

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021



Applicant: ZIBONELE FM NPC

Broadcasting Service: ZIBONELE FM

Year of Application: 2022

Closing Date: 30 June 2022

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ZIBONELE FM

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INDEX 1: Covering Letter

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

23 June 2022

1. Introduction

ZIBONELE FM plans to serve the communities of Khayelitsha and surrounding areas by providing a free-to-air sound broadcasting service to these communities.

2. Applicant Identity and name

ZIBONELE FM NPC is applying for a community sound broadcasting licence.

3. About the applicant

ZIBONELE FM is registered with the CIPC as a Non-Profit Company with registration number [REDACTED] a suburb of Cape Town, in the Western Cape province.

ZIBONELE FM has been active in the Khayelitsha communities since 2004, and it is responding to the invitation by the Independent Communications Authority of South Africa to pre-register to provide a community sound broadcasting service to a geographically founded community in Khayelitsha.

4. Community to be served

ZIBONELE FM intends serving communities in the greater Khayelitsha area in the Western Cape.

5. Area to be covered

The area to be covered is the greater Khayelitsha area in the greater Cape Metro area in the Western Cape province.

6. Frequency applied for

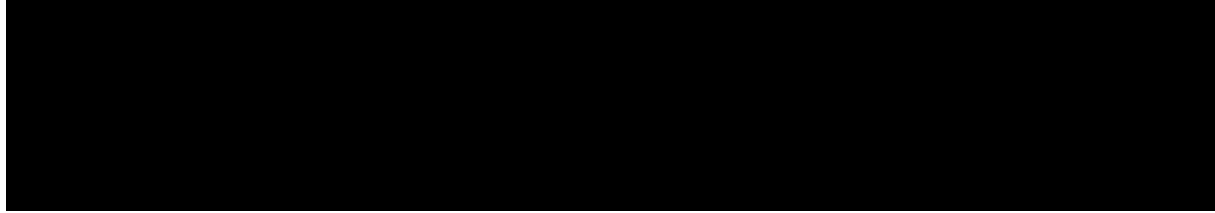
ZIBONELE FM will apply for the frequency 98.2 MHz at the Khayelitsha transmitter site, as listed in the Government Gazette 45650 dated 15 December 2021.

ZIBONELE FM

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7. Mandate from the Board

The Board of ZIBONELE FM has mandated:



8. Confidentiality

ZIBONELE FM does not consider any of the information submitted with this application to be of such a confidential nature that it requires special confidential treatment.

9. Signal Distribution

ZIBONELE FM has elected to use the services of Sentech for its signal distribution services and has attached the required letter of support from Sentech in lieu of a signed agreement: this is because Sentech will only sign a signal distribution agreement with a licensed broadcaster. ZIBONELE FM has also enlisted the services of another service provider for its technical solution.

10. Constitutive Documents

The Memorandum of Incorporation of ZIBONELE FM complies fully with the requirements of Form B and will be ratified with its members in good standing at the first AGM of ZIBONELE FM after the award of the sound broadcasting licence.

11. Conclusion

It is trusted that this application will meet with the requirements of the Authority and the relevant Acts and regulations and that this will result in a favourable outcome for both the applicant and for the communities it intends to serve.

Yours sincerely



Station Manager

ZIBONELE FM

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INDEX 2: Signed and Certified Form B

See Appendix 10.1 of Form B which contains the completed Form P

11. GENERAL	
11.1 Indicate whether the registrant is a member of an entity recognised in terms of section 54 and 55 of the Act.	No
11.2 Indicate whether the registrant is a party, movement, organisation, body or alliance which is of a party - political in nature.	No
11.3 Indicate whether the registrant has ever been convicted of an offence in terms of the Act or related legislation, as defined in the Act. If so, provide details of such conviction	No
11.4 Provide details of other matters or undertakings which, in the registrant's view, the Authority should consider:	
None	
11.5 Attach a resolution authorising the person (s) not more than two signing this registration and liaising with the Authority during the registration process. The resolution <u>must</u> be marked clearly as (Appendix 11.5)	

The person signing the registration on behalf of the registrant must acknowledge as follows:

I acknowledge that the Authority reserves the right to have any licence issued pursuant to this registration set aside should any material statement made herein, at any time, be found to be false.

Signed (REGISTRANT)

b

I certify that this declaration was signed and sworn to before me at *Wahltona Nk* on the *28* day of *June* 20*22* by the deponent who acknowledged that he/she:

1. knows and understands the contents hereof;
2. has no objection to taking the prescribed oath or affirmation; and
3. considers this oath or affirmation to be truthful and binding on his/her conscience.



COMMISSIONER OF OATHS

Name
Address

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 3: Proof of Payment



NEDBANK

Nedbank Limited, Reg No 1951/000009/06
135 Rivonia Road, Sandown, Sandton
2196, South Africa

khayelitsha Mall 1 805
16/05/2022 14:49 ATM C805 TRAN 58485

Nedbank Limited
Reg No [REDACTED]
khayelitsha Mall 1 8
16 May 2022
ATMDC805
19-87-65

ACCOUNT NUMBER : *****

CARDLESS CASH DEPOSIT OF FUNDS

INTO ACCOUNT : *****9044
ACCOUNT NAME : INDEPENDENT COMM

DEPOSIT DETAIL

R10
R20
R50
R100
R200 1

AMOUNT DEPOSIT

NOTICE: DO NOT RELEASE GOODS UNTIL FUNDS
APPEAR IN YOUR ACCOUNT. THERE MAY BE A
DELAY IN YOUR DEPOSITED FUNDS REFLECTING
ON THE ACCOUNT STATEMENT. ALLOW FOR UP
TO 2 BUSINESS DAYS FOR THE ACCOUNT
BALANCE TO UPDATE.

APN :
AID :
RRN :
REF NO : ztbonete

ZIBONELE FM

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INDEX 4: Tax Clearance Certificate

**TAX COMPLIANCE STATUS**
PIN Issued

Enquiries should be addressed to SARS:

Contact Detail

ZIBONELE FM NPC

DetailsAlways quote this reference
number when contacting SARS

Dear Taxpayer

TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

TCS Details:	
Taxpayer Name	Zibonele Fm Npc
Trading Name	ZIBONELE FM NPC
Tax Reference Number(s)	
Purpose of Request	
Request Reference Number	
PIN	
PIN Expiry Date	

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel this PIN in the event that it was fraudulently issued or obtained.

Should you have any other queries please call the SARS Contact Centre on [REDACTED]. Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely
ISSUED ON BEHALF OF THE SOUTH AFRICAN REVENUE SERVICE

ZIBONELE FM

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INDEX 5: Confidentiality

ZIBONELE FM

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Confidentiality

ZIBONELE FM does not consider any of the information submitted with its application to pre-register to be of such a confidential nature that it requires special confidential treatment.

ZIBONELE FM

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INDEX 6: Community Participation, Development and Empowerment

ZIBONELE FM

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COMMUNITY PARTICIPATION, DEVELOPMENT AND EMPOWERMENT

COMMUNITY PARTICIPATION

ZIBONELE FM will provide a daily channel for Community Participation.

Members of the community may participate by means of walk-ins to the studio, calls via the phone, send emails and SMS's, Whatsapp and other Social Media.

Nobody will be turned away, and all are treated with dignity and consideration.

Without our Community Participation there would be no radio station.

Participation is across language and cultural barriers.

ZIBONELE FM allows the community members to tell their stories, so they may be heard. Stories of hardship, but also of triumph over adversity; and of victory through faith.

ZIBONELE FM will provide these opportunities also to churches, charities, organisations and businesses within the community.

ZIBONELE FM will facilitate Community Initiatives, amongst others, by:

- Stories told directly by community members via on air engagements with presenters
- On-air calls to action via live reads, links and recorded inserts
- Social Media storytelling and calls to action
- Live Social Media videos; these can be shared even across the globe
- Actual Participation and Partnership in community events
- Outside broadcasts at Community events
- Collaboration by connecting individuals and organisations with each other

ZIBONELE FM will also donate airtime to community initiatives, charities, NPOs and churches in the community.

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COMMUNITY DEVELOPMENT

ZIBONELE FM will contribute to nation building by its focus on developing the youth.

This development will take the form of on-the-job training as interns and volunteers in all facets of the radio broadcasting business.

Limited job opportunities will also be provided; not just at ZIBONELE FM but through its links with local businesses also in the local business community.

The following areas of training will be covered:

News, Presenter, Sound Engineering, Public Relations, Media Relations, Social Media, Video Training, Production, Script Writing and more.

Training & education will be provided in the English and isiXhosa languages.

Growth: Patient contribution towards the growth of trainees is key.

Radio is a highly specialised media field and welcomes the input of the young.

The staff at ZIBONELE FM will be in the training seats growing and educating trainees as they pass through.

To grow and educate will be a vital part of our contribution as a Community Radio Station in Khayelitsha in the Western Cape.

Maturity: Many young individuals will be enabled and will reach new levels of maturity by working at ZIBONELE FM. The experience of real world, on the ground training at the station is priceless.

Progress: ZIBONELE FM thrives on providing many opportunities for individual development. A solid work foundation is given to all who receive training at ZIBONELE FM.

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COMMUNITY EMPOWERMENT

ZIBONELE FM is first and foremost a youth-centred Community Radio Station.

We believe that investment in the youth of today will produce the strong leaders for tomorrow that our country needs.

Relevant information flows and empowers by means of this on-air platform.

Significant information, given in an authentic way provides the community with a process to become stronger and more confident.

The platform uses live presenters, interviews with locals, interviews with professionals in their field, inserts, recordings and cross-overs.

Direct interaction with listeners utilises SMS, Telegram, Whatsapp, Social Media, Outside broadcasting and live call in to studio.

Professionals, pastors, leaders and presenters are able to honestly reply to queries and connect with individuals in the community.

ZIBONELE FM

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INDEX 7: Community and Business Demand, Need and Support

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

COMMUNITY and BUSINESS DEMAND, NEED and SUPPORT

1. Introduction

- 1.1 Radio is the ideal medium to advertise products and services as it is ubiquitous of nature and the medium of choice of most people. It is also free to air so even the unemployed and even those that are severely disadvantaged economically can enjoy the benefits of radio.
- 1.2 The macro environment in which ZIBONELE FM will operate comprises the community which it serves as well as businesses that serve the community.
- 1.3 The word business in this document refers to both private businesses and government departments.
- 1.4 There are many businesses, small and large, and government offices, which are located in the greater Khayelitsha area, which will be covered by the ZIBONELE FM radio signal.
- 1.5 The greater Khayelitsha area also has a concentration of hospitals, clinics, schools, colleges and shopping malls and other essential services.

2. Business Demand

- 2.1 Local businesses will get limited value from advertising on national radio and thus prefer to advertise on local/community radio stations.
- 2.2 The businesses in the greater Khayelitsha area are dependent on the local communities to buy its products. The radio station makes it easy for the businesses to inform the communities about the benefits of using its products.
- 2.3 The Khayelitsha municipality and the local Government departments all have service delivery mandates. These mandates extend to the services that must be provided to the local communities. This creates a demand for local radio services to inform the communities regarding such services.
- 2.4 There is a demand for local radio services from government institutions also because national radio does not cover local/regional news items and notifications.

ZIBONELE FM

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3. Business Need

- 3.1 Businesses are very reliant on the marketing and advertising of their products and services to consumers.
- 3.2 Businesses thus have a need to use the local radio services to reach its target market, which is the local communities.
- 3.3 The Khayelitsha municipality and other local government services (hospitals, clinics, schools etc.) need to keep the communities informed about events that affect them. This creates a need for local radio services.
- 3.4 Although there are a few local newspapers in the greater Khayelitsha area, these do not offer the advantages that advertising on radio does.

4. Business Support

- 4.1 Local businesses are dependent on the community to buy its products. The radio station makes it easy for the businesses to inform the community about its products.
- 4.2 By making use of the radio station to advertise its products to the community, local businesses thus support radio stations to remain sustainable.
- 4.3 Government institutions are mandated to provide essential services to communities. The radio station makes it easy for the government departments to inform the community about its services.
- 4.4 By making use of the radio station to inform the community about its services, government institutions thus support radio stations to remain sustainable.
- 4.5 Without this support from local business, it would be difficult for radio stations to remain sustainable.

ZIBONELE FM

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5. Conclusion

- 5.1 ZIBONELE FM fully understands that it will not be successful without the support of the businesses and government institutions in its community.
- 5.2 The radio services of ZIBONELE FM will assist businesses to be successful and ZIBONELE FM will itself remain sustainable as a result.
- 5.3 Appendix 7 of Form B contains letters of support from various businesses in the greater Khayelitsha area, as well as signatures from members of the local communities within the coverage area of ZIBONELE FM.

ZIBONELE FM

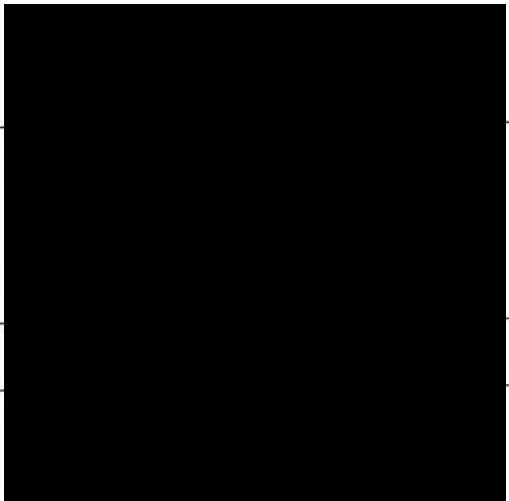
PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 8: Completed Form B

Annexure A**FORM B****REGISTRATION FOR A CLASS LICENCE TO PROVIDE A COMMUNITY BROADCASTING SERVICE****(Regulation 7 (2))****INDEPENDENT COMMUNICATIONS AUTHORITY OF SOUTH AFRICA****Note:**

- (a) Registrants must refer to the *Electronic Communications Act, 2005 (Act No. 36 of 2005)* ("the Act") and any regulations published under that Act with regard to the requirements to be fulfilled by registrants. Registrants are referred, in particular, to the *Community Sound Broadcasting Regulations, 2019* (published under GN439 in Government Gazette 42323 of 22 March 2019) and the *Community Sound Broadcasting Licence: Criteria to Measure Community Support Regulations, 1997* (published under GN R1388 in Government Gazette 18380 of 17 October 1997).
- (b) Information required in terms of this Form which does not fit into the space provided may be included in an appendix attached to the Form. Each appendix must be numbered with reference to the relevant part of the Form.
- (c) Where any information in this Form does not apply to the registrant, the registrant must indicate that the relevant information is not applicable.

1. PARTICULARS OF REGISTRANT	
1.1 Full name of registrant:	Zibonele FM
1.2 Designated contact persons (maximum of two):	
1.3 Registrant's principal place of business:	

1.4 Registrant's postal address:	
1.5 Registrant's telephone number/ (including mobile numbers):	
1.6 Registrant's telefax number/s:	
1.7 Email address of designated contact person (maximum of two):	

2. LEGAL FORM OF REGISTRANT

2.1 Indicate the legal form of the registrant (e.g. Non-Profit entity incorporated in terms of the Companies Act, 2008): **NPC**

2.2 Registration number of the registrant:



2.3

The following documents must be submitted with the registration: the certificate of registration accompanied by an approved memorandum of incorporation, a constitution which has been signed by founding members/ Board. The founding documents must have provisions for the following minimum of 51% quorum for the annual general meeting, provision for membership and an appeals mechanism in case of rejection upon application and a clear separation of powers between management and board of directors. Should the registrant fail to submit these documents, the registration will not be considered. **(Attach as Appendix 2.3.1)**

See Appendix 2.3.1 of Form B

3. NON-PROFIT STATUS OF REGISTRANT

Provide details of the registrant's non-profit status. Please provide a certified certificate of registration as a non-profit Entity or provide a deed of trust and a Letter of Authority from the Master's Office in respect of a Community Trust.

See Appendix 3 of Form B	
4. COMMUNITY	
4.1 Indicate whether the community to be served by the proposed broadcasting service is:	
4.1.1 geographically founded community; or	Geographic
4.1.2 group of persons or sector of the public with a specific, ascertainable common interest.	n/a; geographic
4.2 Where the community to be served by the registrant is a geographically founded community, provide details of the community to be served, including: <ul style="list-style-type: none"> (i) whether the community is urban, peri-urban or rural (ii) the number of people in the community (iii) gender, language, income and demographic statistics in relation to the community. (Attach as Appendix 4.2) 	
4.3 Where the community to be served by the registrant is a community of common interest, provide details of the community to be served, including: <ul style="list-style-type: none"> (i) the nature of the common interest; (ii) the size of the community in the geographic area in which the service is proposed to be provided; and (iii) gender, language, income and demographic statistics in relation to the community. (Attach as Appendix 4.3) 	
Not applicable; not a community of interest	

5. NATURE OF SERVICES TO BE LICENSED	
5.1	Provide a description of the service to be provided: (Attach as Appendix 5.1)
	See Appendix 5.1 of Form B
5.2	Indicate the geographic area in which the service is to be provided:
	Greater Khayelitsha area
5.3	Provide details of the languages in which the broadcasting service is to be provided. Where it is proposed that the service will be provided in more than one language, provide a breakdown of the number of hours of programming which will be broadcast in each language.
	isiXhosa 80%; 19 hrs per day English 10%; 2.5 hrs per day Afrikaans 10% 2.5 hrs per day See also Appendix 5.4 of Form B
5.4	Provide the registrant's proposed programming schedule. Further provide the proposed programming format and content to be provided, and indicate when your peak time will be, the extent to which output would be locally originated and extent to which it will be externally sourced. Further indicate the proposed minutes of news to be broadcast on a daily basis and provide a percentage split in terms of local, national and international news content. Indicate the duration and scheduling of current affairs programme/s and provide the percentage split in terms of local, national and international content and indicate source as well. The ICASA South African Music Content Regulations, 2016 require class community sound broadcast licences to broadcast the prescribed percentage of local music. Indicate your proposed percentage of local music to be broadcast. (Attach as Appendix 5.4)

6. SERVING THE COMMUNITY INTERESTS

6.1 Provide proof of how the registrant proposes to serve the community's interests:

See Appendix 6.1 of Form B

6.2 Provide proof of how the registrant proposes to encourage members of the community it serves, or persons associated with the promotion of the community's interests, to participate in the selection and production of programming to be provided by the registrant:

See Appendix 6.2 of Form B

7. SUPPORT

Provide proof of support by members of the registrant's community or of persons associated with the registrant's community or of persons who promote the interests of the registrant's community. Kindly submit letters of support from NGOs, business and so forth and signatures of support from members of the community/prospective listeners etc. **(Attach as Appendix 7)**

See Appendix 7 of Form B

8. FINANCES

8.1 Submit commitment of funding, which includes the amount from financial institutions or any other entity for start-up costs and provide details of the way the proposed service is to be funded (e.g. sponsorship, donations etc.) **(Attach as Appendix 8.1)**

See Appendix 8.1 of Form B

8.2 Provide details of the registrant's anticipated:

- i. capital expenditure necessary for the commencement of the provision of services;
and
- ii. operating expenditure during the registrant's first year of operation. **(Attach as Appendix 8.2)**

See Appendix 8.2 of Form B

8.3 Provide details of the registrant's business plan: **(Attach as Appendix 8.3)**

See Appendix 8.3 of Form B

9. CONTROL AND MANAGEMENT

9.1 Provide details (including name, nationality, identification or passport number, position)

and address) of each member of the registrant. Confirm if the individuals below reside within the proposed coverage area **(Attach as Appendix 9.1)**

- i. board of directors or similar body
- ii. senior management
- iii. Attach the proposed organogram

9.2 Provide details of all ownership interests in the registrant: (Attach as Appendix 9.2)

- 9.2.1 Provide details of any persons in a position of control of the registrant who is a foreign citizen, or an entity registered or incorporated in any country other than South Africa: Indicate whether any member of the Board of the registrant is a foreign citizen or an entity registered or incorporated in any country other than South Africa. Provide details below.

See Appendix 9.2 of Form B

- 9.3 Indicate whether any member of the Board of the registrant is also a member of the Board of another licensee issued in terms of the Act. Please provide details below.**

No. See Appendix 9.3 of Form B

10. RADIO FREQUENCY SPECTRUM

- 10.1 Indicate if the registrant has submitted or intends to submit an application for a radio frequency spectrum licence for the provision of the services to which this registration relates. The registrant must complete Form P contained in this ITPR, indicate, from the frequencies provided by the Authority, which frequency band it seeks to utilise to provide the service

See Appendix 10.1 of Form B which contains the completed Form P

11. GENERAL

11.1	Indicate whether the registrant is a member of an entity recognised in terms of section 54 and 55 of the Act.	No
11.2	Indicate whether the registrant is a party, movement, organisation, body or alliance which is of a party - political in nature.	No
11.3	Indicate whether the registrant has ever been convicted of an offence in terms of the Act or related legislation, as defined in the Act. If so, provide details of such conviction	No
11.4	Provide details of other matters or undertakings which, in the registrant's view, the Authority should consider:	
	None	
11.5	Attach a resolution authorising the person (s) not more than two signing this registration and liaising with the Authority during the registration process. The resolution <u>must</u> be marked clearly as (Appendix 11.5)	

The person signing the registration on behalf of the registrant must acknowledge as follows:

I acknowledge that the Authority reserves the right to have any licence issued pursuant to this registration set aside should any material statement made herein, at any time, be found to be false.

Signed

(REGISTRANT)

I certify that this declaration was signed and sworn to before me at Wahlton Nk on the 28 day of June 2022 by the deponent who acknowledged that he/she:

1. knows and understands the contents hereof;
2. has no objection to taking the prescribed oath or affirmation; and
3. considers this oath or affirmation to be truthful and binding on

SOUTH AFRICAN POLICE SERVICE
SHIFT - B
2022 -06- 28
LINGELETHU WEST
AMAPOLISA OMZANTSI AFRICA

COMMISSIONER OF OATHS

Name

Address

**INDEX 9: Appendix 2.3.1 of Form B (Registration Certificate
and Constitutive Document)**

**Certificate issued by the Companies and Intellectual Property
Commission on Tuesday, July 09, 2019 02:50
Certificate of Confirmation**



Companies and Intellectual
Property Commission

12, 13 and 14, 2019, 02:50

Registration number



Enterprise Name

ZIBONELE FM NPC

Enterprise Shortened Name

None provided.

Enterprise Translated Name

None provided.

Registration Date



Business Start Date

Enterprise Type

Non Profit Company

Enterprise Status

In Business

Financial year end

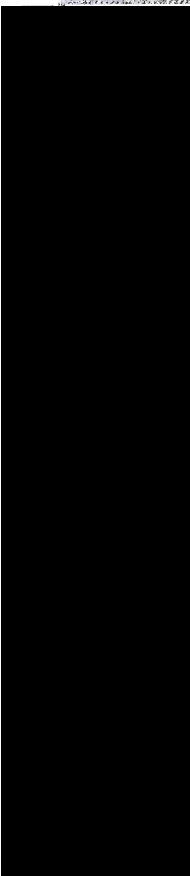
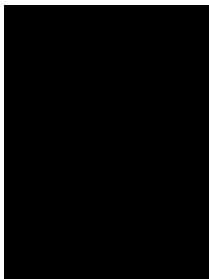
February

Main Business/Main Object

RECREATIONAL

Postal address

Address of registered office





COMPANIES AND INTELLECTUAL
PROPERTY COMMISSION
100 Waterlooville Road, Durban 4001

**COMPANIES AND INTELLECTUAL PROPERTY COMMISSION
REPUBLIC OF SOUTH AFRICA**

Form COR14.3 - Amended Registration Certificate

Effective date:

Print date:

Customer code:

Tracking number:

Concerning:

[REDACTED]

The above company has filed an amendment of its Memorandum of Incorporation in terms of section 16 of the Companies Act, 2008, changing the company name from
RADIO ZIBONELE
to **ZIBONELE FM NPC**.
In accordance with the Notice of Amendment of the Memorandum of Incorporation, the change of the company name takes effect on 09/07/2019.
In conjunction with this certificate, the Commission has not issued another notice contemplated in section 12 (3).

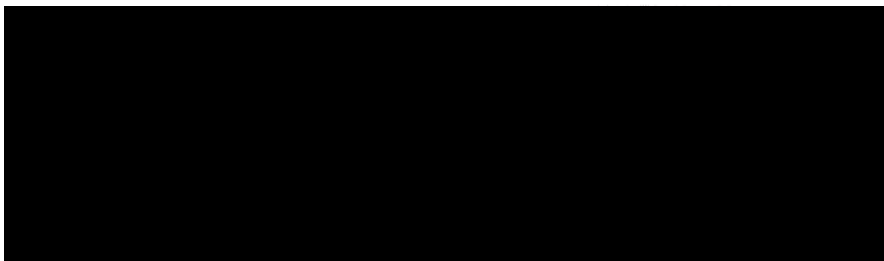
Commissioner: CIPC

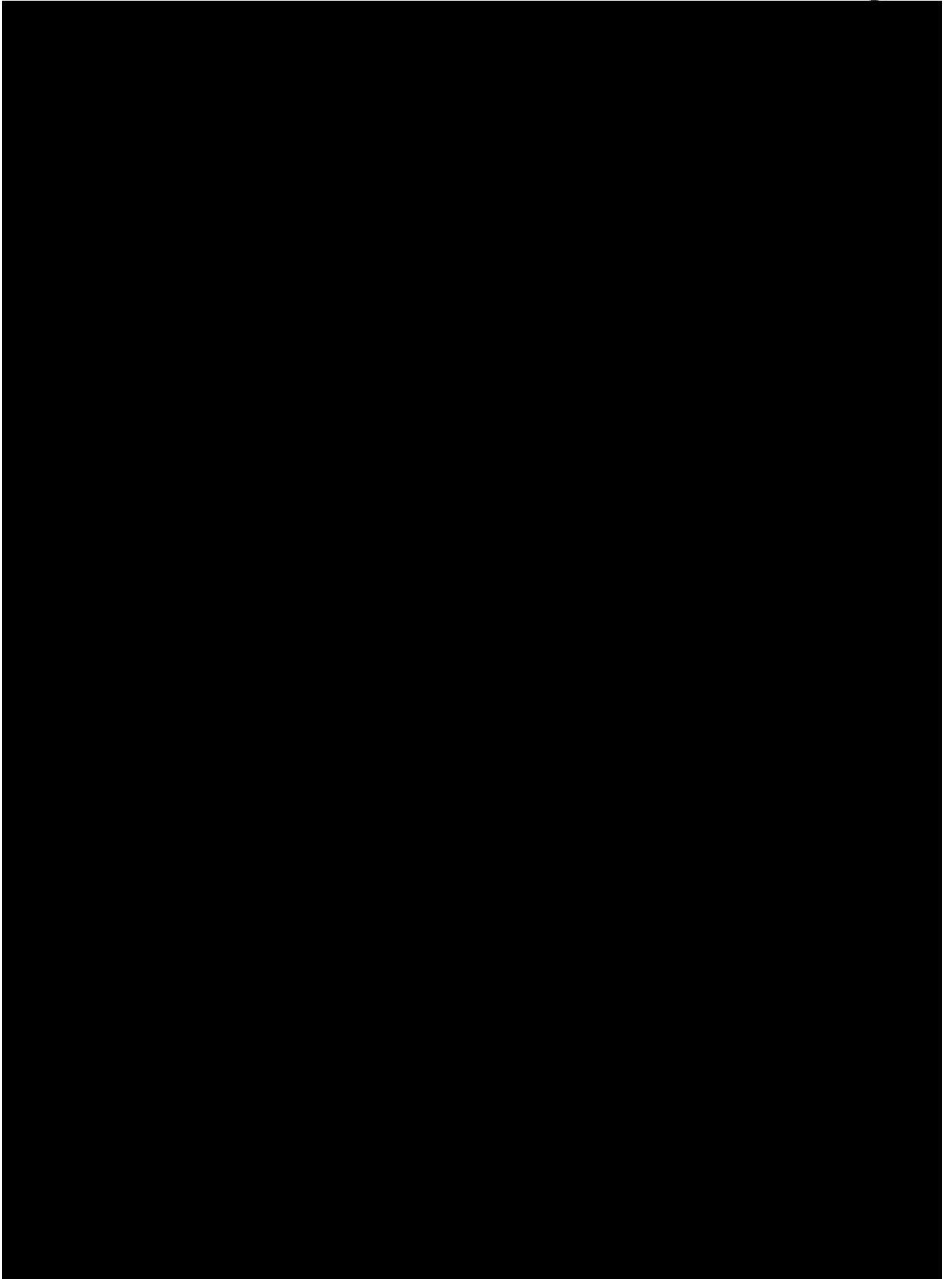


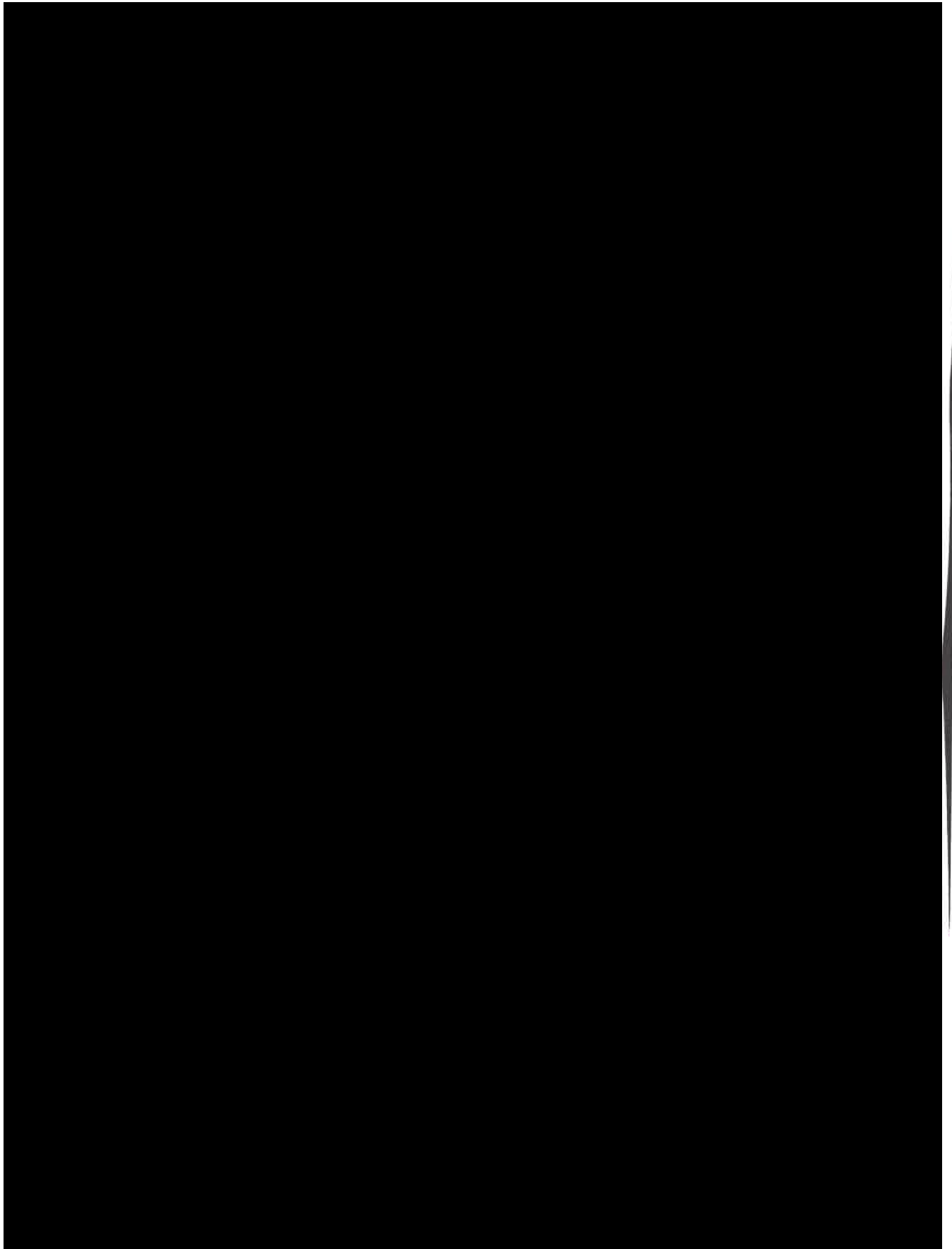
MEMORANDUM OF INCORPORATION

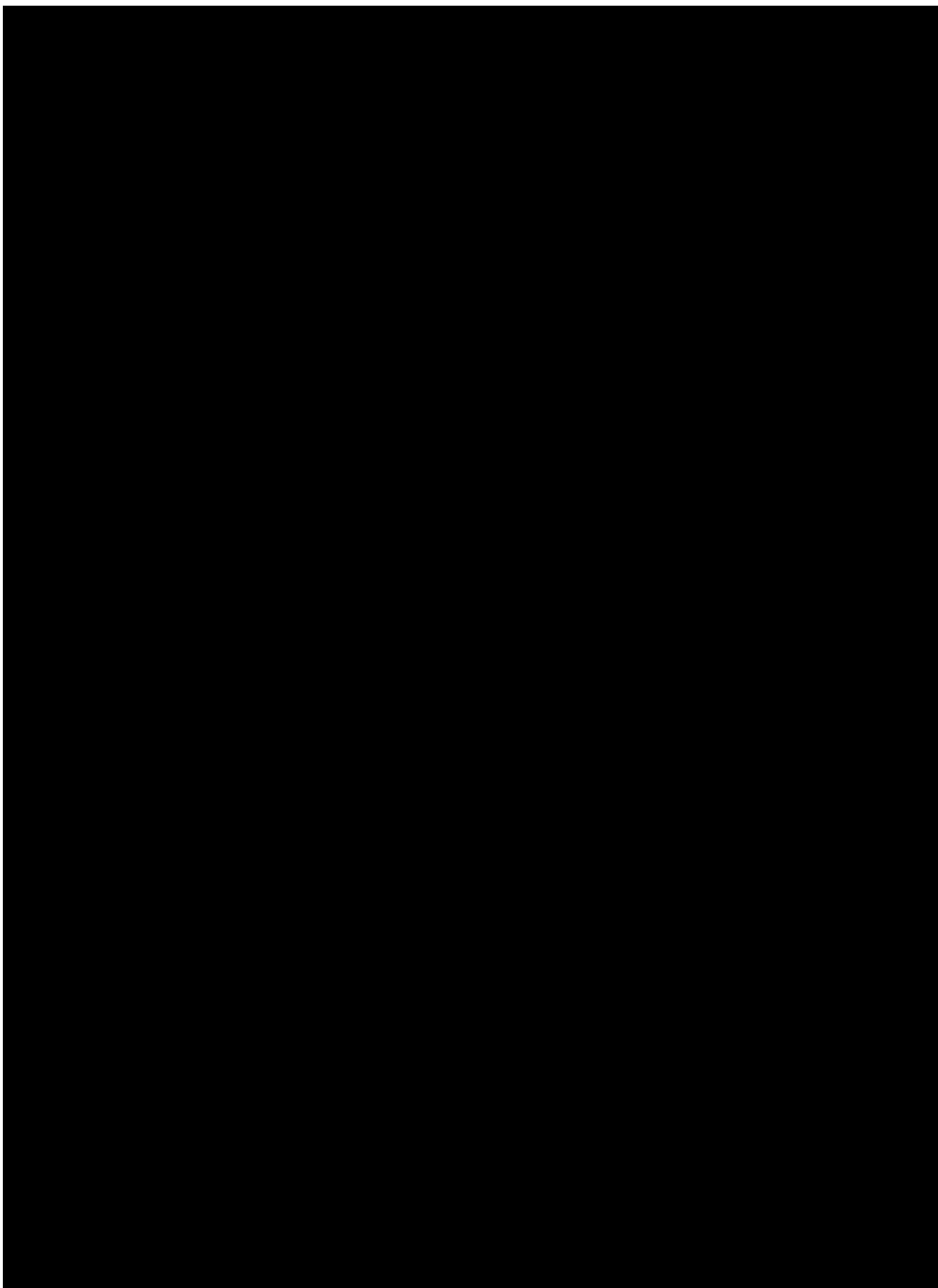
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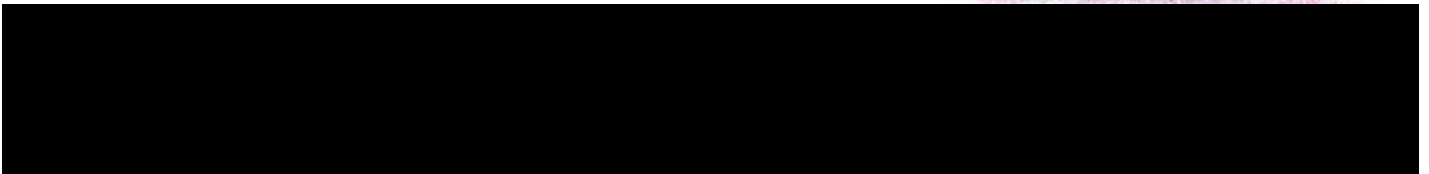
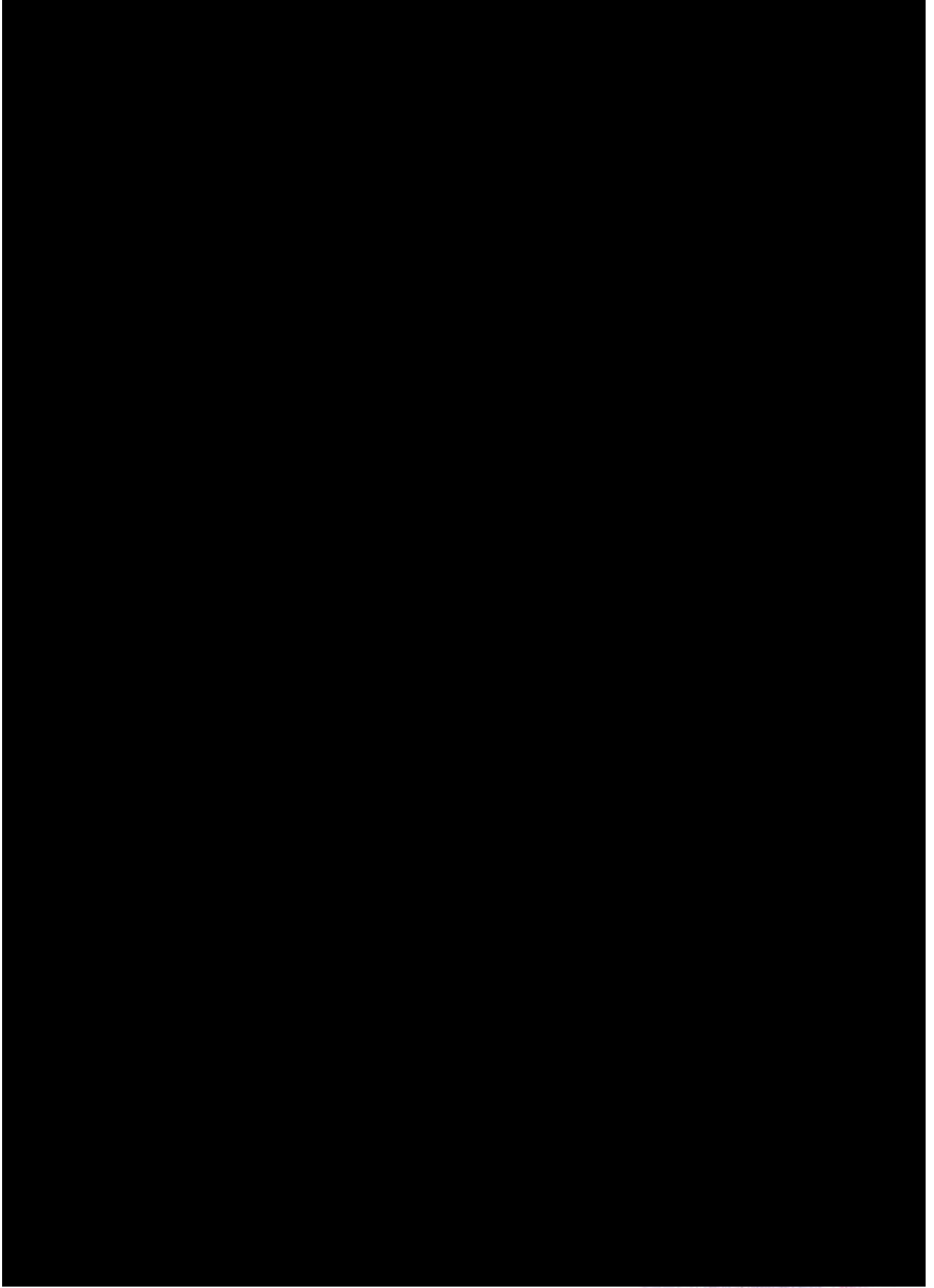
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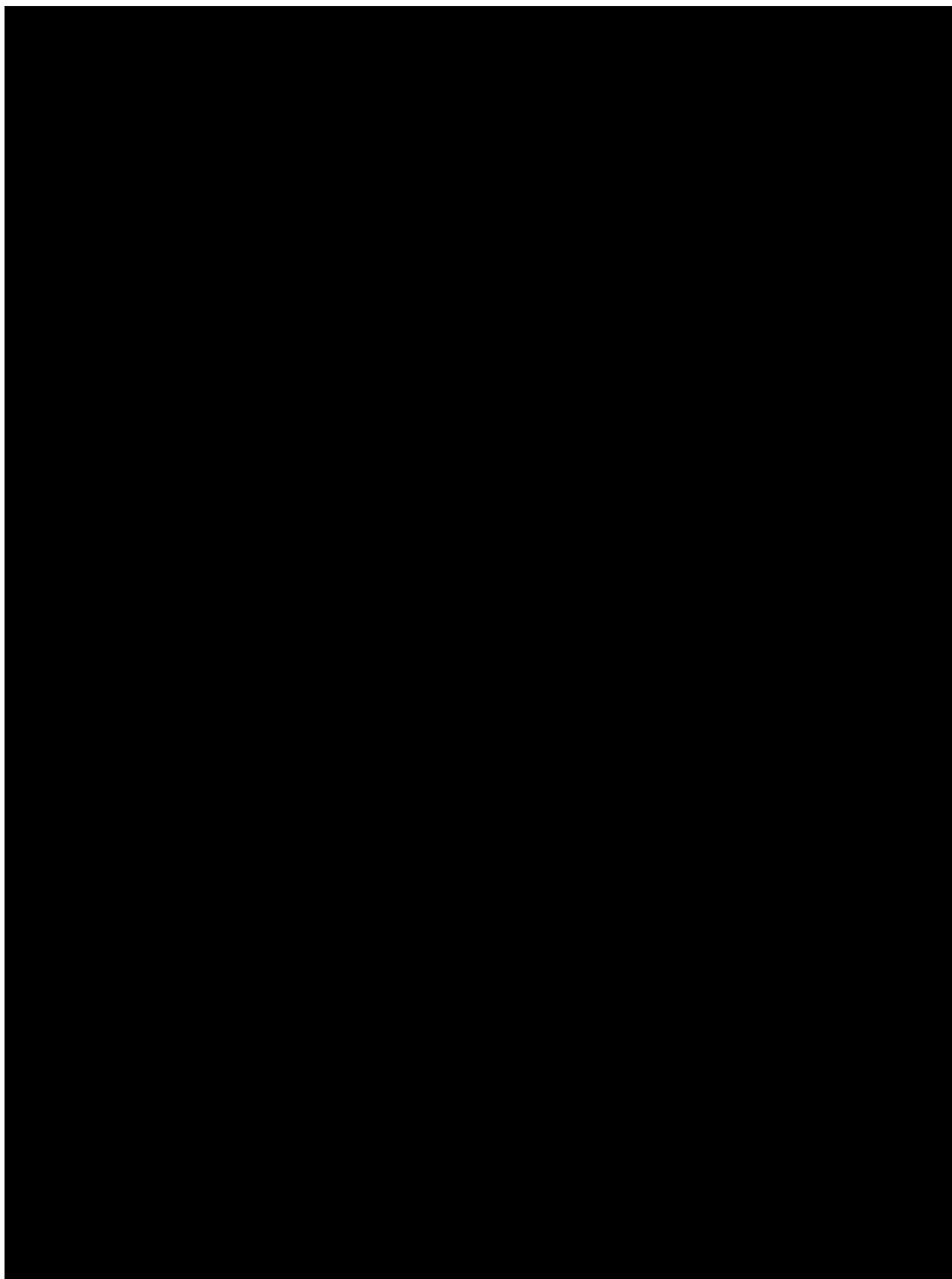


