

**SCHEDULE OF RECORDS IN TERMS OF SECTION: 51(1)(d) AND (e)**

SUBJECT	CATEGORY	DESCRIPTION	HELD IN TERMS OF		AVAILABILITY TO PUBLIC			
			LEGISLATION	INTERNAL ARRANGEMENTS	NOT AVAILABLE	AVAILABLE FOR PERUSAL	COPIES AVAILABLE	
<b>COMPANY REGISTERS</b>	REGISTERS	Directors and Official	Act 14/05			X	@ Fee	
		Interest of Directors	Act 14/05			X	@ Fee	
		Shareholders	Act 14/05			X	@ Fee	
		Dividend	R2592 dd 25/11/83		X			
		Assets	R2592 dd 25/11/83		X			
		Attendance (Directors)	Act 14/05			Only Shareholders	@ Fee	
		Bonds	R2592 dd 25/11/83		X			
		MINUTES	Shareholders	Act 14/05			Only Shareholders	@ Fee
			Directors	Act 14/05			Only Shareholders	

**Table A**

SUBJECT	CATEGORY	DESCRIPTION	HELD IN TERMS OF		AVAILABILITY TO PUBLIC		
			LEGISLATION	INTERNAL ARRANGEMENTS	NOT AVAILABLE	AVAILABLE FOR PERUSAL	COPIES AVAILABLE
		Other		X	X		
<b>TAX</b>	CERTIFICATES	IRP5	Chapter 11 Act 58/62		X		
		IB3	Chapter 11 Act 58/62		X		
	RETURNS	Returns	Chapter 11 Act 58/62		X		
		Payment Sheets	Chapter 11 Act 58/62		X		
<b>ACCOUNTING</b>	STATEMENTS	Debtors	Chapter 11 Act 58/62		X		
		Creditors	Chapter 11 Act 58/62		X		
		Hire-purchase	Chapter 11 Act 58/62		X		
		Stock	Chapter 11 Act 58/62		X		
		Yearend statements	R2582 dd 25/11/83		X		
	RECORDS	Ledger	Chapter 11 Act 58/62		X		
	DOCUMENTS	Receipts, Invoices, Debit & Credit note claims, Orders	Chapter 11 Act 58/62		X		
	OFFICE DOCUMENTS	Jobcards		X	X		
<b>AUDIT</b>	INTERNAL AUDIT	Reports		X	X		

Table A

SUBJECT	CATEGORY	DESCRIPTION	HELD IN TERMS OF		AVAILABILITY TO PUBLIC		
			LEGISLATION	INTERNAL ARRANGEMENTS	NOT AVAILABLE	AVAILABLE FOR PERUSAL	COPIES AVAILABLE
<b>GENERAL</b>	CORRESPONDENCE	Correspondence		X			
		Inspection	Sec. 18 Act 58/62		X		
<b>PERSONNEL</b>	PERSONNEL	Personal Details	Sec. 31 Act 58/62		X		
	WAGES	Wages	Sec. 31 Act 58/62		X		
	CONTRACTS	Contracts		X	X		
	COURSES	Courses		X	X		
<b>LICENCES</b>	VEHICLES	Vehicles	Chapter V Act 93/96		X		
	BUSINESS	Business	Local Regulations		X		
	CHEMICALS	Chemicals	Sec. 4 Act 15/73		X		
	LIQUOR	Liquor	Act 59/03 Act 27/89	X		X	
<b>CORRESPONDENCE</b>	CORRESPONDENCE	Correspondence		X	X		
<b>GENERAL</b>	GENERAL	Log Statements		X	X		
		Contracts		X	X		
		Tariff Lists		X	X		
		Way-Bill/SAWIS		X	X		
		ISO Documents		X	X		
		Quotations		X	X		
		Security		X	X		

Table A