



LOCAL GOVERNMENT CIRCULAR: C2 OF 2019 (2019/104)

THE CITY MANAGER, CITY OF CAPE TOWN: MR L MBANDAZAYO
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR D JOUBERT
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DP LUBBE
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR L VOLSCHENK
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: ADV H LINDE
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR H METTLER
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT MUNICIPALITY: MR H PRINS
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR J LEIBBRANDT
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS G METTLER
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS
THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI
THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR D BERETTI
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR G MATTYSE
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR C GROENEWALD
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR D O'NEILL
THE MUNICIPAL MANAGER, SWELLENDAM MUNICIPALITY: MR A GROENEWALD
THE MUNICIPAL MANAGER, EDEN DISTRICT MUNICIPALITY: MR M STRATU
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR R STEVENS
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: ADV M GILLIOMEE
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR A PAULSE
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR T SOMPANI (ACTING)
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MS P MAKOMA (ACTING)
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR S JOOSTE
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLAMS
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MS A VORSTER (ACTING)
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR K HAARHOFF

GUIDELINE FOR MUNICIPAL COUNCILLORS ACTING IN THEIR CAPACITY AS COMMISSIONERS OF OATHS

1. PURPOSE

To provide municipalities with a Guideline for Municipal Councillors acting in their capacity as Commissioners of Oaths. Section 6 of the Justice of Peace and Commissioners of Oaths, 1963, allows the Minister, by notice in the Gazette, to designate the holder of any office as commissioner of oaths. Hence, the Minister has, in Item 5(a)(ii) (aa) of the Designation of Commissioners of Oaths Government Notice 903 in GG 19033,

dated 10 July 1998, designated a council member of a municipality as an ex officio commissioner of oaths.

2. BACKGROUND

On 13 September 2018, Swartland Municipality requested the Department to develop a Policy on Councillors acting as Commissioners of Oaths. The Department developed the Policy and the draft Policy was circulated to municipalities for comment on 24 September 2018. Comments were received from municipalities and one of the comments proposed that the draft Policy must rather be a guideline.

The Draft Policy was subsequently forwarded to Legal Services for vetting, incorporating the comments received from municipalities. It is advised that Legal Services agreed with the proposal that the document must be a guideline.

3. CONCLUSION

Herewith attached, a Guideline for Municipal Councillors acting in their capacity as Commissioners of Oaths, to assist municipalities and councillors. This is a Guideline and municipalities can implement it with or without amendments. Municipalities will be contacted for training and awareness with regard to the Guideline.

Yours sincerely,


G PAULSE

HEAD OF DEPARTMENT

DATE: 