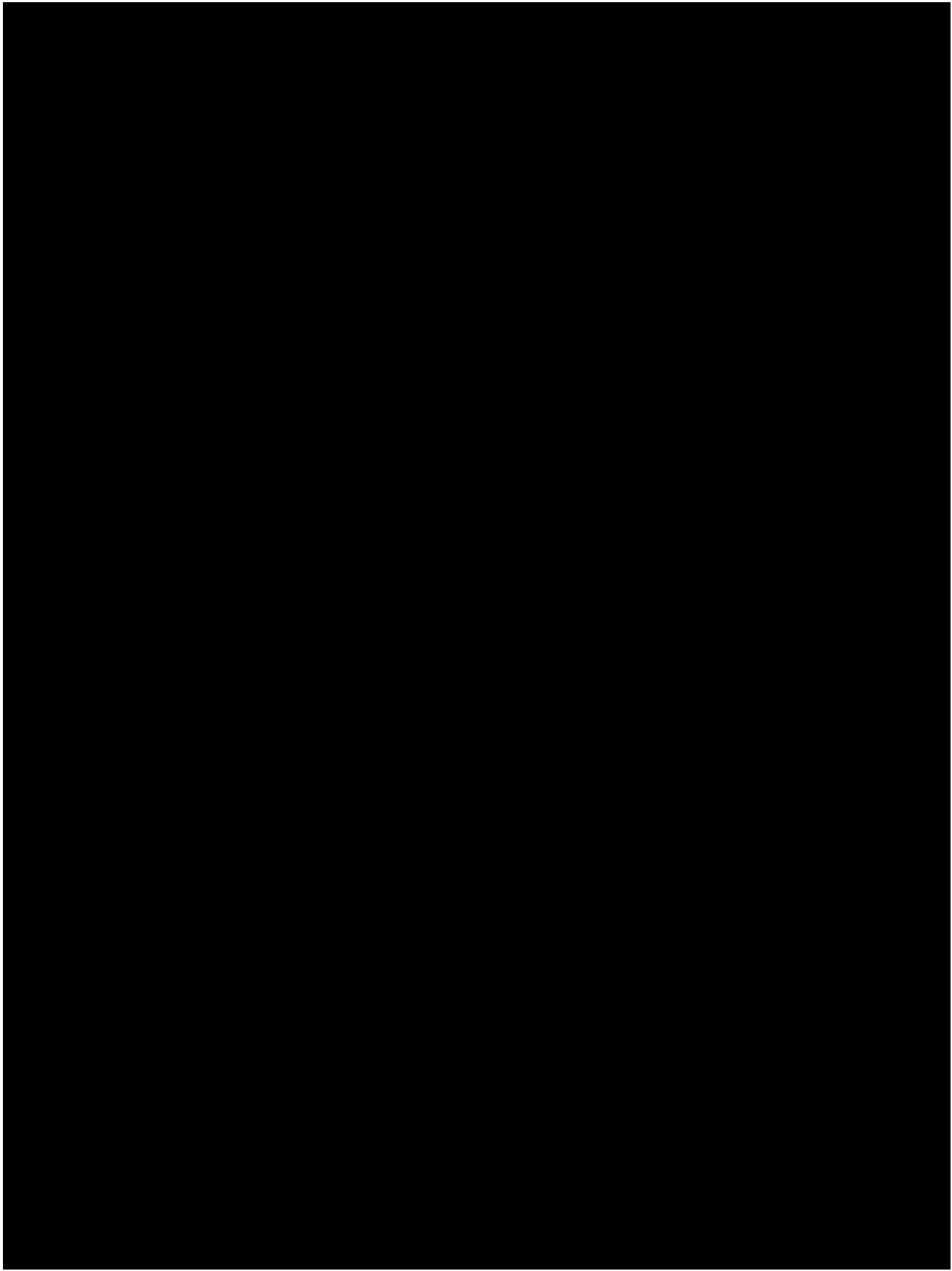


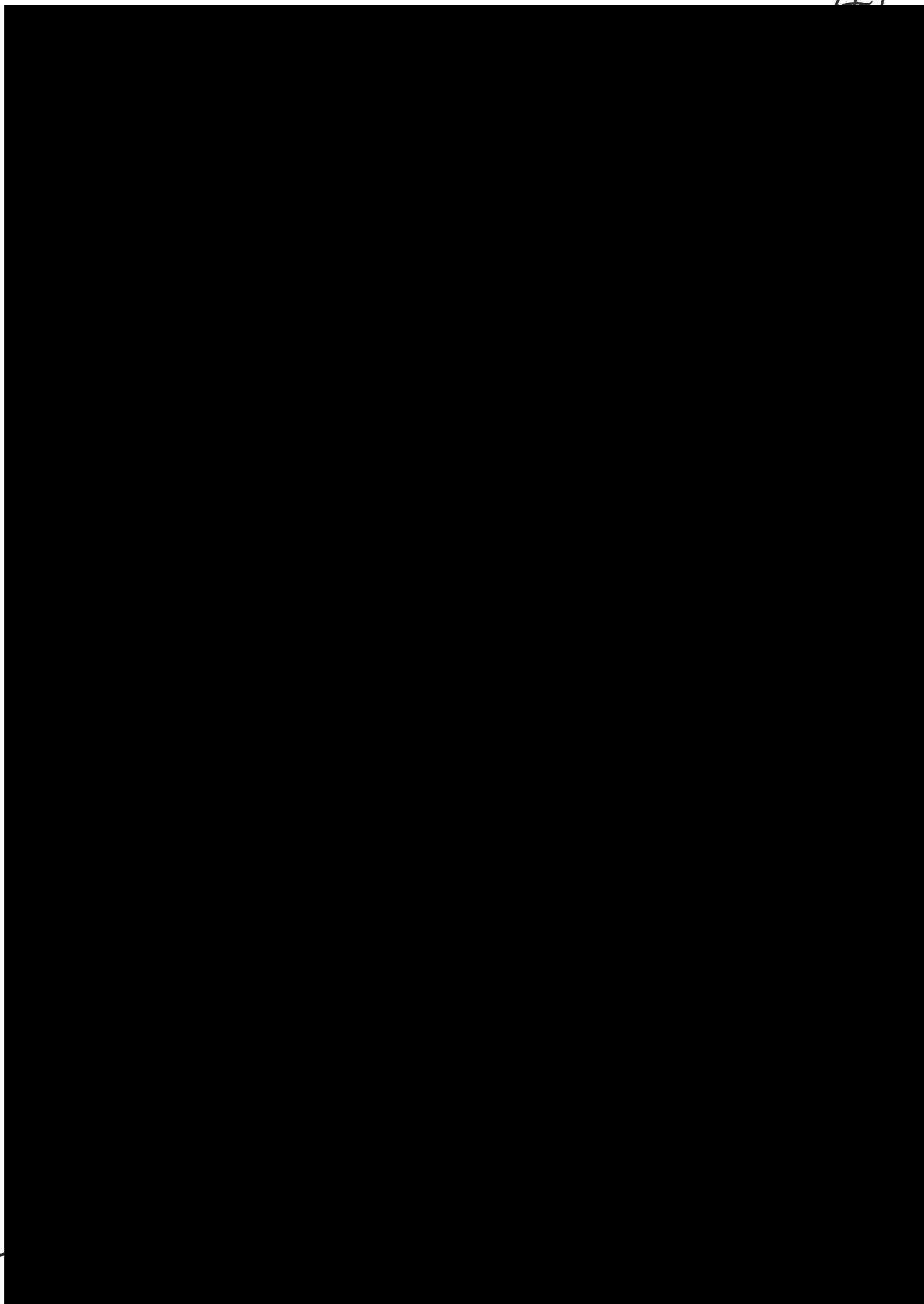


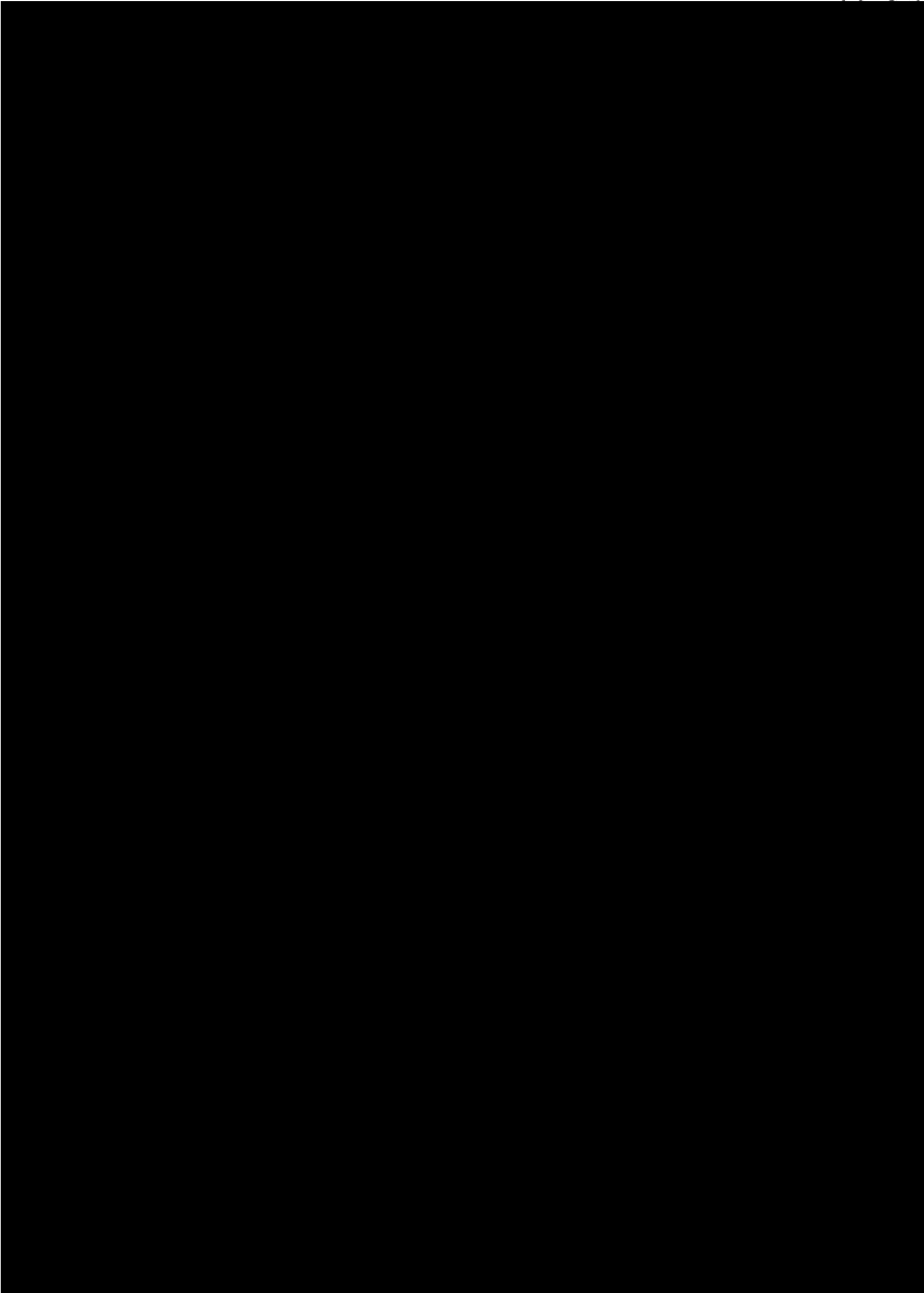


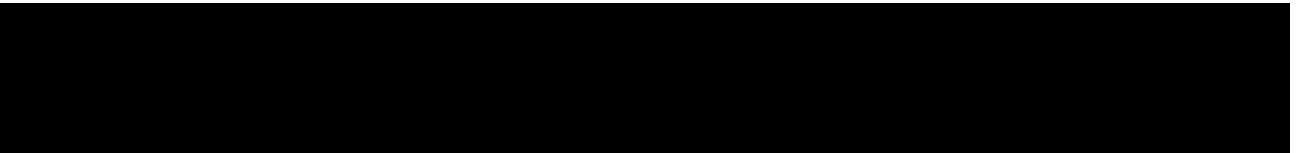
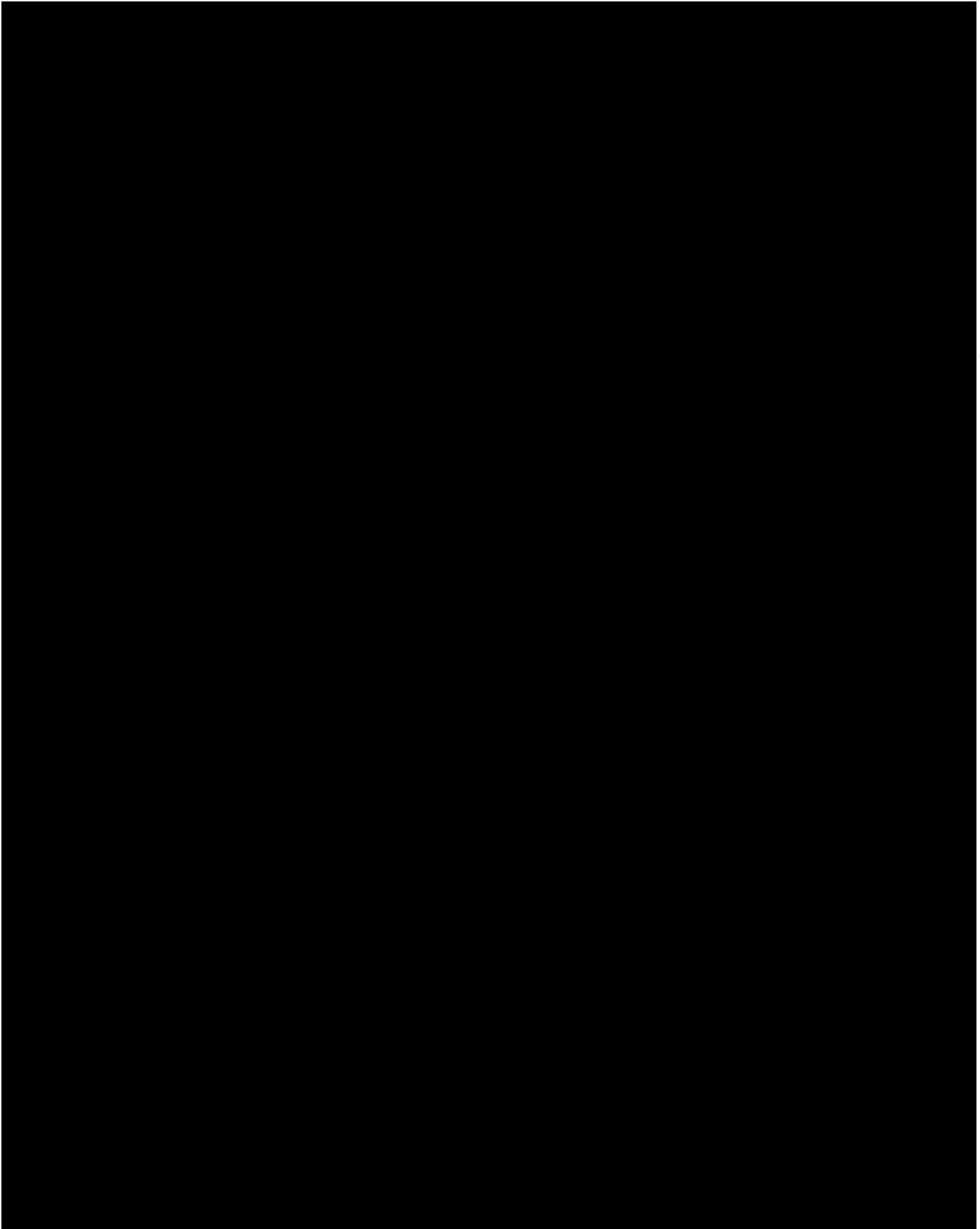


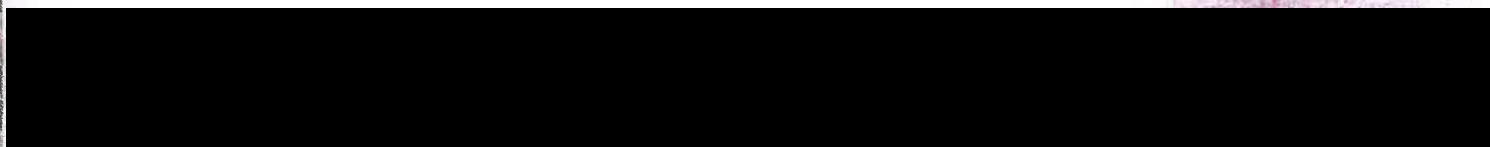
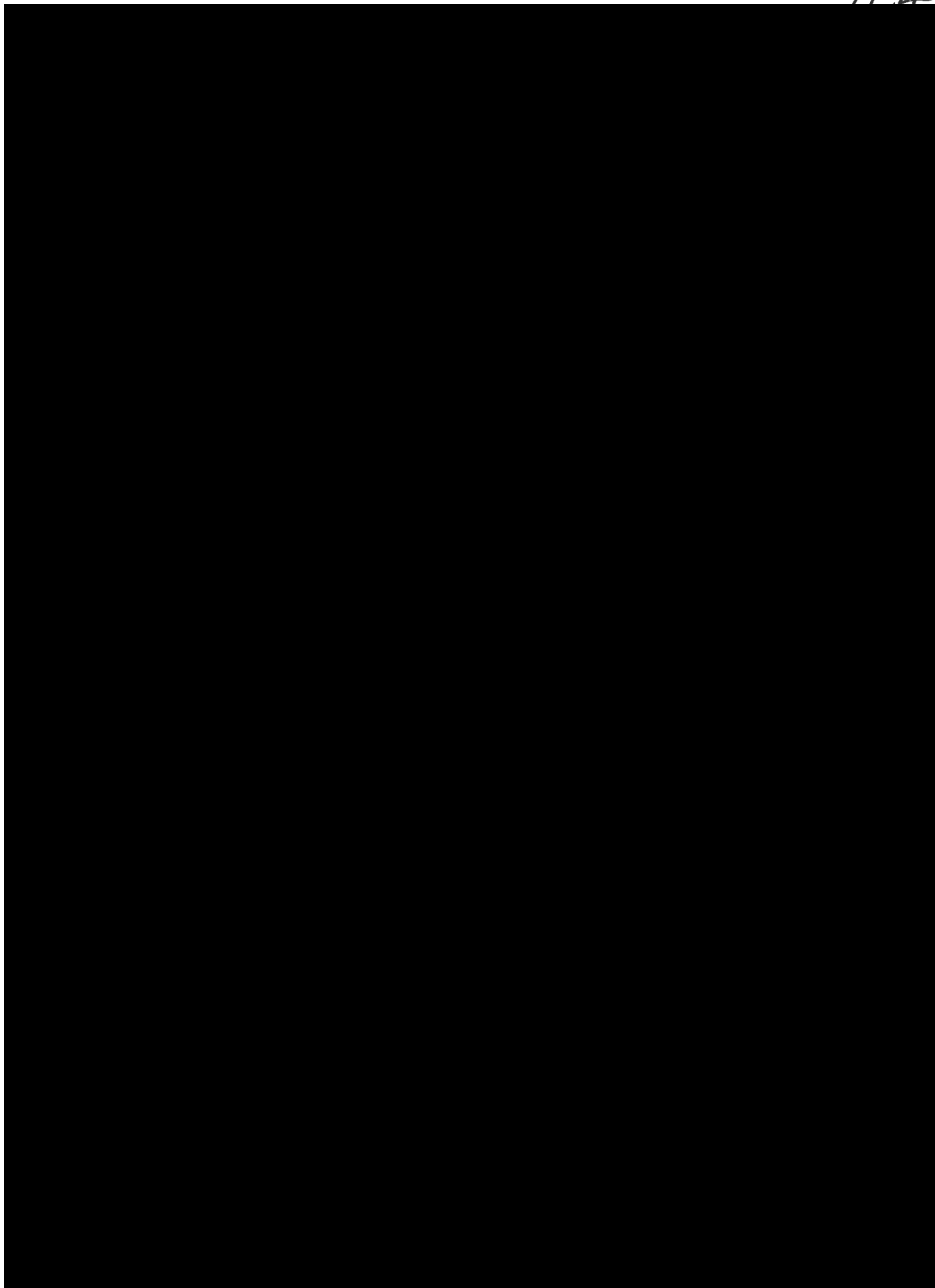


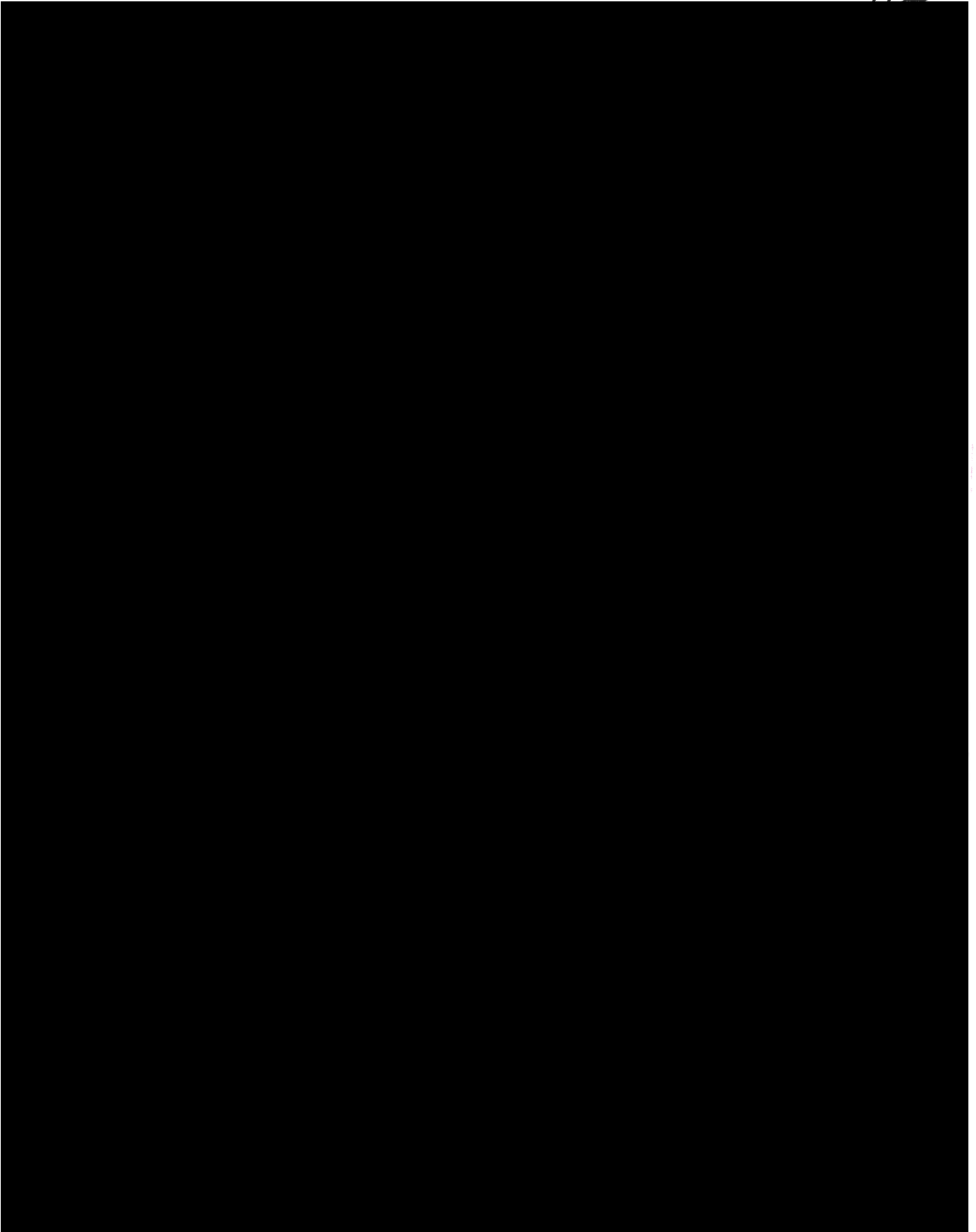


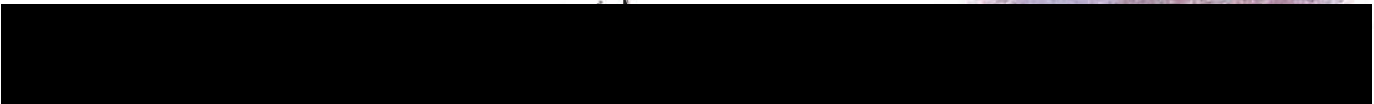
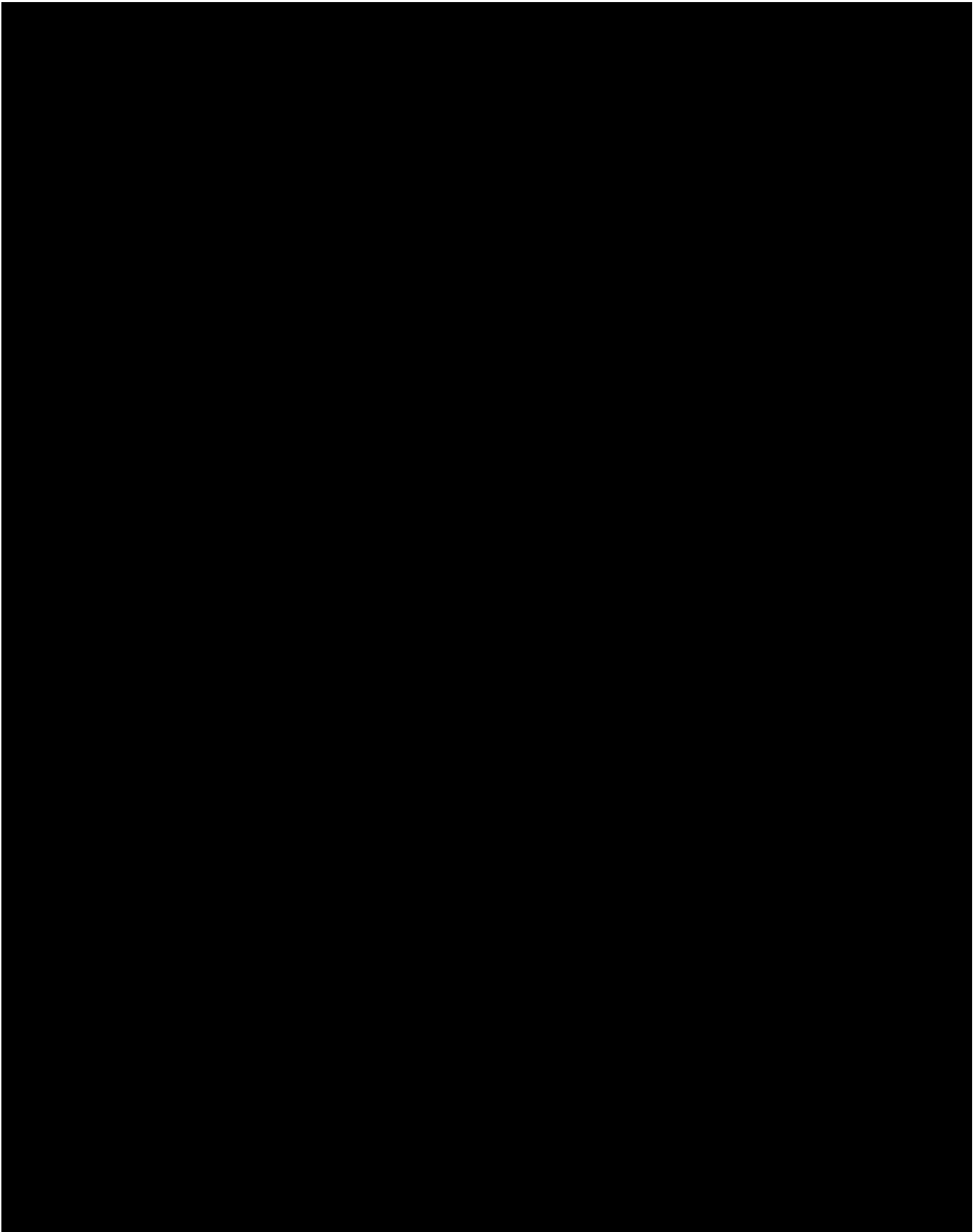




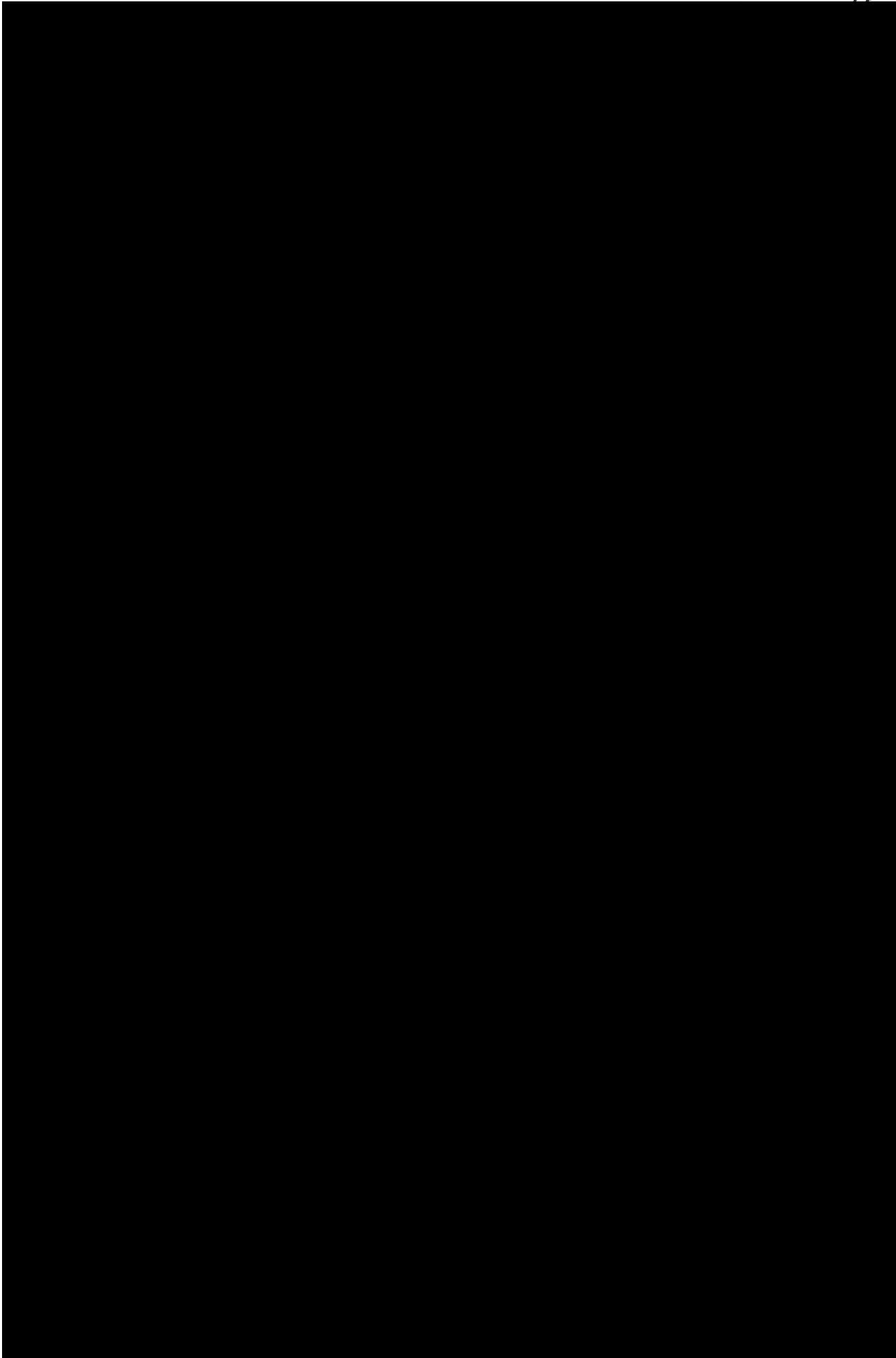


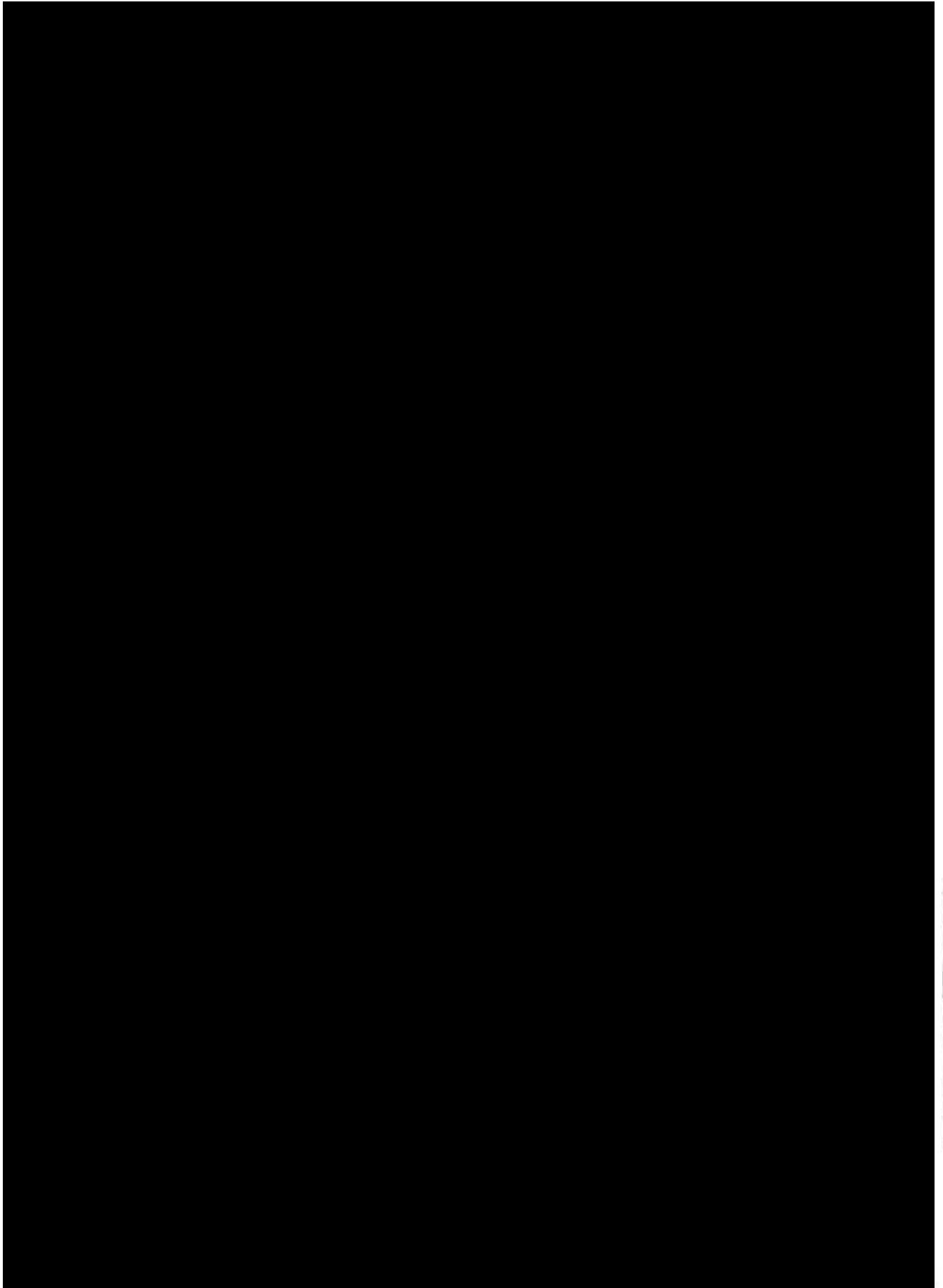


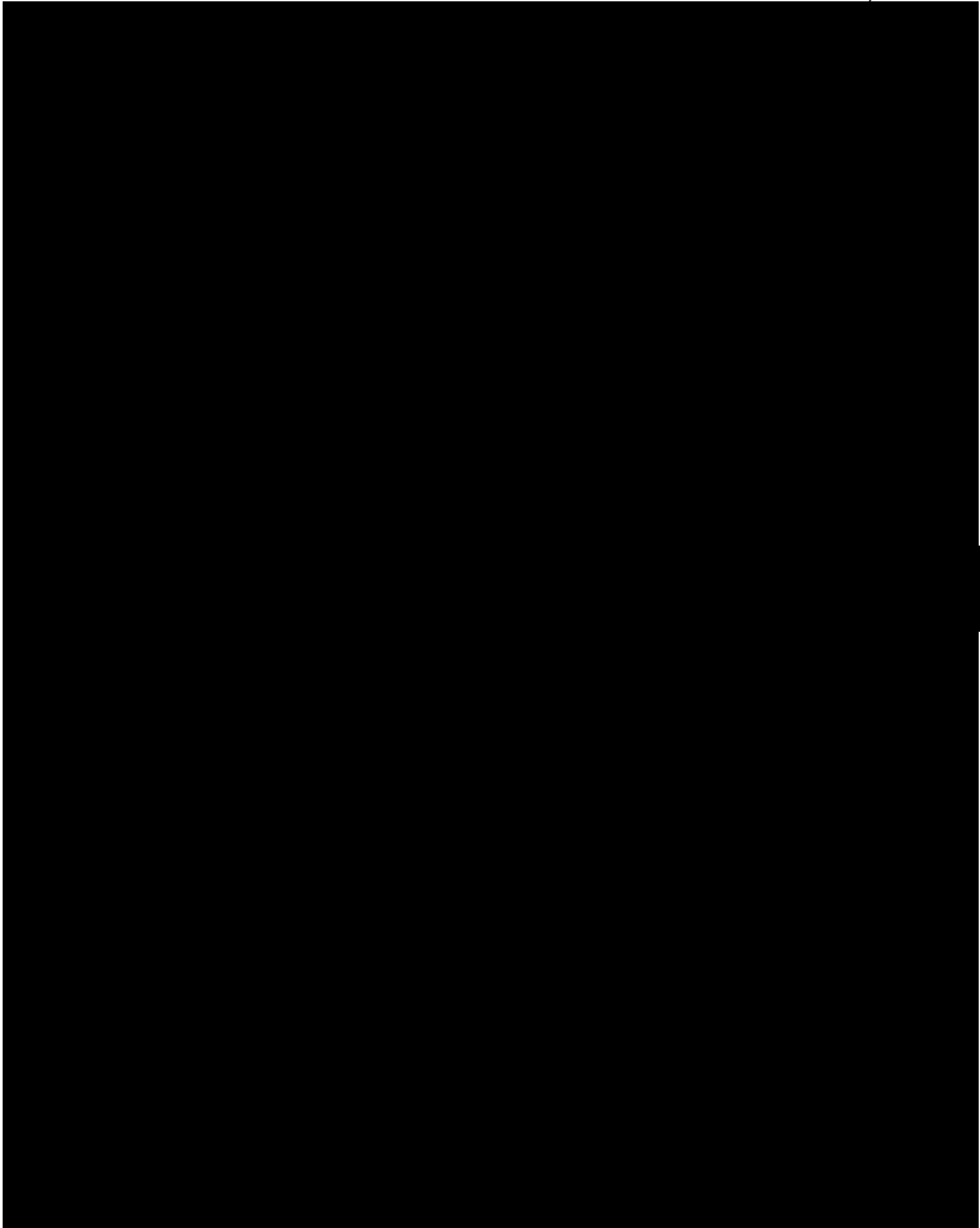




1.7







To the Companies and intellectual Property Commission

RE: COMPANY RESOLUTION TO AMEND THE MEMORANDUM OF INCORPORATION –
ZIBONELE FM NPC – REG NO: [REDACTED]



ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 10: Appendix 3 of Form B (Certified Registration Certificate)

Certificate issued by the Commissioner of Companies & Intellectual
Property Commission on Tuesday, July 9, 2019 at 14:39



Companies and Intellectual
Property Commission

Amended Registration Certificate: Companies

COR 14.3

Registration Number: [REDACTED]

Enterprise Name: **ZIBONELE FM**

a member of the dti group

ENTERPRISE INFORMATION

Registration Number [REDACTED]
Enterprise Name **ZIBONELE FM NPC**
Registration Date [REDACTED]
Business Start Date [REDACTED]
Enterprise Type **Non Profit Company**
Enterprise Status **In Business**
Financial Year End **February**
TAX Number [REDACTED]
Addresses **POSTAL ADDRESS**

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NAME IN PRINT

ADDRESS OF REGISTERED OFFICE

ACTIVE MEMBERS / DIRECTORS

Surname and First Names	Type	ID Number / Date of Birth	Contrib. (R)	Interest (%)	Appoint. Date	Address
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Certificate issued by the Commissioner of Companies & Intellectual
Property Commission on Tuesday, July 9, 2019 at 14:39



Companies and Intellectual
Property Commission

www.cipc.co.za

Amended Registration Certificate: Companies

COR 14.3

Registration Number:



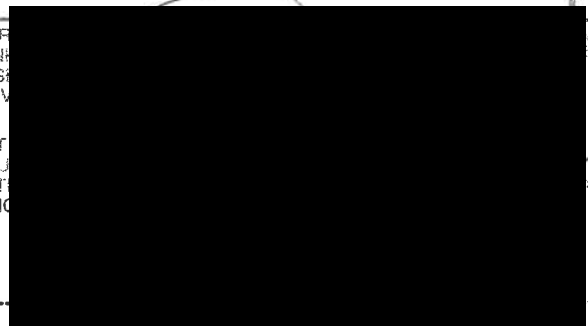
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ZIBONELE FM



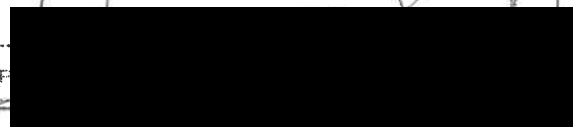
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ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 11: Appendix 4.2 of Form B (Geographic Demographics) or Appendix 4.3 of Form B (Community of Interest Demographics)

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

APPENDIX 4.2 of Form B

Demographics

Khayelitsha has a population of 391,749 (as of 2011). However, more recent estimates of the population are between 1.2 (2014) and 2.4 (2020) million.

The ethnic makeup of Khayelitsha is approximately 90.5% Black African, 8.5% Coloured and 0.5% White, with Xhosa being the predominant language of the residents. Khayelitsha has a very young population, with fewer than 7% of its residents being over 50 years old and over 40% of its residents being under 19. In 2011, around 62% of residents in Khayelitsha were rural to urban migrants, most coming from the Eastern Cape. In the communities of Enkanini and Endlovini, over 85% of the residents were born in the Eastern Cape.

About 75% of residents identify themselves as Christian, and about 20% follow traditional beliefs; a small minority of residents identify themselves as Muslim.

Khayelitsha is one of the poorest areas of Cape Town, with a median average income per family of R20,000 a year, compared to the city median of R40,000. Roughly over half of the 118,000 households live in informal dwellings.^[15]

- Area: 43.51 square kilometres (16.80 sq mi)
- Population: 391 749: 7,561.99 inhabitants per square kilometre (19,585.5/sq mi)
- Households: 118,809: 1,976.31 per square kilometre (5,118.6/sq mi)

Gender	Population	%
Female	170,908	51.95
Male	158,094	48.05

Race	Population	%
Black	327,322	99.49
White	87	0.03
Coloured	1,556	0.47
Asian	33	0.01

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

First language	Population	%
Zulu	1,176	0.36
Xhosa	318,389	96.77
Afrikaans	2,297	0.7
Northern Sotho	135	0.04
Tswana	427	0.13
English	784	0.24
Sotho	4,753	1.44
Tsonga	61	0.02
Swazi	348	0.11
Venda	117	0.04
Southern Ndebele	155	0.05
Other	361	0.11

Conditions

Khayelitsha is one of the top five largest slums in the world. Since the ruling ANC came to power in the country in 1994, the party claims that living conditions in the township have improved markedly. There have been many developments, such as new brick housing and new schools being built and the creation of a central business district in the township. However, many residents strongly dispute the claim that the quality of life has improved and claim that crime rates remain very high and that only a few residents see improvements as a result of infrastructure and welfare interventions. The Khayelitsha Commission was established by the provincial government to investigate allegations of inefficient policing in Khayelitsha and a breakdown in the relationship between the police and the community.

Around 70% of residents still live in shacks, and one in three must walk 200 m or more to access water. Around 53% of Khayelitsha's total working-age population is employed. The five most common forms of employment are domestic work (19.4%), service work (15.2%), skilled manual labour (15.2%), unskilled manual labour (11%) and security services (10.4%). Some 89% of households in Khayelitsha are either moderately or severely food insecure.

The 2001 census recorded that two thirds of residents lived in shacks. By 2011, the number of people living in formal housing had increased to almost half of them because of roughly 25,000 new houses being built between 2001 and 2011.

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

in 2013, on New Year's Day, the township experienced a fire that resulted in the deaths of three people, with 4000 residents being left homeless as their shacks were burned to the ground. In March 2020 the Khayelitsha tavern shooting took place in the area resulting in 7 deaths and 7 injuries.

Geography

Khayelitsha is located on the Cape Flats, between Table Bay and False Bay.

Khayelitsha has been split into about 22 areas, depending on how one divides them. It is made up of Makhaza, Kuyasa, Harare, Makhaya, Town Two, Ilitha Park, Site B (consisting of the newer K-Z sections) and Site C. Khayelitsha is made up of old formal areas and new informal/formal areas. The old formal areas were built originally by the apartheid government and are known as A-J sections also called 'Khayelitsha' proper (each section with more or less than 500 formal two roomed brick houses) Bongweni, Ikwezi Park, Khulani Park, Khanya Park, Tembani, Washington Square, Graceland, Ekuphumleni and Zolani Park. These areas are mostly made up of bank bond housing and are home to middle-class / upper working class populations.

The newer areas have been built up around the older areas. They include Site B (which is further subdivided into the K-Z sections in continuation of the original A-J sections respectively and TR, QQ, RR and BM informal settlements), Site C, Green Point, Litha Park, Mandela Park, Makaza, Makaya and Harare. With the exception of Litha Park, these areas contain a high number of informal settlements, RDP houses, and informal backyard dwellers.

Notable informal settlements in Khayelitsha include QQ Section, TR Section, RR Section and Enkanini which have gained prominence due to their high-profile conflicts with government including protest actions such as road blockades.

Economy

Khayelitsha has a small but growing middle class with a total of 1,400 households earning more than R25,000 a month in 2011. That is a large increase since 2001, when almost no households earned over R25,000 a month.

The growing number of entrepreneurs in the township are ably supported by organisations such as the Patrice Motsepe Foundation and Caban Investments (through their Qinisanani initiative) and HubSpace.

As Cape Town's largest township, Khayelitsha attracts funding from international aid agencies. A number of partnerships with international companies, governments and NGOs have been set up:

- A successful initiative at Ikhwezi Lesizwe Primary School has brought company support for technology. The UK based Ramesys have donated software and kit to allow for good web communications. Smart Technology from Canada have donated an interactive whiteboard.
- Another such group based in [Zion, Illinois](#), US, is Partners Across the Ocean, which has brought Khayelitsha high school learners to the US and built a computer lab in Khayelitsha.

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- The South Africa Community Fund has been active in the neighbourhood of Harare, Khayelitsha, bringing groups of students from Arizona State University and other volunteers for home stays and community immersions.
- VPUU began as a partnership between the City of Cape Town, the German Development Bank (KfW) and the community of Khayelitsha in September 2005. The partnership has since been extended to include the Western Cape Government, National Treasury, international agencies, NGOs, CBOs and other communities. Co-funded by the Federal German Ministry for Economic Cooperation and Development, the City of Cape Town, National Treasury, other public and third party funding and implemented by AHT Group AG and Sustainable Urban Neighbourhood (SUN) Development Pty Ltd. In April 2013, VPUU NPC was established to implement VPUU in the Western Cape. VPUU (Violence Prevention through Urban Upgrading) is responsible for the building of community centres and gardens, and the sponsorship of soccer clubs.
- Khayelitsha was also the focus of the Community Exchange System when it launched in Cape Town.
- Canadian organisation Golden Future South Africa volunteers in secondary schools in Site B. Within the schools, this organisation facilitates conversation on the topics of health, life orientation and education. Outside the schools, a business group aids local businesses in legitimising their establishments.
- Grassroot Soccer is a South African non-profit organisation that integrates the cross-cultural appeal of soccer with evidence based HIV prevention and life skills programmes that provide youth in Khayelitsha, as well as other parts of Africa, with the knowledge, skills and support to live HIV free. This organisation operates in Khayelitsha from the Football For Hope Centre, a community centre in Khayelitsha.
- AMANDLA EduFootball, a South Africa-based non-profit organisation, established its inaugural Safe-Hub, the Chris Campbell Memorial Field, in partnership with the CTC Ten Foundation in Khayelitsha. The Safe-Hub is a youth friendly space where young people can find physical and emotional safety through support from strong role models and positive young community leaders. The organisation's evidence-based youth violence prevention model identifies hot-spots of chronic youth driven violence and establishes 'Safe-Hub' infrastructures at the centre of these crisis points. In 2012, this project won the international Beyond Sport Award for the worldwide best project in the category 'Sport for Conflict Resolution'.
- Since 2003 the Niall Mellon Township Trust has managed £160m of fundraising which has been used to build 25,000 homes, affecting 125,000 people. In November 2016, under the Mellon Educate Results Programme, 270 volunteers built 13 new classrooms, 2 toilet blocks, 1 kitchen and renovated 7 other buildings in Khayelitsha.^[37] The aim of the programme is to help raise and sustain school grades from below 20% to above 75%.

Education

There are 30 primary schools and 20 secondary schools in Khayelitsha.

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RF REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENSE 2024

Infrastructure

Transport

Khayelitsha has a good transport infrastructure. Golden Arrow Bus Services, MyCiti bus IRT system, Metrorail trains,^[38] and many taxis all have routes to and from the township. Trains are the cheapest and most used form of transport. Khayelitsha has six rail stations: Mandalay, Nolungile, Nonkqubela, Khayelitsha, Kuyasa and Chris Hani. Trains in Khayelitsha have not operated since June 2019 due to cable theft that is currently occurring on the Central Line all the way to Langa Station. This has affected a lot of people as trains are the cheapest form of public transportation. There are also a number of bus stations and taxi ranks, although most taxis still pick up passengers on the main roads. Khayelitsha's busiest roads are Mew Way, Spine Road, Lansdowne Road, Walter Sisulu Road, Bonga Drive and Baden Powell Drive.

Health care

Khayelitsha Hospital

Khayelitsha District Hospital was opened in February 2012. The hospital is a public health facility with a status of a District Hospital. This hospital operates in the Khayelitsha Health District of the Metro Region and is under the mandate of the Western Cape Department of Health. The 300-bed medical facility provides support to the surrounding primary healthcare facilities to ensure that patients receive care at the lowest level of entry into the healthcare system. The facility came as a relief to the ever growing populous Khayelitsha township. It offers district level care including a large 24-hour emergency centre, medical wards, surgical wards, obstetric wards, gynaecology wards, paediatric wards and nursery.

Khayelitsha Community Health Clinic (CHC)

There are three provincial government clinics in Khayelitsha. Khayelitsha (Site B) CHC (Community Health Clinic), Michael Maphongwana (Harare) CHC and Nolungile (Site C) CHC and Kuyasa Children's Clinic which was built in 2012 are the other provincial government clinics.

Khayelitsha Clinics

There are also numerous small municipal clinics throughout the township. These clinics play an important role as centres of primary healthcare by providing a variety of healthcare services to children, women and, youth and men's health. Services offered at these include child health, family planning, TB treatment, HIV testing, Pap smears and treatment and diagnosis of sexually transmitted infections. These health facilities are managed and operated by the local government authority of the City of Cape Town.^[39]

- Kuyasa Community Day Centre
- Kuyasa Men's Clinic
- Luvuyo Community Day Centre
- Matthew Goniwe Community Health Centre
- Mayenzeke Clinic
- Nolungile Clinic
- Nolungile Youth Centre
- Site B Men's Clinic
- Site B Youth Centre
- Site C Men's Clinic

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Society and culture

Beaches and recreation

Khayelitsha has one beach, Monwabisi, located on the coast of False Bay. It is known to be one of the most dangerous beaches in the area. It was recorded that one day, five people drowned at the beach. This is due to a wall that was built to create a calm cove. Instead it has made many dangerous currents. In the past 15 years over 50 people have drowned at the beach. On warm public holidays, Christmas Eve and New Year's Day the beach becomes highly occupied.

Khayelitsha also has a swimming pool that was built for the community as whole. It is near the Khayelitsha court.

