

Registration Number of Company:

2004/029754/23

MIDENTISTRY CC t/a Midentistry.com

MANUAL

in terms of

Section 51 of

The Promotion of Access to Information Act

2/2000

(the "ACT")

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1. INTRODUCTION

Midentistry cc t/a Midentistry.com is an online initiative by dental professionals and academics dedicated to Minimum Intervention Dentistry (MI). Our focus lies on:

MI Standardization

Promotion

Training

Research

In close collaboration with dental schools worldwide, Midentistry provides general guidance into new ways of dental diagnostic, prophylaxis and treatment, following principles of evidence-based dentistry.

midentistry.com is registered with the Receiver of revenue in Johannesburg.

Registration number 9341/477/15/7

RSC number: 81354751

Company registration number: 2004/029754/23

2. COMPANY CONTACT DETAILS

Physical address of the company: 43 Eridge Rd, Forest Town, 2193

Postal address of the company: P.O. Box 2779, Houghton 2041

Telephone numbers: +27 11 646 7614

facsimile numbers +27 82 131 336 3214

web site: www.midentistry.com

e mail. midentistry@global.co.za

Contact person: Managing Director, Dr S Mickenautsch

3. THE ACT

- 3.1** The ACT grants a requester access to records of a private body, if the record is required for the exercise or protection of any rights. If a public body lodges a request, the public body must be acting in the public interest.

the South African Human Rights Commission, which will contain information for the purposes of exercising Constitutional Rights. The Guide is available from the SAHRC. The contact details of the Commission are:

Postal Address: Private Bag 2700, Houghton, 2041
Telephone Number: +27-11-877 3600
Fax Number: +27-11-403 0625
Website: www.sahrc.org.za

4. **APPLICABLE LEGISLATION**

<u>No</u>	<u>Ref</u>	<u>Act</u>
1	No 61 of 1973	Companies Act
2	No 98 of 1978	Copyright Act
3	No 55 of 1998	Employment Equity Act
4	No 95 of 1967	Income Tax Act
9	No 69 of 1984	Close Corporations Act
11	No 2 of 2000	Promotion of Access of Information Act

5. Schedule of Records

<u>Records</u>	<u>Subject</u>	<u>Availability</u>
Public Affairs	<ul style="list-style-type: none">• Public Product Information• Media Releases	Freely available on web site www.midentistry.com
Financial	<ul style="list-style-type: none">• Financial Statements• Financial and Tax Records (Company & Employees)	Proprietary Request in terms of PAIA. Not available.

6. **FORM OF REQUEST**

To facilitate the processing of your request, kindly:

6.1 Use the prescribed form, available on the website of the SOUTH AFRICAN HUMAN RIGHTS COMMISSION at www.sahrc.org.za.

6.2 Address your request to the Head of the Company (CEO).

DATE OF COMPILATION: 30 / 10 / 2015

6.3 Provide sufficient details to enable the COMPANY to identify:
(a) The record(s) requested;

- (d) (i) The postal address or fax number of the requester in the Republic;
- (ii) If the requester wishes to be informed of the decision in any manner (in addition to written) the manner and particulars thereof;
- (e) The right which the requester is seeking to exercise or protect with an explanation of the reason the record is required to exercise or protect the right.

7. PRESCRIBED FEES

The following applies to requests (other than personal requests):

- 7.1** A requestor is required to pay the prescribed fees (R50.00) before a request will be processed;
- 7.2** If the preparation of the record requested requires more than the prescribed hours (six), a deposit shall be paid (of not more than one third of the access fee which would be payable if the request were granted);
- 7.3** A requestor may lodge an application with a court against the tender/payment of the request fee and/or deposit;
- 7.4** Records may be withheld until the fees have been paid.
- 7.5** The fee structure is available on the website of the SOUTH AFRICAN HUMAN RIGHTS COMMISSION at www.sahrc.org.za.