



Kennel Union of Southern Africa

THE KENNEL UNION OF SOUTHERN AFRICA MANUAL

Prepared in accordance with the Promotion of Access of Information Act No. 2 of 2002

6th Floor Bree-Castle Building
68 Bree Street Cape Town 8001

P.O. Box 2659 Cape Town 8000

Telephone No. (021) 423 9027
Fax No. (021) 423 5876
E-mail: info@kusa.co.za
Web Site Address: www.kusa.co.za

SECTION 51 OF THE ACT

1A Acting Chairman of the Federal Council – Mr C Griffith
Postal Address P.O. Box 2659 Cape Town 8000
Street Address 6th Floor Bree Castle Building, 68 Bree Street, Cape Town, 8001
Telephone Numbers
Work: (021) 423 9027
Home: (033) 234 4580
Fax Numbers
Work: (021) 423 5876
Home: None
E-mail Address
griffith@pixie.co.za

2. Human Rights Commission

Have yet to receive a copy of the terms of this.

3. Legislation

- Basic Conditions of Employment No. 75 of 1997
- Compensation for Occupational Injuries and Health Diseases Act
- Labour Relations Act No. 66 of 1995
- Medical Schemes Act No. 131 of 1998
- Occupation Health and Safety Act No. 85 of 1993
- Regional Services Councils Act No. 109 of 1985
- Skills Development Levies Act No. 9 of 1999
- Skills Development Act No. 97 of 1998
- Unemployment Contributions Act No. 4 of 2002
- Unemployment Insurance Act No. 63 of 2001
- Value Added Tax No. 89 of 1991

4.1. In terms of 52.2 – Classification of Records which are available without a person having to ask for it in terms of this Act

- a. Constitution and Schedules – available publically on the website or on request.
- b. Annual Presidents' Report – available publically on the website or on request.
- c. Annual Balance Sheet and Financial Accounts – available publically on the website or on request.
- d. Federal Council Minutes – available publically on the website
- e. Executive Committee Minutes - available publically on the website.
- f. List of Approved Judges – available publically on the website or upon request
- g. List of Events – available publically on the website or upon request
- h. List of Affiliated Clubs - available publically on the website or on request.
- i. Registration Statistics Annual - available publically on the website or upon request
- j. Pamphlets – available from the Office.
- k. Breed Standards – available publically on the website or upon request

4.2 Classification (Only available on request lodged in accordance with the Act).

I Administration

- Licences (Show)
- Minutes of Management Meetings
- Minutes of Provincial Council Meetings, Various Sub-Committee Meetings, Club AGM Minutes and
- Financial Reports, Club Constitution
- Minutes of Staff Meetings
- Minutes of Disciplinary Meetings
- Correspondence
- Copies of Registration, Export, Transfer Certificates

II Human Resources

- Employment Contracts
- Remuneration Records and Policies

III Operations

- Registration Details (per dog)
- Membership List

IV Finances

- Monthly Financial Statements
- Vouchers
- Assets Inventory

6. Only available at the Office of the Kennel Union of Southern Africa.

Jan 2016
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