Social movements

Abahlali baseMjondolo, Mandela Park Backyarders the Treatment Action Campaign, the Social Justice Coalition, and the Western Cape Anti-Eviction Campaign all have a strong presence in Khayelitsha. Seskhona Peoples' Rights Movement which was formed to continue with the struggle for sanitation in the most disadvantaged areas in Cape Town. African National Congress Youth League, led by Sibusiso Zonke and Buyel' embo village, in Mandela Park, is an entertainment place where events are held. The Isivivana Centre, a community centre and activist hub, is home to community-led organisations such as Equal Education, the Equal Education Law Centre, TEKANO, the Social Justice Coalition, Medecins Sans Frontieres, Workers' World Media Productions and the Treatment Action Campaign. The centre also hosts a library and the only community cinema of its kind, the Bertha Movie House which runs regular screening programmes – all free for the township communities.

Sport

As part of the 2010 FIFA World Cup preparations, a Football for Hope centre was constructed in Khayelitsha. An Australian rules football development program conducted by the AFL South Africa also operates in the township. Bayanda Sobetwa became the first South African to be signed to an AFL club, when the Greater Western Sydney Giants offered him a SportsReady traineeship in 2010.

Tourism

Recently a tourist centre opened in the township on Look Out Point, or Lookout Hill,^[45] one of the highest hills in the area on the corner of Mew Way & Spine Road. Lookout Hill is also one of the 7 Wonders of the world picture frame of Cape Town, part of the World Design Capital projects. Numerous organisations offer "township tours", who support Khayelitsha through social tourism. There are also opportunities for social tourism as volunteers in numerous projects around Khayelitsha.

Community media

Two community newspapers circulate in Khayelitsha, *Vukani* and *City Vision*. Radio Zibonele 98.2 is a community radio station situated in the Ilitha Park part of the township.

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 12: Appendix 5.1 of Form B (Service Description)

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Appendix 5.1 of Form B

DESCRIPTION OF SERVICE

ZIBONELE FM will provide a free-to-air stereo FM radio service to the communities of Khayelitsha and surrounding areas in the Western Cape Province.

ZIBONELE FM will provide these radio services to the communities residing within the geographic area specified above.

The radio service will comprise:

News and Information: ZIBONELE FM will broadcast a total of 65 minutes of news per day, of which 22% shall be local, 28% shall be regional, 30% national and 20% international.

South African Music Content: 80%

Talk vs. Music: 50% Talk and 50% Music

Language(s) of broadcast: IsiXhosa (80%) and English (10%) and Afrikaans (10%)

60% of ZIBONELE FM's talk programmes shall be aimed at social issues affecting the community, education, literacy and informing the community. This shall include informal education such as skills development.

ZIBONELE FM will also broadcast programmes relating to pre-schoolers, the youth, the elderly, the unemployed and the disabled.

ZIBONELE FM will provide for the participation of community members in the affairs of the radio station in the following ways:

- ZIBONELE FM will convene two Listener Forum meetings annually with representatives within its community of listeners on programming and programme-related matters for the selection and provision of programmes;
- ZIBONELE FM will furnish the Authority with proof of such meetings as well as the attendance thereof by members of the community; and
- ZIBONELE FM will conduct an Annual General Meeting (AGM) for the following purposes:
 - ❖ To provide feedback on ZIBONELE FM's compliance with its licence conditions;
 - ❖ To provide feedback on ZIBONELE FM's operational and financial performance; and
 - ❖ To elect members of the controlling structure e.g. Board of Directors, in accordance with ZIBONELE FM's founding documents.

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 13: Appendix 5.3 of Form B (Languages)

ZIBONELE FM**PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021****Appendix 5.5 of Form B****LANGUAGES**

ZIBONELE FM will broadcast in the following official languages:

isiXhosa 80%

English 10%

Afrikaans 10%

See also Appendix 4.2 of Form B (geographic demographics) and Appendix 5.6 of Form B (Programme Schedule Details).

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 14: Appendix 5.4 of Form B (Programming
Schedule Details)**

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 14. Appendix 5.4 of Form B

PROGRAMMING SCHEDULE DETAILS

ZIBONELE FM will provide a free-to-air stereo FM radio service to the communities in the Greater Khayelitsha area in the Western Cape province.

The radio service programming schedule will cover:

News and Information: ZIBONELE FM will broadcast a total of 65 minutes of news per day, of which 40% shall be local, 30% shall be regional, 20% national and 10% international.

South African Music Content: 80%

Talk vs. Music: 70% Talk and 30% Music

Peak times: 06h00 to 09h00 and 16h00 to 19h00

Content source: 80% local, 20% external

Current affairs: 1 hour daily during week days; 40% local, 30% regional, 20% national, 10% international; sources: local and international news sources

Language(s) of broadcast:

- isiXhosa 80%
- English 10%
- Afrikaans 10%

60% of ZIBONELE FM's talk programmes will be aimed at education, the promotion of fairness and equality, literacy and informing the community. This shall include informal education such as skills development.

ZIBONELE FM will also broadcast programmes relating to pre-schoolers, the youth, the elderly, the unemployed and the disabled.

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Programme Schedule

PROGRAMME	DAY	TIME
1. Umyalezo Wosuku	Mon-Fri	04:50-05:00
2. Sihamba Nawe 629	Mon-Fri	06:00-09:00
3. Esithebeni Nosapho	Mon-Thurs	09:00-12:00
4. Kuyenzeka	Monday	12:00-15:00
6. Ezopuhliso / Developmental Issues	Tues & Thurs	12:00- 15:00
7. Cel' ingoma Ndikudlalele	Wednesday	12:00-15:00
8. Unyango Lwesintu	Fri	11:00-12:00
9. Friday Dedications	Friday	12:00-15:00
10. Isiphithiphithi	Mon-Friday	15:00-18:00
11. Thob' isandla sakho Yehova	Thursday	9h:00 – 12h:00
Uhlangulo Lomphefumlo	Sunday	20h:00 – 24h:00
12. Ezemidlalo	Mon - Fri & Saturday	19:00-20:00 06:00-09:00
13. Masifundisane	Monday	20:00-24:00
14. Ndikuthembis' uthando	Tuesday	20:00-24:00
15. Ingcambu Zevangeli	Wednesday	20:00-24:00
16. Intlalo Yomtshato	Thursday	20:00-24:00
17. Ezidla Umzi	Mon- Fri	24:00-03:00
18. Itshayile	Mon-Fri	03:00-05:00 05:00-05:30
19. Ezakuthi lingoma	Friday	19:00- 21:00
20. SGubu Sekhasi	Friday	21:00- 24:00
21. Zibondiwe	Friday	24:00-03:00
Sgubhu SeKhasi	Saturday	21h:00 – 24h:00
22. Siguguth' unxhweme	Saturday	09:00-12:00

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

23. Ikwayala Zethu	Saturday	12:00-13:00
24. Unako	Saturday	13:00-15:00
25. Sunday Chill	Sunday	09h:00 – 12h:00
26. Isisele Solwazi	Sunday	12h:00 – 15h:00
27. Ebukhoneni Bakhe	Sunday	15h:00 – 18h:00
28. Ayatshis' Amateki	Saturday	15:00-18:00
29. Yonwaba Nathi?	Saturday	20h:00 - 21:00
30. Ezincamis' Umxhelo	Sunday	12h:00 – 03h:00
31. Ezincamis' Umxhelo	Monday	12h:00 – 03h:00
32. Uhadi Lwakho	Sunday	18h:00 – 19h:00
33. Abefundisi	Sunday	19h:00 – 21h:00
34. Mnandi Breakfast	Saturday	03h:00 – 06h:00
35. Masivuke	Sunday	03:00-06:00
36. Hamba Vangeli	Sunday	06:00-09:00
37. Sports Parliament	Saturday	06h:00 – 8h:00
38. Umntwana Likhamva	Saturday	08:00-09:00

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Programme Description

Programme	Description
1. Umyalezo Wosuku	Morning Prayer to start the day (Christian, Muslim, African Religion)
2. Sihamba Nawe 629	It's a magazine programme that provides the listeners with Information, Education, entertainment and make them happy while they prepare for work, school or whatever they need to do for the day. Fast passed and witty with daily topics.
3. Health & Esithebeni Nosapho	The first hour is about health issues education and necessary information that will be of benefit to the community. Esithebeni Nosapho is a talkshow dealing with women issues, which includes education, advice and information.
4. Kuyenzeka	The programme is meant to comfort and motivate those who are sick and those who are experiencing difficulties in their lives in general.
5. Ezophuhliso/Developmental Issues	The programme is a talkshow that provides information through interviews regarding developmental projects and plans in the communities we serve.
6. Cel'ingoma	This is a music programme where the listeners are encouraged to request a song of their choice and it will be played immediately.
7. Unyango Lwesintu	The programme provides African traditional healing methods and education. Interviews with Experts in the field and general discussions.
8. Friday Dedications	Listeners dedications through phone calls, whatsapp, sms and Facebook
9. Isiphithiphithi	It's the Afternoon Drive time magazine programme, with handy information and tips, traffic, weather and sport updates. Educational and entertaining with light topics and interviews.
10. Sport	Sports programme that provides updates, interviews and general information about the different sporting codes and the National Teams. Local and National sporting events and games.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

11. Masifundisane	It's is an educational programme about general issues affecting the community ranging from Legal, Business, Educational and Labour matters.
12. Ndikuthembis' uthando	It's a talkshow that encourages people to love one another and share heart-warming love stories to curb violence against women and children as well.
13. lingcambu Zevangeli	This is a religious programme where religious related matters are debated with Religious Leaders and Experts.
14. Intlalo Yomtshato	The programme encourages married couples to enjoy the beautiful institution of marriage, by living in harmony. Experts are invited to assist with marital challenges. (FAMSA) etc.
15. Ezidla Umzi	Topical and current issues affecting the community are discussed at length in collaboration with News and Current Affairs Department.
16. Itshayile	Daily morning wakeup call – encourages listeners to go to work/school or about their daily errands. Enjoyed much by our loyal listeners who form part of our Listeners Club.
17. Sgubhu Sekasi	Music programme for party animals, plays the latest music.
18. Siguguth' uNxweme	Traditional music programme. Mainly Maskandi music.
19. Unako	The programme deals with issues affecting people with Special Needs and youth issues. Divided in two parts of hour each.
20. Isisele Solwazi	The programme is an educational and informative traditional programme.
21. Yonwaba Nathi	A musical programme that mixes contemporary and old school afro pop and Kwaito.
22. Ezincamis' umxhelo	The programme plays smooth Rhythm and Blues music.
23. Masivuke	Programme encourages people to wake up and go to church.
24. Masibuyele kuYehova	The programme is meant to motivate people to get closer to God. Mainly music is played and interviews with local artists.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

25. Umntwana Likamva	It's a children's programme that's educational and entertaining. The programme caters for children the ages of 3 – 12 years.
26. Sunday Chill	The music programme plays cool mellow music and R&B
27. Iikwayala Zethu	Choral music programme
28. Uhadi Lwakho	Jazz music programme
29. Ebukhoneni Bakhe	Worship music programme for a Sunday afternoon.
30. INkqubo Ndaba Yezabahlali	Current Affairs, News and Actuality Programme. Monday to Thursday week days.
31. Uhlangulo Lomphefumlo	Revival programme that preaches the word of GOD
32. Ezincamis' umxhelo	Rhythm and Blues and Afro Soul smooth music programme.
33. Zibondiwe	House Classics and Amapiano
34. Ayatshis' Amateki	Music programme that plays the golden oldies from the eighties and nineties.
35. INkqubo Ndaba Yezabahlali	Current Affairs, News and Actuality Programme. Monday to Thursday week days.
36. Ezakuthi Ingoma	Traditional music programme "Maskandi" genre
37. Thob' Isandla Sakho Yehova	This is a women's religious programme. Preaching by different guests from different Denominations.

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ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 15: Appendix 6.1 of Form B (Serving the Community)

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Appendix 6.1 of Form B

SERVING THE COMMUNITY

ZIBONELE FM has over the past 27 years been involved in countless training, teaching and general assistance initiatives in the community.

ZIBONELE FM will provide a medium for communication and participation by the community in matters that affect the community.

ZIBONELE FM will serve as the voice of the community: to make the service needs and issues of the community known to the local municipality and to other service organizations.

ZIBONELE FM will engage with the community via walk-ins, phone calls, emails, SMS's, Whatsapp and Social Media.

Without the participation of our community there would be no radio station.

Participation is across language and cultural barriers.

ZIBONELE FM has taken part in hundreds of partnerships with churches, charities, organizations and individuals within the community.

ZIBONELE FM will also contribute to the success of various initiatives in the community by:

1. Stories told directly by community members via on air presenter engagement
2. On-air calls to action via live reads, links and recorded inserts
3. Social Media story-telling and calls to action
4. Live Social Media videos
5. Actual participation and partnership and sponsorship in community events
6. Outside broadcasts at community events
7. Collaboration – we strive to connect individuals and organisations with each other

ZIBONELE FM will provide learning and job opportunities to members of the community: exposure to the radio broadcasting field as interns, presenters and managers.

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ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 16: Appendix 6.2 of Form B (Programming Council)

ZIBONELE FM**PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021****Appendix 6.2 of Form B****PROGRAMMING COUNCIL**

ZIBONELE FM recognizes the value of the inputs and suggestions from the community in terms of contributions to programming format and content.

ZIBONELE FM will therefore form a programming council which will comprise of members of the community from each of the municipal wards; and representing all the various interest groups e.g. women, men, the aged, the youth, the unemployed, the disabled etc.

The programming council will meet at least twice per year.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 17: Appendix 7 of Form B (Business and
Community Support)**

77



13 January 2020

Attention: Independent Communications Authority of South Africa (ICASA)



Dear Sir/Madam,

Confirmation of support for ZiboneleFM's broadcasting license application

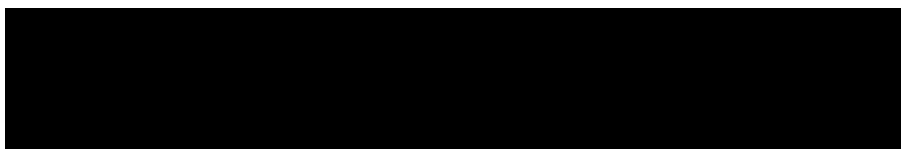
This letter serves to support the broadcasting license application for ZiboneleFM. KGA Life has worked very closely with ZiboneleFM over many years and can confirm that the radio station plays an important role in developing, informing and educating the community around the Cape Metropolitan Area.

We would request that ICASA give due consideration to ZiboneleFM's application for a broadcast license in order for the station to continue its service to the community. Community radio continues to represent an important form of media and as such ZiboneleFM should be given the opportunity to deliver on its mandate to serve the local communities within which it operates.

Yours sincerely,

A handwritten signature in dark ink, appearing to be 'C. ...'.

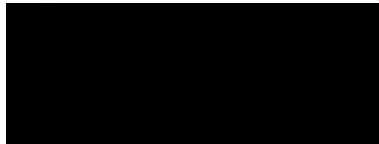
Chief Executive Officer



047



Independent Communications Authority of South Africa



15th January 2020

RE: ZIBONELE COMMUNITY RADIO BROADCAST LICENCE

Dear Sir/Madam

This letter serves to confirm that Abundant Media (Pty) Ltd t/a The Media Connection, has been assisting Zibonele Community Radio since 1999 in the capacity of a National Sales Agency, accessing advertising on their behalf from national advertisers in South Africa such as Ithuba, Nedbank, Boxer etc.

They have been one of the largest and most effective radio stations in our portfolio and have grown in listenership and revenue generation over the last 20 years generating an average of [REDACTED] per month in national advertising over the last 3 years.

It would be a very sad situation should they not be able to broadcast to the vital heart of their community of listeners in the Western Cape. The role they play in their community and in the greater radio sector of South Africa is immeasurable and vast.

We trust you will consider their application in a favourable way.

Yours sincerely



Chief Executive Officer



048



15 January 2020

To ICASA board of adjudication,

ThinkTwice hereby would like to endorse ZiboneleFM's License Application.

It has been a great pleasure to work alongside ZiboneleFM. Our professional engagement contributes to the development of ZiboneleFM's staff in various management skills.

As it goes by the motto of developing, informing and educating the community, renewing ZiboneleFM license will ensure our communities receive informative, educative and developmental support. Moreover, ZiboneleFM will continue the fight to eradicate joblessness by maintaining jobs.

ZiboneleFM has proven, over the years, to be the type of community radio that we need for our identity. Constant in its message, ZiboneleFM has established itself as an invaluable asset to the development of communities around the Cape Metropolitan Area.

As such, ThinkTwice, wholeheartedly, would like to request that ICASA provides ZiboneleFM the license it requires to continue with quality and professional service to the South African society, one community at the time.

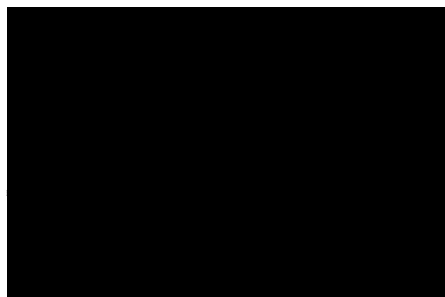
Yours Sincerely

Executive Director

049



COMPLETE LIFE CENTRE INTERNATIONAL



Dear Sir/Madam

Confirmation of Support towards ZiboneleFM License Application

This letter serves to support the license application of ZiboneleFM. We have worked very closely with this community radio station over many years and has done a lot in developing, informing and educating the community. The station proved to be very valuable in the communities around the Cape Metropolitan Area.

We would like to request that ICASA grant ZiboneleFM the license they require to continue to serve the community as they have done over the years.

This community radio station still represents the true form of community radio as we know it and has not changed over the years.

Yours Sincerely

[Redacted Signature]

Director

Complete Life Centre



14 January 2020

To: ICASA

Confirmation of Support towards ZiboneleFM License Application

This letter serves to support the license application of ZiboneleFM. We have worked very closely with this community radio station over many years and has done a lot in developing, informing and educating the community. The station proved to be very valuable in the communities around the Cape Metropolitan Area.

We would request that ICASA grant ZiboneleFM the license they require to continue to serve the community as they have done over the years.

This community radio station still represents the true form of community radio as we know it and has not changed over the years.

Yours Sincerely

A handwritten signature in black ink, consisting of a stylized, cursive 'S' followed by a horizontal line.

CEO – Silulo Ulutho Technologies

051



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 1 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No	Signature



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below












Form No. 2 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 3 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
						
						
						
						
						
						
						
						
						
						
						

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 4 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No	Signature
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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 5 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature



10 of 51

87

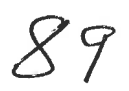
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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 11 of 51

Name	Age	Male/Female	Signature
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Form No. 12 of 51

[illegible]



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 13 OF 51

Name

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[Handwritten signatures]



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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 7 of 31

Name	Age	Male/Female	Ward No. & Street Name	Disability	Signature
[Redacted]					



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 8 of 51

Name

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Male/Female

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9 of 15

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Signature

95



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 15 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (X/NA)	Mobile No.	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 16 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disability	Signature
[Redacted]					[Signature]
					[Signature]
					[Signature]
					[Signature]
					[Signature]
[Redacted]					[Redacted]
					[Redacted]
[Redacted]					[Signature]
					[Signature]
[Redacted]					[Signature]
					[Signature]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 17 of 51

Name		Age	Male/Female	Marital Status	Signature
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Signature]
					[Signature]
					[Signature]
					[Signature]
					[Signature]

[Signature]



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 18 OF 51

18 of 51

Form No.

Name _____

Signature _____

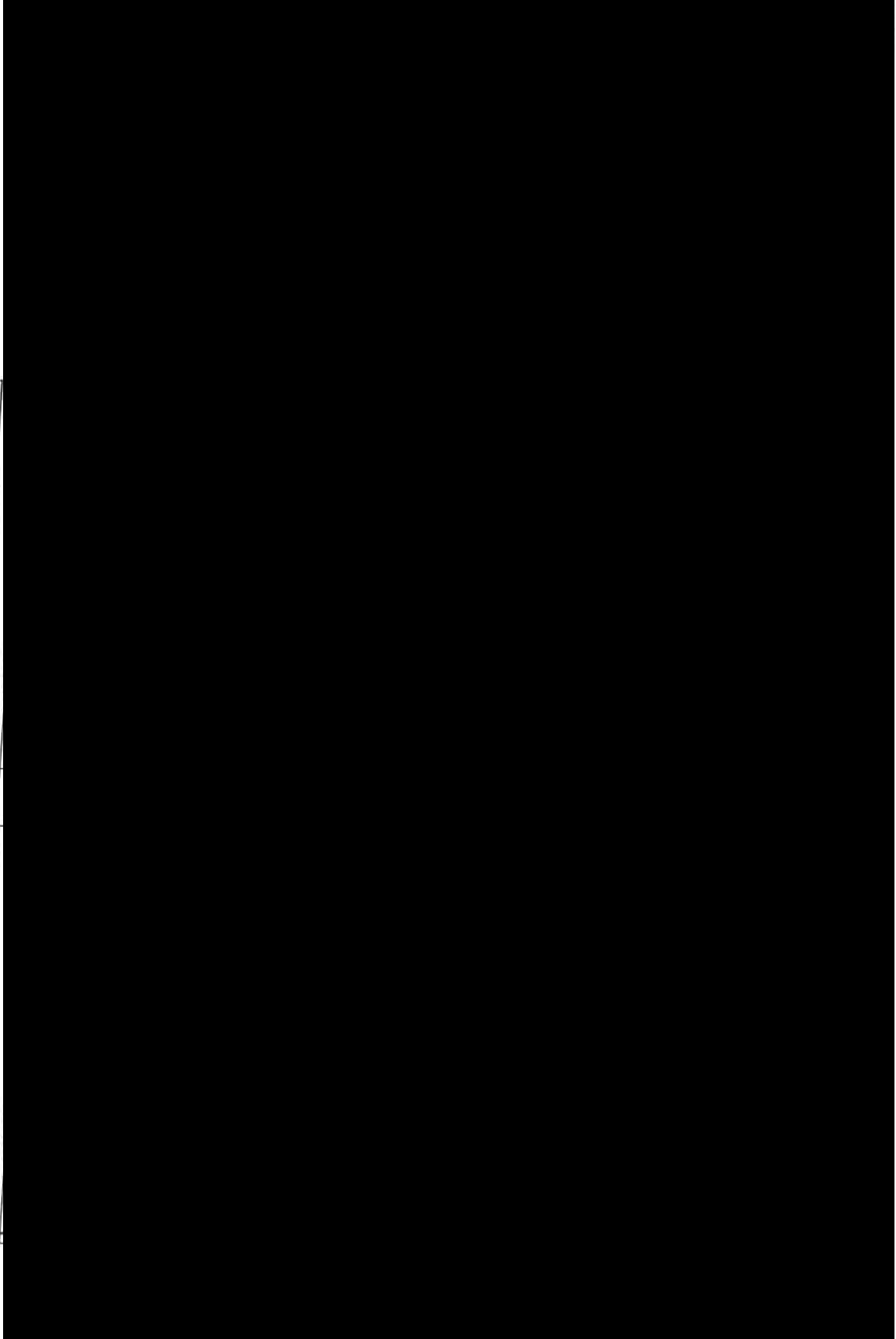
99



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 19 OF 31

Name



Signature



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 20 of 51

Name

Age

Male/Female

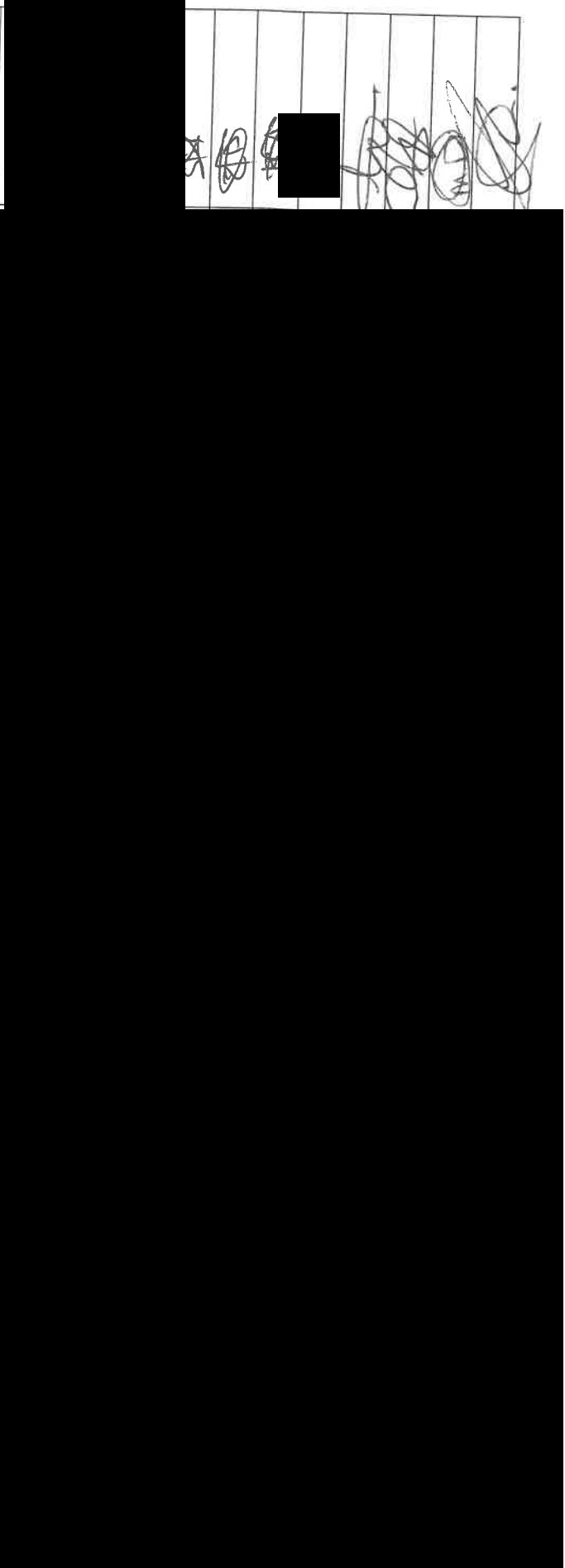
Ward No. & Street Name

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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below







Form No. 21 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
<div>[Redacted Content]</div>						

[Handwritten Signature]

22 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
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						M. Madil
						
						
						
						

15 of 51

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24 OF 51

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Form No.

25 of 51

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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 26 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 27 OF 51

Name		Age	Male/Female	Ward No. & Street Name	Disabled/Vulnerable
<div>[REDACTED]</div>					
Signature					
<div>[REDACTED]</div>					

[Handwritten signatures and notes in the bottom right corner, including a signature that appears to read 'R. D. ...']



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 28 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Signature



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 29 OF 51

Name W1

Age

Male/Female Male

Marital Status

Signature

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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 30 of 51

Name

[Redacted content]

Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 31 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature

32 of 51

[illegible]



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 33 of 51

Name

[Redacted content]

Signature

[Signature]

[Signature]

[Signature]

[Signature]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 34 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
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35 of 51

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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 36 OF 51

Name

[Redacted area]

Signature
[Redacted]
[Signature]
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[Redacted]
[Signature]
[Redacted]
[Signature]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. **37 OF 51**

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 38 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 39 of 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
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						<div></div>
						<div></div>
						<div></div>
						<div></div>

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 40 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

41 OF 51

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
<div></div>						

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 42 OF 51

Name		Age	Male/Female	Ward No. & Street Name	Disabled	Signature



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 43 OF 51

Name

[Redacted content]

Signature

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Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 44 OF 51

Form No.

Name

Age

Male/Female

Ward No. & Street Name

Discontinued

Signature

[Signature]

[Redacted]

[Redacted]

[Signature]

[Redacted]

[Redacted]

[Redacted]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 45 OF 51

Name

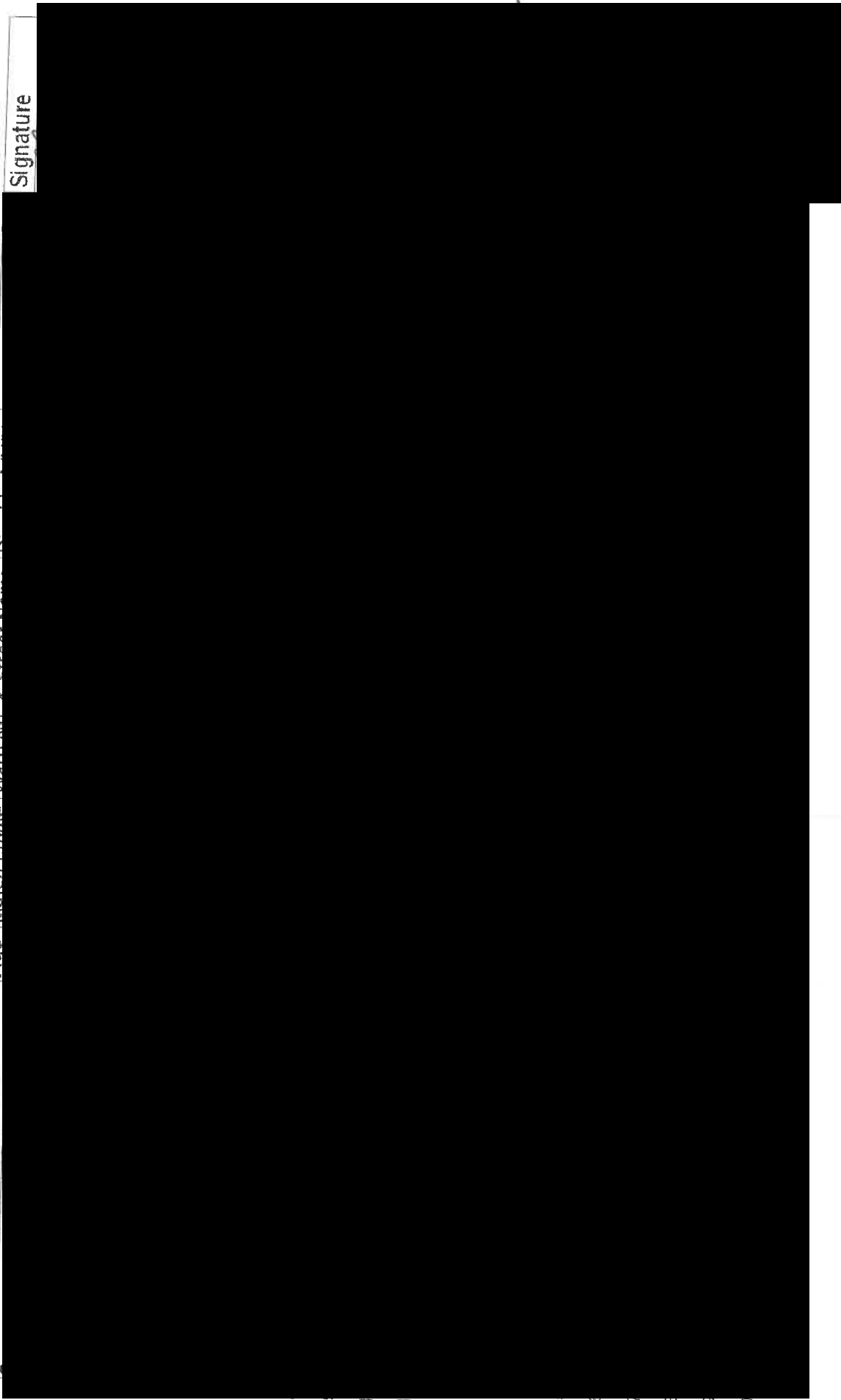
Age

Male/Female

Ward No. 8

Street Name

Signature

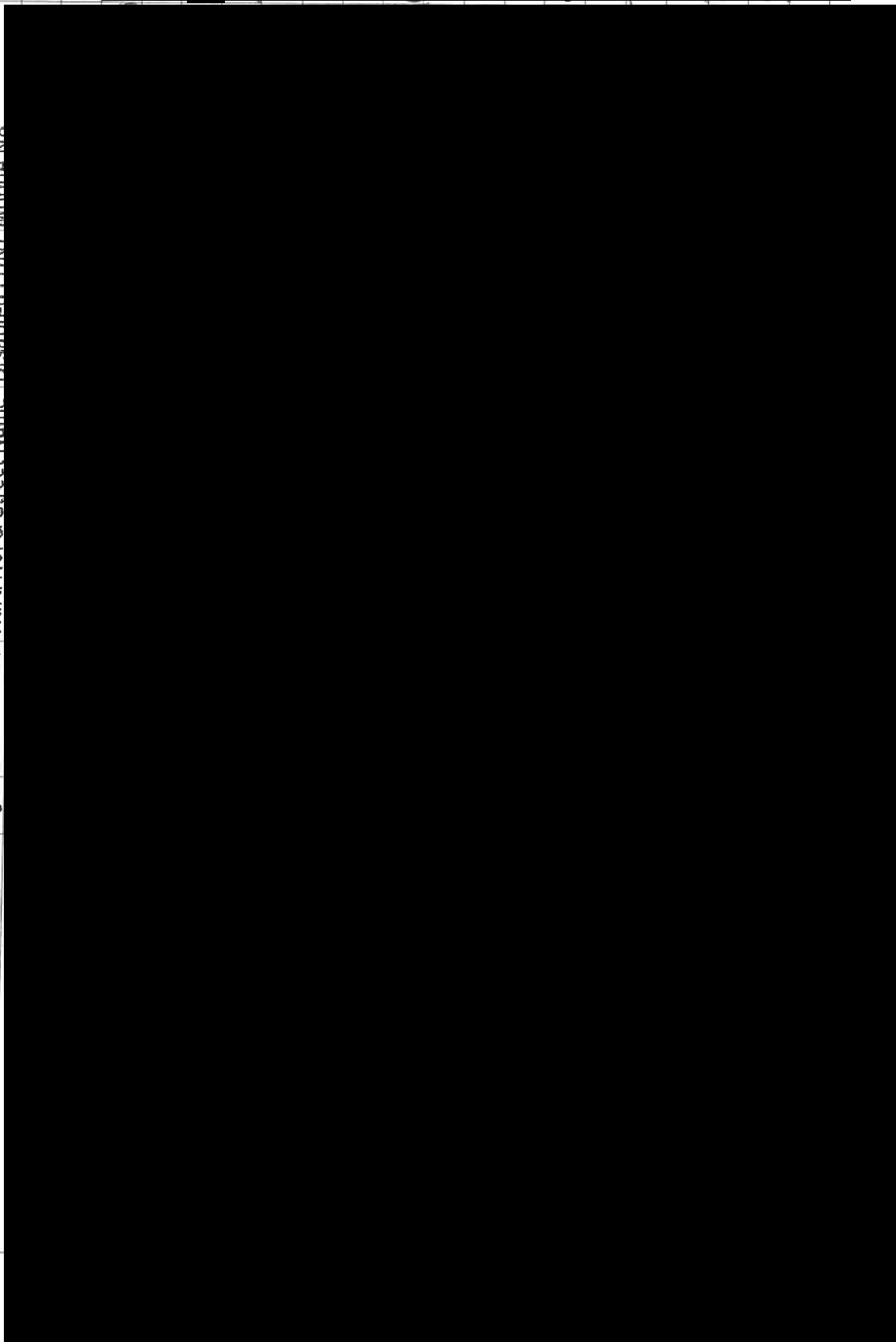
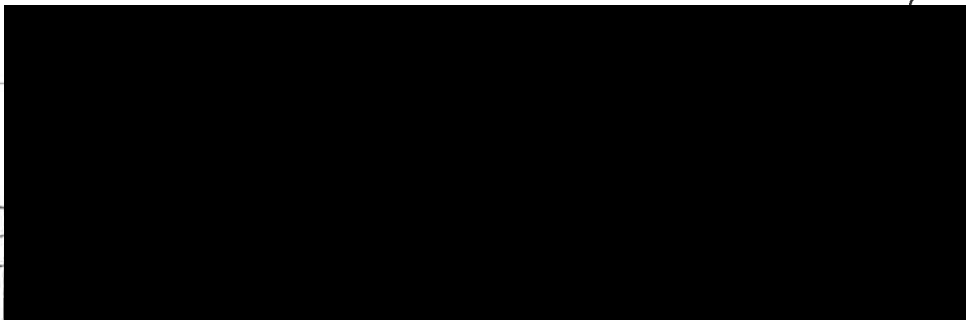


Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 46 OF 54

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 47 OF 51

Name	Address	Signature			
<div></div>					

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 48 of 51

Name										
Age										
Male/Female										
Signature										

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No. 49 OF 51

Name		
Age	Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>	Ward No. & Street Name
Signature		



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No. 50 of 51

Name

Age

Male/Female

Marital

Status

[Redacted area]

Signature

[Handwritten signatures]

[Handwritten signatures]



Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No.

51 OF 51

Signature

[Handwritten signature]





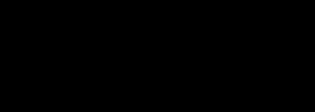










Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No.

Name

Age Male/Female Marital No. of children

Signature









Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below

Form No.

Name



[Redacted area]

Signature

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name	Age	Male/Female	Ward No. & Street Name	Disabled (Y/N)	Mobile No.	Signature
<div></div>						
						
<div></div>						

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name

Age

Male/Female

Word No. 8

Signature




170

[Handwritten signatures and text on lined paper]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name	Age	Male/Female	Marital	No. of Children	Signature
<div>[REDACTED]</div>					
					
					
					<div>[REDACTED]</div>

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name	Age	Male/Female	Ward No. & Street Name	Disabled	Signature
<div>[Redacted Content]</div>					<div>[Redacted Signature]</div>
					<div>[Redacted Signature]</div>

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name

Age

Male/Female

Ward No. & Street Name

Disabled (Y/N)

Signature

[Redacted area]

[Handwritten signatures]

Zibonele FM is applying for a radio broadcasting licence. Kindly support our application by completing the details below



Form No.

Name	Age	Male/Female	Word No. & Street Name	Signature
<div></div>				

ZIBONELE FM

141

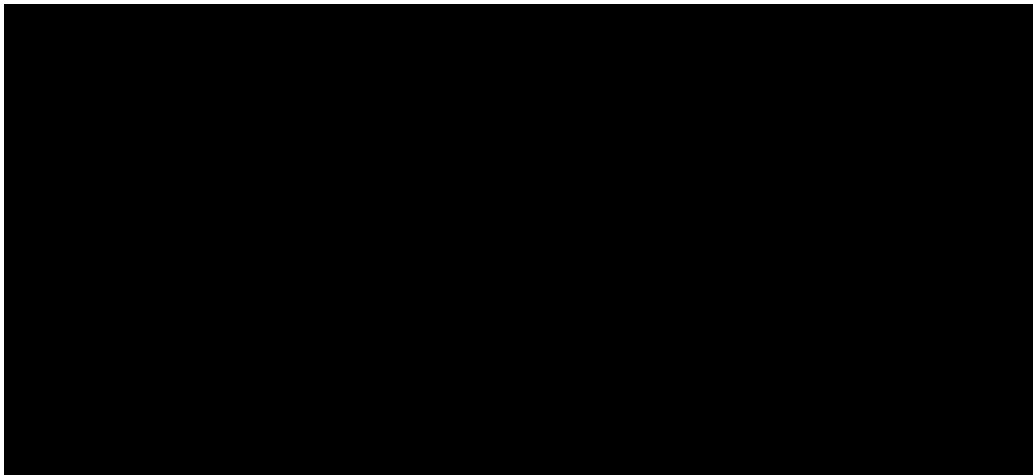
PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 18: Appendix 8.1 of Form B (Funding Commitments
and Manner of Funding)**



The Chairperson

Independent Communications Authority of South Africa (ICASA)



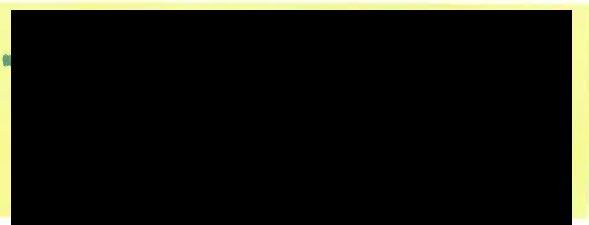
Dear Chairperson

LETTER OF FUNDING-PRE-REGISTRATION NOTICE-ZIBONELE FM
COMMUNITY SOUND BROADCASTING SERVICE AND RADIO FREQUENCY
SPECTRUM LICENSE

1. Zibonele FM hereby confirms that it has the broadcasting and transmission infrastructure in place to provide a community broadcasting service, as it has been operating a broadcasting service for the last 28 years.
2. The Station also has the human and financial resources to provide a community broadcasting service due to its existing financial and human assets.

Regards
G

01 June 2022





Addressed to:

Station Manager of Radio Zibonele:

Subject: **Funding Commitment**

During the past financial year alone 28 Feb 2021 – 28 Feb 22 Abundant Media has booked [REDACTED] in Media revenue with Radio Zibonele.

We have had the privilege to work with Radio Zibonele for the past 19 years.

The station has always rendered the best service to us as well as our many clients throughout the years. We hope to continue working with Radio Zibonele many more years to come.

Regards,

A handwritten signature in blue ink, consisting of a large, stylized 'A' or 'M' shape with a horizontal line through it.

[REDACTED]
Managing Director

[REDACTED]



Pride Industries (PTY) LTD
t/a
PRIDE
SECURITY SERVICES
The pride of the Nation - Igugu lesizwe

Pride Industries

144
05 May 2022

To whom it may concern

Subject: Funding Commitment

This letter serves to commitment to fund Zibonele FM for the period of a year (2022/2023 Financial year) with an amount of [REDACTED]

Sincerely yours

[REDACTED]
Managing Director
[REDACTED]
[REDACTED]

Pride Industries
The pride of the Nation - Igugu lesizwe

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

APPENDIX 8.2 of FORM B

Capital Expenditure Budget

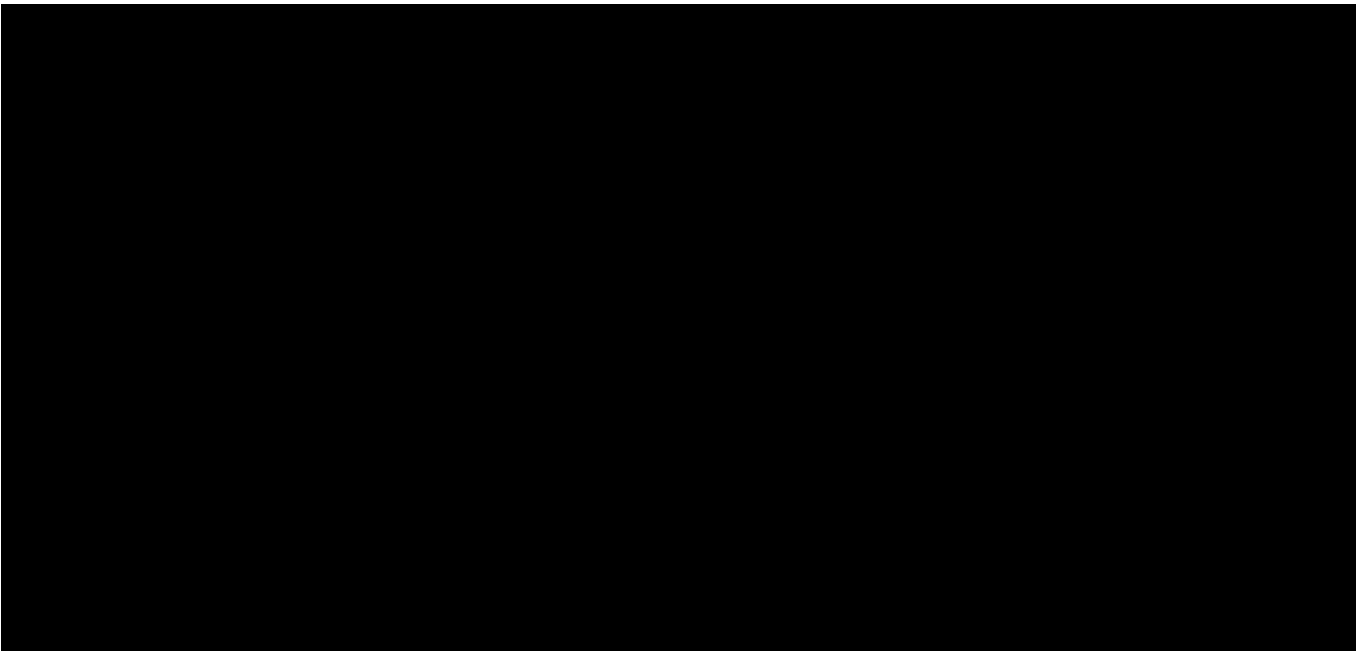
Item	Description	Amount (Rands)

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Operational Funding Summary (Year 1)

ZIBONELE FM OPERATING BUDGET: YEAR 1



147

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 19: Appendix 8.2 of Form B (Capex Budget and
Opex Budget for Year 1)**

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

APPENDIX 8.2 of FORM B

Capital Expenditure Budget

Item	Description	Amount (Rands)
------	-------------	----------------

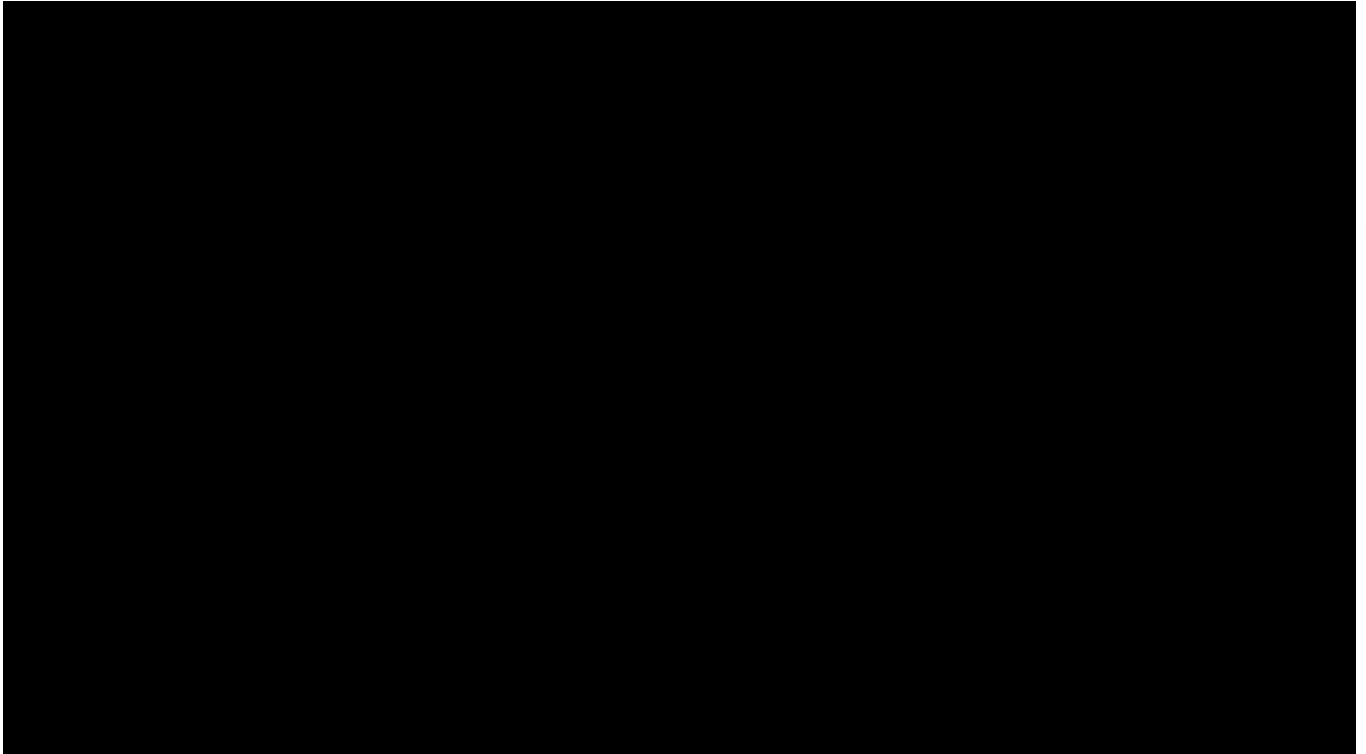


ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Operational Funding Summary (Year 1)

ZIBONELE FM OPERATING BUDGET: YEAR 1



150

ZIBONELE FM

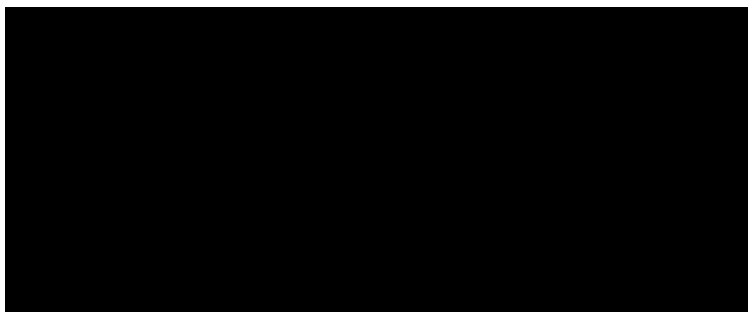
PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 20: Appendix 8.3 of Form B (Business Plan)

