



Promotion of Access to Information Act

The Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) was enacted to give effect to the constitutional right of access to any information held by any private or public body that is required for the exercise or protection of any rights. Certain requirements, however, have to be met for access to any information being granted.

The Act requires that a manual be prepared to assist people in exercising their right of access to information.

ANNEXURE B

**ABRIDGED MANUAL PREPARED IN TERMS OF SECTION 51
OF THE PROMOTION OF ACCESS TO INFORMATION ACT,
2000 (Act No. 2 OF 2000) FOR THE FOLLOWING ENTITIES
(Private Bodies):**

PLEXUS HOLDINGS (PTY) LIMITED
(Registration number 2000/014112/07)

incorporating the following South African subsidiaries:

PLEXUS ASSET MANAGEMENT (PTY) LIMITED
(Registration number 1995/004577/07)

PLEXUS CAPITAL & SECURITIES (PTY) LIMITED
(Registration number 2005/029985/07)

PLEXUS ASSET CONSULTING (PTY) LIMITED
(Registration number 1998/011420/07)

PLEXPROP (PTY) LIMITED
(Registration number 1997/007129/07)

**PLEXUS TRISOURCE INVESTMENT CONSULTING (PTY)
LIMITED**
(Registration number 1995/000856/07)

PLEXUS FUND SOLUTIONS (PTY) LIMITED
(Registration number 2005/0308131/07)

**PLEXUS MAULDIN ALTERNATIVE INVESTMENTS (PTY)
LIMITED**
(Registration number 2005/042070/07)

PLEXCROWN FUND RATINGS (PTY) LIMITED
(Registration number 1999/023602/07)

1 CONTACT DETAILS (Section 51(1)(a))

Information Officer: Mr RJ Johannisen

9 Queen Street
Durbanville
7550

PO Box 3843
Durbanville
7551

Telephone: +27 21 970-2400

Telefax: +27 21 976-2248

E-mail: info@plexus.co.za

2 THE SECTION 10 GUIDE ON HOW TO USE THE ACT (Section 51(1)(b))

The Guide will be available from the South African Human Rights Commission by not later than August 2003.

Please direct any queries to:

The South African Human Rights Commission
PAIA Unit
The Research and Documentation Department
Private Bag 2700
Houghton
2041

Telephone: +27 11 484-8300

Fax: +27 11 484-0582

Website: www.sahrc.org.za

E-mail: PAIA@sahrc.org.za

3 RECORDS AVAILABLE IN TERMS OF ANY OTHER LEGISLATION (Section 51(1)(d)) - THIS IS NOT AN EXHAUSTIVE LIST

- Value-Added Tax Act, 1991 (Act No. 89 of 1991)
- Income Tax Act, 1962 (Act No 58 of 1962)
- Unemployment Insurance Act, 1966 (Act No. 30 of 1966)
- Basic Conditions of Employment Act, 1997 (Act No. 75 of 1997)
- Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993)
- Skills Development Act, 1998 (Act No. 97 of 1998)

4 ACCESS TO THE RECORDS HELD (Sections 51(1)(c) and 51(1)(e))

The following categories of information are available:

Statutory Company Information (Companies Act 61 of 1973 (as amended))

Financial and Administration Matters

Human Resources

Any request made for information must be requested in accordance with Section 53 of the Act and directed to the Information Officer. A fee will be charged in respect of any request for records.

5 OTHER INFORMATION AS MAY BE PRESCRIBED (Section 51(1)(f))

The Minister of Justice and Constitutional Development has not in terms of Section 92 of the Act made any regulations in this regard.

6 AVAILABILITY OF THE MANUAL (Section 51(3))

The Manual is also available for inspection at the offices of PLEXUS ASSET MANAGEMENT (PTY) LTD free of charge; and copies are available with the SAHRC and in the Gazette.