

Details of Fees

1. Request Fees

Where a requester, other than a personal requester, requests information held by an institution they will be required to pay the prescribed fee of R35, 00 (payable before the institution will further process the request received). The Information Officer: Transnet must withhold a record until the requester concerned has paid the applicable fees (if any).

2. Access Fees

An access fee is payable in all instances where a request for access to information is granted for reproduction search and preparation, except in those instances where payment of an access fee is specially excluded in terms of the Act or an exclusion is determined by the Minister in terms of Section 22(8).). A requester requesting copies of all records that are publicly available, does not pay this request fee of R35-00, but will pay the access fee for reproduction, if applicable 15(3).

2.1 Applicable Access Fees for Reproduction, Search and Preparation as referred to above, are:

| | |
|--|------------|
| For every photocopy of an A4-size page or part thereof | R0, 60 |
| For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form | R 0, 60 |
| For a copy in a computer-readable form on stiffy disc | R7, 50 |
| Compact disc (CD- ROM) | R70, 00 |
| A transcription of visual images, for an A4-size page or part thereof | R40, 00 |
| For a copy of visual images | R60, 00 |
| A transcription of an audio record; for an A4-size page or part thereof | R20, 00 |
| For a copy of an audio record | R30, 00 |
| Postal fee | Actual fee |
| Search and preparation fee of the record(s) requested per hour or part thereof, excluding the first hour | R15, 00 |

3. Deposits

Where the institution receives a request from a requester, other than a personal requester, for access to information which, in the opinion of the Information Officer: Transnet will require more than the hours prescribed for this purpose for requesters (if the preparation of the required record of disclosure will take more than six hours), the Information Officer: Transnet will by notice require the requester, other than the personal requester, to pay as a deposit the prescribed portion (being not more than a third) of the access fee which would be payable if the access if granted. If a deposit has been paid in respect of a request for access which was refused, the Information Officer:Transnet will repay the deposit to the requester.

4. Internal Appeals

A requester lodging an internal appeal against the refusal of his or her request for access must pay the prescribed appeal fee (if any) 75(3)(a). If the prescribed appeal fee is payable in respect of an internal appeal, the decision on the internal appeal may be deferred until the fee is paid 75(3) (b).

5. Public Records

The only fee payable (if any) for access to a record included in a notice in terms of subsection (2) is a prescribed fee for reproduction 15(3). (A requester requesting copies of all records that are publicly available, does not pay this request fee of R35-00, but will pay the access fee for reproduction, if applicable 15(3)).