ZIBONELE FM BUSINESS PLAN

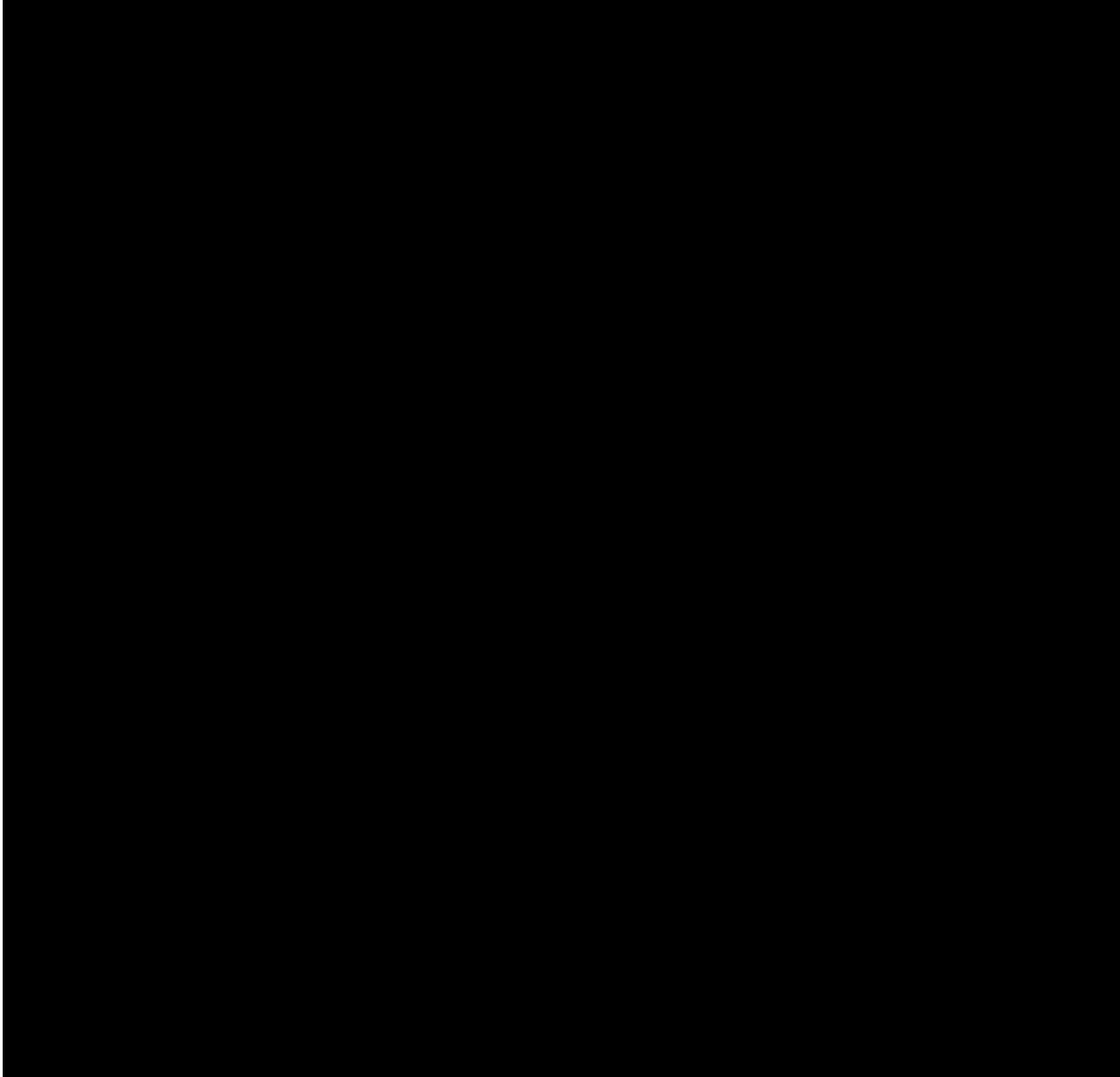


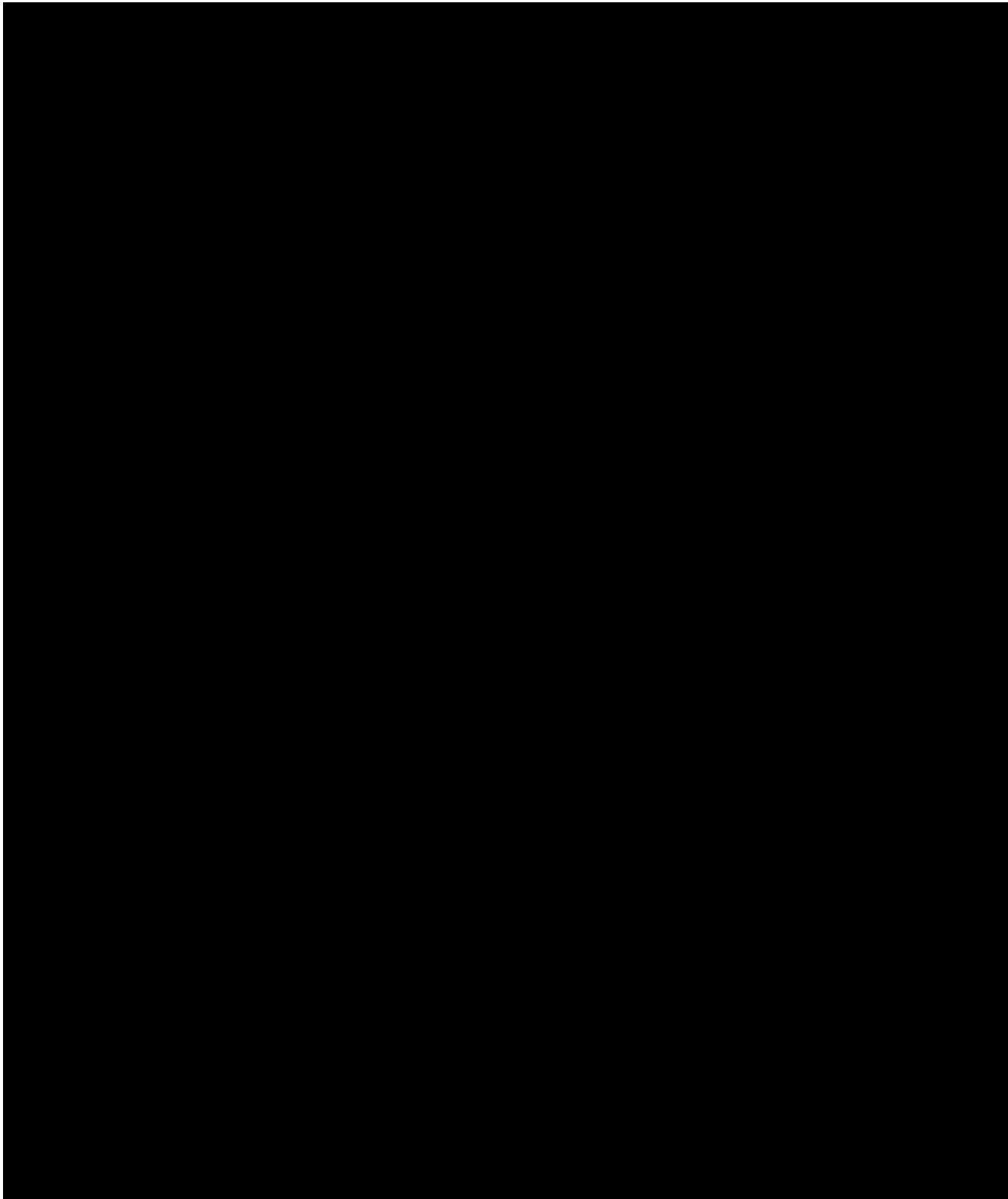
April, 2022

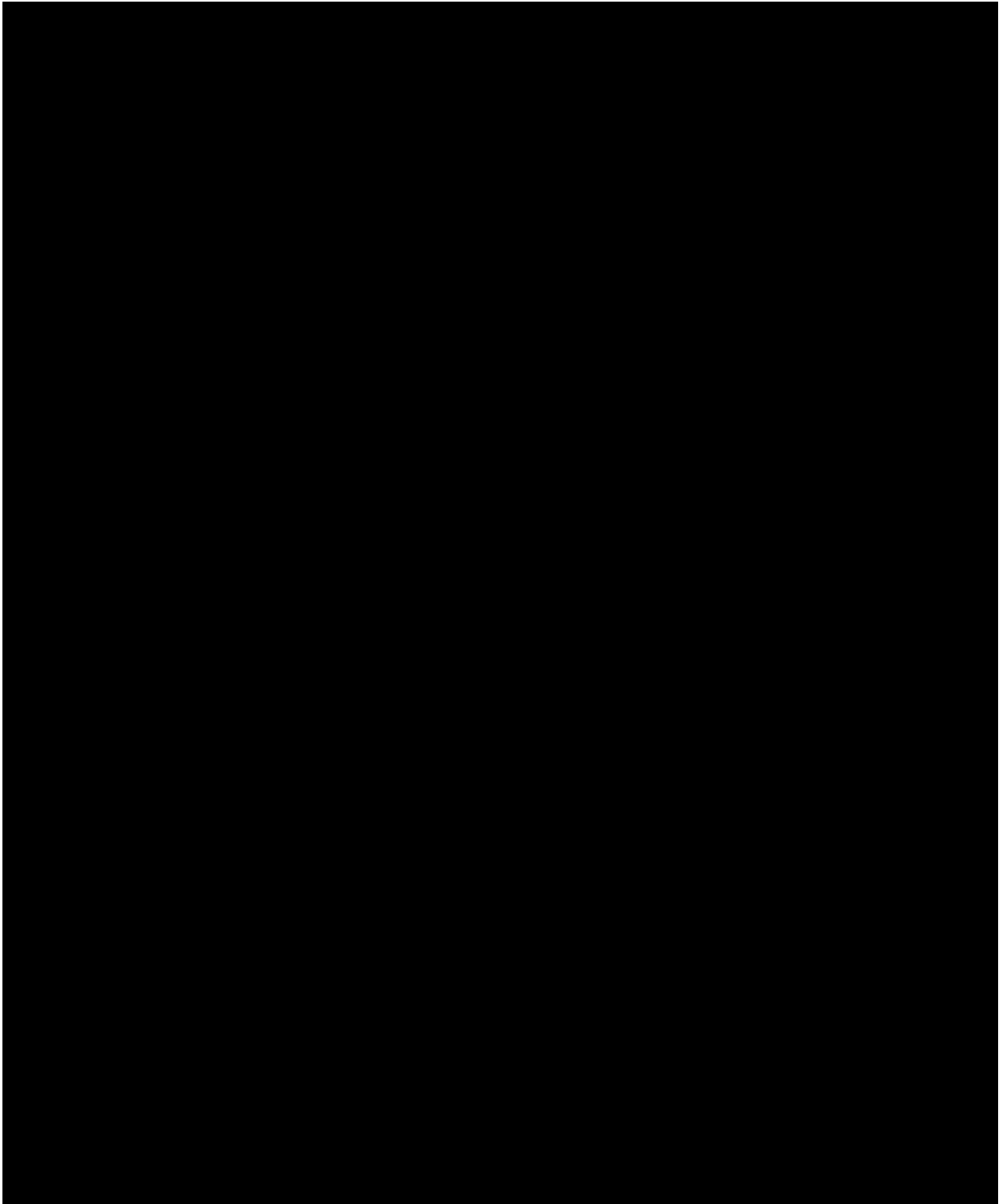


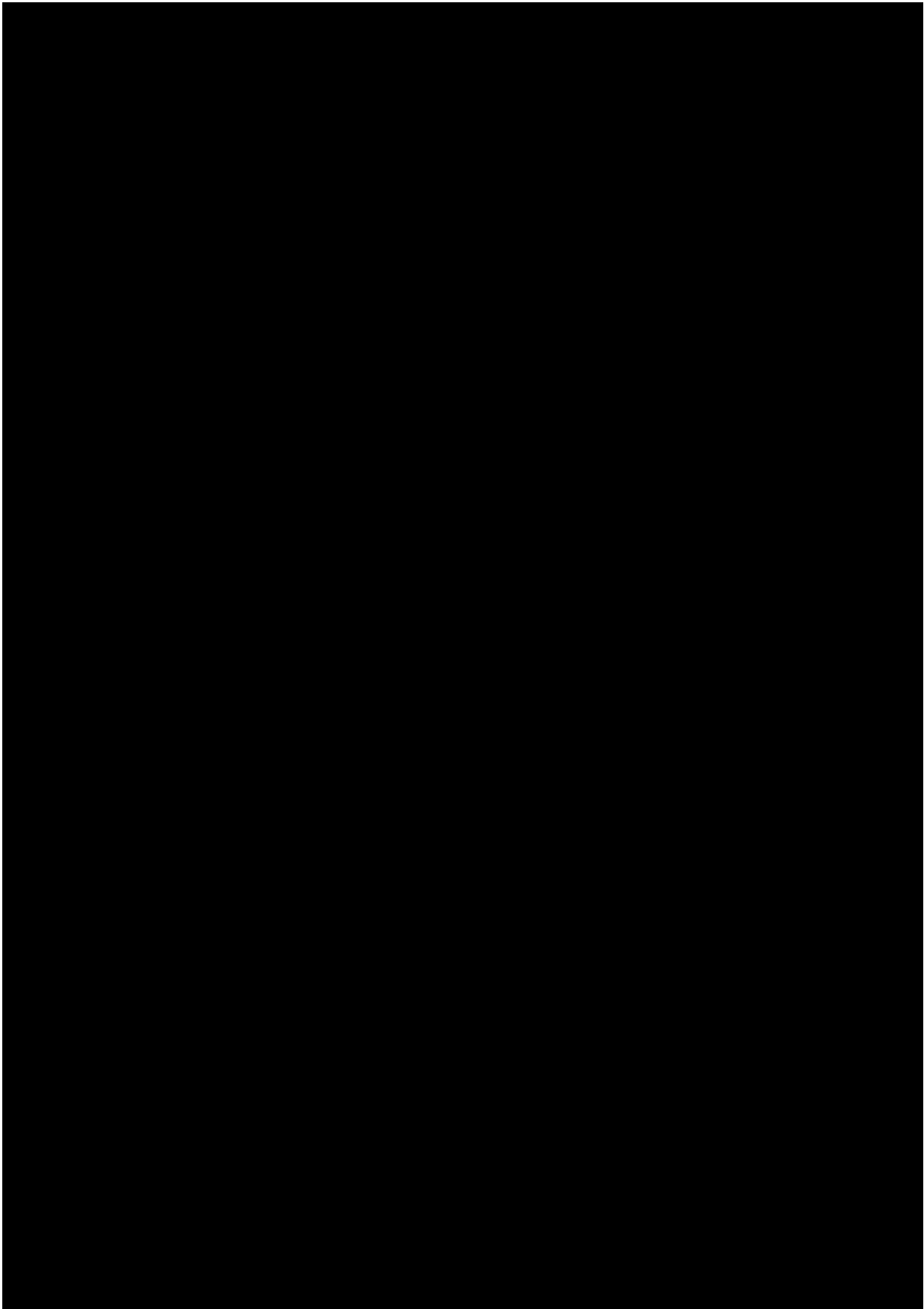
CONFIDENTIAL

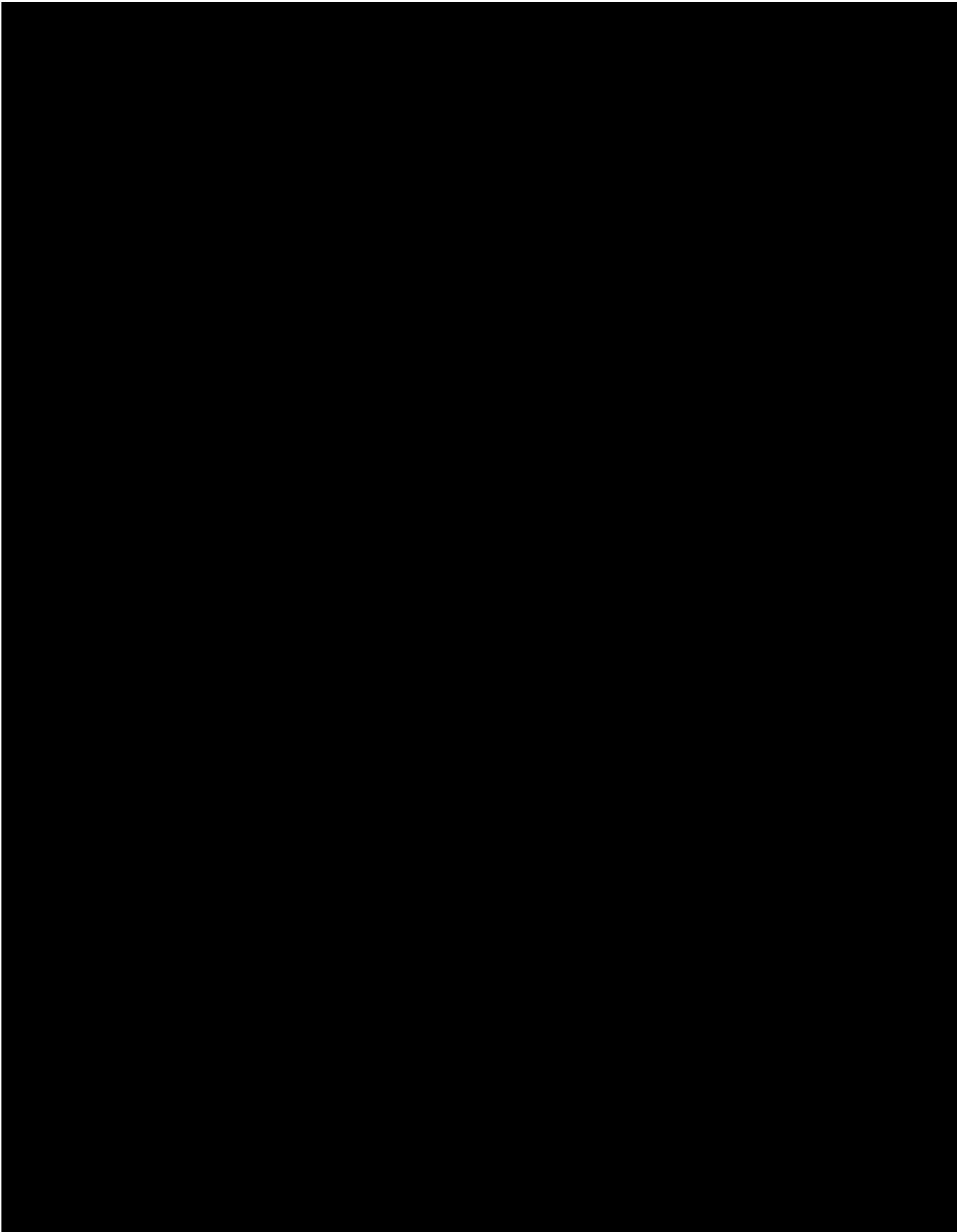
This document includes confidential and proprietary information of, and regarding, ZIBONELE FM. This document is provided for information purposes only and may not be used for any other purposes. This document may not be reproduced in whole or in part, or any of its contents divulged, without the prior written consent of ZIBONELE FM. By accepting this document, you agree to be bound by these terms and conditions.

