email	Mtsabed@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 2624		

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

DELTA built environment consultants		ATTENDANCE REGISTER		forestry, fisheries & the environment Department of Forestry, Fisheries and the Environment REPUBLIC OF SOUTH AFRICA	
CLIENT NAME	Department of Environment, Forestry and Fisheries	DATE	10 Feb 2023		
PROJECT NAME	Rights Allocation Process	TIME	11:30		
MEETING TYPE	Quality Control Process - Team 1, 2 and 3				
VENUE	M&M Boardroom, 35 th Floor, Foreweek Building				
ATTENDEE INFORMATION		CONTACT INFORMATION		SIGNATURE	
Name	Fritz Szwarcwald	Email	fritz.szwarcwald@gmail.com		
Company	Delta BEC	Mobile	074 557 0461		
Designation	Project Manager / Observer	Office			
Name	Abela Wale Ntosi	Email	NtosiA@dfpe.gov.za		
Company	DFPE	Mobile	078 458 0911		
Designation	TEAM 3 Chair (DD)	Office	Foreweek Building		
Name	Stephen Sigau	Email	sigau@dfpe.gov.za		
Company	DFPE	Mobile	074166671		
Designation	Team 2 Chair (DD)	Office			
Name	Bonhelo Maki	Email	bonhelo@dfpe.gov.za		
Company	DFPE	Mobile	033 227 5707		
Designation	Team 1 Chair (DD)	Office	CPT		
Name	Absente Ngqungwana	Email	A.Ngqungwana@dfpe.gov.za		
Company	DFPE	Mobile	060 508 7014		
Designation	Director	Office			

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	Kuan (BUSEE)	Email	kwantso@kuan.com		
Company	STOWIE M. SECRETARIES	Mobile	067 030 3801		
Designation		Office	CPT		
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			
Name		Email			
Company		Mobile			
Designation		Office			

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

8.4.3.2 Checklist signed by all parties involved

Scanned copies handed over to the DFPE.

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.