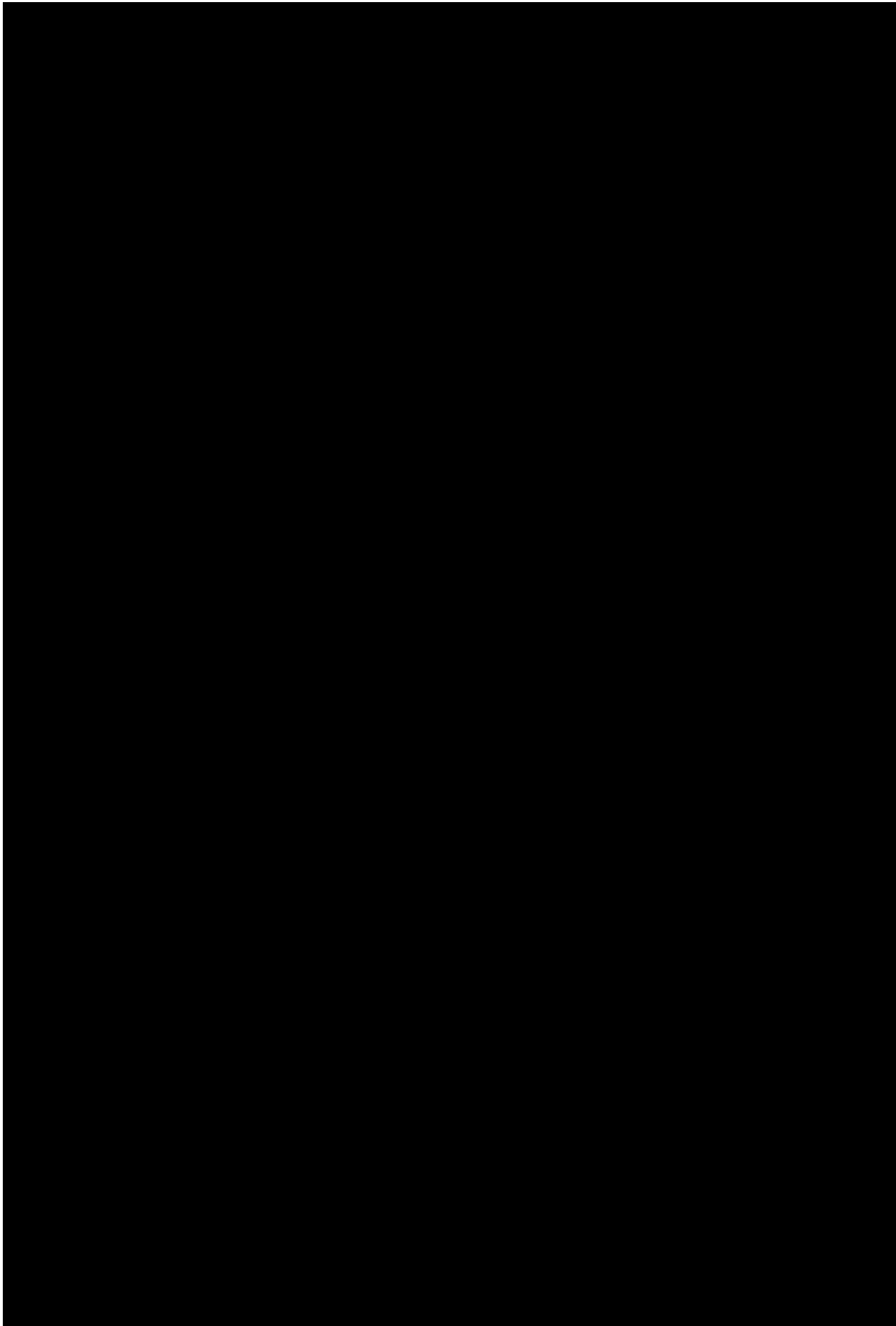


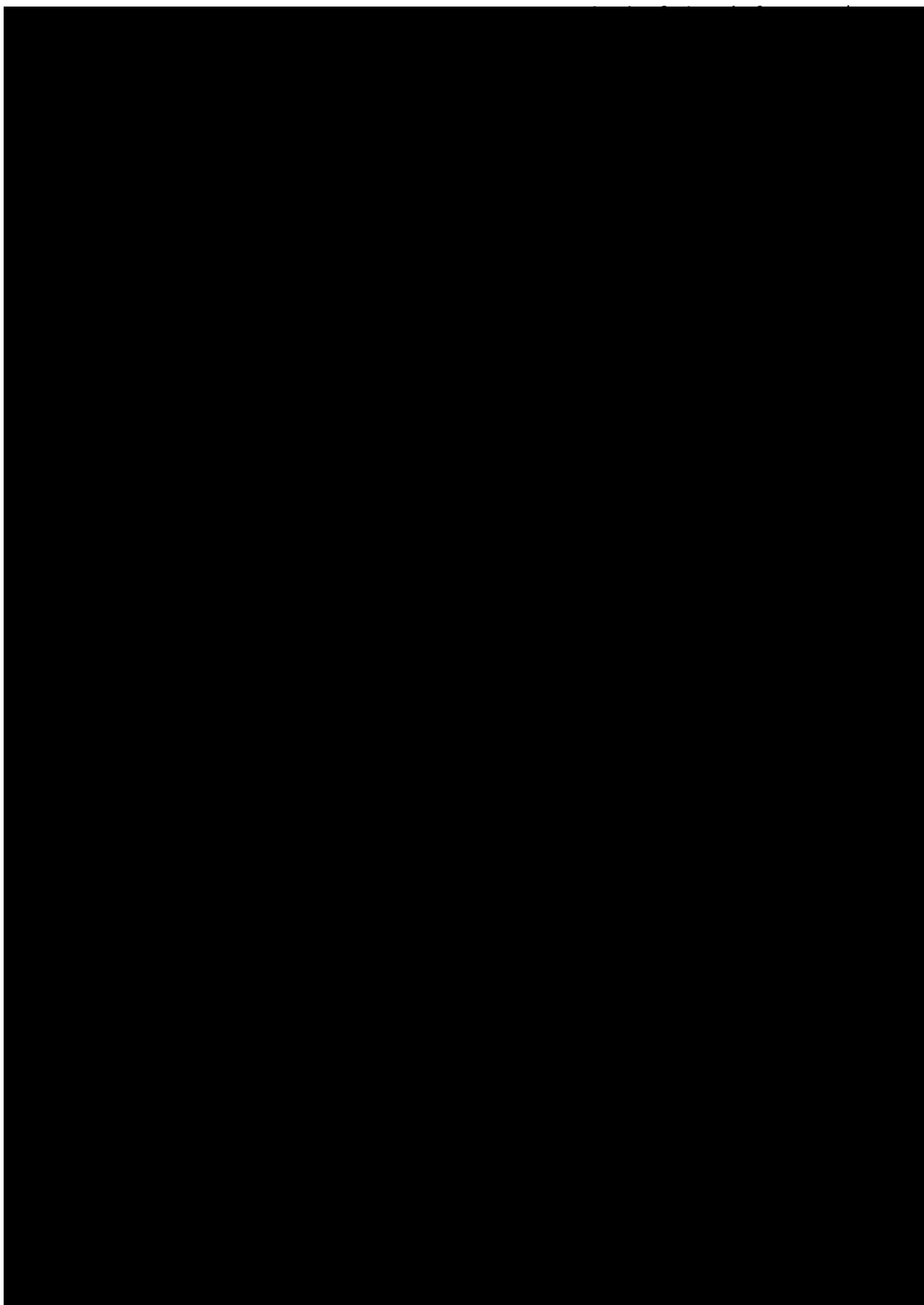


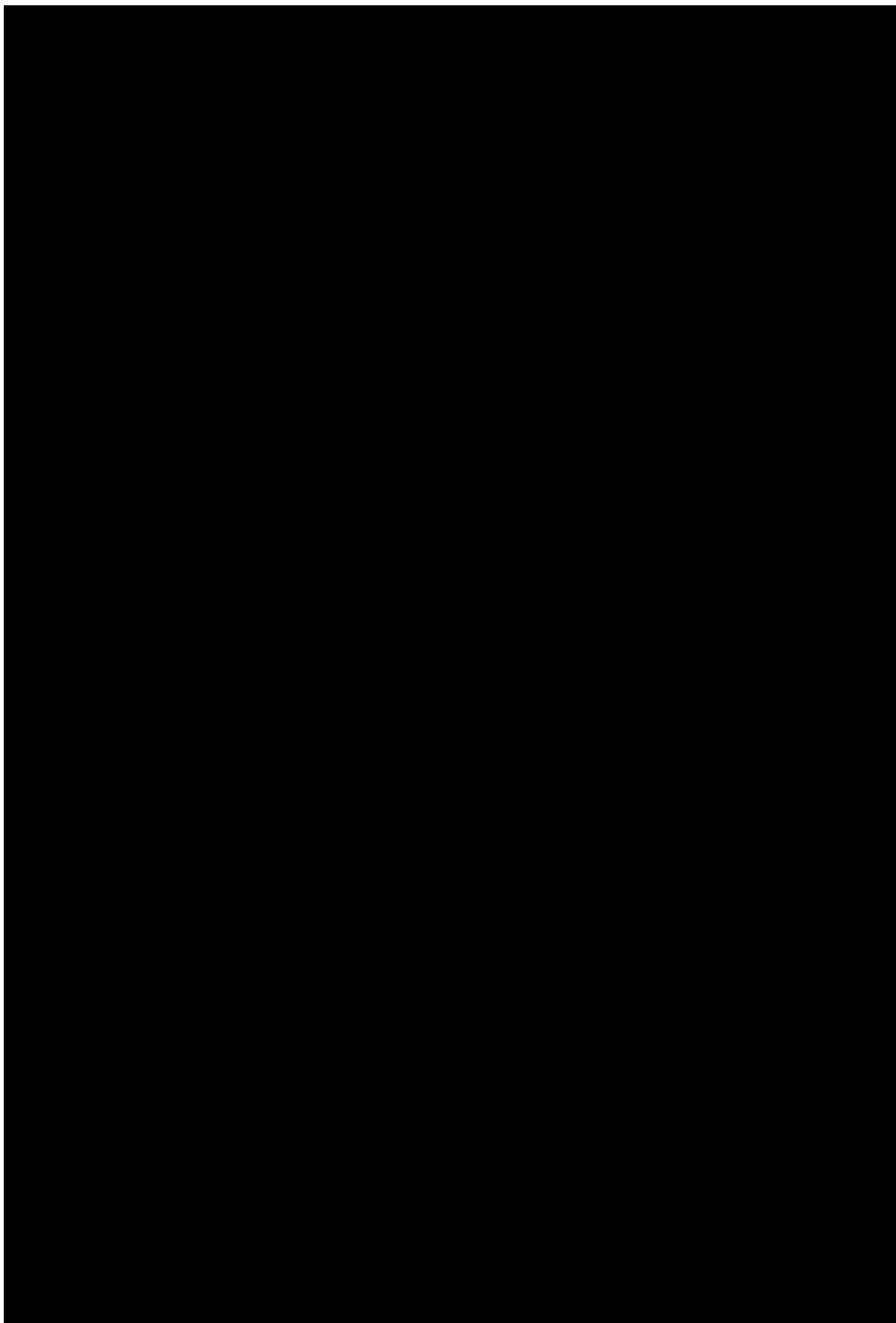






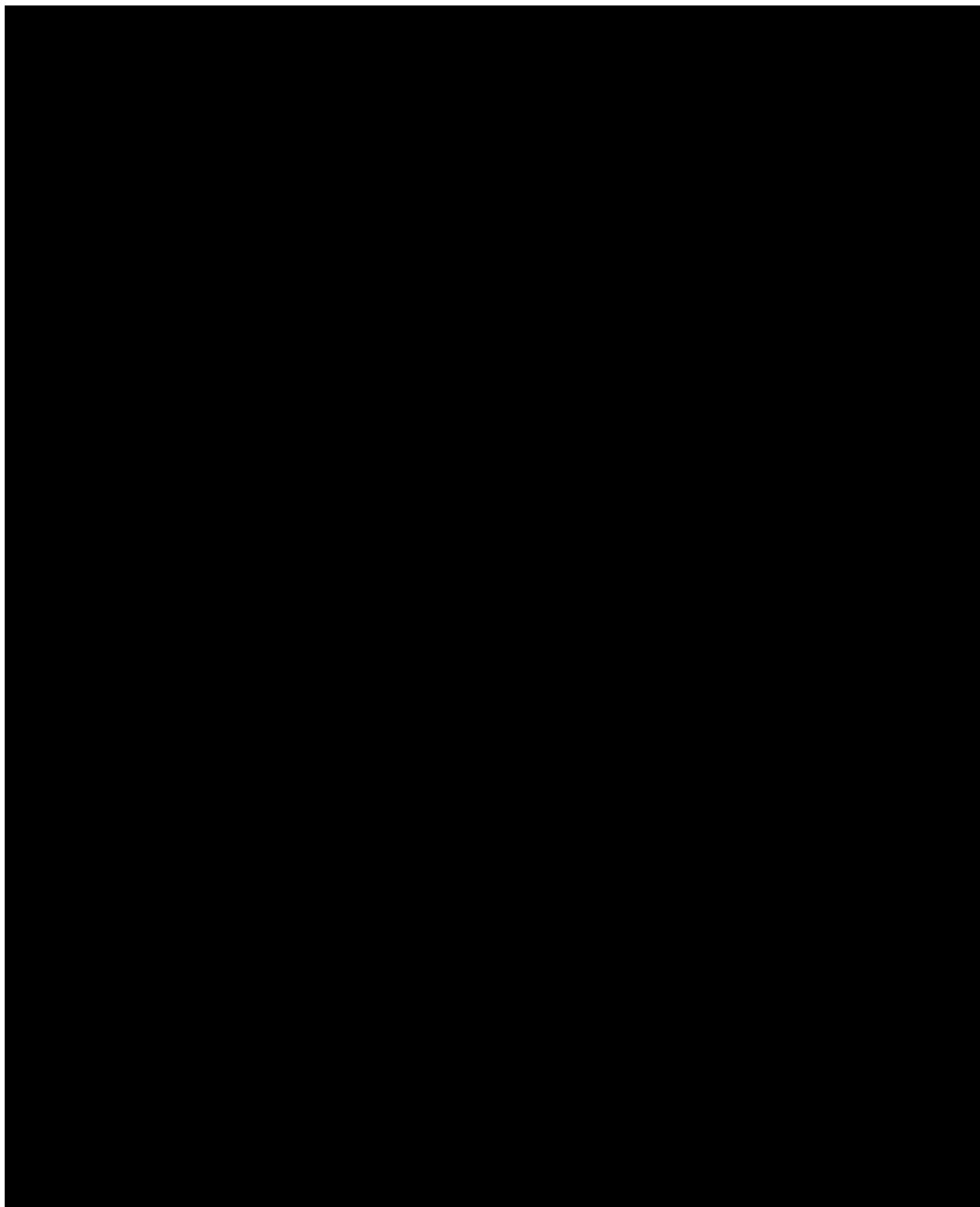


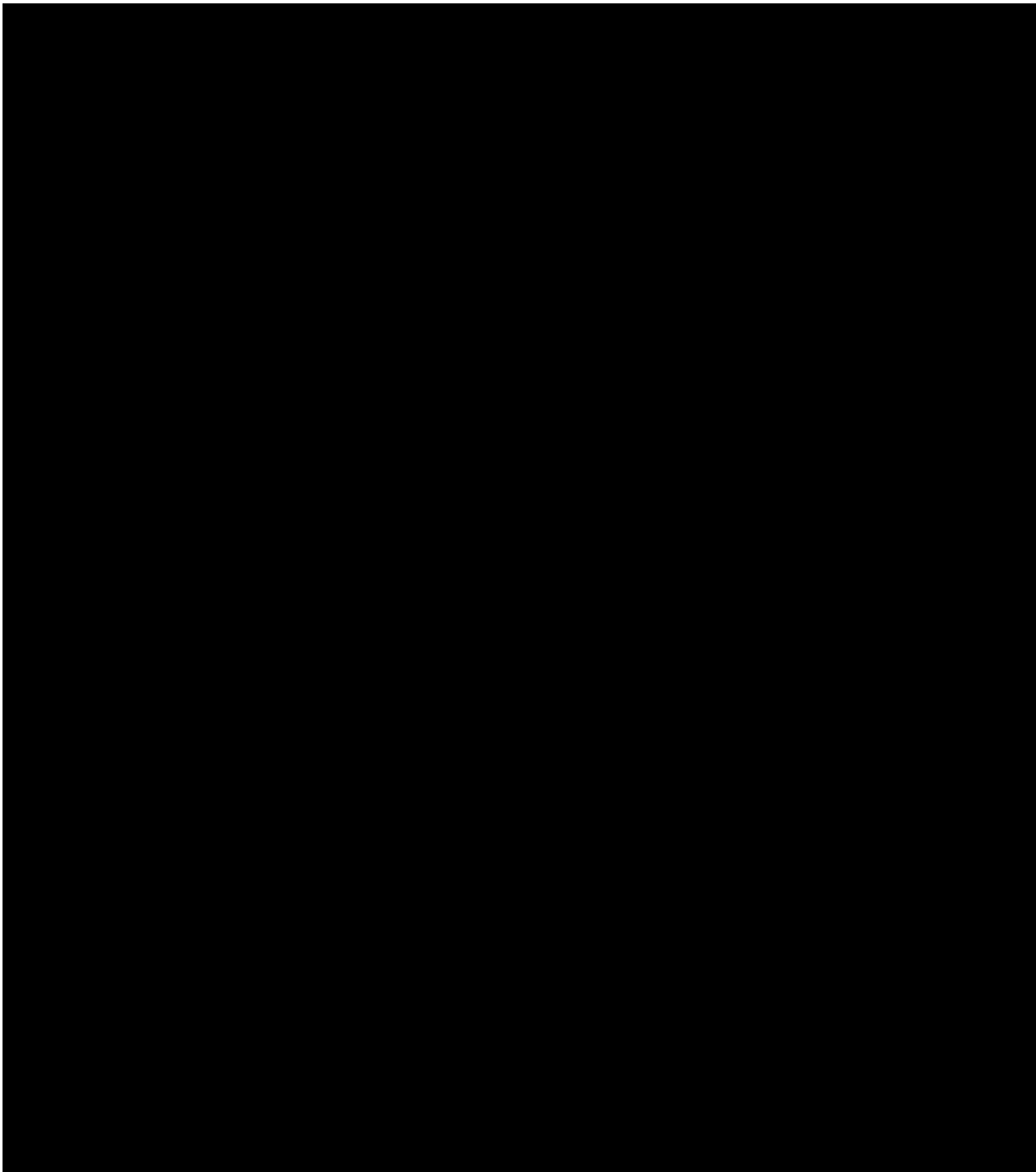


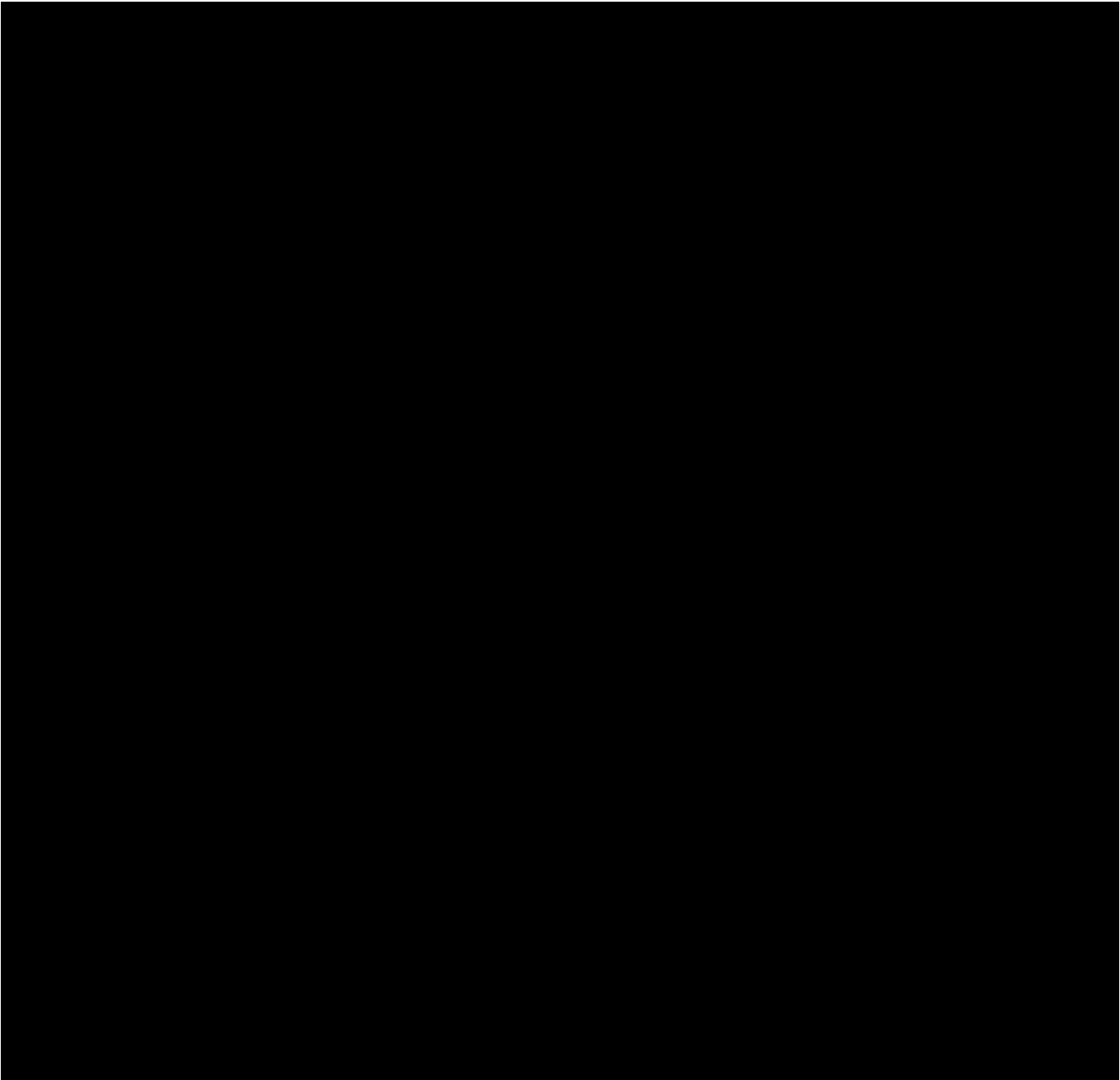


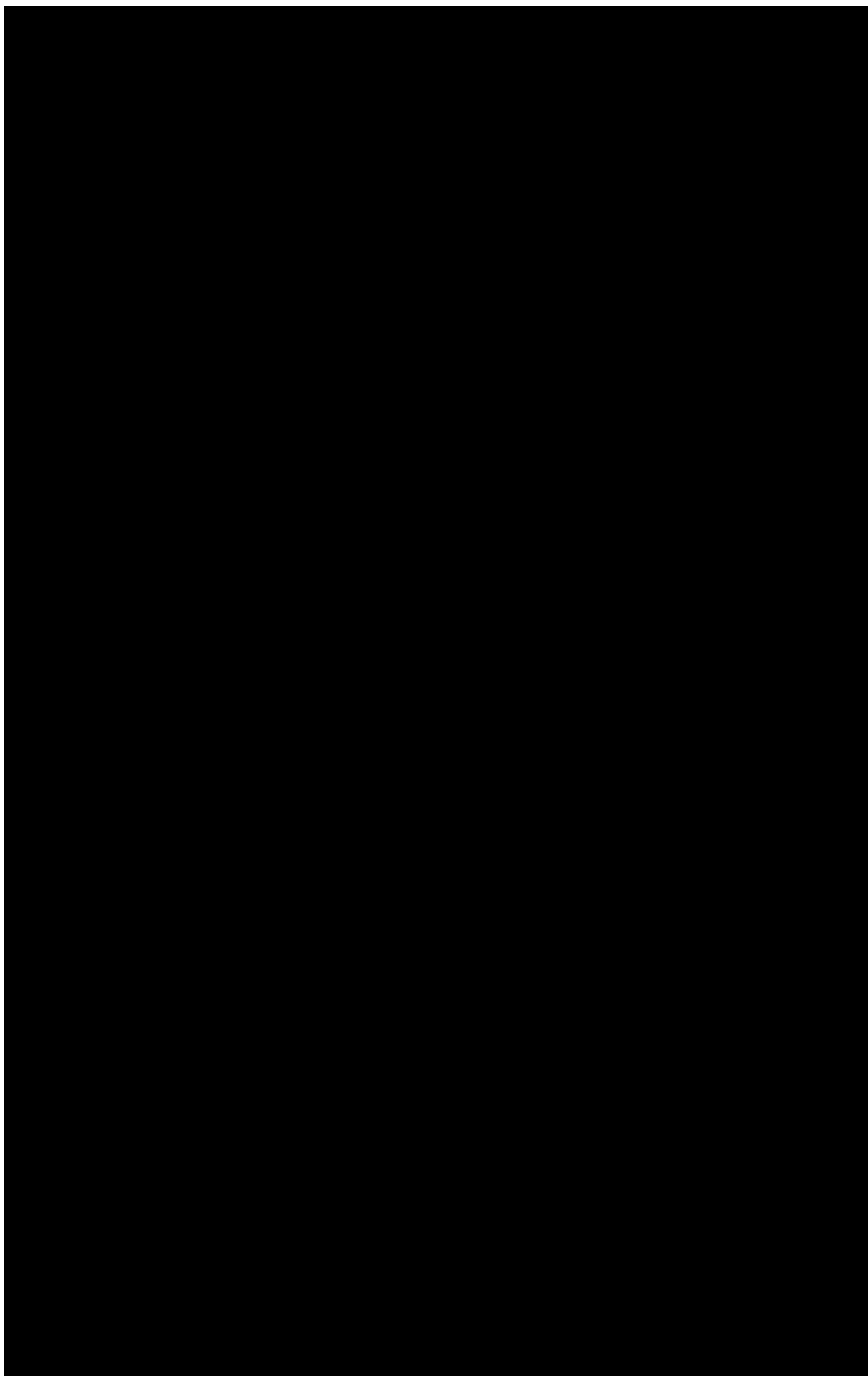
161

ZIBONELE FM Business Plan

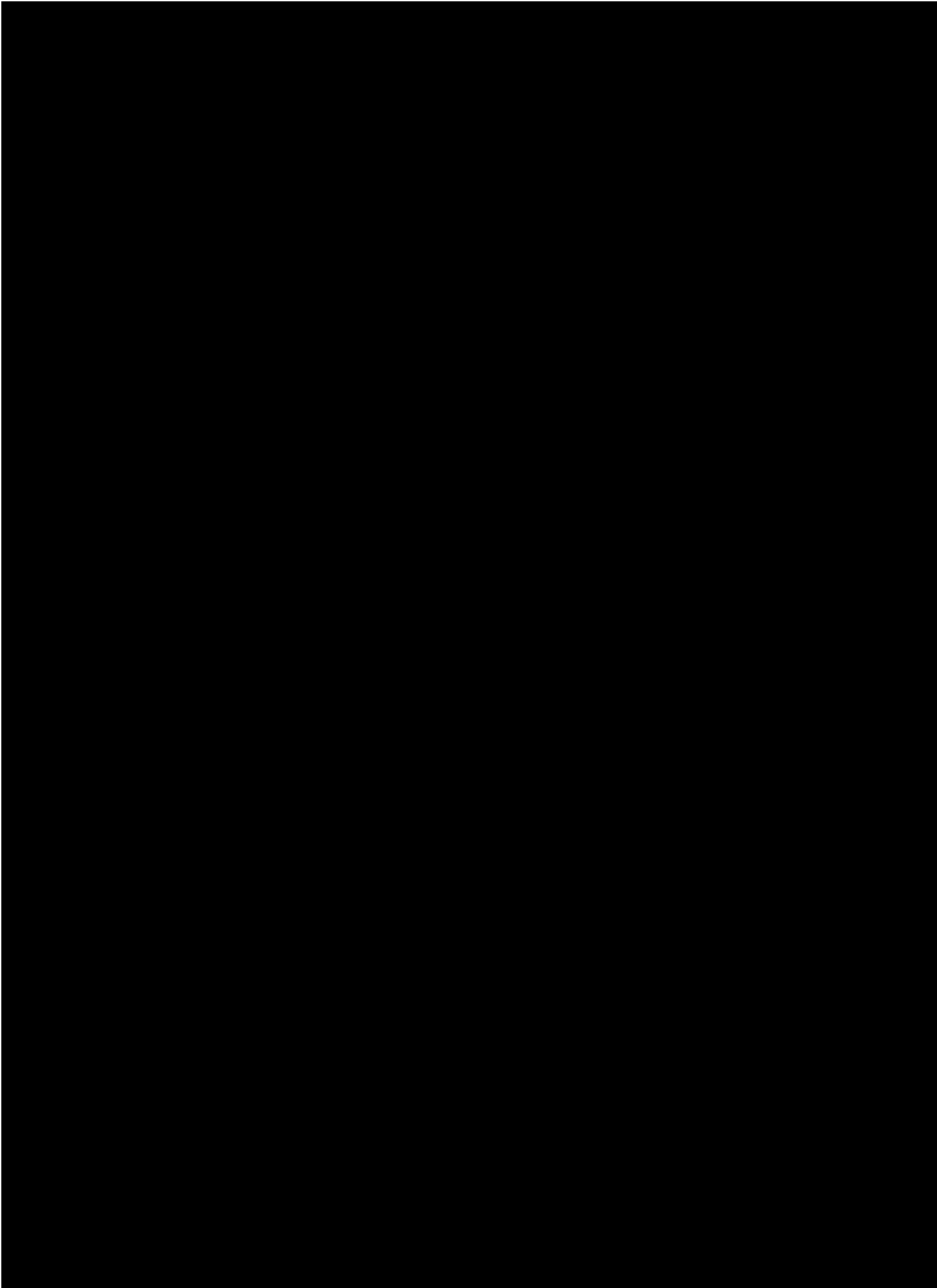


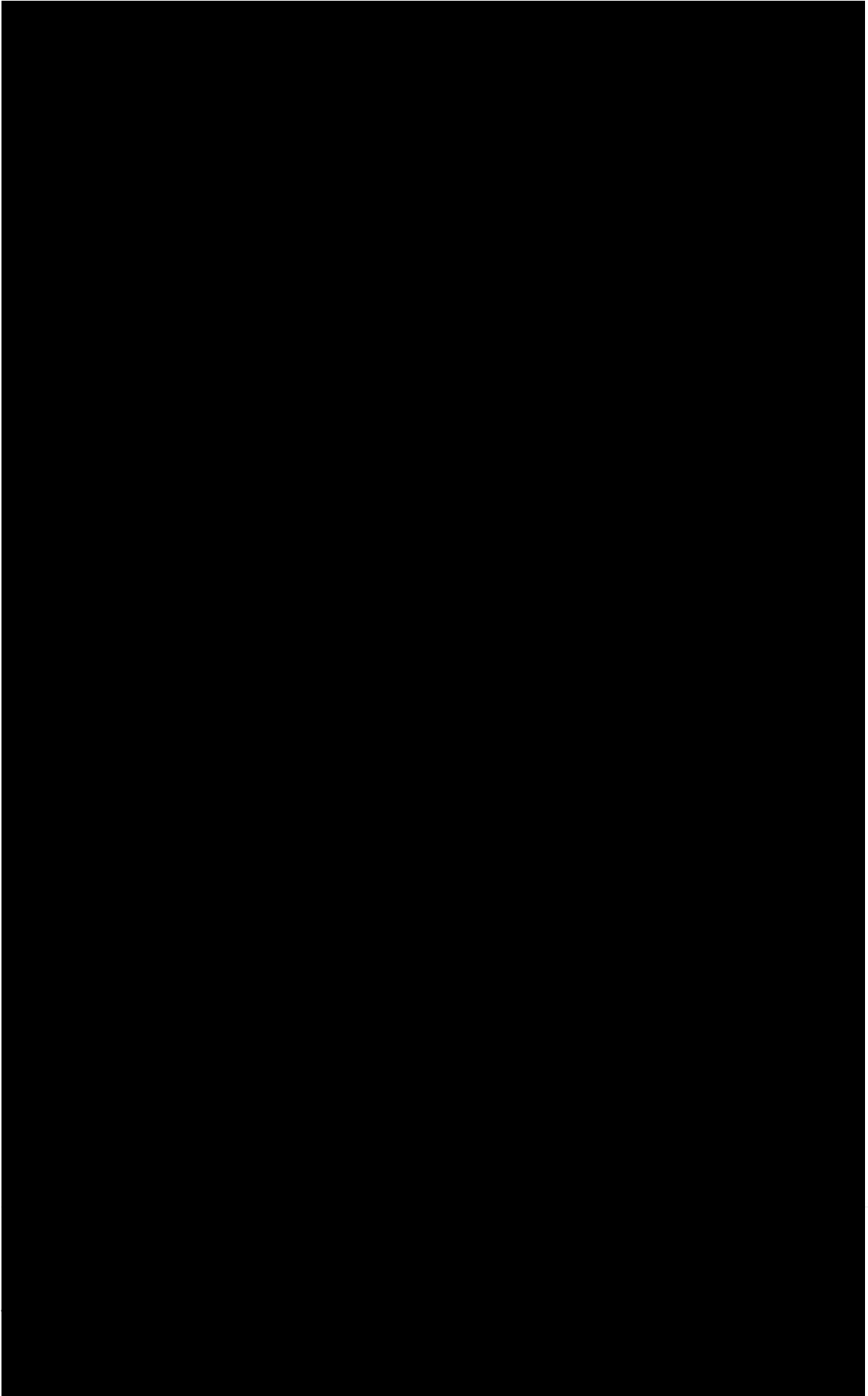




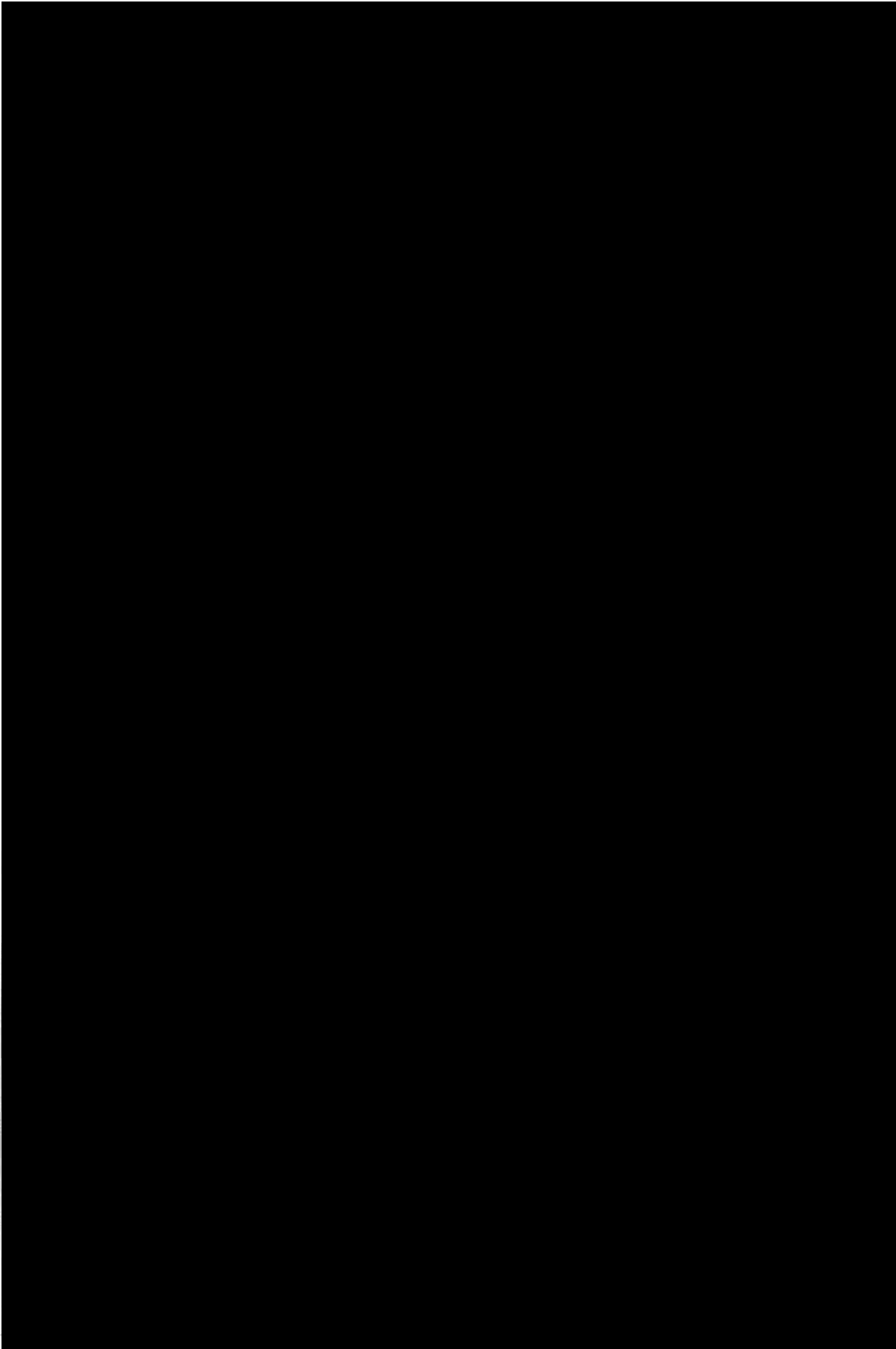


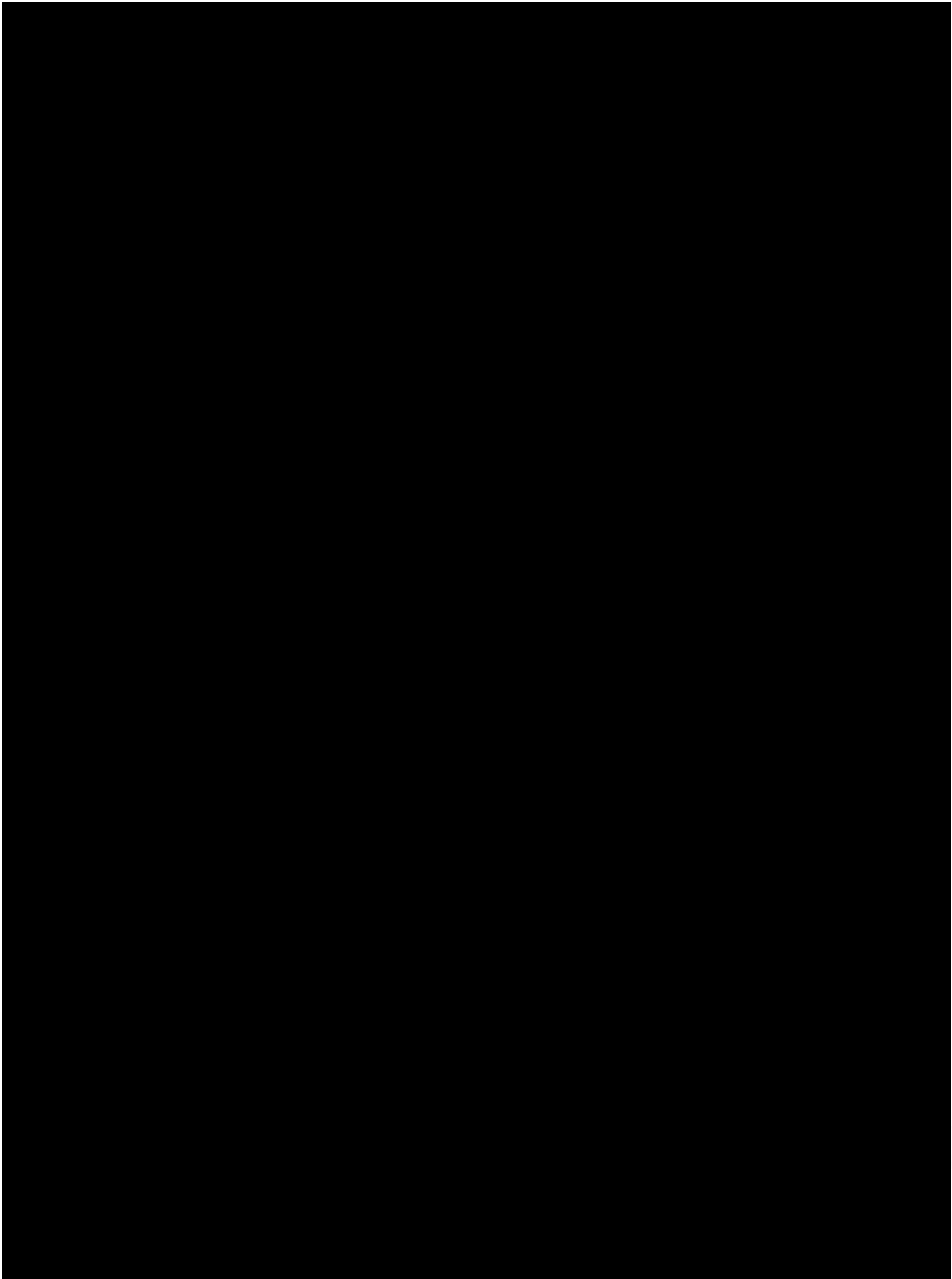
165





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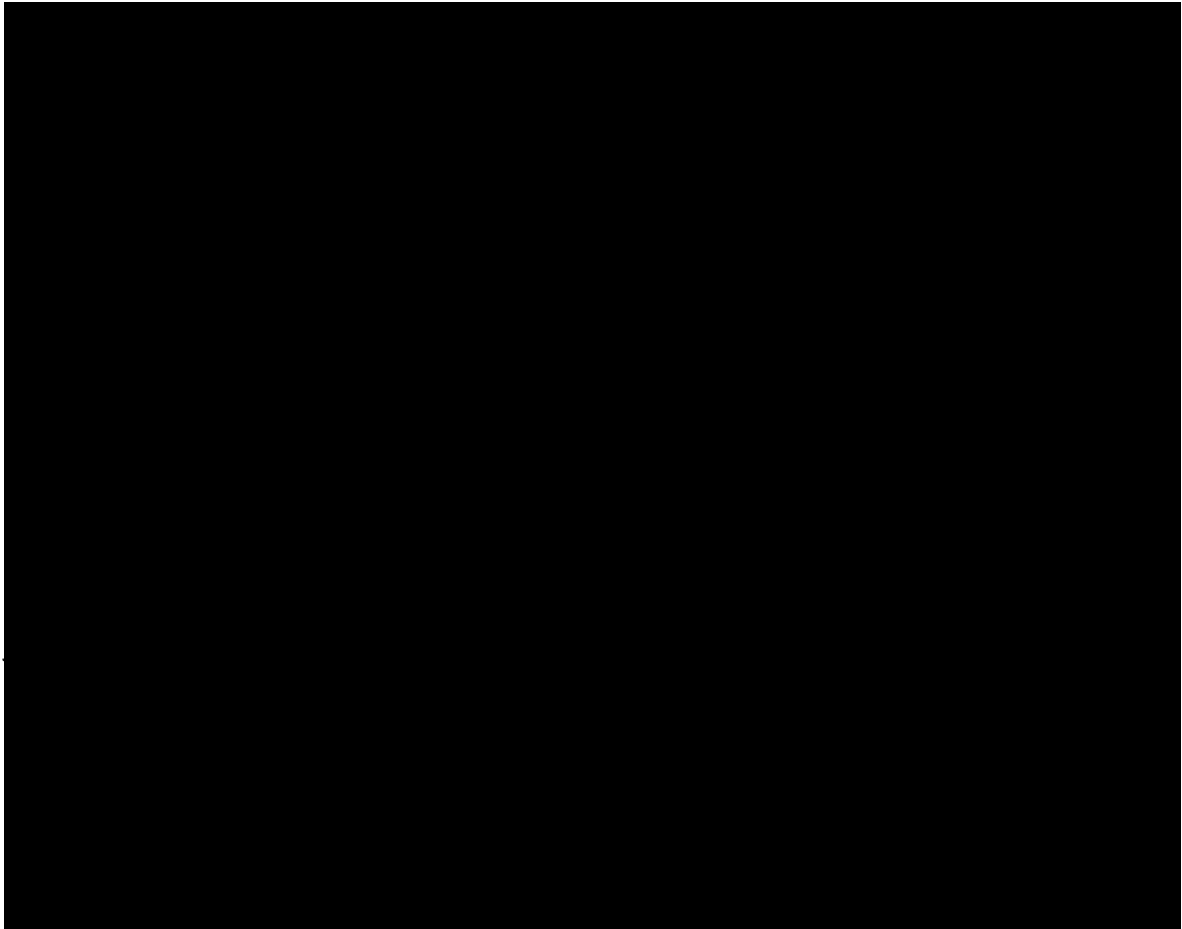


Figure 4: 5 Year Annual Income Statement

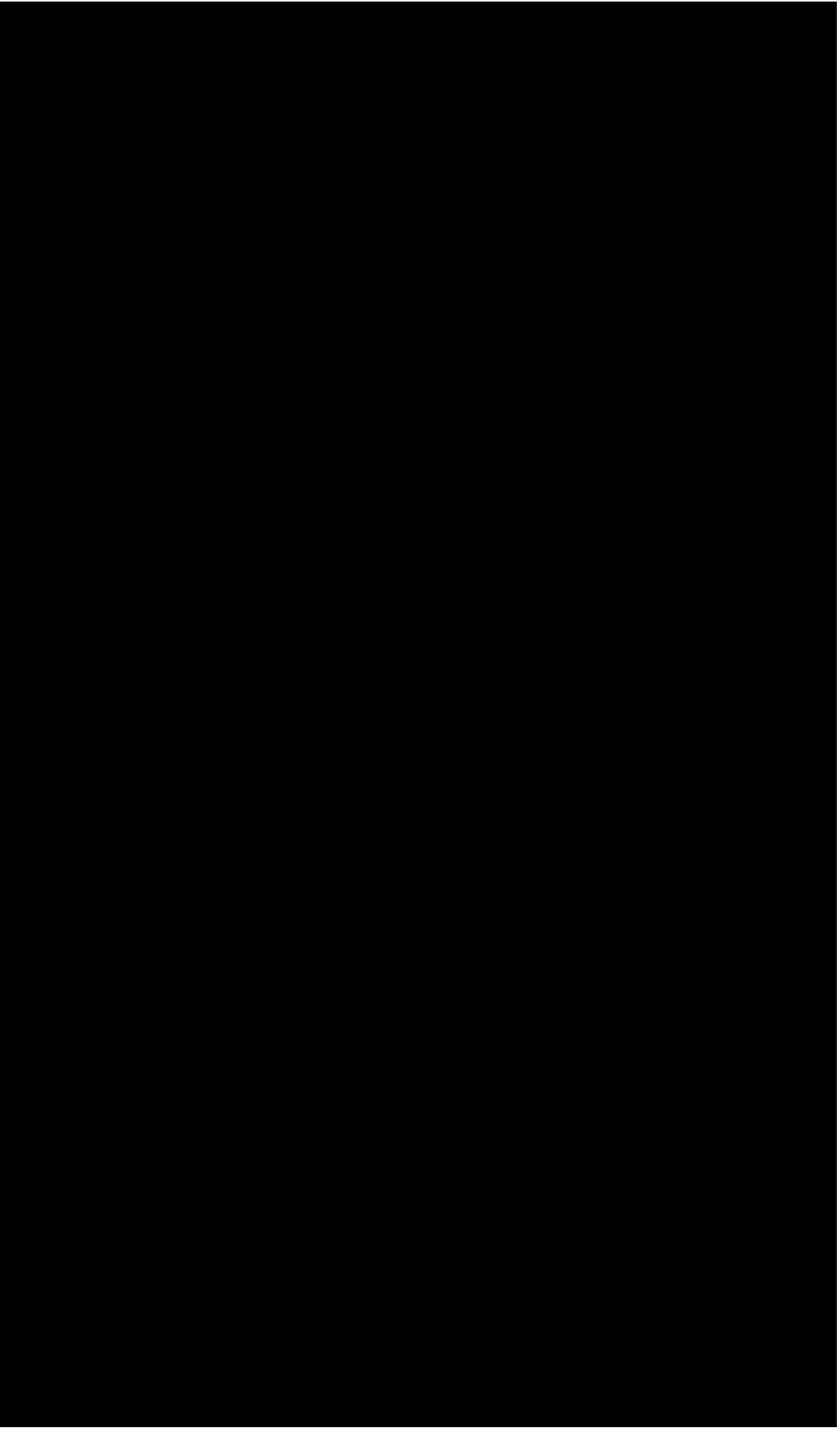
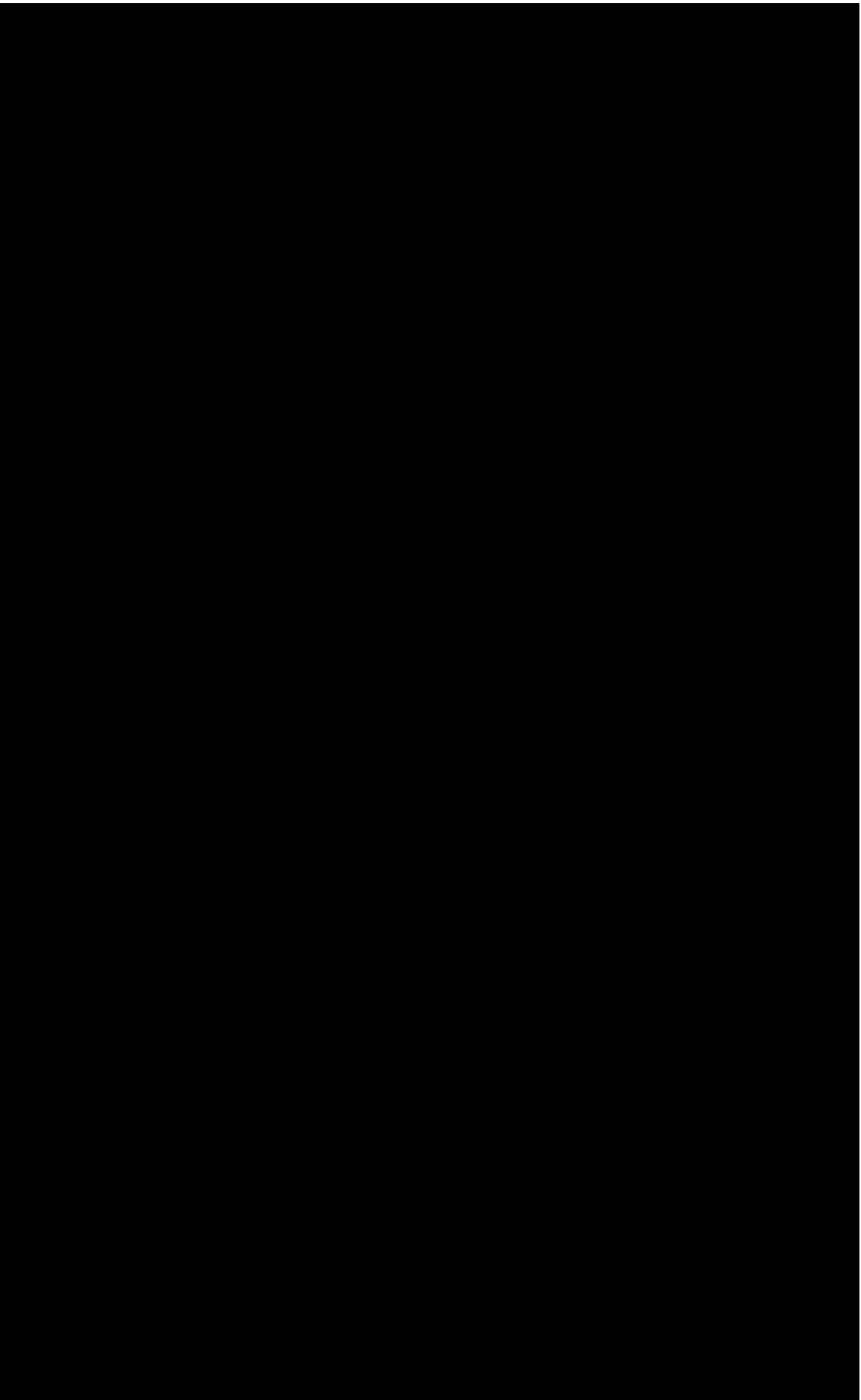
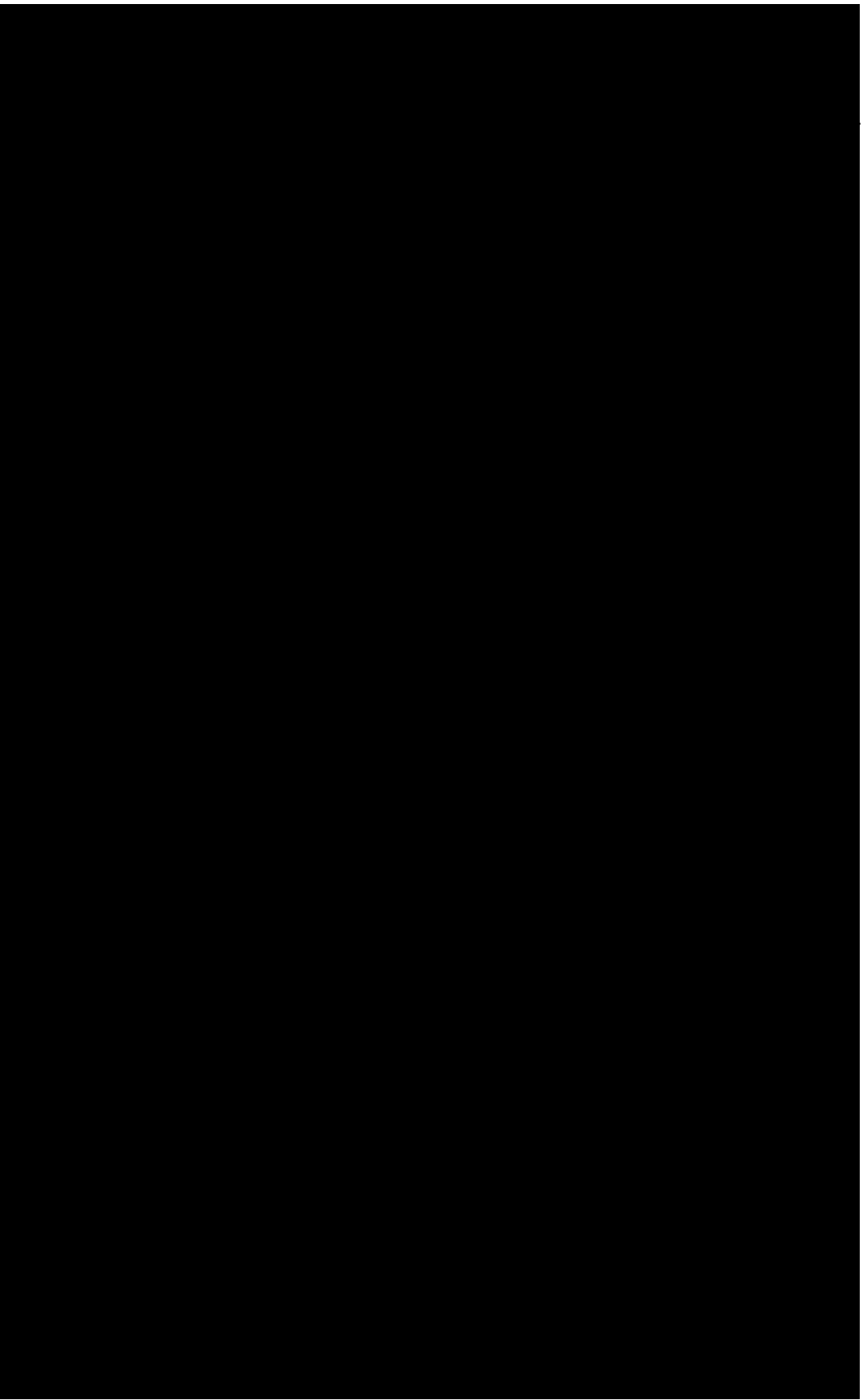


Figure 5: 5 Year Annual Balance Sheet



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Figure 6: 5 Year Annual Cash Flow Statement



Index 21. Appendix 9.1 of Form B

CONFLICT OF INTEREST OF BOARD AND MANAGEMENT MEMBERS

BOARD MEMBERS DISCLOSURE OF INTERESTS

No board member of ZIBONELE FM:

- Has any ownership interest in ZIBONELE FM;
- Is in a position of control at another licensee issued in terms of the Act;
- Has any conflict of interest relating to programming or any other matter at ZIBONELE FM;
- Is an office bearer of a political party;
- Resides outside of the coverage area of ZIBONELE FM.

MANAGEMENT MEMBERS DISCLOSURE OF INTERESTS

No management member of ZIBONELE FM:

- Has any ownership interest in ZIBONELE FM;
- Is in a position of control at another licensee issued in terms of the Act;
- Has any conflict of interest relating to programming or any other matter at ZIBONELE FM;
- Is an office bearer of a political party;
- Resides outside of the coverage area of ZIBONELE FM.

Regards

Board Chairperson

Name

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Name

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Address

Management Team Members

Name

[Redacted]

Name

[Redacted]

Name

[Redacted]

Name

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Name

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Name

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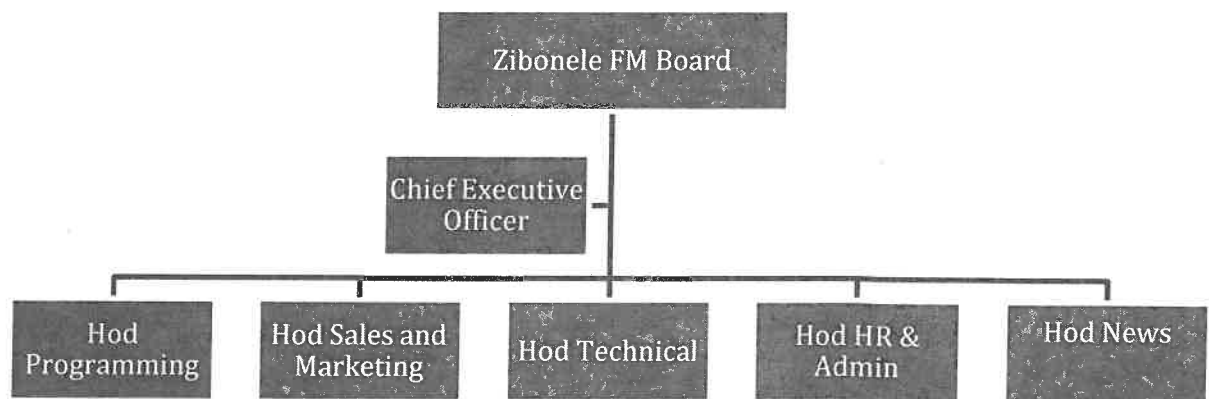
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08 June 2022

Declarations of Interests (Board of Directors and Management)

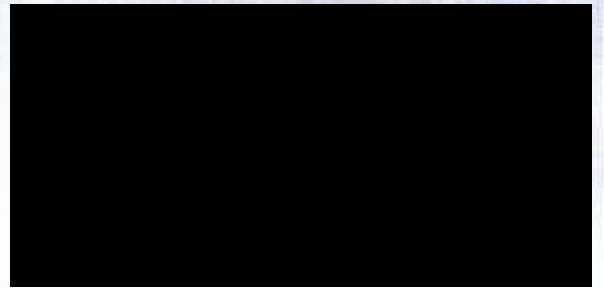
This serves to declare that [REDACTED] have no personal nor conflicting interest in the development of ZiboneleFM. The declaration of interest by Board members and the Management of ZiboneleFM is that the Board and Management has no interest other than that which they have been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the station in terms of the management.

Signature

.....

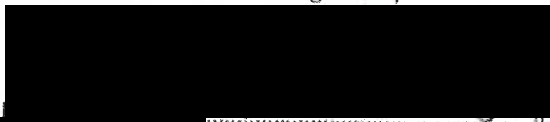
CHIEF EXECUTIVE OFFICER





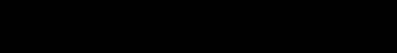
08 June 2022

Declarations of Interests (Board of Directors and Management)



This serves to declare that

Number.

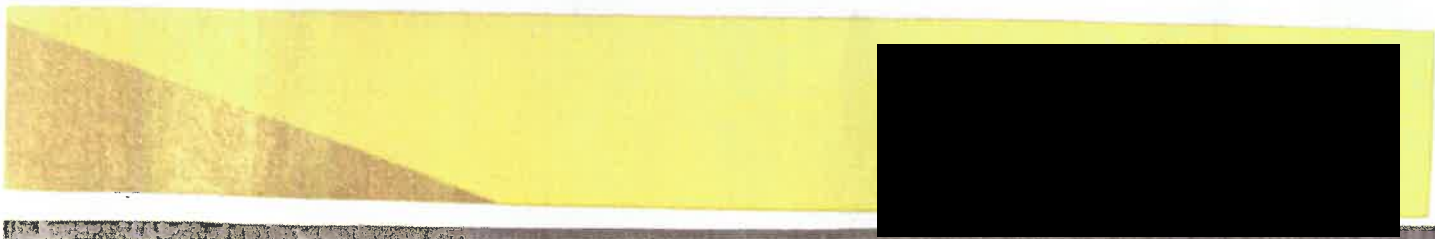


.. have no personal nor conflicting interest in the development of ZiboneleFM. The declaration of interest by Board members and the Management of ZiboneleFM is that the Board and Management has no interest other than that which they have been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the station in terms of the management.

Signature



Content Manager





08 June 2022

Declarations of Interests (Board of Directors and Management)

This serves to declare that I [REDACTED] ID
Number [REDACTED] have no personal nor conflicting interest in the
development of ZiboneleFM. The declaration of interest by Board members and the Management of
ZiboneleFM is that the Board and Management has no interest other than that which they have
been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the
station in terms of the management.

Signature

[REDACTED]

[REDACTED]

Board Member



08 June 2022

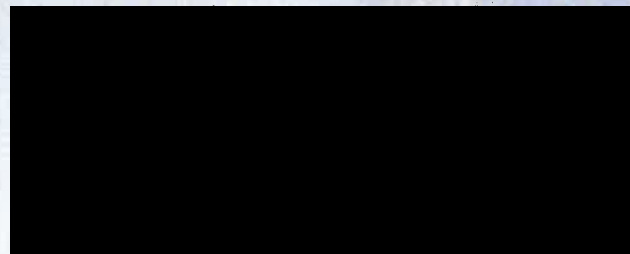
Declarations of Interests (Board of Directors and Management)

This serves to declare that I [REDACTED] ID
Number [REDACTED] have no personal nor conflicting interest in the
development of ZiboneleFM. The declaration of interest by Board members and the Management of
ZiboneleFM is that the Board and Management has no interest other than that which they have
been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the
station in terms of the management.

Signature

[REDACTED]

Secretary



08 June 2022

Declarations of Interests (Board of Directors and Management)

This serves to declare that [REDACTED] ID

Number [REDACTED] have no personal nor conflicting interest in the development of ZiboneleFM. The declaration of interest by Board members and the Management of ZiboneleFM is that the Board and Management has no interest other than that which they have been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the station in terms of the management.

Signature

[REDACTED]

Board Member





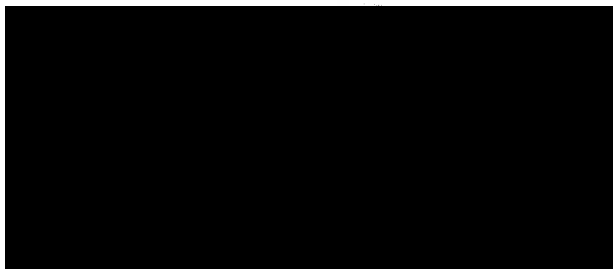
08 June 2022

Declarations of Interests (Board of Directors and Management)

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ZiboneleFM is that the Board and Management has no interest other than that which they have
been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the
station in terms of the management.

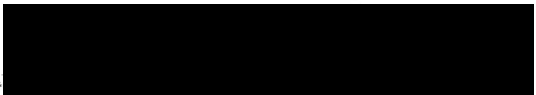
Signature

[REDACTED]
Sales and Marketing Manager



08 June 2022

Declarations of Interests (Board of Directors and Management)



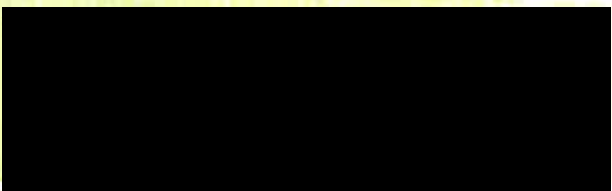
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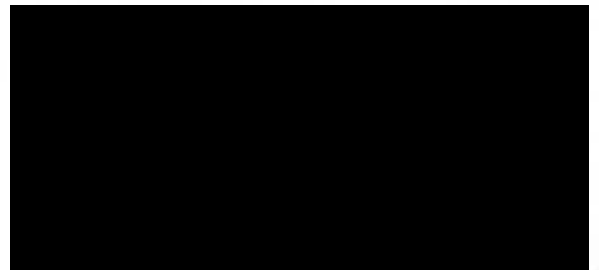
Number have no personal nor conflicting interest in the development of ZiboneleFM. The declaration of interest by Board members and the Management of ZiboneleFM is that the Board and Management has no interest other than that which they have been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the station in terms of the management.

Signature



Treasurer





08 June 2022

Declarations of Interests (Board of Directors and Management)

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Number [REDACTED] have no personal nor conflicting interest in the
development of ZiboneleFM. The declaration of interest by Board members and the Management of
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been appointed for, i.e. Fiduciary duties in terms of the Board of Directors and that of Managing the
station in terms of the management.

Signature

News Editor



PERSONAL INFORMATION

Names

Surname

ID number

Drivers license

Nationality

Languages

Marital Status

Dependents

Health

BIOGRAPHICAL INFORMATION

Home address :

Cell :

Office line :

E-mail Address

Last school attended: Ganizulu Senior Secondary School.

Highest grade passed: Grade 12 (1997)

Title: PCO Administrator

Key Performance Areas:

- Managing and controlling the constituency office on behalf of the Member of Parliament.
- Managing the telephone, computer and photo-copying facilities in the PCO.
- Typing correspondence, reports and minute taking skills. Keeping up to date records and files of all case- work and ensuring an efficient document storage system is in place.
- Alerting the MP to issues and flashpoints arising in the community.
- Providing information to the community on how to access various government services or government departments.
- Co-ordinating public programmes initiated by Parliament in the community.
- Attending public community events on behalf of

2. Employer: City of Cape Town Municipality

Occupation: Executive Personal Assistant.

Key Performance Areas:

- > To develop, implement and maintain systems to ensure administrative, logistic and other support.
- To provide a professional Personal Assistant service.
- To assist with research to provide a client liaison services.
 - > Act as a liaison officer for Mayoral Executive Committee Member between Local, Provincial departments and community stakeholders

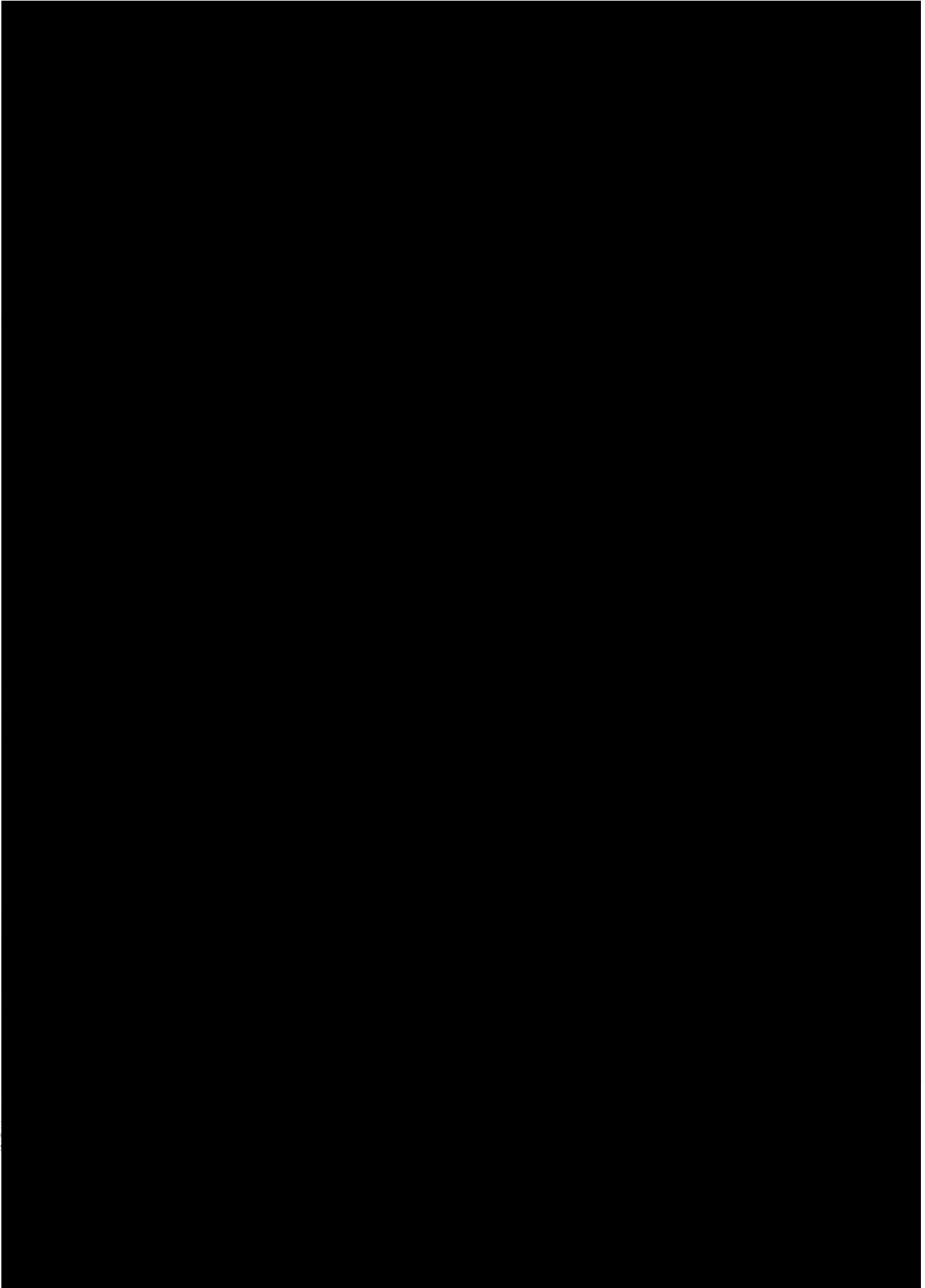
Period of employment: 14 May 2007 — 31 June 2011

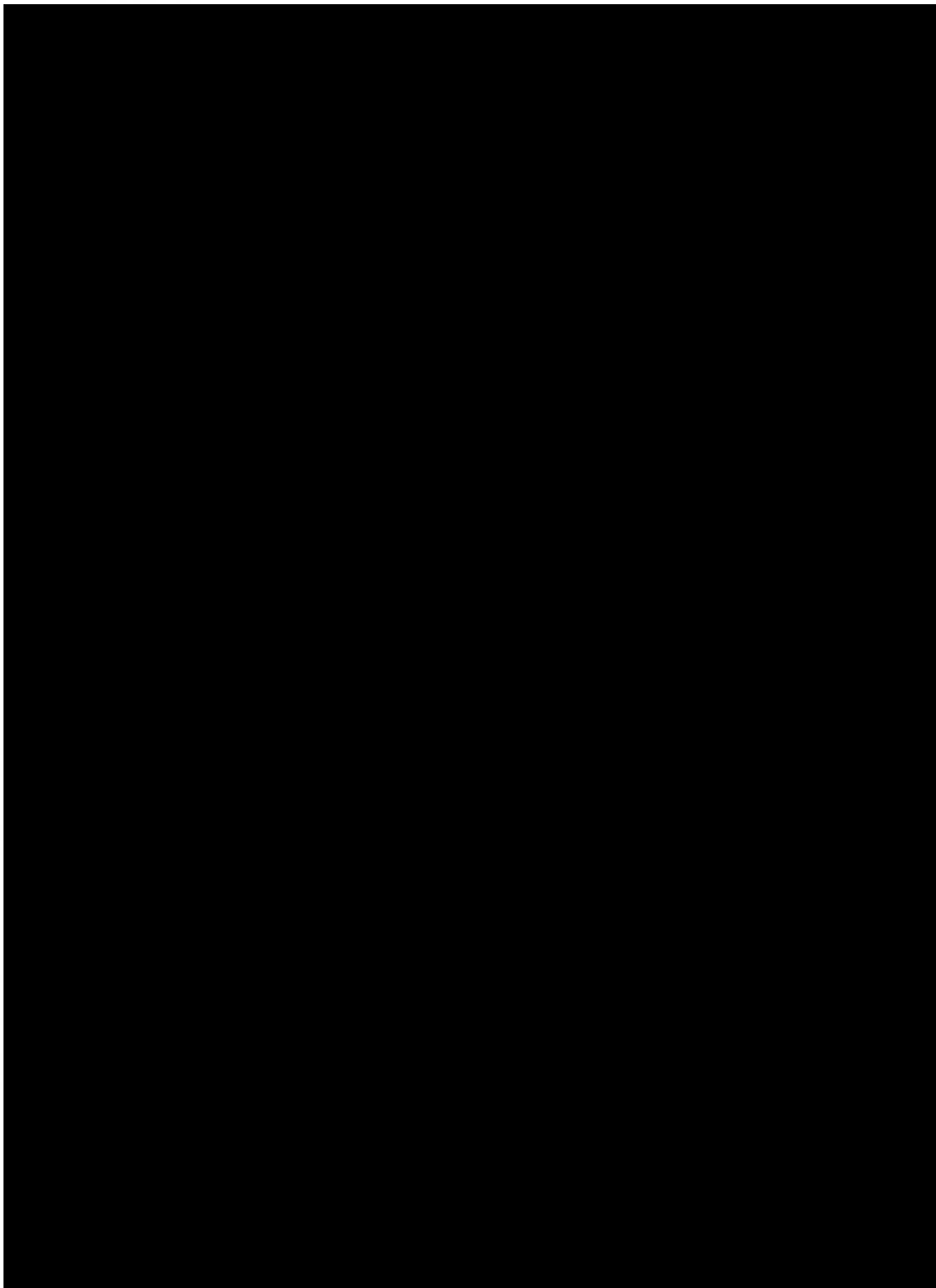
3. Employer: Old Mutual (Ltd Pty)

Occupation: Personal Financial Advisor

Key Performance Areas:

- Providing Financial Advice to Clients. Old Mutual Products (Life Cover & Investment).
- Interacting with different people & institutions.
- > Travelling to attend potential clients. Preparing call diaries and set up of appointment.
- Reporting to the Sales Manager.





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CURRICULUM VITAE OF

PERSONAL DETAILS

NATIONALITY
IDENTITY NUMBER
EMAIL
MOBILE NUMBER
GENDER
LANGUAGES
DRIVERS LICENCE
MARITAL STATUS

EDUCATIONAL BACKGROUND

NAME OF SCHOOL : Daliwonga High School
HIGHEST GRADE PASSED : Matric
SUBJECTS : English, Xhosa, History, Needlework and Clothing,
Geography, Biology
YEAR : 1996

EDUCATION & QUALIFICATIONS

INSTITUTION : College of Cape Town
COURSE : Engineering Studies
SUBJECTS COVERED : Building Administration N6, Building and Structural
Construction N6,
Building and Structural Surveying N5, Quantity
Surveying N4,
Autocad Introduction
YEAR : 2005

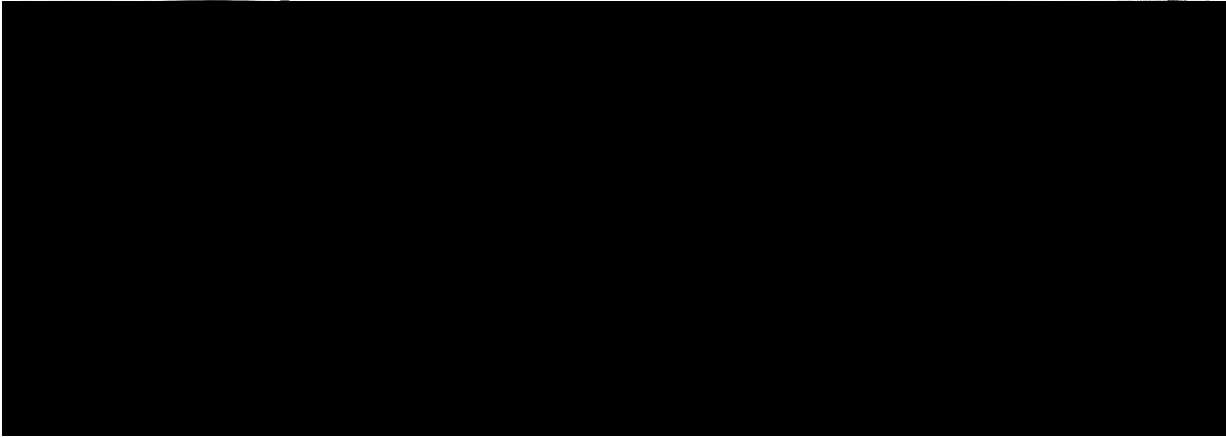
INSTITUTION : Megabro Computer School
COURSE : Computer Literacy
SUBJECTS COVERED . Introduction to Computers
• Ms Word 2000
• Ms Excel 2000
• Ms Access 2000
• Internet, E-mail & Web Design
• Ms PowerPoint 2000
• Windows 98

INTERESTS/SKILLS

Microsoft Office - Word (Good)
- Excel (Good)
- Outlook (Good)

Site Supervisor

- Working out time for employees, working out square metres for subcontractors
- Payroll

REFERENCES

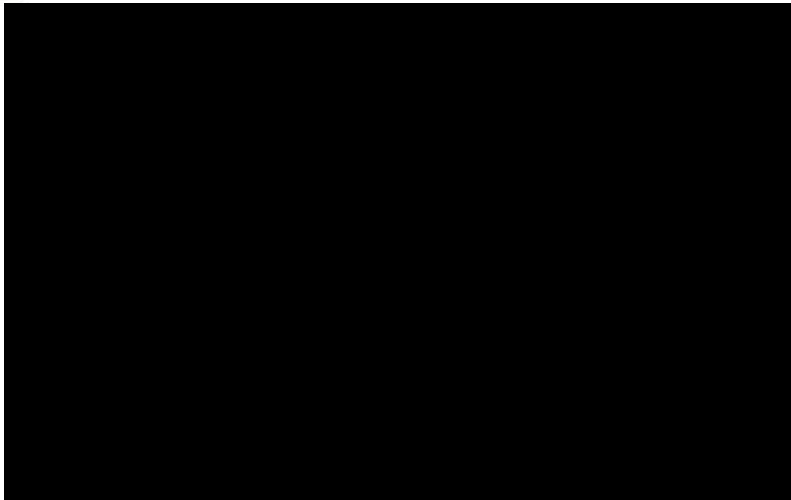
Personal Attributes Leadership and Community Involvement Skills

- ✓ Served as a Secretary of Ward Development Forum
- ✓ NEHAWU Shopsteward in the Local Government
- ✓ served as the Project Coordinator Khayelitsha safety and security forum
- ✓ Served as Chairperson of school governing board at Aberdare primary school
- ✓ Working as estate agent at KELLER WILLIAMS
- ✓ Currently serving in the board of Zibonele FM as a board member

Employment History

EMPLOYER	POSITION	DURATION	REASON FOR LEAVING
Department of Local Government	Community Development Worker	5 years	Resigned
Waterfront Indoors Security	Security Officer	1 year	Contract Terminated
Gray Security	Section Leader	2 years	Contract Terminated
Pro-Quad Security Services	Security Officer	2 years	Contract Terminated
Isaacs Brothers Furniture's Manufactures	Store man	2 years	Contract Terminated

References



CURRICULUM VITAE**PERSONAL DETAILS**

Surname:

Names:

Identity number:

Address:

Contact Details:

**QUALIFICATIONS****DIPLOMAS AND CERTIFICATES**

- Certificate of Professional Skills for Office Managers (16-17 October 2019) at Kwelanga Training.
- National Diploma Events Management 2015- CPUT
- Certificate of Project Management at Varsity College (Jan- July 2007)
- Certificate of Administration skills for Office Administrators at CPUT (June-Oct 2005)
- Certificate in Computer Literacy at Megabro (Feb-Aug 2004)
- Diploma in Office Administration at ET Centre (Feb-Sept 2001)
- Matric (English, IsiXhosa, Biology, Physical Science, Mathematics) 2000- Zola High School

Note: I am currently studying Advanced Diploma Project Management Part-time at CPUT

WORK EXPERIENCE

- Shoprite Holdings- Communications Assistant- PR & Communications Department- April 2018-to date.
- Airports Company of South Africa (ACSA)- Landside Coordinator- Landside Department- October 2014- November 2016- Reporting to Head of the Department
- City of Cape Town - Urban Renewal Programme Department (URP)- PA-July 2007-August 2013- Reporting to URP Director
- City of Cape Town - City Parks Department- Departmental Secretary-February - - June 2007- Reporting to Head of Department.
- City of Cape Town - Metro Police Department- Departmental Secretary-July 2005- January 2007- Reporting to Chief and Deputy Chief of Metro Police.
- Intec College- Call Centre- Call Centre Agent- February 2003-June 2005- Reporting to the Call Centre Manager.

AREAS OF FOCUS

- Office Management
- Events Organising (Workshops, Conference, etc)
- Project Coordination
- Corporate Social Investment Administration
- Procurement

COMPUTER PACKAGES

- MS Office
- SAP
- Oracle
- Google Suite
- Summit Event Manager-Pro

Office Management (Administration)

- Liaising with staff, suppliers and clients
- Implementing and maintaining procedures/ office administrative systems.
- Organising induction programmes for new employees, ensuring that all equipment needed are in place.
- Managing stakeholders database
- Supervising and managing 4 reception personnel.
- Diary management of office management.
- Oversee office daily procedures (paperless filing, attendance registers)

Events Organising

- Event venue selection
- Coordinate event budget after sourcing acceptable quotations.
- For each specific event prepare a detailed list of invitees from master guest lists i.e. check correct titles and information.
- Draft individual event seating plans (i.e. group relevant guests together at tables) for approval.
- Prepare events programme
- Coordinate and oversee the collation of the handouts/documentation for events.
- Manage the printing and preparation of event stationery (e.g. name tags, place cards etc.)
- Co-ordinate the sourcing and packing of all the items on the individual event checklists (includes following up with the relevant parties, e.g. sponsors, on receipt of items due by them).
- Catering
- Organise transport and accommodation for guests attending
- Responsible for updating event evaluation reports.
- Forward confirmation of attendance via email to the delegates.
- After the event draw a delegate contact detail list, to be submitted to the sponsor within the agreed timeline.
- Budget monitoring

Project Administration

- Project research and collating of the information for the team.
- Coordinate weekly status project conference calls and videos with key project stakeholders where project goals and key project milestones were discussed (via google video hangouts)
- Assisting in preparation of progress and financial reports used to monitor our project budget
- Managed all the logistics needed for project workshops.
- Maintained an efficient and orderly manual and electronic filing system.
- Developed meeting agenda, booked meeting room and conducted project meetings.
- Assisted Project Managers in developing client presentations
- Addressed project queries and reported any delays to management.
- Maintain project calendar.

Corporate Social Investment Administration

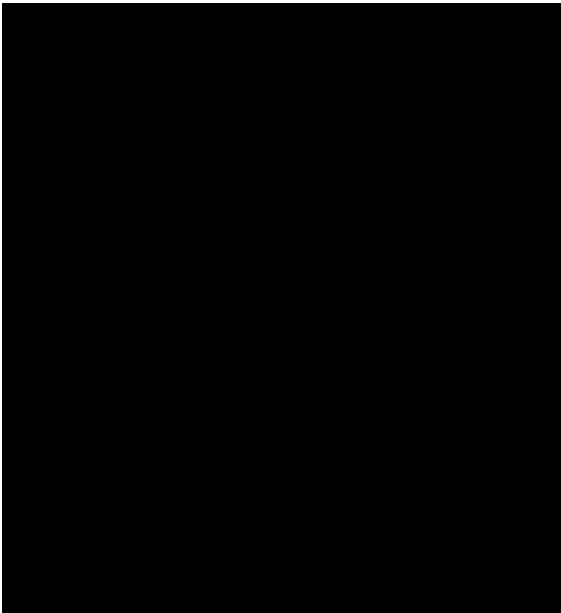
- Maintain internal and external stakeholder relationships that promote a positive business environment.
- Provide guidelines on how the Company's CSI project objectives.
- Coordinate CSI Email Box, filter through different donation and sponsorship applications, verifying the request and submit for approval.
- Coordinate different projects within the CSI department (Shoprite Community Network, Soup Truck, Surplus Food Donation)

- Project site visits

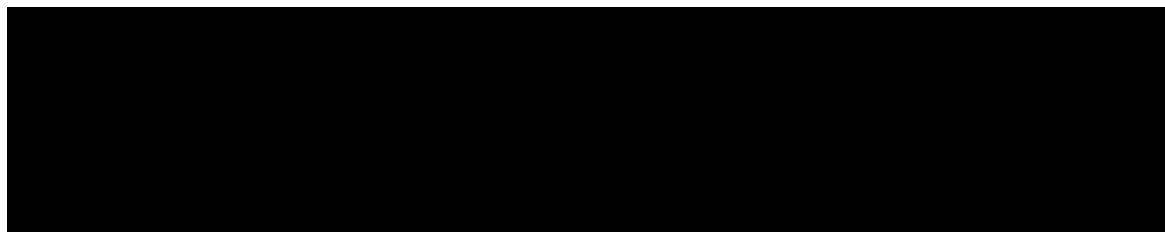
Procurement Administration & Finance

- Provide administrative support relating to the preparation of Capex and Tender committee's submission documents and coordinate all procurement.
- Process purchase orders.
- Invoice payments coordination
- Monitoring the department cost centre.

REFERENCES

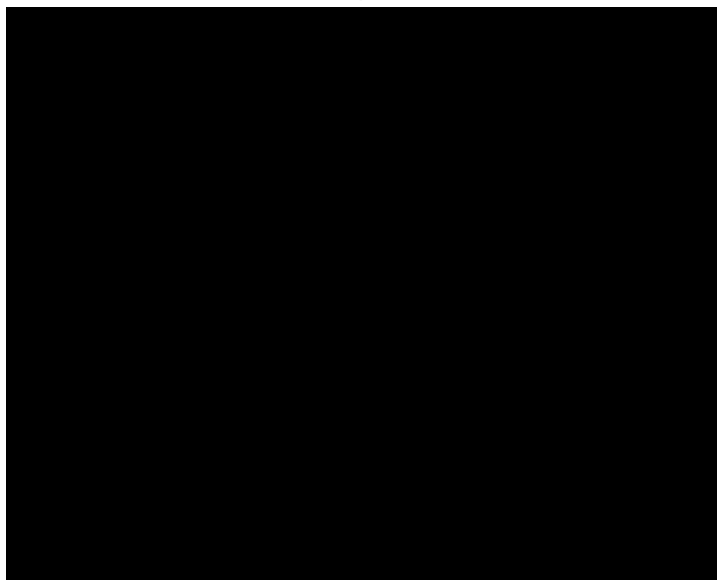


Curricula Vitae of Loyiso Elvis Silwana



Personal Details

Date of birth :
I.D No. :
Gender :
Marital Status :
Home Language :
Other Languages :



Dependants :
Nationality :
Health :
Driver's Licence :
Criminal Record :

Qualifications

Matric (Grade 12)
- Manzezulu S.S School

NATIONAL Certificate in Community Development
- University of Western Cape

NQF LEVEL 5-Project Management
- Insurance sector education and training authority

Other Competencies

Project Management	SAMDI
Administrative Justice Act	SAMDI
Health and Occupational Safety Course	Gray Training Academy
Basic First Aid Course	Gray Training Academy
Life Skill Course	Western Cape Provincial Training Academy
Introduction to Labour Law	Western Cape Provincial Training Academy
Conflict and Diversity Management	Independent Counseling & Private Training Academy
Security Grade B & SIRA Registration	Gray Training Academy

Personal Attributes Leadership and Community Involvement Skills

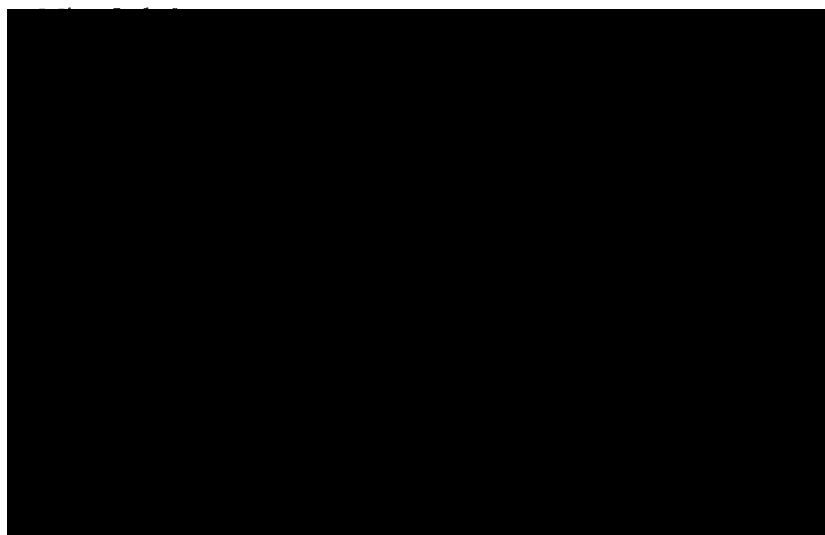
- Served as a Secretary of Ward Development Forum
- Served as the Project Coordinator in Khayelitsha Policing Forum
- NEHAWU Shopsteward in the Local Government
- Currently serving as the Project Coordinator Khayelitsha safety and security forum

- Chairperson of school governing board at Abadare primary school
- Problem solving person
- Self-starter, humble and team worker who is firm

Employment History

EMPLOYER	POSITION	DURATION	REASON FOR LEAVING
Department of Local Government	Community Development Worker	5 years	Resigned
Waterfront Indoors Security	Security Officer	1 year	Contract Terminated
Gray Security	Section Leader	2 years	Contract Terminated
Pro-Quad Security Services	Security Officer	2 years	Contract Terminated
Isaacs Brothers Furniture's Manufactures	Store man	2 years	Contract Terminated

References



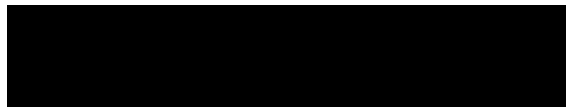
UMALUSI



Council for Quality Assurance in General
and Further Education and Training

SENIOR CERTIFICATE

Awarded to



Date of Birth

Subjects passed

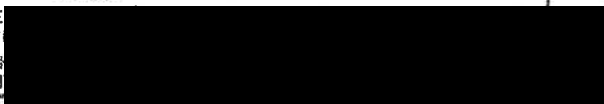
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English : Second Language	HG	E	40%-49%	Nov 04
Afrikaans : Second Language	HG	F	33,3%-39%	Nov 92
Economics	SG	D	50%-59%	Nov 05
History	SG	F	33,3%-39%	Nov 92
Business Economics	SG	F	33,3%-39%	Nov 05
Aggregate		S	720-949	

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ORIGINAL DOCUMENT WHICH I HAVE USED FOR AUTHENTICATION. I
FURTHER CERTIFY THAT, FROM THE DATE OF REPRODUCTION, NO AMENDMENT OR A
CHANGE WAS NOT MADE TO THE ORIGINAL DOCUMENT.


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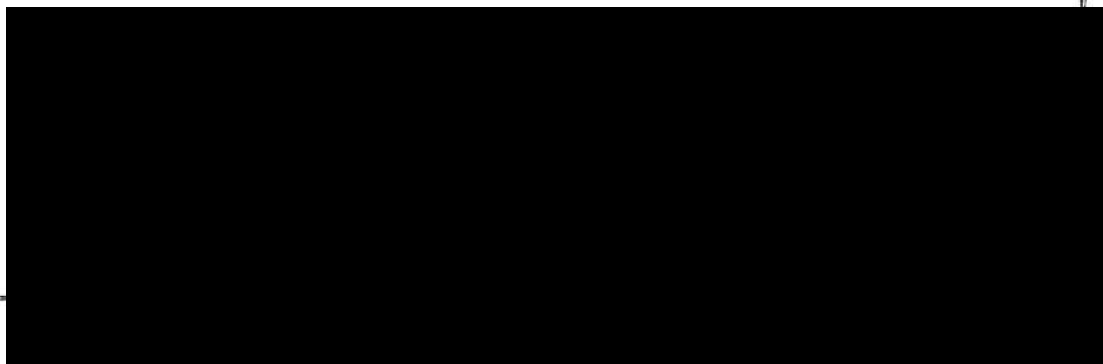
MAGSNOMME
FORCE NUMBER
NAAM IN DRUK
NAME IN PRINT



ENDORSEMENT
None



REPUBLIC OF
SOUTH AFRICA





University of the Western Cape

in collaboration with the Local Government Seta

The National Certificate in Community Development

was awarded to



Registrar



Vice-Chancellor





**SOUTH AFRICAN MANAGEMENT
DEVELOPMENT INSTITUTE**

certificate

This is to certify that

has successfully completed a
Training Course

PROJECT MANAGEMENT

During the period of

04/06/2003 - 06/06/2003

DIRECTOR GENERAL
SOUTH AFRICAN MANAGEMENT
DEVELOPMENT INSTITUTE

10 June 2003

DATE ISSUED



Certificate of Attendance

This is to certify that

[Redacted Name]

attended the following training

**Project Management
Skills Programme (NQF Level 5)**

Develop, Implement and Manage a Project/Activity Plan

[Redacted Address]

[Redacted Address]

20 November 2015

Facilitator

[Redacted Signature]

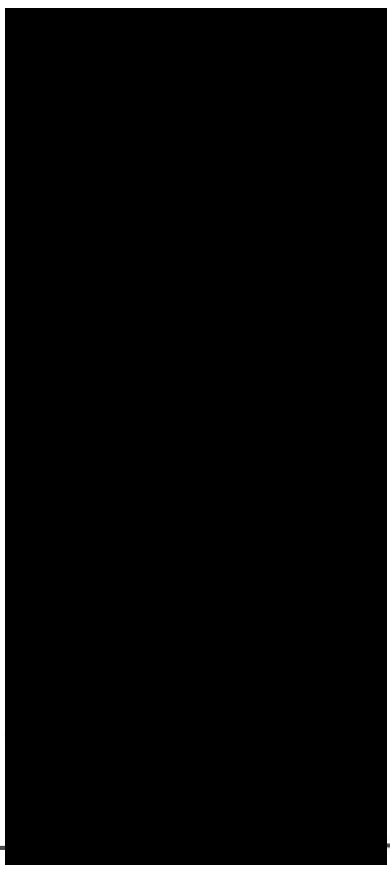


CURRICULUM VITAE OF



**Personal
Details**

ID number
Gender
Marital status
Health
Home address



Contact numbers
Email address
Nationality
Driver's license

Educational Details

- High school attended : Jamangile SSS
Highest grade passed : Grade 12 (2005)

- Institution Attended : MSC College (PE Campus)
Qualification obtained : Diploma in Audio Visual Production
Duration : Three Years (2006 – 2008)

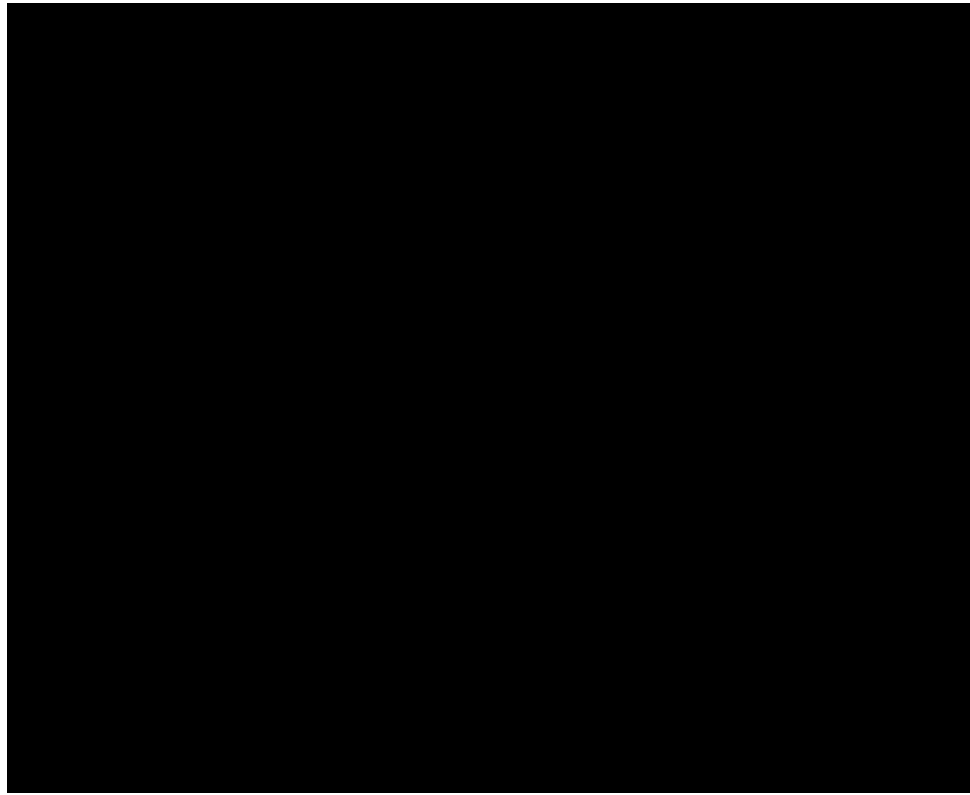
- Institution Attended : The Media Workshop (PE Campus)
Qualification obtained : National Certificate in Journalism
Duration : One Year (2009)

- Institution Attended : HRC Computers
Qualification obtained : Intro To Personal Computing Certificate
Duration : Three months
Modules : Ms Word, Ms Excel, Power Point, Access, Windows Controls

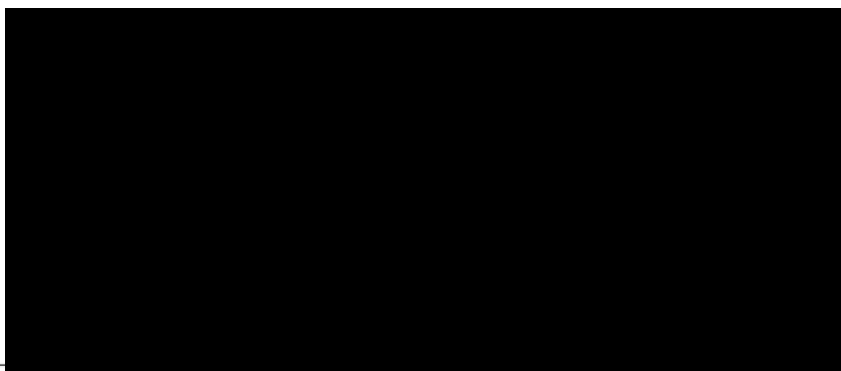
- Institution Attended : MANCOSA
Qualification obtained : Bcom Honours in Marketing Management (Student)
Duration : One Year

Work Experience

- Company : Radio Zibonele
Job Title : News Presenter / Journalist
Duration : Five Years (current position)
- Company : Nkqubela FM
Job Title : News Presenter / Journalist
Duration : Five Years (2008 – 2012)
- Company : Rural Urban Consultants
Job Title : Office Administrator
Duration : Ten Months (2009 – 2010)
- Company : Keith Ngesi Audio Productions
Job Title : Voice Over artist / Script Writer / Sound Producer /
Duration : One Year (2007 – 2008)

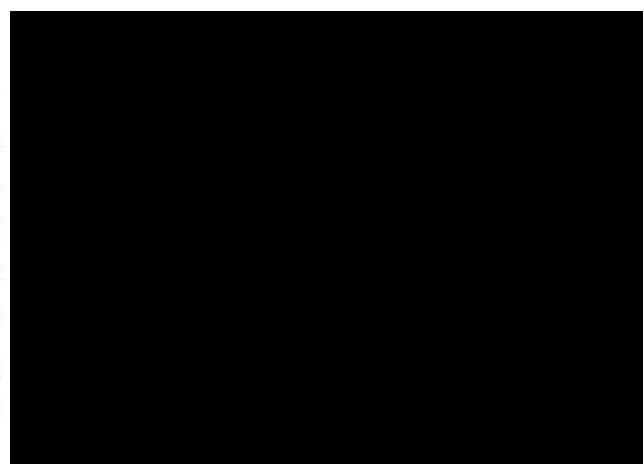
References**Skills**

Good Communication Skills, Excellent interpersonal Skills, Decision making and Leadership Skills, Problem solving, Ability to handle conflict, Ability to work independently, Report writing Skills, Ability to organise and pay attention to detail.



PERSONAL DETAILS

Name :
 ID Number :
 Date of Birth :
 Gender :
 Race :
 Home Language :
 Marital Status :
 Language Proficiency :
 Criminal Record :
 Driver's Licence :



SKILLS AND COMPETENCIES

I have extensive experience in community development, research skill, project management skill, conflict management skill and public speaking skills. I'm a flexible person and willing to adapt to new changes. I always demonstrate passion, dedication, commitment and willingness to transform lives of the poor, those who are in conflict with the law and vulnerable groups in general.

EDUCATIONAL QUALIFICATIONS AND COURSES

Post Graduate Diploma in Small Enterprise Consulting: Tertiary School in Business Administration (2018)

(NQF level 8)

Course Contents

Applied Mentoring and Coaching, Leadership, Entrepreneurship management
 Entrepreneur Finance and numeric skills, Business communication and Information management, Legal and regulatory environment and global business.

Post Graduate Diploma in Project Management Management College of South Africa (2015)

(NQF Level 8)

Course content

General management, Business Research, Marketing Management, Financial Management, Innovation and operational management and Economics

Advance Diploma in Public Administration

(NQF Level 7)

Subjects

University Of Western Cape (2011)

Managing Operations in the Public Sector, Economics and Public Finance, Introduction to Governance and Public Administration, Public

Policy, Managing information and Communication, Leadership and managing people

Public management(National Diploma)

Subjects

Cape Peninsula University of Technology – 2010
Policy Studies, Intesectoral Collaboration, Finance and Procurement,
Programme Management, Human resource management

Matric

Masiyile High School - 2007

Subjects

Xhosa, English, Afrikaans, Biology, Agriculture and Geography

Computer and Office Practice

Resource Action Group - 2002

Civic Activism, Gender, Youth and disable

People's Development

Resource Action Group – 2002

Event Planning and Management

Sport Coaches Outreach - 2003

Tendering & Small Business Management Real Enterprise Development (Red Door) – 2004

Project Management

KROMERHEE -2006

Policy Studies and Management

Staffing Direct – 2010

EMPLOYMENT RECORD

Current Employer

Department

Radio Zibonele Community Radio

Position

Station Management

Chief Executive Officer

Duties

Statutory and compliance: Maintain statutory books, maintain of minutes book of all meetings, ensure all cooperate reporting takes place, and ensure company secretariat compliance. **Ensuring good secretariat practice:** Developing and overseeing the system that ensure the company complies with all applicable codes, as well as its legal and statutory requirements, Monitoring changes in relevant legislation and the regulatory environment and take appropriate action and Drafting of all types of legal documents like MOU, agreements, Notices etc. **Smooth functioning of the Board of Directors:** Ensure that board meetings are held in compliance with the constitution, company law and other relevant legislation or regulation. Receive agenda items from the BOD members and staff members and ensure that appropriate agenda items are tabled at BOD meeting in consultation with BOD Chairperson. **Human Resource Management:** Facilitate training and development for employees, align job description with Radio Zibonele objectives, facilitate and coordinate performance management and provide support to the station manager and the BOD on HR related issues.

Previous Employer

Directorate

Position

Duties

City of Cape Town, Department of Ethic, Councillor and Sub-council Support

Compliance and Auxiliary Services

Assistant Professional Officer / Community Facilitator

Community Facilitator:

Facilitate all developmental initiatives through engagement with communities. Maintain professional relations with ward councillors and Sub- council. Create and update data-base of community stakeholders. Work as a link between Community and Council structures, Facilitate intergovernmental working relation. Manage financial and human resources dedicated for Safe Nodes. Communicate and disseminate information particularly council decision. Assist communities to develop Community Action Plan/ Local Integrated development plan. Implement special projects. Interact with external donor (local and international)

Previous Employer Department of Community Safety

Directorate Policy and Research

Position Administration Officer (Level 7)

Duties P

Policy and Research:

Assist Directorate Policy and Research in management of resources allocated to district municipalities. Assist in management and implementation of social crime prevention strategies (Youth Intervention programme, Gangs and Drugs programme, Community Safety Forums, Strategic Leadership Co-ordination). Assist the directorate in management and implementation of civilian oversight over South African Police Service. Provide assistance in management, monitor and evaluation of police service delivery and oversight of transformation policies and guidelines that are implemented by South African Police Service. Attend to queries and information requests by SCOPA, Auditor General and Provincial Parliament.

Project Administration:

Render line administrative support to EPWP projects (School Safety Project), initiate and provide support to meetings, planning sessions and conduct workshops regarding Monitoring and Evaluation issues, Assist in facilitation of Crime prevention initiatives and general administration. Manage resources allocated to projects in respect of budget. Maintain interdepartmental and external stakeholder's relations. Reconcile and update monthly budget.

4. Asset Management:

Verify that all assets on register do exist

Ensure that assets acquired, in specific financial year are recorded,

Discrepancies found are attended immediately, Monitor that asset registers are maintained correctly with additions, disposals, asset maintenance transactions and donations, Reporting noncompliance to institution and head office. Develop tools to monitor compliance to maintain proper management of assets.

Ensure that action plans are developed and completed. Ensure that procedures surrounding disposal, recording of surpluses and shortages as well as handing over is correctly implemented. Reconcile BAS and DW 98 to make sure all assets will appear on LOGIS.

3. Human Resource Management:

Provide supervisory support to human resource(s). Allocate tasks to subordinates and monitor the production. Evaluate performance of subordinates and recommend training for subordinates.

Company Department of Social Development

Duration January 2005 – November 2007 (2 Years)

Position Community Development Worker

Duties Assist in research and policy development, Facilitate youth development programme, HIV/AIDS and moral regeneration programme, Co-ordinate administrative initiatives, Assist communities in implementing developmental programs, Maintain good working relationships with the 3 spheres of government, Ensure effective implementation of work plans and regular submission of work plans and reports. Ensure improvement of the community access to government services, Compile monthly reports and maintain sound administration.

Company Department of Social Development

Duration June 2004 – December 2004

Position Population Register Manager (Internship)

Duties Provide proper management of Khayelitsha Population register update, Manage Supervisors and Field Workers, Communicate with community to introduce the project and ensure community ownership, Take full responsibility for Projects Assets, Ensure safety measures in all planning units, Maintain relations with Statistics South Africa.

LEADERSHIP ROLES

Name of the organization Khayelitsha District Transformation Committee (Department of Social Services)

Position Youth Development and Public Relation Officer

Role of the organization Ensure transparency & good governance. To ensure maximum participation of public To guard against excessive use of state resources. Liaise with community structures to inform them about new developments in the department. Ensure accessibility of services to all citizen .Work as an advisory body to Departments of Social Development.

Name of the organization Khayelitsha Youth Development Council

Position Council Chairperson

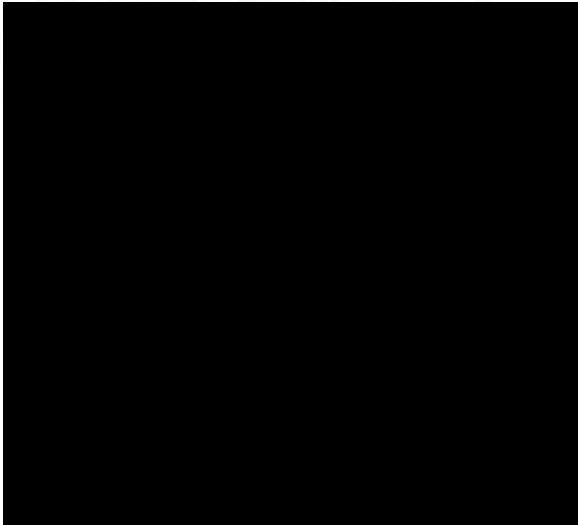
Role of the organization Lobby and advocates for youth development in all spheres of life (communities, Private and Public sector). Co-ordinate and implement youth programs. Facilitate Skills Development processes for young people. Work as a mentoring body to emerging small businesses.

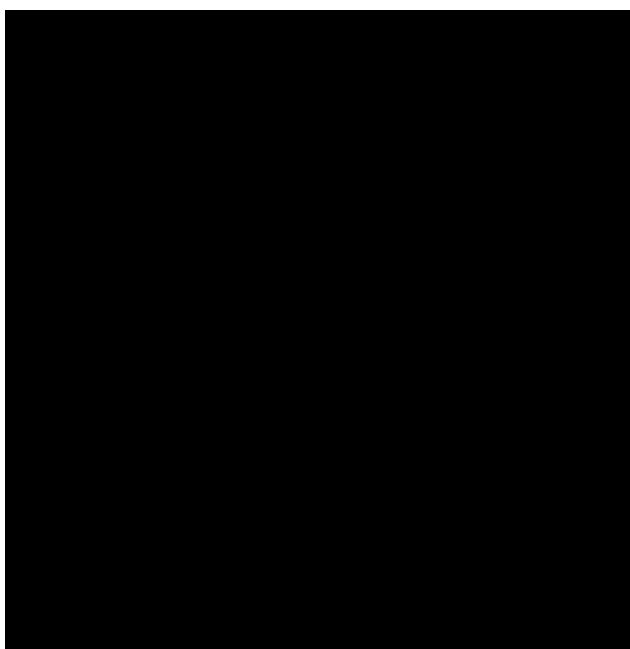
Name of the organization Khayelitsha Community Policing Forum

Position Public Relations Officer and Outreach Program Manager

Role of the organization Promote community participation in crime prevention initiatives. Bridge the gap between police/ act as the chain to link the civil society and the police. Co-ordinate and implement Anti- Crime projects. Promote volunteerism in communities to be capable of confronting crime challenges. Work as custodian to all crime prevention structures and assist in monitoring police work.

REFERENCES



**Curriculum Vitae –****PROFILE**

I am a dedicated and ambitious Communicator with more than 7 years' experience in Media, Marketing and Communication field. I am someone who is prepared to achieve the desired goals of the Job description. I am a hard worker, self-motivated, goal-oriented individual who is always looking for a challenge to enhance my skills and knowledge. I like to interact with other people and adapt easily to different kinds of environments. I have good communication and telephone skills. I have since developed my desire in the Communication/Media industry to empower more knowledge. I have worked in different media houses and corporate environment as a journalist who has vast experience in News & politics and also worked as Media Liaison Officer/Communication Officer. I speak isiXhosa, English, isiZulu, Setswana and SeSotho fluently.

EDUCATIONAL BACKGROUND

Year: 2009-2011

Qualification: National Diploma Journalism

Institution: Cape Peninsula University of Technology

Year: 2005

Qualification: Grade 12

Institution: Zola Senior Secondary School

Subjects: Maths, Physics, Biology, English, Xhosa and Home Economics

WORK EXPERIENCE

ZIBONELE FM NEWS EDITOR - FROM MARCH 2021 TO CURRENT

- Head & Monitor the Newsroom
- Verify & Edit bulletins & Stories for online newspaper
- Create an editorial board
- Review content
- Write editorials
- Manage the budget
- Represent the publication
- Attend media enquiries
- Branding for internal & external political debates/Imbizos
- Liaise with involved stakeholder to maintain relations

UNITED DEMOCRATIC MOVEMENT- MEDIA LIAISON OFFICER: FROM MARCH 2015 UNTIL FEBRUARY 2019

- Media monitoring
- Take videos and pictures
- Draft media statement and issue statements to various media houses
- Answering enquiries from the press or other media representatives
- Drafting speeches for UDM Leadership
- Plan & Organise internal & external events
- Organise press/media briefing
- Manage website and Social Network pages

DEPARTMENT OF ENVIRONMENTAL AFFAIRS: From APRIL 2014 TO FEBRUARY 2015: COMMUNICATIONS

- Taking of picture & videos
- Do media monitoring
- Lobbying media to attend events
- Drafting of media release
- Distributing articles to relevant officials
- Research
- Liaise with stakeholders (Internal & External)
- Branding for internal & external events
- Office management
- Organising travel documents

December 2008 – February 2014 Volunteer News Reader& Reporter at Radio Zibonele

- Research & prepare newsworthy stories
- Editing clips

- Produce quality scripts for news bulletins and current affairs programme
- Read news
- Report news
- Do voice overs

2015 February 01 to 28 February 2016 Video journalist: Khayelitsha Mobile Television

- Research & prepare newsworthy stories
- Editing clips
- Voiceover
- Videographer

SKILLS AND COMPETENCIES

- Time management
- Knowledge and understanding of project management and events management practices, and departmental policies, functions, projects and programmes
- Service excellence
- Hard working
- Knowledge and understanding of the PFMA and National Treasury regulations
- Knowledge of Government Procurement and Supply Chain Management processes and
- Knowledge of Human Resources Procedures
- Professional
- Telephonic skills
- Computing Skills (Microsoft word, Excel, PowerPoint)
- Flexible and Trustworthy
- Friendliness
- Public Relations
- Decision Making
- Leadership and Supervision
- Have sense of urgency & always meet deadlines

Hobbies and Interests

- Reading newspapers
- Listening to news
- Singing
- Camping
- Traveling
- Socializing with peers

REFERENCE

Name:

Designation:

Contact Number:

Name:

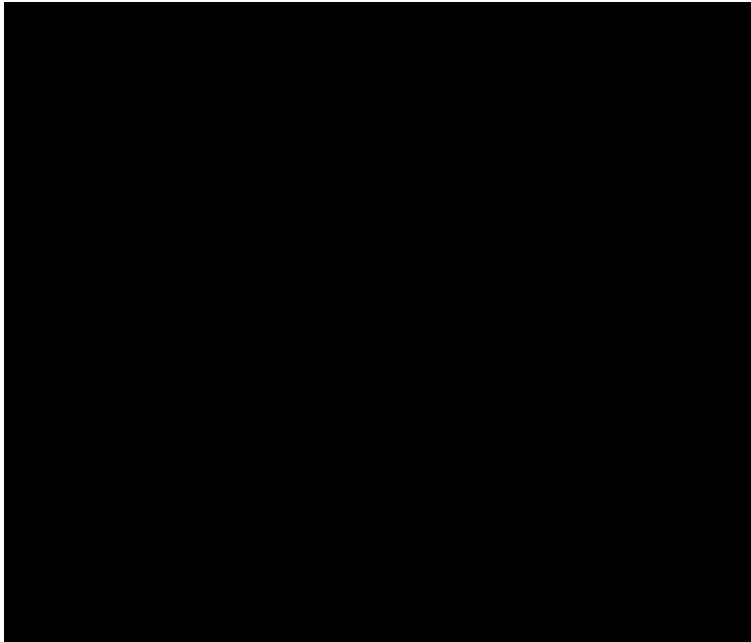
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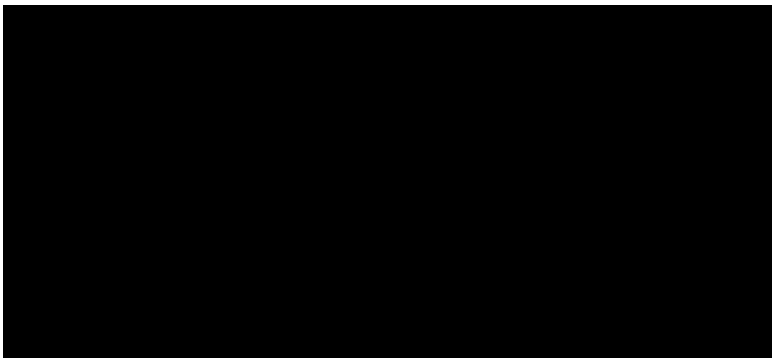
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Designation:

Contact Number:



PERSONAL DETAILS

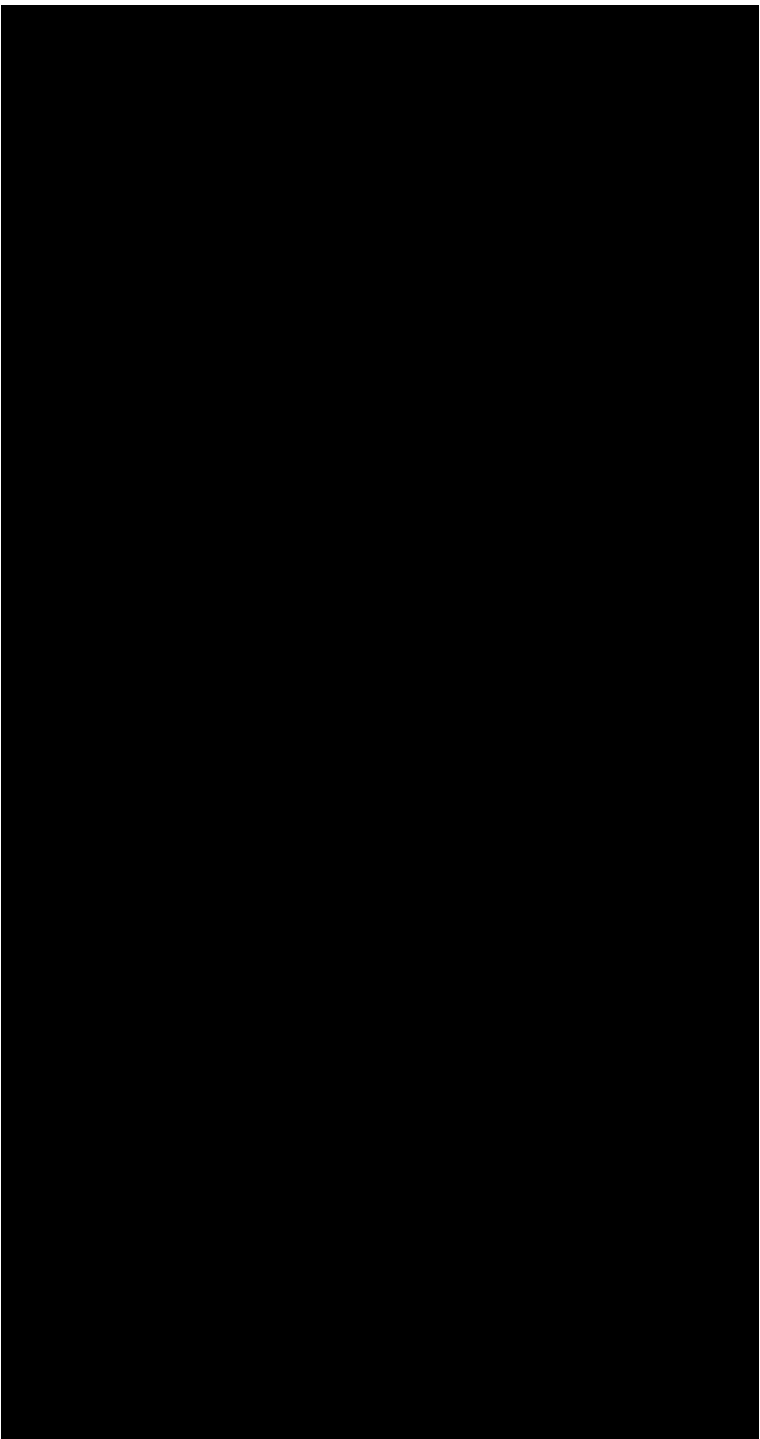


Surname :
First Name :
Date of birth :
ID Number :
Nationality :
Languages :
Gender :
Health :

ACADEMIC HISTORY

High School :
Subjects :

FURTHER STUDIES :



ABILITIES AND SKILLS

- ◆ Strong leadership skills
- ◆ Excellent organizational Skills
- ◆ Computer Literate
- ◆ Competent in high stress situations
- ◆ Team Worker
- ◆ Mediation and problem solving skills
- ◆ Public speaking

EMPLOYMENT HISTORY

2017 – To Date:

Programmes / Content Manager

- Responsible to monitor and ensure quality broadcasts all the time. Increased listenership from 161 000 – 269 000
- Responsible for a team of 23 presenters and an offsite technician.
- Ensure that all programmes are well prepared for through programme line ups that must be submitted before the programme by all presenters.
- Ensure that programmes and information to be presented is well researched.
- Manage the performance of all presenters through quarterly performance evaluations.
- Responsible for the training and development of presenters.
- Ensure that all technical equipment are operational at all times.
- Set targets for the Department and ensure they are Met.
- Establish a vision and a Mission for the Department
- Establish a budget for the department and manage it accordingly
- Ensure induction and training of all new staff in the department
- Responsible for recruitment and selection
- Ensure that the radio is taken to the community through certain programmes
- Responsible for quality maintenance all outside broadcasts.
- Ensure that clients are always happy during live broadcasts
- Ensure the setting up and functioning of department streams
- Appoint departmental coordinators
- Ensure that the sport department is visible at all major games in Cape Town
- Establish beneficial partnerships with CBO'S and corporates.
- Ensure the timeous and regular servicing at all studio's
- Ensure smooth co-operation between the programming department and sales and marketing department.

- Ensure compliance and respond with a reasonable time
- Ensure that all programmes are broadcast within our license conditions.

2014 – To date

Breakfast show Presenter

- Presented the Breakfast show
- Initiated all the feature for the programme
- Produced and research for all the features
- Ensure smooth running and co-ordination of the programme
- Anchor of the programme
- Set target for the team and meet them in term of listenership.
- Ensure all elements of good radio are covered ie. Information, Education, Entertainment and Community development.
- Ensure balanced selection of music for the programme
- Ensure listener participation throughout the programme
- Ensure the programme with a listenership of a 120 000.
- Produce relevant fresh topic every morning
- Ensure that team members are playing their roles.
- Solve all technical problems in the studio and with computers ie. Software, Networking and Mixer challenges etc.

TV PRESENTER AND PRODUCER

Produced and Presented difference Programmes for Cape Town TV from 2008 – 2017

- Organized guest
- Researched for the programme
- Present the programme pre-recorded for live.
- Plan the different segments in the programme
- Co-present programme with other presenters

The following were programmes and presented:

- Amadleo Aluhlaza - Traditional Education programme
- Imbabu - A life style magazine programme with a community development angle
- Indwendwe Nabahambi - Programme dealing with Xenophobia and education about the dangers of this
- China Hour - Dealt with the life style of Chines people , the culture, Food Tourist destinations

All the above programmes were very successful and pulled viewers for the Channel

Name of Company	:	Communicare
Duration	:	1995 to date
Position	:	Human Resource Manager
Date	:	2004 to 2009

DUTIES

- ◆ Recruitment of Staff
- ◆ Ensure selection of staff
- ◆ Induction of new staff members
- ◆ Ensure formal appraisal of employees
- ◆ Establish remuneration levels
- ◆ Administration of salaries
- ◆ Ensure administration of salaries every month
- ◆ Check salaries for accuracy
- ◆ Ensure that all changes to the master file are approved
- ◆ Ensure that all the reports are filed for audit purpose
- ◆ Ensure that all statutory deductions are affected and paid over
- ◆ Ensure administration of employee benefits
- ◆ Establish training and development plans
- ◆ Implementation of training and development plan
- ◆ Ensure compliance with labour law legislation
- ◆ Communication of company policies
- ◆ Co-ordinate staff social events
- ◆ Ensure function of workplace group forums
- ◆ Liaised with organized labour
- ◆ Co-ordinate disciplinary and grievance investigations and hearings
- ◆ Chair disciplinary hearings
- ◆ Establish and manage department budget
- ◆ Ensure administration of staff files
- ◆ Manage individual and team performance
- ◆ Manage workplace climate
- ◆ Ensure compilation of employment equity report
- ◆ Assist with the workplace skills plan
- ◆ Ensure employment equity targets are met
- ◆ Manage employment equity with all appointments
- ◆ Monitor and implement company policies
- ◆ Compile induction programme for all new employees
- ◆ Implement induction programme
- ◆ Special projects
- ◆ Facilitate drafting of new policies
- ◆ Facilitate staff and management negotiations

- ◆ Principal officer for the provident fund
- ◆ Chairperson and trustee of the board of Trustees for provident Fund
- ◆ Ensure that all provident fund claims are processed
- ◆ Ensure smooth operation of the Board of Trustees
- ◆ Ensure benefits statement are issued annually to all employees

SPECIAL PROJECT

I was a chairman of the company's 75th Anniversary organising committee, which consisted of Board members, management and staff. The anniversary organising Committee had a budget of 1million

DUTIES

- ◆ Co-ordinate activities of the committee
- ◆ Organise weekly progress report meetings
- ◆ Manage budget and monitoring of expenditure
- ◆ Report on variances
- ◆ Evaluate progress of different projects
- ◆ Compile monthly progress report for the board of directors
- ◆ Oversees successful implementation of all planned projects
- ◆ Reports on deviations
- ◆ Supervision on the building of ten house
- ◆ Organise volunteer for building of the house
- ◆ Assit with arranging housing conference
- ◆ Arrange transport to and from site for volunteers
- ◆ Ensure that deadline are met by all subcommittee chairperson

Position : Human Resource officer

Duration : 2000 to 2004

DUTIES

- ◆ Recruitment and selection
- ◆ Staff Communications
- ◆ Served on training and development committee
- ◆ Co – Ordinate staff social events and team building
- ◆ Ensure production and distribution of company's new letter
- ◆ Advise senior Management on labour related matters
- ◆ Labour relations
- ◆ Health and safety
- ◆ Training and development
- ◆ Security and parking
- ◆ Co –ordinate and chair 75th anniversary celebrations
- ◆ Managing Employment Equity
- ◆ Assist with the compilation of employment equity report
- ◆ Setting up disciplinary hearing and counselling sessions
- ◆ Chairing disciplinary hearings
- ◆ Presentations at CCMA

- ◆ Arrange staff functions

Position held : Community Liaison Officer

Duration : 1995 to 2000

DUTIES

- ◆ Establish community structures
- ◆ Link between community and Company
- ◆ Communications officer
- ◆ Drafting of agendas and taking minutes for meetings
- ◆ Establish community needs and seek resources
- ◆ Link between company and local authority

Position : Human Resource officer

Duration : 2000 to 2004

DUTIES

- ◆ Recruitment and selection
- ◆ Staff communication
- ◆ Served on training and development committee
- ◆ Co-ordinated staff social events and team building
- ◆ Ensure production and distribution of company's new letter
- ◆ Advise senior management on labour related matters
- ◆ Labour relations
- ◆ Health and safety
- ◆ Training and development
- ◆ Security and parking
- ◆ Co-ordinated and Chair 75th Anniversary celebrations
- ◆ Managing Employment Equity
- ◆ Assist with the compilation of Employment equity report
- ◆ Setting up disciplinary hearing and counselling sessions
- ◆ Chairing disciplinary hearings
- ◆ Presentation at CCMAZ
- ◆ Arrange staff functions

Position held : Community Liaison Officer

Duration : 1995 to 2000

DUTIES

- ◆ Establish community structures
- ◆ Link between community and Company
- ◆ Communications officer
- ◆ Drafting of agendas and taking minutes for meetings
- ◆ Establish community needs and seek resources
- ◆ Link between company and local authority
- ◆ Establish community development projects

- ◆ Set up community projects
- ◆ Arrange training for community members
- ◆ Conflict resolution

SPECIAL PROJECT

I was a chairman of the company's 75th Anniversary organising committee, which consisted of Board members, management and staff. The anniversary organising Committee had a budget of 1million

DUTIES

- ◆ Co-ordinate activities of the committee
- ◆ Organise weekly progress report meetings
- ◆ Manage budget and monitoring of expenditure
- ◆ Report on variances
- ◆ Evaluate progress of different projects
- ◆ Compile monthly progress report for the board of directors
- ◆ Oversees successful implementation of all planned projects
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- ◆ Supervision on the building of ten house
- ◆ Organise volunteer for building of the house
- ◆ Assist with arranging housing conference
- ◆ Arrange transport to and from site for volunteers
- ◆ Ensure that deadline are met by all subcommittee chairperson

VOLUNTEER 1996 – 2011

- Production of traditional programme EyeNgwevu
- Research for the programme
- Presentation of the 3 hour programme
- Commentating of Boxing Matches
- Presented the following programmes, Breakfast show, Talk show between 21h00 – 00h00 Monday, Wednesday and presented a music programme on Friday 21h00 – 24h:00 Golden Oldies. Presented the choral music programme on Sundays 12h00 – 14h00.
- Compiled music that is relevant to each programme
- Ensure adverts and live reads are played on time.
- Assist in the training of New Presenters
- Attract maximum listenership to all the programmes
- Maintain good relations with the listeners
- Set up listeners club
- Assisted with sales and marketing by pitching at clients
- Responsible for leading the team

VOLUNTEER PRESENTER AT RADIO ZIBONELE (1996 to 2011)

Programmes presented

Breakfast Show (1997 – 2003)

Talk shows

Music programme

Sport programme

1997 – Elected as secretary of the Board of Directors.

199 – Elected as the Volunteer representative on the Board

2002 – Elected as the Treasure of the Board

BOARD OF DIRECTORS

- Served as a Board member for 9 (nine) years in different positions.
- Served a term as a treasurer of the Board responsible for overseeing finances.
- Supporting document accompany all cheques to be signed.
- Purchase vouchers are presented for money spent.
- Served as the secretary of the Board, Responsible for record keeping and all correspondences of the board.
- Compiled annual report
- Influential in the decision to move the radio from shipping container in Town Two to a proper building in ILitha Park.
- Recorded all board meetings and circulated the minutes.
- Contributed in strategic decisions
- Served as a volunteer representative on the board.
- Represent the interest of volunteers
- Arranged report back meetings after board meetings
- Relay volunteer concerns to the board
- Represented the station on all panels with IBA hearings license applications
- Prepared all panel members for the hearings and question to expect and possible answers
- Building of a 30 meter mast pole for the antennae was a great achievement as well.

COMMUNITY DEVELOPMENT PROJECTS

Founder member and chairperson of Masiphathisane Home Improvement

Projects which is a section 21 company assisting people to improve their living conditions.

Founded and Chaired Empowerment Education project, assisting Matriculates'.

ACHIEVEMENT

1996 - Initiated and Established Radio Zibonele Listeners' Club

1997 – Best presenter of the year award

1997 – Best presenter of the Breakfast Show Awards

2002 – Sports presenter of the year award

2004 – Initiated and established Radio Zibonele Book Club

2006 – DTI consumer Journalist Awards

2018- Inducted into the Liberty Hall of Fame

I also serve as chairman and principal officer on Board of Trustees of the company's provident fund

REFERENCES

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 22: Appendix 9.2 of Form B (Ownership interests)

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 22. Appendix 9.2 of Form B

Ownership Interests

ZIBONELE FM is owned by the communities that it serves.

Based on the details of the members of the Board of ZIBONELE FM (Appendix 9.1 of Form B), the Board is comprised of more than 30% of persons from the PDG.

Note that the Station Manager as ex-officio member is not considered as an elected member of the Board.

ZIBONELE FM thus meets the minimum 30% requirement of ownership interest held by persons from the previously disadvantaged group.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 23. Appendix 9.3 of Form B

Not serving on another CRS Board

It is confirmed that no member of the ZIBONELE FM Board serves on the Board of another licensee in terms of the Act.

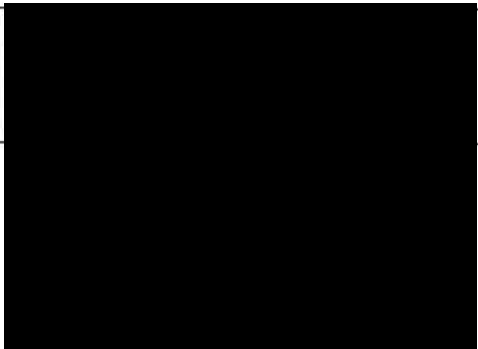
ZIBONELE FM


PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 24: Appendix 10.1 of Form B (Frequency
Application – Form P)**

Annexure B**“ FORM P “****APPLICATION FOR BROADCASTING SPECTRUM LICENCE****(Regulation 15)****INDEPENDENT COMMUNICATIONS AUTHORITY OF SOUTH AFRICA***Note:*

- (a) Application must refer to the *Electronic Communications Act, 2005 (Act No. 36 of 2005)* (“the Act”) and any regulations published under that Act with regard to the requirements to be fulfilled by the applicant. Applications are referred, in particular, to the *Community Sound Broadcasting Regulations, 2006 (published under GN755 in Government Gazette 28919 of 6 June 2006)* and the *Community Sound Broadcasting Licence: Criteria to Measure Community Support Regulations, 1997 (published under GN R1388 in Government Gazette 18380 of 17 October 1997)*.
- (b) Information required in terms of this Form which does not fit into the space provided may be included in an appendix attached to the Form. Each appendix must be numbered with reference to the relevant part of the Form
- (c) Where any information in the Form does not apply to the registrant, the registrant must indicate that the relevant information is not applicable.

1. PARTICULARS OF APPLICANT	
1.1 Application/Radio Station Name:	Zibonele FM
1.2 Designated contact person/s:	
1.3 Applicant's principal place of business:	

1.4 Applicant's postal address:	
1.5 Applicant's telephone number/s (include mobile numbers):	
1.6 Applicant's telefax number/s:	
1.7 E-mail address of designated contact person (maximum of two):	
1.8 Applicant's Service Licence No:	

2. TECHNICAL INFORMATION		
2.1 Transmitter Site*	Khayelitsha	
2.2 Signal Distributor*	Sentech	
2.3 Frequency Applied For*	98.2	MHz
2.4 Geographic Co-ordinates*	34S02 30 and 18E40 36	
2.5 Physical Address:	Khayelitsha	
2.6 Site Height*	?	m above sea level
2.7 Mid-Antenna Height*	10 m	m above site
2.8 Maximum Effective Antenna Height*	?	m above terrain
2.9 Designation of Emission*	250KF8EHF	
2.10 Frequency Stability*	2	kHz
2.11 Spurious Emission Level*	60	dB/1mW
2.12 Maximum Deviation*	75	kHz
2.13 Maximum Effective Radiated Power (ERP)*	0,010	kW
2.14 Antenna Horizontal Radiated Pattern*	Omni-directional	

2.15 Antenna Polarisation*	Vertical
2.16 Programme Source*	STL
2.17 RDS Service*	Yes
2.18 SST Service*	None
2.19 Period**	Not applicable: permanent licence application
Legend: (*) mandatory fields (**) applies to short term licence applications	

The person signing the registration on behalf of the registrant must acknowledge as follows:

I acknowledge that the Authority reserves the right to have any licence issued pursuant to this registration set aside should any material statement made herein, at any time, be found to be false.

Signed
(REGISTRANT)

I certify that this declaration was signed and sworn to before me at on
the day of 2022, by the deponent who acknowledged that he/she:

4. knows and understands the contents hereof;
5. has no objection to taking the prescribed oath or affirmation; and
6. considers this oath or affirmation to be truthful and binding



COMMISSIONER OF OATHS

Name:

Address:

(...end of substitution)"

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 25: Appendix 11.5 of Form B (Board Resolution)



2022/03/01

To whom it may concern

RE: Board Resolution

Zibonele FM Board hereby grant authority to [REDACTED] to sign the registration and liase with the authority during the registration process.

Position and contact details

[REDACTED]

Yours Sincerely

[REDACTED]



ZIBONELE FM

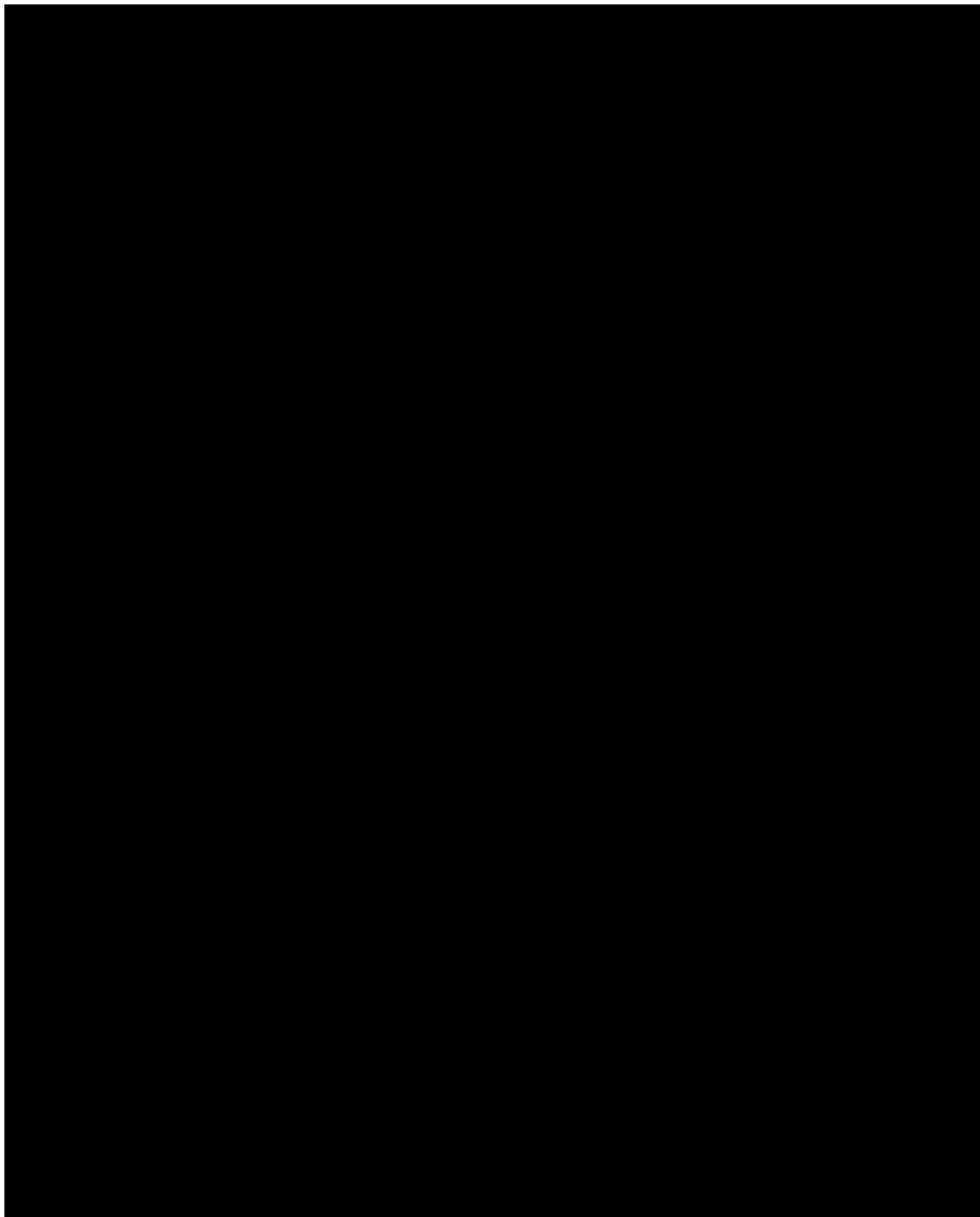
PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

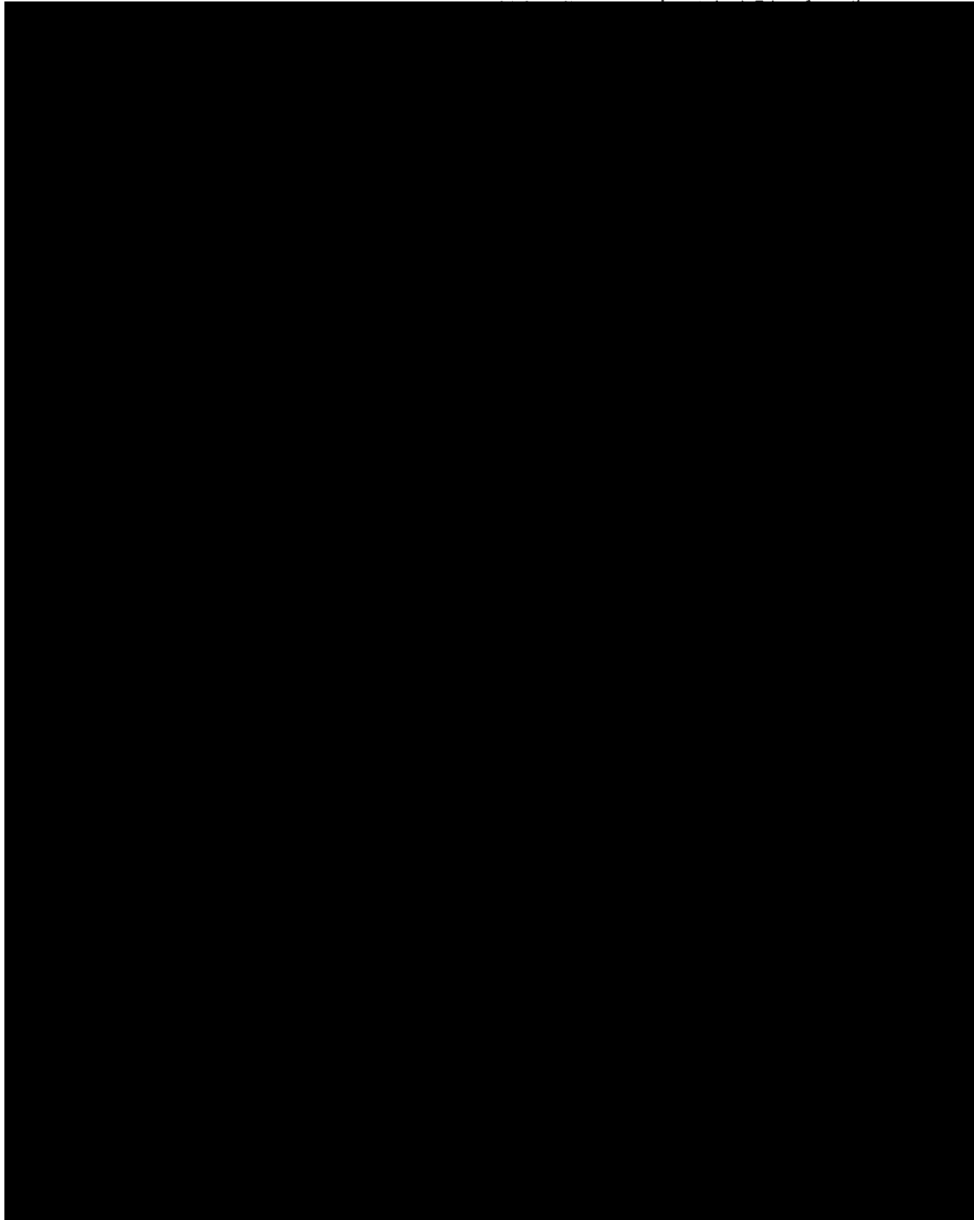
INDEX 26: Frequency Study and Radio Coverage Study

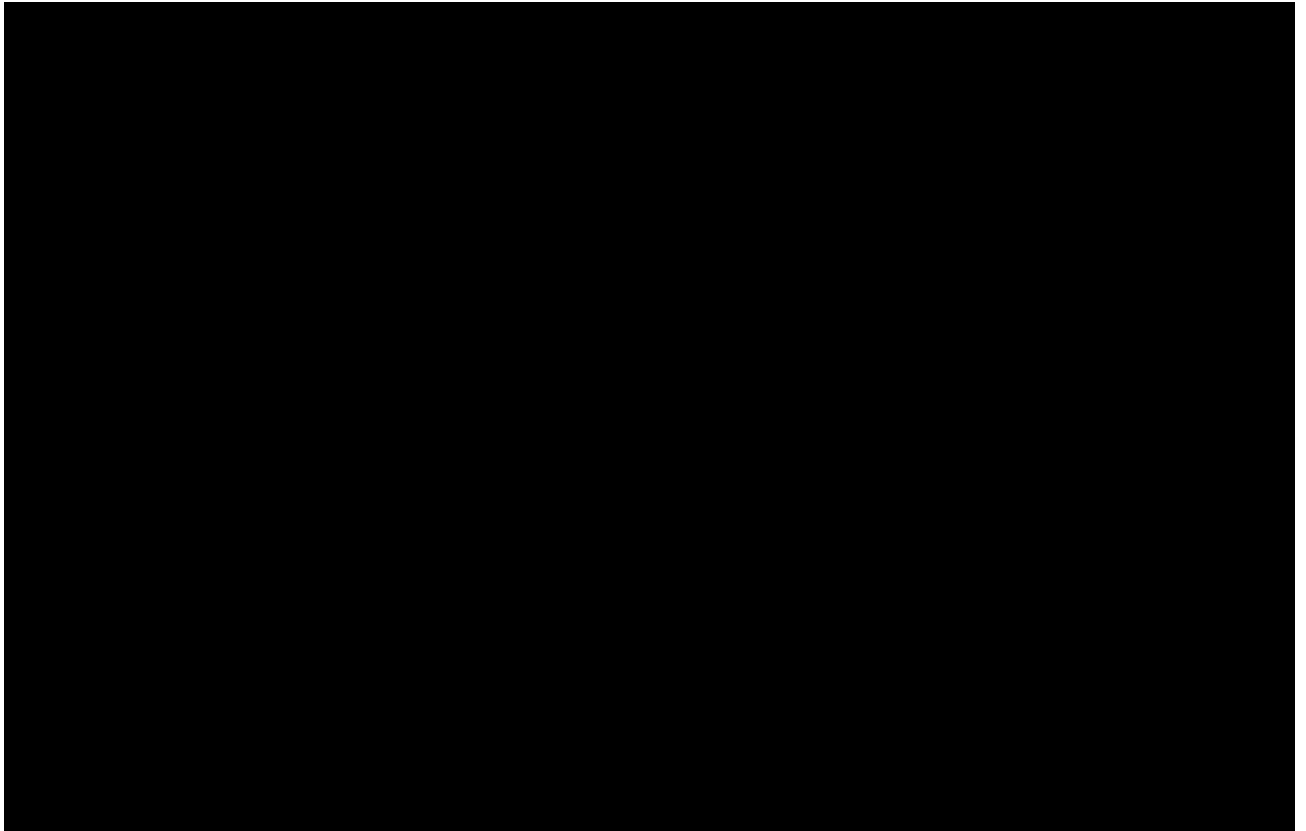
ZIBONELE FM

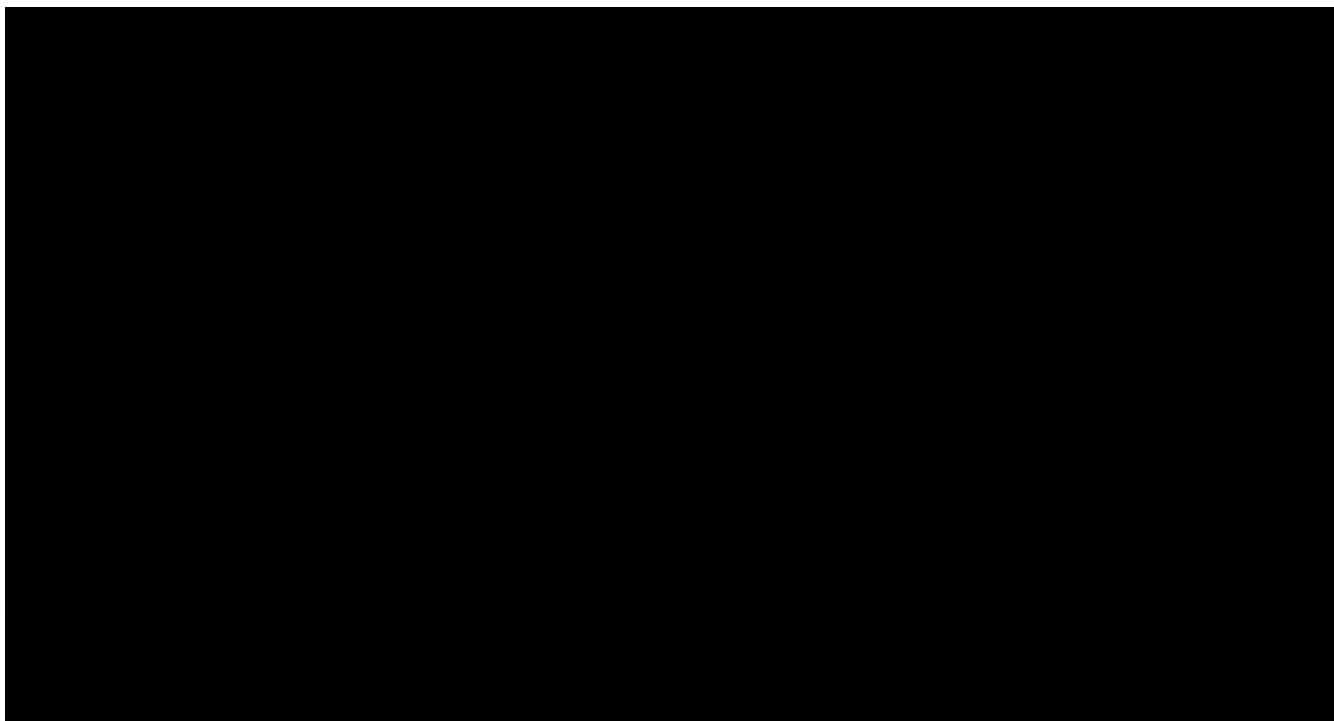
PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**Index 26. FREQUENCY SELECTION, TECHNICAL STUDY
and REPORT, TECHNICAL VIABILITY**



ZIBONELE FM**PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021**

ZIBONELE FM**PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021**

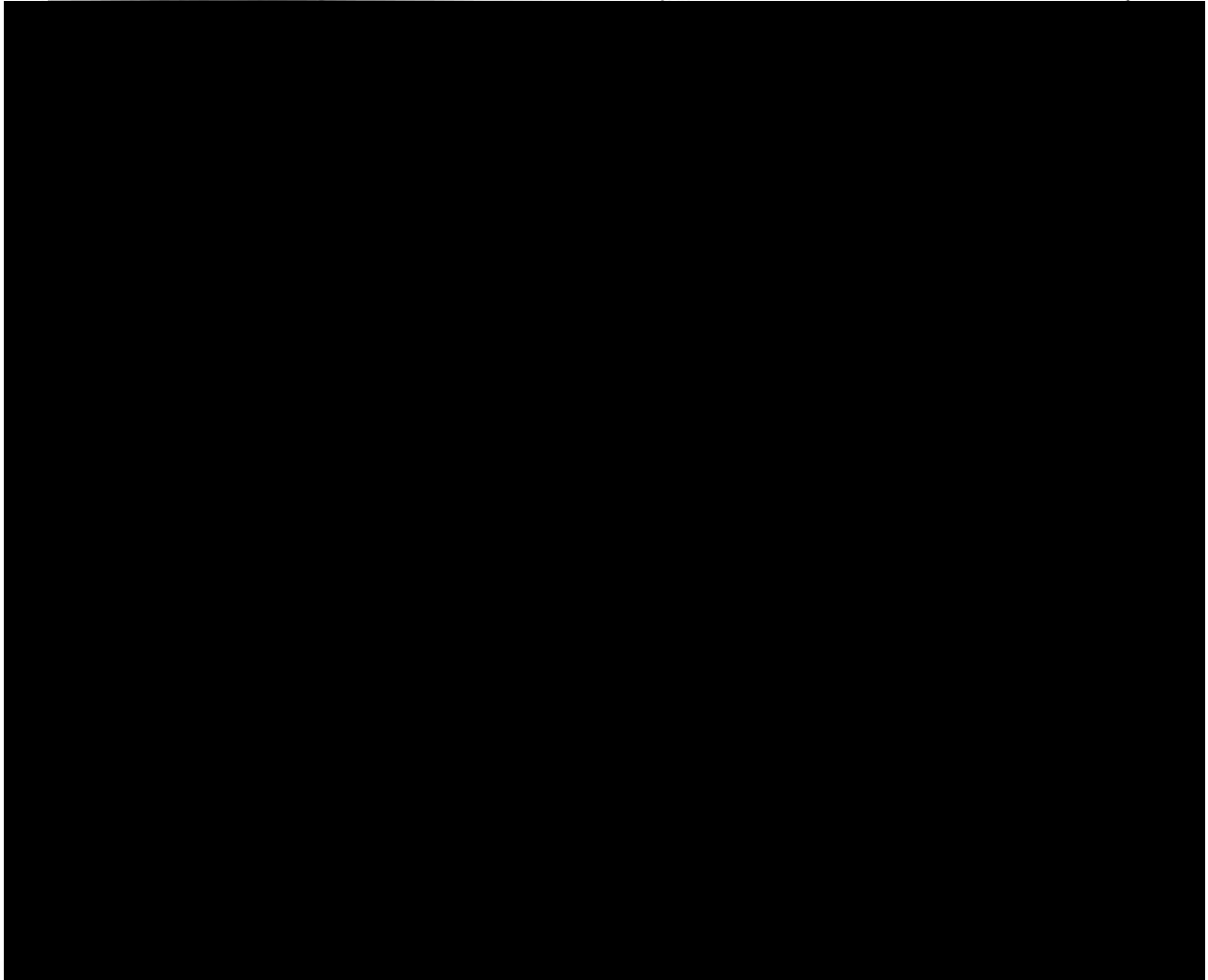
ZIBONELE FM**PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021**

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ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

8.2 ZIBONELE FM COVERAGE STATISTICS



ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

8.3 ZIBONELE FM – Technical Information



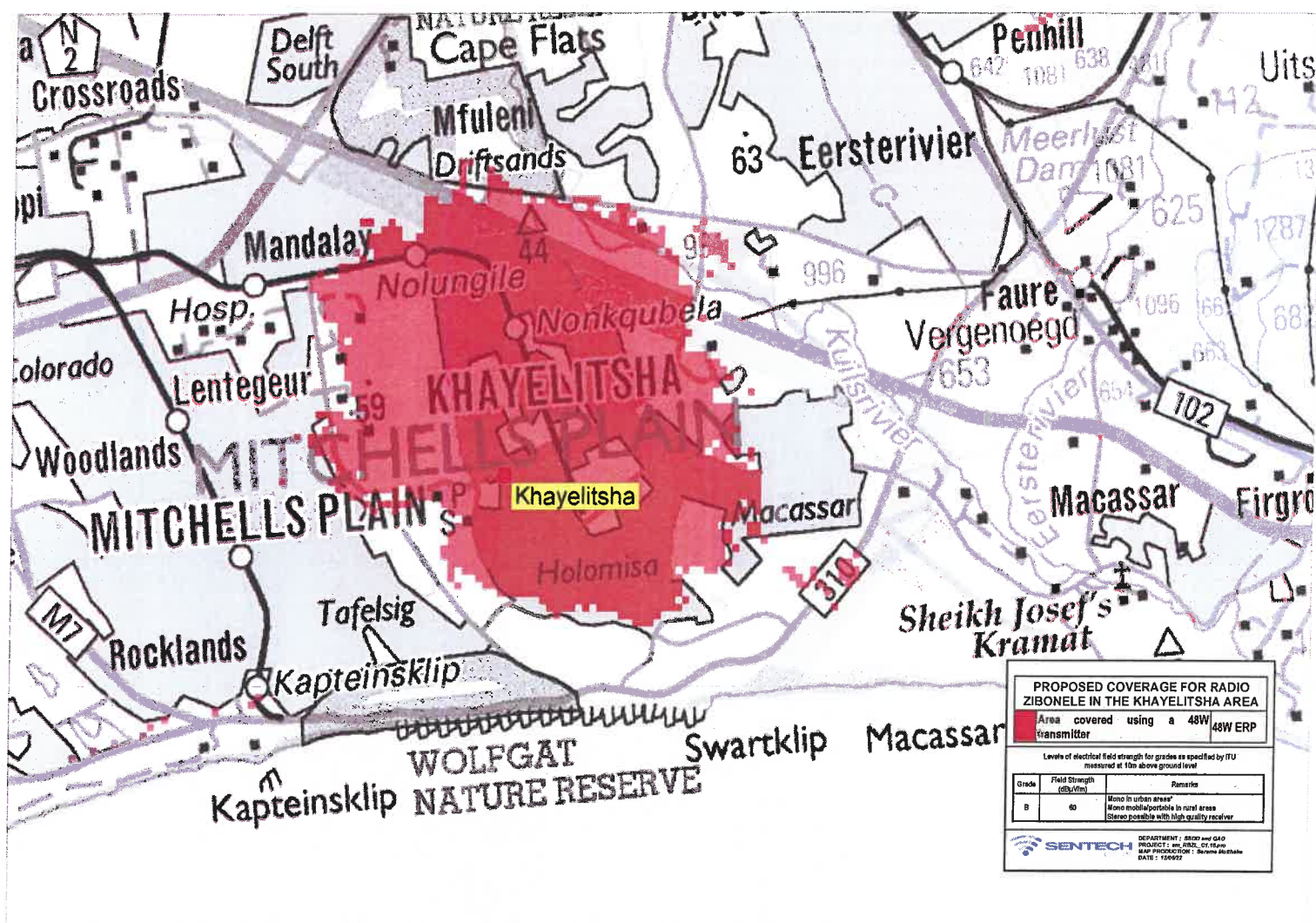
241



TRANSMISSION SPECIFICATIONS FOR PROPOSED RADIO ZIBONELE IN THE KHAYELITSHA AREA

STATION	CODE	SERVICE CODE	GEO. CO-ORDINATES						HEIGHTS			TRANSMITTER			ANTENNA							FEED		
			LATITUDE			LONGITUDE			SITE m	MAST m	ANT m	FREQ MHz	CH	PWR kW	GAIN dB	ERP kW	DIR	BEAM			NULL FILL			POL
			Deg	Min	Sec	Deg	Min	Sec										AZM	WIDTH	TILT				
NAME																							TYPE	FROM
KHAYELITSHA	C1.18	RZBL	-34	-2	-42	18	39	39	32	15	15	98.2*	107	0.048	0	0.048	Y	0	180	0	N	VER		TBD

*The proposed technical specification is valid for 12 months from the date of issue



ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

**INDEX 27: Copy of ECNS Licence or Signal Distribution
Service Provider Agreement or Letter of
Support**



15 June 2022

RE: Supporting Letter for Radio Zibonele Community Radio Broadcasting Application

We acknowledge Radio Zibonele's intention to apply for a broadcast spectrum licence.

SENTECH wishes to thank Radio Zibonele for your intention to obtain your signal distribution services from our organization.

SENTECH is willing to support Radio Zibonele's application to ICASA for a FM Broadcast license.

Please note that this letter is provided, subject to all our policies and industry regulations.

Yours Faithfully

Regional Account Manager

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 28: Profiled Community Broadcasters

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 28. PROFILED COMMUNITY BROADCASTERS

1. ZIBONELE FM 98.2 FM

ZIBONELE FM broadcasts from its studios in Khayelitsha and serves the communities of Khayelitsha and surrounding areas.

2. Bush Radio 89.5 FM

Bush Radio is the first licensed community radio station in South Africa, with its studios in Salt River in Cape Town.

3. Radio Disa 95.9 FM

Radio Disa is a Christian radio station with its studios in the Overberg, Western Cape.

4. Radio Tygerberg 104 FM

Radio Tygerberg is a Christian radio station serving the Afrikaans-speaking communities, with its studios in Parow.

5. CCFM 107.5 FM

CCFM is a contemporary Christian community radio station with its studios in Muizenberg.

6. Fine Music Radio 101.3 FM

Fine Music Radio is a jazz and classical music radio station with its studios at the Artscape Theatre on the Foreshore in Cape Town. FMR broadcasts on 101.3 MHz in Cape town, on 107.9 MHz in Fish Hoek, on 94.7 MHz in Hout Bay and on 97.1 MHz on the Atlantic Seaboard.

7. Conclusion

As may be seen from the above, ZIBONELE FM is the only radio station that exclusively serves the needs of the communities in and around Khayelitsha in the Western Cape.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 29: Projects Reporting



The Chairperson

Independent Communications Authority of South Africa (ICASA)



ZIBONELE FM COMMUNITY SOUND BROADCASTING SERVICE –PROJECTS REPORTING ON GOVERNANCE MANAGEMENT AND FINANCE

1. Zibonele FM confirms that it is comprised of a Board, Management and General Staff. The Board is elected at a duly constituted meeting. A full list of the Board and Management is attached herein.
2. The Station held its recent Annual General Meeting in April 2022. The Minutes are attached herein.
3. Annual Financial Statement are compiled and audited. Some of the Annual Financial Statements are attached herein.
4. The Station is involved in various community activities in its coverage area. The List of activities is attached herein.

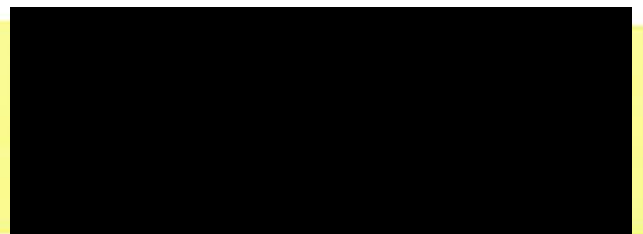
Regards,

Zibonele FM



Chief Executive Officer

Date: 01 June 2022



ZIBONELE FM

GIVES BACK

LOCAL ACAPELLA GROUP SCOOPS THE BIG PRIZE



Excitement filled the air this year as local Acapella group became overall winners and won themselves thousands of rands in cash.

This group, fondly known as Amanyora, could not believe their fortune as they ousted two other contestants for the big prize.

Various exciting prizes were won by these contestants. The overall winners scooped a massive R6 000.

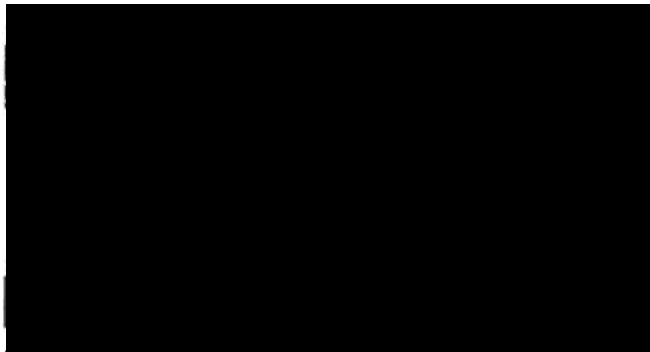
The two runner ups won themselves tablets and received the once in lifetime exposure they needed to kickstart their careers.

This is all part of the groundbreaking initiative by Zibonele FM. This journey dates back to four years ago and has been running consecutively, since then.

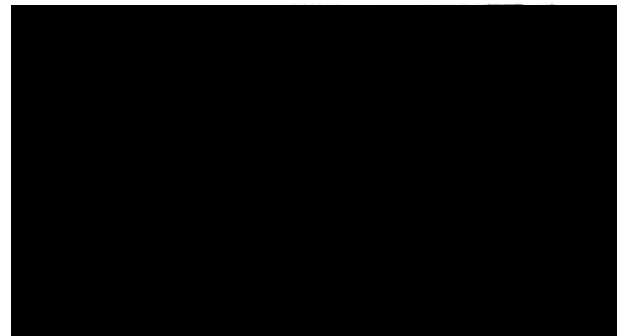
With the current economic climate being at its lowest and unemployment rife, this initiative is exactly what the community needs.

This initiative not only aims at boosting their careers financially but also provides them on-air exposure.

Don't miss out on this opportunity. Believe in your dreams, enter and next year it could be you.



Zibonele Builds Houses:



Locals Benefit from Zibonele FM's 67 Minutes

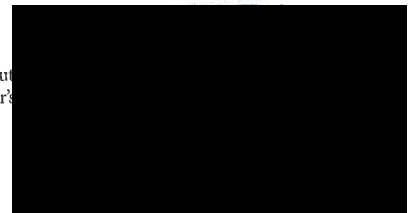
It seems as though Christmas came early for the less fortunate in Wallacedene, Kraaifontein this year. This is due to a fruitful partnership between Zibonele FM and Habitat for Humanity South Africa. This teamwork resulted in several houses being built for the poverty stricken residents.

"Most of our presenters were physically working in building these houses," the Station said.

Zibonele FM is no stranger in helping build houses in Cape Town. Just last year, the Station built three houses in Makhaza, Khayelitsha. As one of the oldest stations in South Africa, we believe in building our nation into a better place both on the airwaves and through physical labour in our communities.

The 67 minutes for Mandela reminds us to always stay humble and never forget where we come from. We achieve this by realising Tata Nelson Mandela's dream of helping those that are less fortunate.

We would like to extend a hand of appreciation to Habitat for Humanity South Africa for partnering with us for this year's CSI project and honouring the late Tata Nelson Mandela.



ZIBONELE FM FULFILLS ITS PROMISE TO THE COMMUNITY



One of South Africa's oldest radio stations, Zibonele FM managed to put smiles on FIVE deserving and physically challenged people. This act of kindness truly saw the station putting the slogan, "Isandla Sivasa Esinye" (One hand washes the other), into practicality.

"This year, while marketing for our biggest annual show, Indumezulu, we promised to give back to the community," the station said.

"This was inspired by one of our listeners who was heartbroken because she didn't have wheelchairs to offer the deserving and struggling people to move from point A to point B," the station added.

Zibonele FM was deeply moved by the recipients' heartbreaking situations. One elderly recipient was staying alone, unable to move about and lacked food. To add pain to misery, he was abandoned by his kids with no one to look after him.

His neighbours stepped in and shared his story so he can receive assistance and be mobile. This is just one of the heartbreaking stories we hear about on a daily basis.

MAGIC BEHIND AIRWAVES



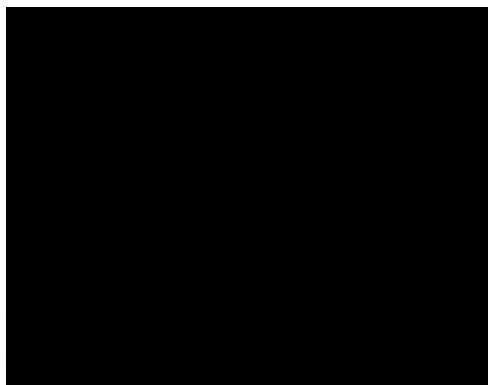
This year has been extremely hard in most parts of Cape Town, the number of people murdered has gone up, the level of crime has ridiculously increased that the Police Minister Bheki Cele had to intervene and bring in the military to come help local police officials. This has been unfortunate as we couldn't do much but create awareness for people to be safe.

However, we have definitely been mastering helping people recover their cars that have been hijacked, just this year we have recovered three cars including that of the stations with our strong reach and intent on helping however way we can, trust us when we say we go from looking for peoples stolen socks to hijacked cars, our presenters are fast becoming spy's and will go above and beyond in helping their listeners.

SHAPING THE MEDIA INDUSTRY THROUGH EDUCATION

In the spirit and of growing the station into becoming the best MEDIA HOUSE, Zibonele FM was accredited to be a training provider/ academy under MICT Seta in 2017 and we taking it nationwide.

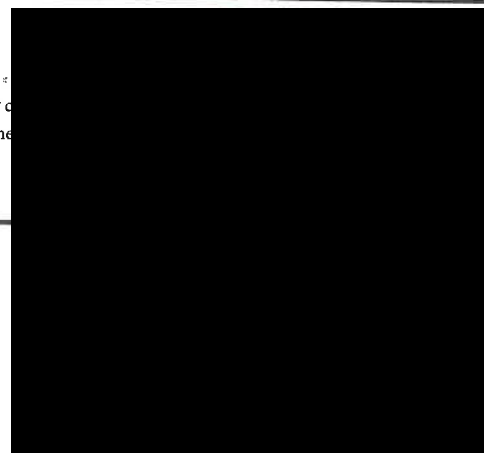
Preparing Inmates for the labour market



The Academy has already partnered with the Department of Correctional Services (Training on Radio Production course) for the inmates. One is to start an integration programme and second is to equip them with skills that will enable them to penetrate the job market, the department and the station are currently working on how the inmates can be given internships by working on a programme that will help the public employ them without the dark shadow of employing people with criminal records.

Y2K meets Zibonele Academy

The partnership with Y2K is an exchange deal that allows us to have branches in other areas and bring the Academy to the Western Cape, not only will we have a training facility now in just Khayelitsha but we will also be available in other



Silapho Ukhoyo through Education

Long term vision of the ACADEMY: we want to be the best Training Academy that excels in producing the best media personalities, not only have we started in the Western cape but we see a need to branch out to other provinces as well after seeing so many applications coming from other provinces especially the Eastern Cape.

Training Academy schedule

We are now about to commence on the third cycle of our Radio production class and ready to start with the other four courses in 2020.

Radio production:

1st graduation May 1st 2019 (32 students)

2nd class due for in-service training.

3rd Intake closed 19 July 2019 – class starts August 01, 2019.

Zibonele is accredited to train the following :

- NQ Level 5 Certificate: Radio Production course
- NQ Level 5 certificate :Info & Technology(Systems development)
- NQ Level 3 certificate :Information Technology (End User computing)
- Further education & training certificate: Information Technology(Technical Support)
- Further education & training certificate: Information Technology(Systems development)

000324

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

INDEX 30: Corporate Governance and Policies

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 30. Corporate Governance and Policies

Editorial Policy

1. The editorial staff committee of ZIBONELE FM will comprise;
 - 1.1 The news editor who will be the head of the committee
 - 1.2 The news editor will report to the station manager and to the programme manager
 - 1.3 The assistant editor will report to the news editor and to the station manager and/or programme manager as and when required

2. The news committee responsibilities will include:
 - 2.1 Compilation of news
 - 2.2 Reading of news
 - 2.3 Gathering and translation of news
 - 2.4 The news will be edited before being read on air
 - 2.5 The editorial staff/committee will see to it that every news bulletin is edited before being broadcast on air
 - 2.6 The gathering of news shall be done by volunteers / presenters
 - 2.7 The reading of news shall be done by the volunteers / presenters

3. The news bulletins and headlines must be read exactly on the specified schedule time frames, which are compliant with the station programme schedule.
4. The contravention of the editorial policy is considered as misconduct and such an act shall be subject to disciplinary procedures which can lead to serious disciplinary measures and even dismissal.
5. Local, regional, national and international news will be provided in accordance with the licence conditions of ZIBONELE FM.
6. News material may be sourced from local news sources, local newspapers, interaction from the local community, from government departments and from news agencies.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

Index 30. Corporate Governance and Policies

Social Media Policy

This policy covers the activity on the Social Media sites of ZIBONELE FM:

Facebook, Twitter, Instagram, Pinterest and Whatsapp

ZIBONELE FM hereby ensures social media content that is excellent, relevant, informative and does not intend to harm.

ZIBONELE FM Social Media sites and output is monitored and overseen by a Social Media Officer.

Furthermore, presenters, staff and Social Media interns or volunteers are given leeway to post under supervision.

RESPONSIBLE OUTPUT

Those who have access to the Social Media tools of ZIBONELE FM must do so in a responsible manner.

Presenters, staff, interns or volunteers who post to the station's Social Media feeds represent the station.

All posts must align with the Brand Strategy of the Station and the ZIBONELE FM Value System.

CONTENT

Inappropriate content that bring ZIBONELE FM into disrepute or damages another's reputation is not allowed.

No posting of content which could be perceived as bullying, defamatory, or offensive.

Online criticism is unavoidable and should be dealt with by the Marketing Manager.

All answers should be respectful, taking the others understanding into perspective.

If a staff member is unclear as to what Social Media action to take the Social Media Officer or the Marketing Manager must be contacted for guidance.

ZIBONELE FM

PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

CONSEQUENCES OF BREACHING THE SOCIAL MEDIA POLICY

A presenter, staff member, intern or volunteer that is found to have breached this policy, will be given a verbal warning.

A person that is found to have breached the social media policy a second time, will no longer be allowed access to the Social Media tools of ZIBONELE FM.

If a breach of this policy is deemed to be sufficiently serious, the Station Manager can decide to take more drastic action – e.g. asking the person to leave the station.

Social Media is a VITAL component in today's world, as a mouthpiece for ZIBONELE FM. The intent is to keep abreast with all technological developments and deliver respectful content.

CONTENT PROGRAMMING POLICY MANUAL

ZIBONELE COMMUNITY RADIO STATION

**1. PROGRAMMING
PROGRAMMING FORMAT**

The station's programme format shall be 70% talk and 30% music, with programmes ranging from talk-shows, music driven shows, religious programmes, current affairs, magazines, drama and documentaries. The station shall also broadcast pre-recorded material from various production houses. We shall also receive live feed programmes through satellite and world space from GCIS, NCRF, etc.

2. PROGRAMMING CONTENT:

- ZIBONELE FM will strive to have 70% talk and 30% music On-air.
- These percentages will be maintained in all programs, with the exception of music driven programs.
- ZIBONELE FM will strive to have 80% locally produced programs, including music.
- To ensure that the local content is upheld, ZIBONELE FM will ensure that its training program consistently trains volunteers as producers to ensure that there is a pool of producers that are producing local programs

3. GENDER POLICY IN RELATION TO ON-AIR

- ZIBONELE FM promotes a gender friendly environment.
- At least 40% of all on-air presenters must be women, in order to promote female voices on air.
- Women will be represented as positive role-models on air, and not be represented in a marginalized way.

4. LANGUAGE

- ZIBONELE FM shall promote a multilingual culture by exposing our listeners to different languages, be it in spoken word or in music.
- ZIBONELE FM will broadcast in the three (3) languages spoken languages of the ZIBONELE community, i.e. IsiXhosa 80%, English 10% and Afrikaans 10%.
- Language(s) of broadcast: IsiXhosa 80%, English 10% and Afrikaans 10%
- Producers and listeners will be allowed to speak in the language of their choice and accent of their choice and ZIBONELE FM will strive to do translations at all times in order to prevent the exclusion of listeners.
- Swearing is not allowed on air, be it in spoken word or in music.
- On-air guests will be warned about the use of bad language before going on air.
- No sexist language, racial or xenophobic labels will be used on air. If this is found, the relevant person will be suspended and may face disciplinary steps.

5. What you can and cannot say on air

- Here are the guidelines of the things you can and cannot say while you are on air:

5.1 Always remember: ALL PERSONS CALLED AND WHO CALL IN MUST KNOW THEY ARE ON THE AIR and be advised to use appropriate language.

5.2 You can talk about sex but you cannot go into detailed, graphic, descriptions of sexual acts.

5.3 Programmes with adult content and with suggestive overtones must be scheduled for after 22h00 in order to protect the young and vulnerable from exposure to inappropriate content.

5.4 All radio station staff must be made aware that the broadcasting licence of ZIBONELE FM may be revoked if presenters, news readers or on-air visitors use bad or inappropriate language on air.

6. POLICY ON ZIBONELEI FM NEWS

- ZIBONELE FM news will at all times strive to do the following:
- It should seek the truth and report it.
- It should minimize harm.
- It should be accurate.
- It should be fair.
- It should be gender sensitive.
- It should be accountable.
- News will be prioritized in the following order: hyper local, district, provincial, national, and international.
- ZIBONELE FM news bulletins will consist of a Lead story, Secondary stories, Sports and Weather.
- The sound of ZIBONELE FM news will be informative, objective, factual, clear and accurate. It will avoid jargon unless the jargon cannot be replaced with more descriptive words.
- ZIBONELE FM will strive to have 60% local news, 25% provincial news, 10% national news and 5% international news.
- ZIBONELE FM news bulletins will be produced and read in the following language: IsiXhosa, English and Afrikaans.
- ZIBONELE FM's news will be free from Xenophobia or Religious labels.
- ZIBONELE FM will promote positive news, and will strive to promote positive South African role models.
- The news bulletins will be broadcast hourly from 07h00 until 19h00.
- The duration of bulletins will be a minimum of five (5) minutes and a maximum of ten (10) minutes.
- All newsreaders will undergo training in news reading before being allowed to read the news.

7. THE USE OF MUSIC AT ZIBONELE FM

- As the music plays an important role in creating a distinctive sound for any station, all play listings will adhere to the following policy
- ZIBONELE FM will strive, as far as possible, to promote local artists that using their recorded CDs.
- No one is to take his or her own music into the studio without the permission of the Music Officer/Compiler. This will clarify ownership and broadcasting quality.
- All music (CD's, USB's, external hard drives and vinyl) is the property of ZIBONELE FM, and should not be removed from the station's premises, except for the use of ZIBONELE FM activities off the premises. To do so is a serious offence.

8. USE OF FOREIGN PROGRAMMES

Definition: Foreign programmes are programmes that are produced outside South Africa by other radio stations or individuals e.g. Radio France International, Voice of America, Radio Netherlands etc.

- ZIBONELE FM may receive these programs in various formats, be it CD, USBs or via Dropbox.
- ZIBONELE FM will strive, through its training programmes, to create a situation where there is no need for the use of programs from foreign agencies.
- Until such time, foreign programmes will not exceed 20% of ZIBONELE FM's total programming for that day. This 20% includes the use of foreign music, in order to comply with the licence conditions regarding 80% local music content.
- All programmes will be listened to, and approved before going on air, by the programming department to ensure that it is relevant and that the quality is of a high standard, with the exception of on-line streaming.

9. USE OF LIVE STREAMED PROGRAMMES

Definition: Live Stream programs are programmes that are broadcast via the internet. These programmes can be ZIBONELE FM's, or foreign, or locally produced.

- The programming department or staff member on duty will have the authority to stop a programme in case of poor quality or if the program content is irrelevant to our listeners.
- In the case where a live programme is stopped it must immediately be replaced by music in order to minimize the disruption to the listening pleasure of the community.
- Live Stream programmes will be aired per schedule.

10. SELECTION PROCESS OF PROGRAMMES TO BE AIRED

- The programming department will receive all programmes, advertisements, live-reads and competition requests.
- The following criteria will be used to determine the suitability of programmes for our listeners:
 - that it should be of a broadcast quality,
 - that it is relevant to our community,
 - that it does not compromise the Station's aims and objectives.
 - If the program meets with our criteria, it will be labeled, catalogued and scheduled for playing on air.
- Once a programme has been played, it can only be rescheduled for airing after six (6) months, except in special circumstances such as commemoration days.
- If the programme does not meet our criteria, it will be labeled and stored for six months, during which it will be available for other community radio stations. If no other community radio station is interested in the programme, it will be archived.

11. SYNDICATION OF PROGRAMS

- **Definition:** Syndication of programs is when ZIBONELE FM programs are made available to other radio stations to be aired with their station's ID.
- ZIBONELE FM will at times, make relevant programs available to other community radio stations.
- The recipient community radio station agrees to use the full program without editing any part thereof.
- The recipient community radio station agrees that the copyright of the program remains with ZIBONELE FM. The recipient community radio station agrees that ZIBONELE FM will be credited for the program by using the words: "this program was produced by ZIBONELE FM broadcasting on 98.2 MHz FM ZIBONELE and surrounding areas".

12. PROCESS FOR PRESENTERS TO GET ON AIR

- All presenters will first go through the process of selection as a volunteer after being considered for the position,
- After the training program, the volunteers may fill in a program proposal form.
- The programming department will assess the feasibility of the program, and conduct a voice test for the potential presenters
- If the programming department accepts the programming proposal, the potential presenters might have to undergo further training
- The programming department will identify the time and date for the start of the program.

13. POLICY ON VOLUNTEERISM

- **Definition:** Volunteers are members of ZIBONELE FM who devote time, skills and experience to the station with no financial compensation.
- ZIBONELE FM has two categories of volunteers:
 - **Volunteer producers** are volunteers that devote time in the furtherance of the on-air component of ZIBONELE FM; such as the production of programs, research or engineering
 - **Other volunteers** are members that devote their time and experience in other areas of ZIBONELE FM, such as administration, presenting, news reading, etc.

14. PROCESS TO BECOME A VOLUNTEER

- Members of the community who wish to become volunteers need to apply through the station manager,
- The Station Manager and the Programmes Manager will scrutinize volunteer applications once a month and inform the applicant of the outcome.
- Once the volunteer has been selected, she/he will undergo the Orientation and Basic Radio Skills training course offered at ZIBONELE FM, or any other relevant training identified by the management.

15. PROGRAM AND THEMES

- Programs will be reviewed twice a year, following input from the community listeners council.
- The listeners council will represent various interest groups in the community.
- The theme is for opening a program and for identifying it.
- Each program should have one theme, even when it is broadcast more than once per week.
- It is acceptable for presenters to mention their name in the program promotion and theme but not give their name more weight than the program content.

16. SUBSTITUTION POLICIES

- If a person is unable to do a regularly scheduled program, that person must attempt to find a suitable substitute. If the substitute is found the presenter must notify the Programmes Manager.
- If the presenter cannot find a substitute, the Programmes Manager must be notified at least six hours in advance. If the Programmes Manager is not available, the Station Manager must be notified.
- The substitute presenter may not alter the theme, content or style of the program but act as substitute presenter.
- If the station has cause to go off air, all scheduled presenters are required to report to the station unless notified otherwise by the Station Manager.

17. SEASONS FOR PROGRAMS

- All programs will strive to have a production team of not less than three (3) people,
 - All volunteers in the production team do not have to be on-air presenters
 - All programs will have the following seasons: Trial period of one (1) month, Development period of three (3) months, and a Full season of 12 months (one year).
 - During the Trial period the program will be assessed for its relevance to our listeners, content of the program, punctuality of presenters, the existence or establishment of the production team, further training needed for the production team and the participation of women in the program. If any of the the criteria are not met, the program may be discontinued, or another production team may be appointed by the Programmes Department to produce the program, in consultation with the Station Manager
 - During the Development period of the program, the members of the production team will be given further training if required. If the programming department is not satisfied with the development of the program, it may be discontinued or another production team may be appointed by the Programming Department, in consultation with the Station Manager
 - ZIBONELE FM has the right to discontinue any program at any time
 - At the end of a season, no guarantee exists that a program will be continued, or that the production team will be re-appointed
- ZIBONELE FM will accept any complaint from a member of the general public or staff in writing. Such complaints will be lodged with the Monitoring and Complaints Manager. The Monitoring and Complaints Manager will notify the Station Manager upon receipt of any complaint who will together with the Complaints Manager convene a meeting with the review committee to deal with such complaint.

18. REVIEW COMMITTEE

The review committee will consist of:

- One member from the ZIBONELE FM Board.
- ZIBONELE FM Station Manager
- ZIBONELE FM Programming Manger
- ZIBONELE FM Human Resources Manager
- One of ZIBONELE FM's Presenters Representative.
- If the incident is serious enough to jeopardize the station's license or is cause for dismissal, the Management Committee may immediately suspend the presenter. The suspension will continue until the incident is resolved.
- The Station Manager and the Programmes Manager will request a written report from the presenter in question to establish their perspective of the incident. This report should be submitted no later than seven days after the request from the Station Manager or Programming Manager. If the programmer / presenter fails to respond to the request for a report their suspension may be made permanent.

18.1 The purpose of the review committee shall be to:

- Review the complaint letter(s), and the presenter's incident report against ZIBONELE FM's Program policy.
- Address the complaint(s).
- Recommend to the Station Manager and Board of possible improvements in handling such incidents.
- Recommend sanctions if necessary.
- Recommend to the Station Manager and Programmes Manager possible improvements to be made in the programming policy.
- Telephonic complaints will be requested to be presented in writing and sent to the station. However, the complaint will be recorded in complaints book. All calls to the radio station telephone numbers will be recorded for reference purposes. This will allow for telephonic complaints to be properly assessed.
- The Station Manager will then review the recommendations of the review committee with the Chairperson of the Board. The Chairperson will make a determination, which can then be appealed to the whole Board.
- The results of the program complaint should be made in writing to all affected parties as well as interested parties requesting information.
- **A promo encouraging written complaints addressed to the station will be played at least twice a day.**

18.2. POLICY ON COMMUNITY PARTICIPATION

- Community participation is crucial to the existence of community radio.
- ZIBONELE FM will strive to ensure community participation at all levels of the organization.
- Open forums (listener forums) consisting of staff, volunteers, presenters, directors and members of the community will take place at least twice a year at a date, time and venue determined by ZIBONELE FM.
- A programming committee will be set up by ZIBONELE FM to look at programming content.

19. COMPETITIONS

- The Station Manager or the Programming Department will negotiate all competitions.
- Competitions will only be run if accompanied by advertising that is equivalent to the time spent on running the competition

20. POLICY ON STUDIO USAGE

- The studio must be kept clean at all times.
- No foods or drinks may be taken into the studios.
- No smoking is allowed in the studios.
- It is necessary to book the studio at least 12 hours beforehand. A booking must be made through the relevant staff member.
- Emergency bookings can only be made whenever there is a need for such and that should be made via the Marketing Manager or the Programmes Manager.

- The person using the studio needs to have the relevant training before having access to the studios. If they do not have the necessary training, they will be supervised and assisted by a technician or another staff member.
- In event of the studios being used by outside organizations / individuals, a ZIBONELE FM technician or staff member must be present at all times. The outside organization / individual will be charged for the time of the ZIBONELE FM technician or staff member.
- ZIBONELE FM productions and studio work take priority over all other productions. The Station Manager or Program Manager will decide upon the priority of the productions.
- Payments for the studio usage are according to ZIBONELE FM rates.

21. POLICY ON ADVERTISING

- **Definition** – Advertising is a paid promotion by a company or organization that advertises a particular event or product, or advertises the services of the particular organization or company. The advertisement is normally 30 seconds or 60 seconds and may be as long as 90 seconds.
- The costs of advertising will be determined by the Station Manager and the Marketing Department and will be increased annually.
- Special rates will apply for community organizations and Small, Medium and Macro Enterprises (SMME's)
- Live reads will only be allowed in the case of advertising a SMME or its product, and if the advertising is for one week or less.
- Political advertising will only be allowed during elections period under the rules as identified by the Independent Electoral Commission (IEC).
- Advertising that is discriminatory on the basis of gender, race, xenophobia or religion will not be accepted.
- ZIBONELE FM reserves the right to reject an advertisement if it breaches any clause in our constitution, if it's racist, sexist or culturally biased or if we feel that it might offend our listeners.
- ZIBONELE FM will adhere to the Advertising Regulatory Board (ARB) and Broadcasting Complaints Commission of South Africa (BCCSA)

22. POLICY ON SPONSORSHIP

- **Definition** – Sponsorship is where a company or organization sponsors a timeslot longer than 3 minutes to advertise their company or organization and its services and products. The sponsored time will have an opening and closing billboard.
- ZIBONELE FM will exercise the editorial control over the content, and will have the right to stop any program being broadcast if it is racist, sexist or culturally biased.
- In the case of a program promoting the work / cause of the sponsor, the sponsor will have the right to make input into the content of the program.
- All costs of sponsorship will be determined by the Marketing Manager, in consultation with the Station Manager

23. COMMUNITY ANNOUNCEMENTS

- **Definition:** Community announcements are announcements that promote an activity of organizations such as schools, tertiary institutions, NGO's or CBO's.
- The Programmes Manager will determine the broadcasting time of community announcements.

24. MANAGEMENT PLAN FOR SURPLUS FUNDS

Our surpluses will be ploughed back to the community through the following:

- Offer better payments and stipends to the employees and volunteers respectively.
- Further develop and equip our Media Public Library.
- Establish a Media Multi-purpose Centre.
- Establish, or co-opt, or support community-based projects, which seek to be of benefit to the community.

25. COPYRIGHTS AND OWNERSHIP OF AUDIO PRODUCTIONS

- All productions that a staff member produces while they are employed at ZIBONELE FM, which relates to the work of ZIBONELE FM, will be the property of ZIBONELE FM, and as such, ZIBONELE FM reserves full copyright over such work.
- This will exclude production made by staff members in their personal capacity and during their own time, **using their own facilities.**

Programme Application Form

Name of programme: _____ Demo Tape incl yes/no _____

Date of Application: _____

Surname _____ First Names: _____

Address: _____

Telephone number: _____

E-mail address: _____

On a separate sheet, please describe the following:

1. Your programme idea.
2. What the focus of your programme will be.
3. What you hope to achieve with the programme, and why you want to do it.
4. How many times a week will the said programme be aired.
5. How long the programme will be (e.g. 1 hour, 3 hours, etc.).
6. Who your target audience is and why.
7. How this programme will be different from programming elsewhere.
8. Why ZIBONELE FM should broadcast this programme.
9. How many people will be involved in the production of the programme, and what their involvement will be. Please provide their contact details, relevant experience, skills, etc.

Please specify any other needs/support you will require from the station i.e. training, etc.

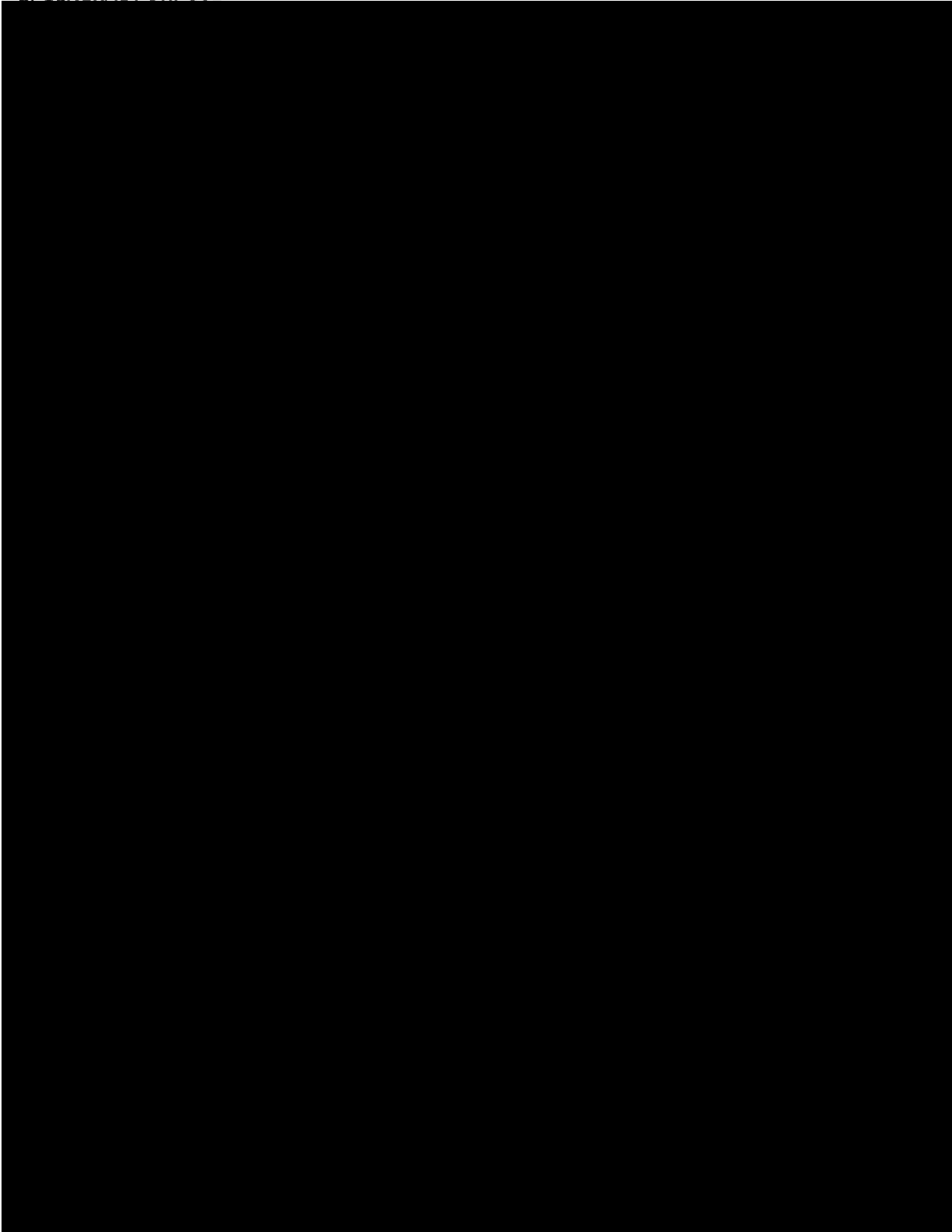
Who will be responsible for the co-ordination of the programme?

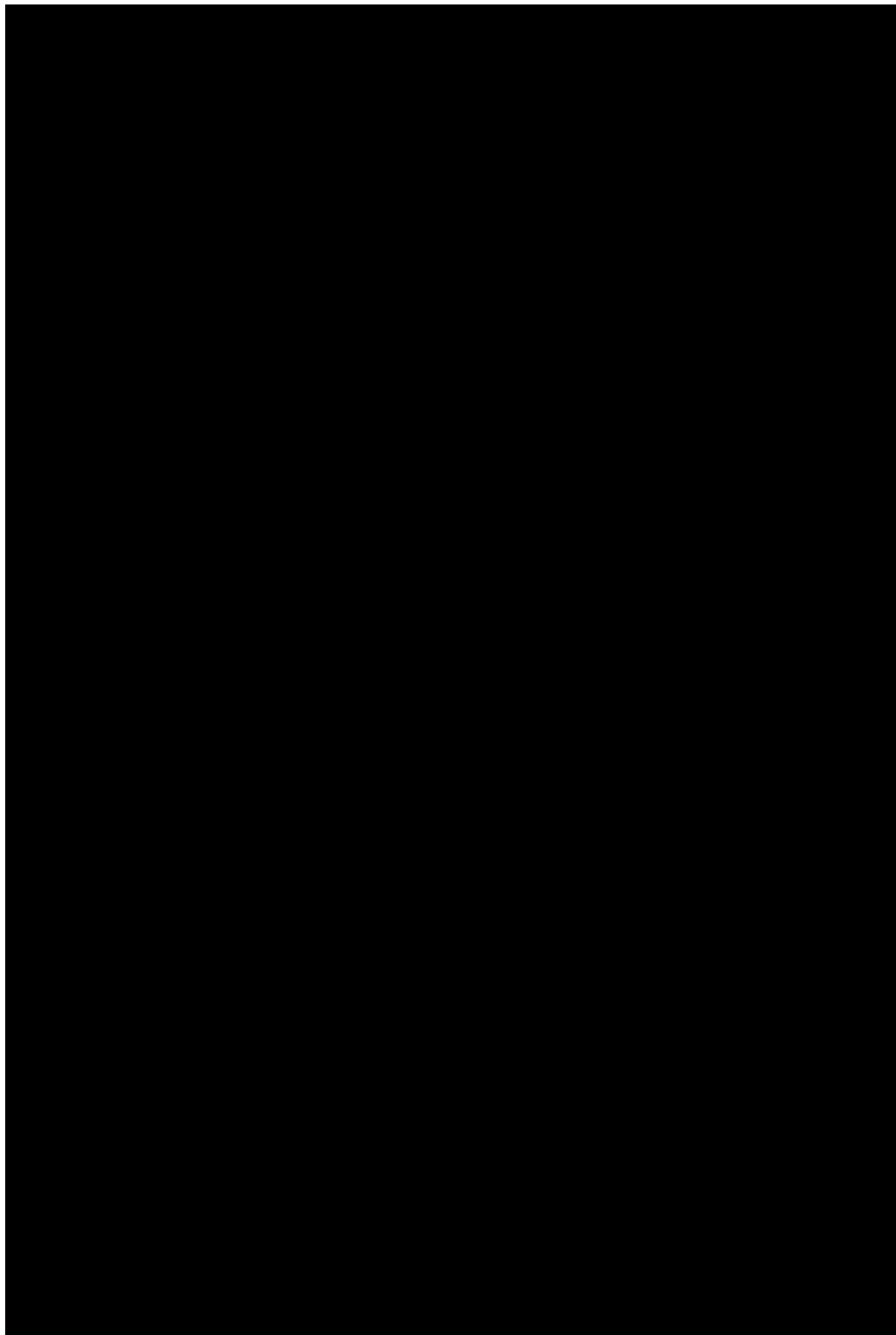
How will you contribute to the overall efforts of the station, e.g. outside broadcasts, road shows, etc?

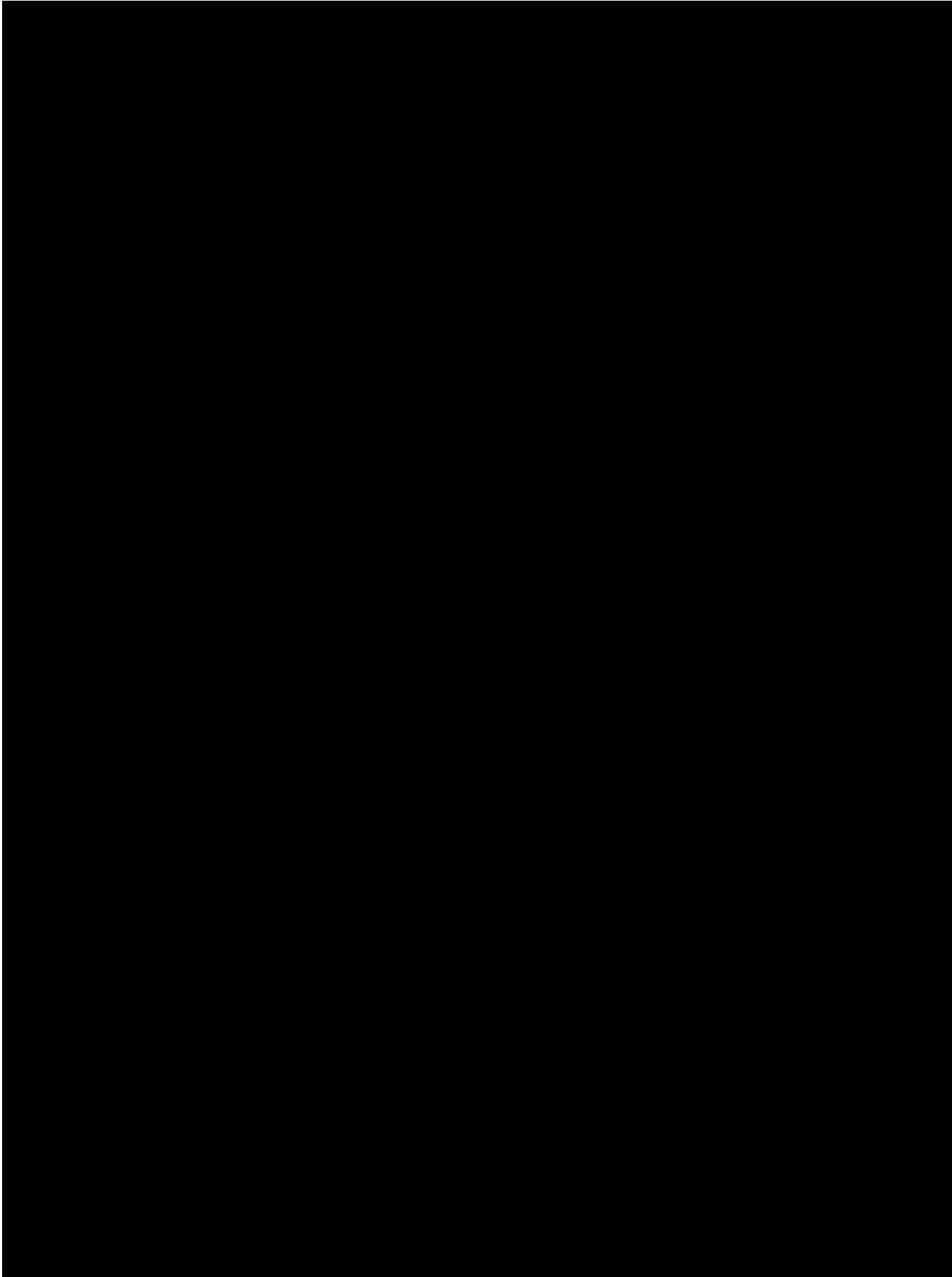
ZIBONELE FM FINANCIAL POLICY

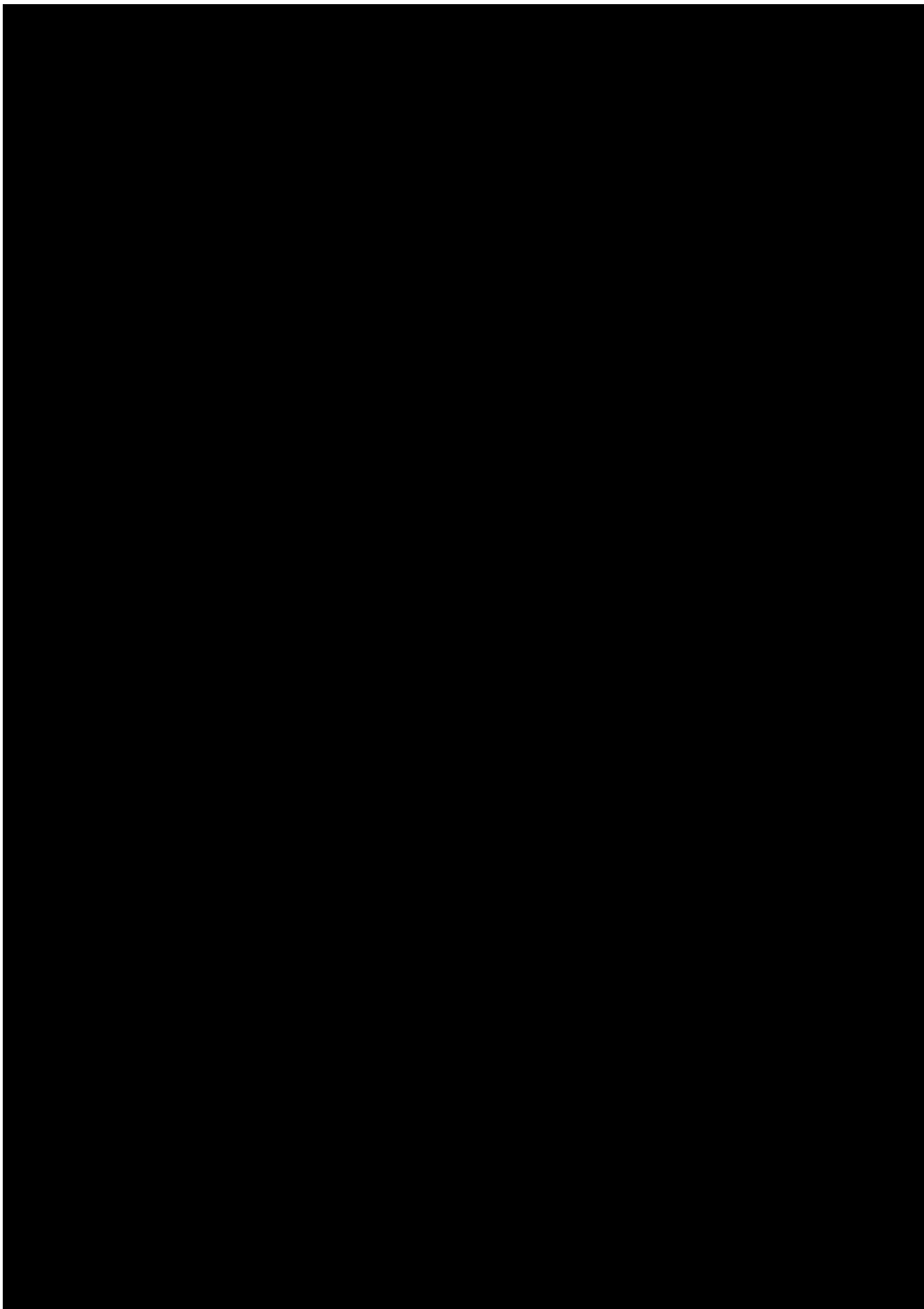
FINANCIAL MANAGEMENT POLICIES AND PROCEDURES

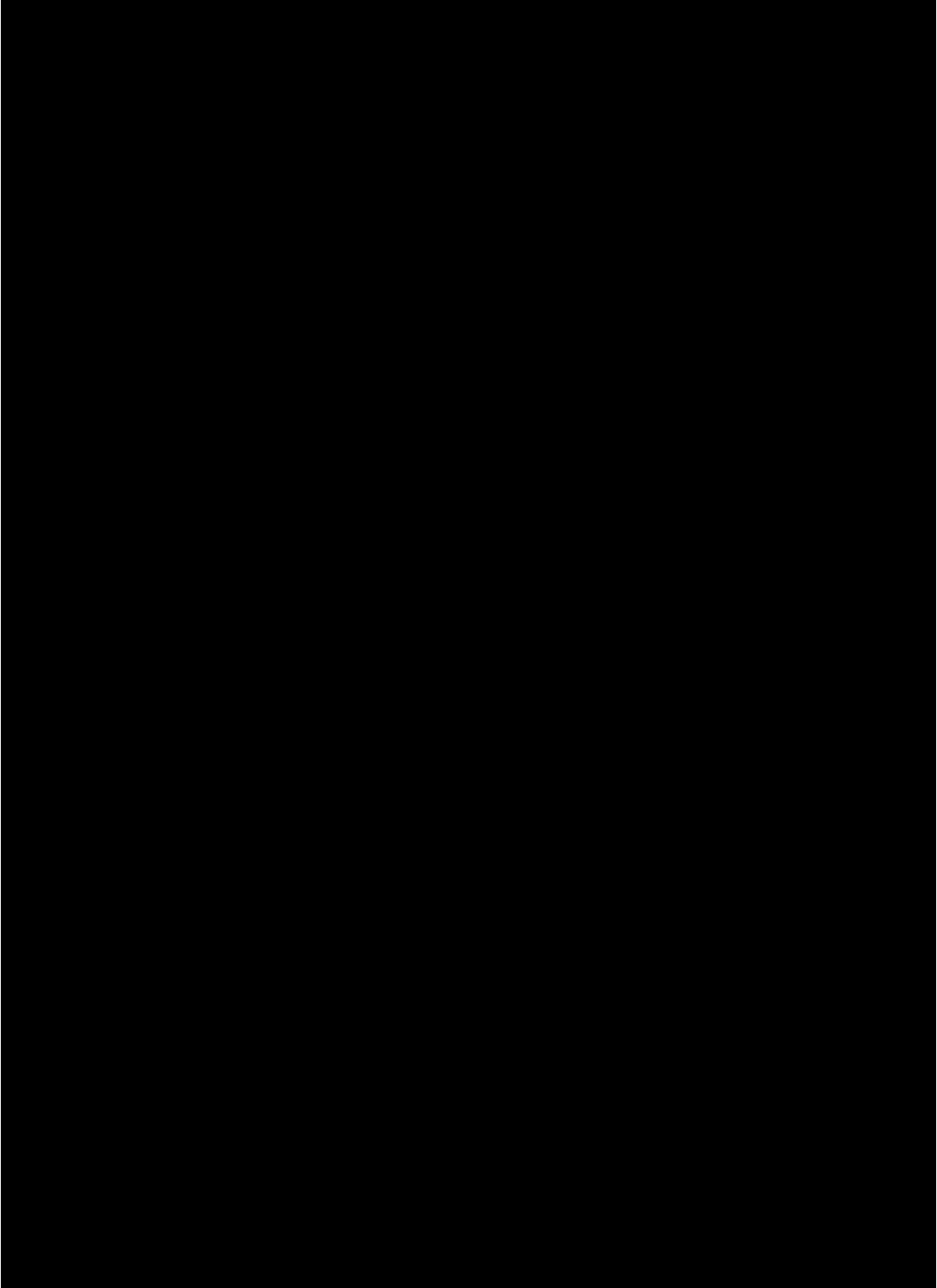
1. GENERAL PURPOSE

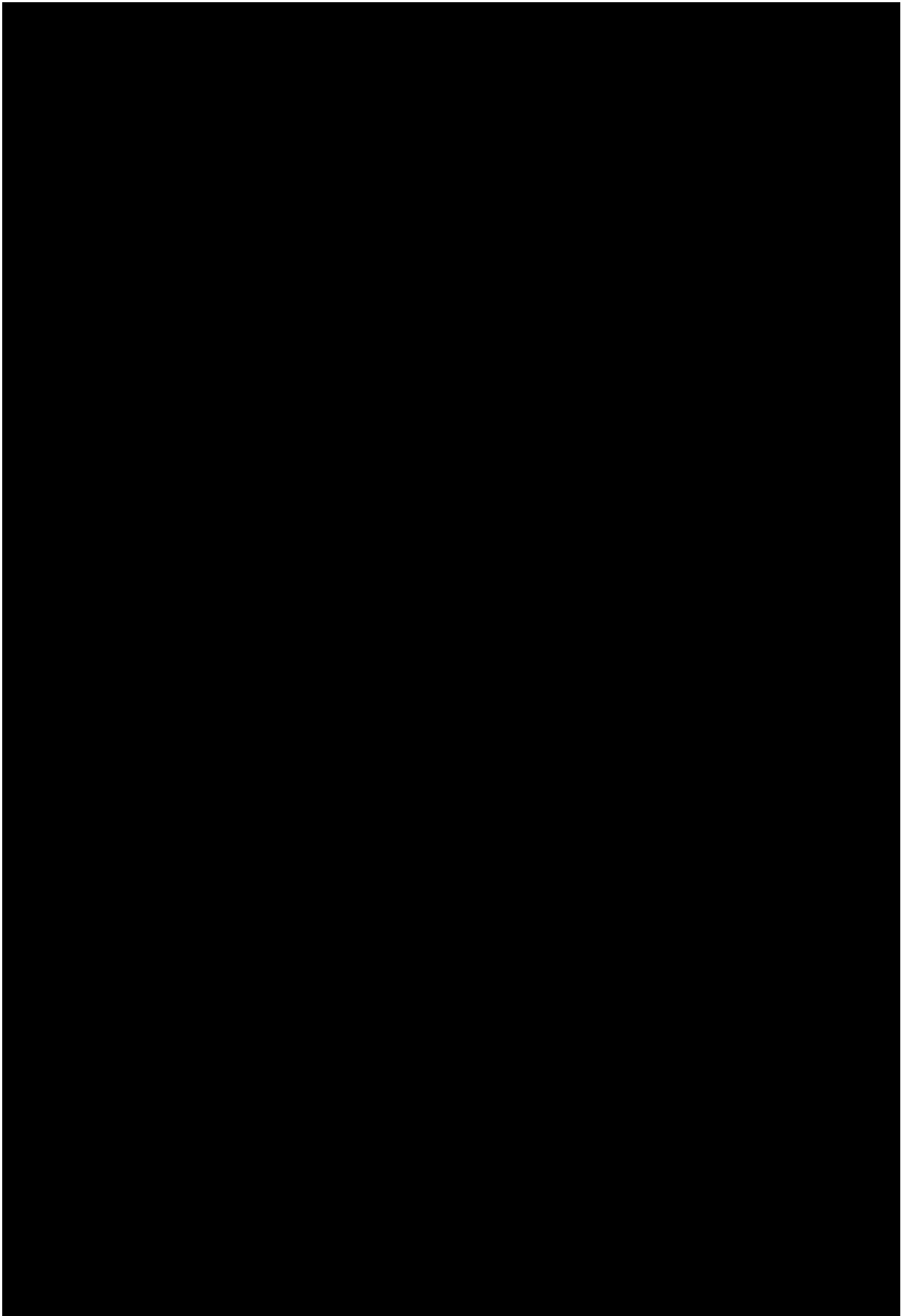


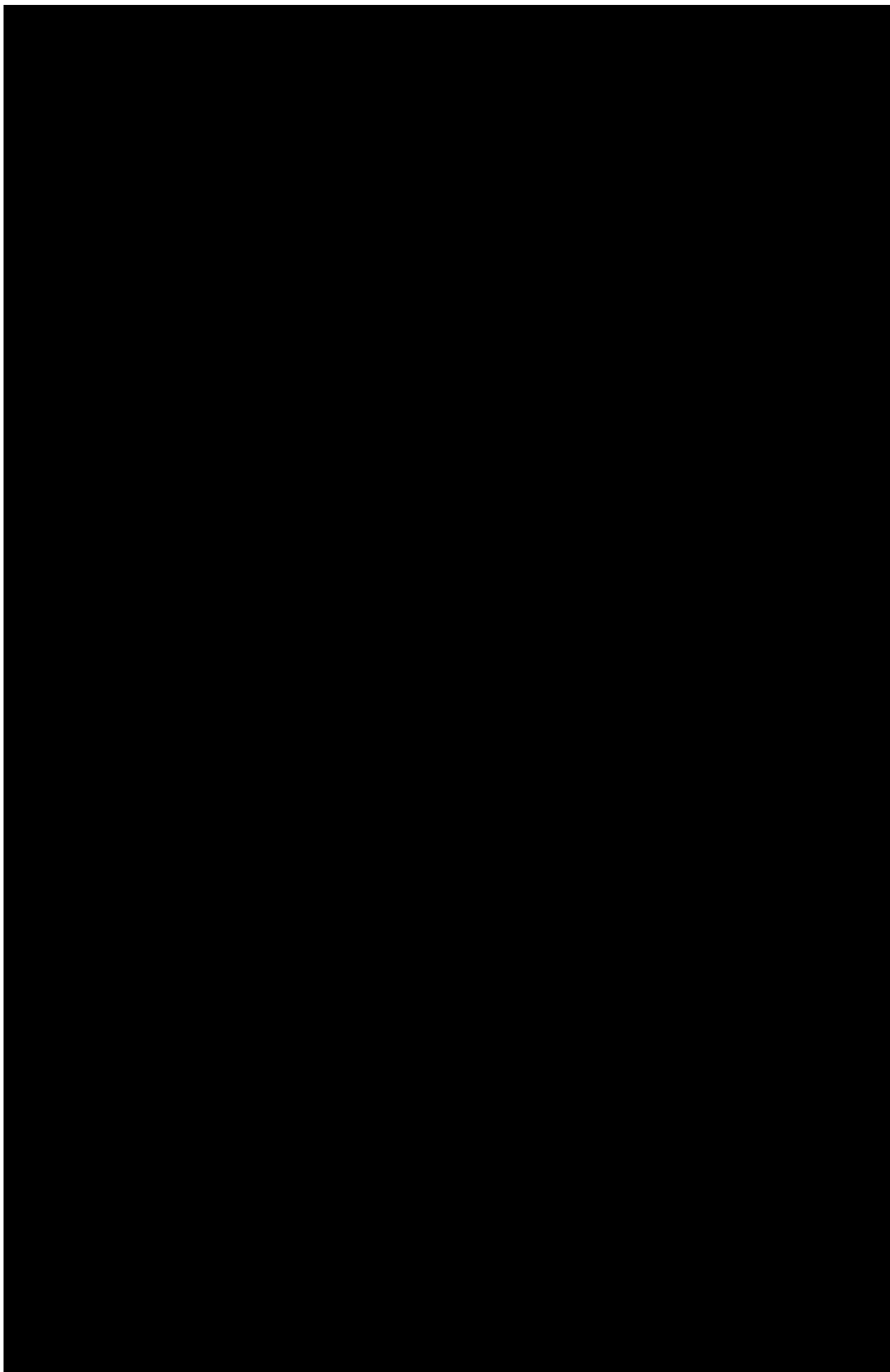


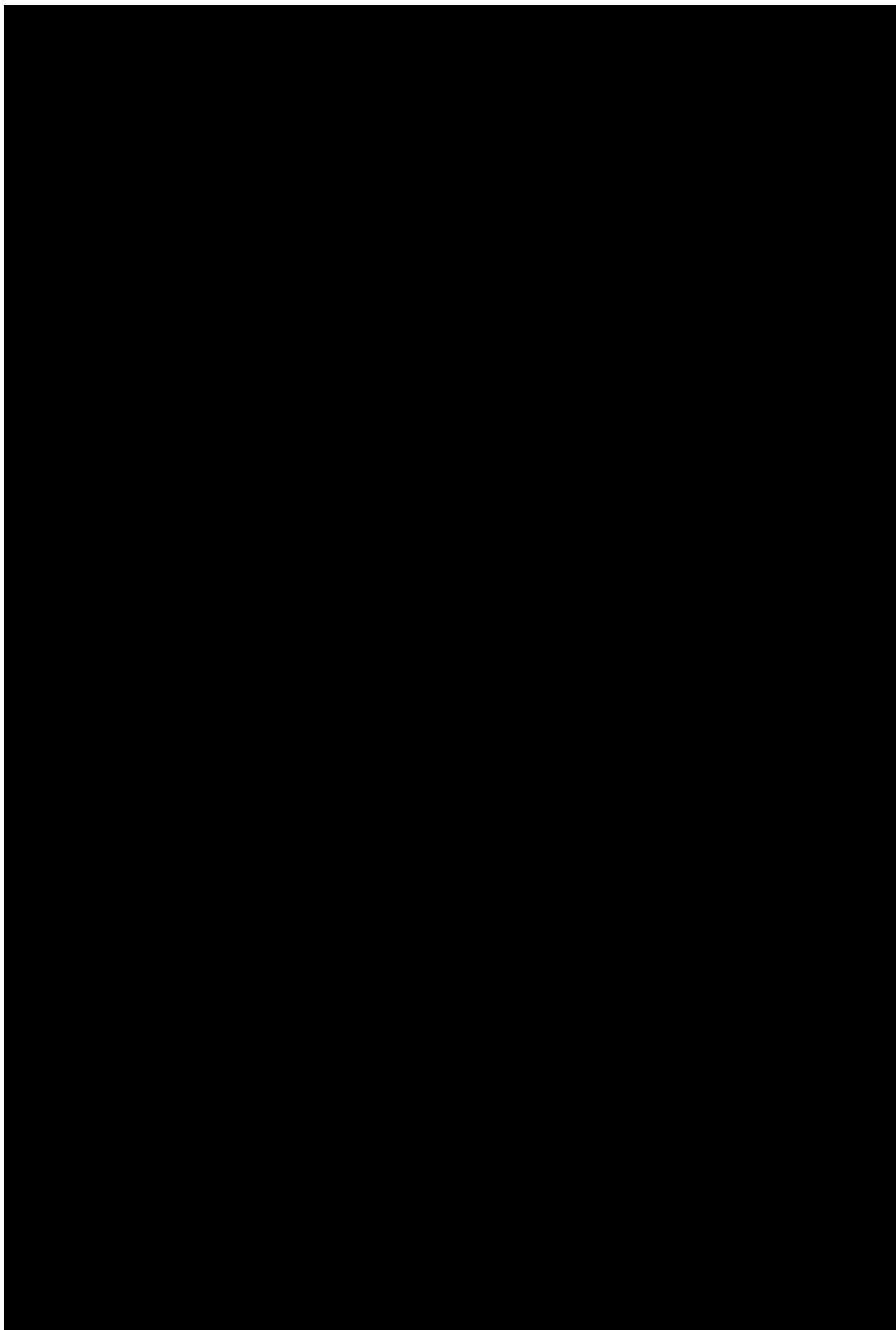


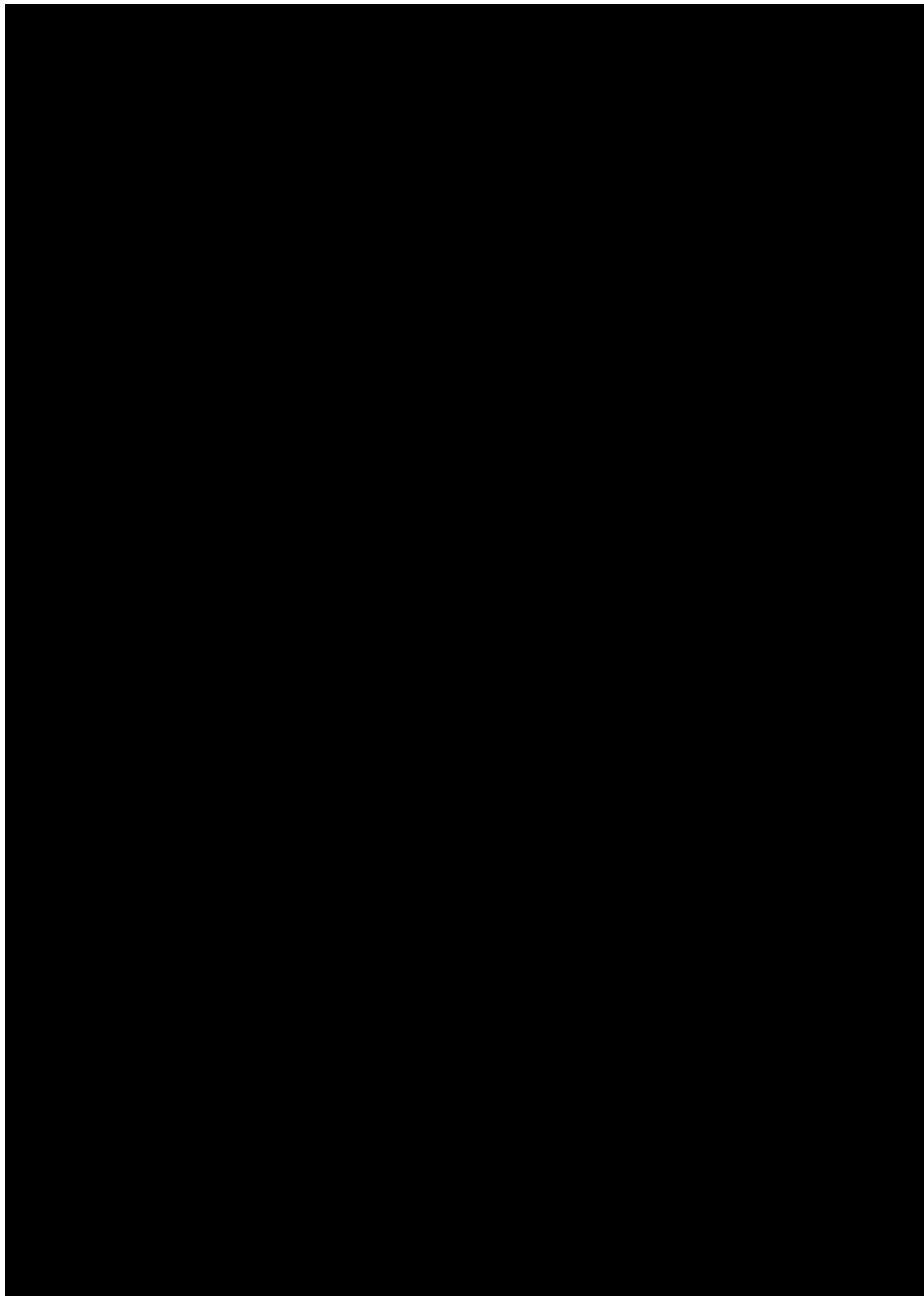












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Index 30. Corporate Governance and Policies

Political Branding at the Radio Station and Affiliation Policy

Political Branding at the Radio Station

1. All members of ZIBONELE FM, including board members, management, staff, volunteers and presenters are required to disclose their party-political affiliation to the station.
2. No staff member/presenter/volunteer/ board member is allowed to come to the radio station wearing his or her political party regalia and/or t-shirts etc.
3. Contravention of point number 2 is deemed a serious offence and may lead to disciplinary action.
4. No singing of political slogans is allowed at the radio station.
5. No staff member or presenter/volunteer or board member of the radio station is allowed to chant any political slogans of any party at the radio station.
6. Every broadcast must be apolitical unless it is the current affairs programme or the reading of the news whereby the content relates to political matters and issues.
7. Every political party announcement must be treated without prejudice.
8. Any member of ZIBONELE FM is at liberty to join any political party or organisation of his or her choice but is not allowed to occupy an executive position at such party/organization could it be at branch; regional or national level.
9. All presenters are not allowed to promote party political opinions when on air.

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AFFILIATION POLICY

PURPOSE

Here is an outline of the requirements that churches, charities, community organisers, organisations and individuals must fulfil in order to become and remain affiliated with ZIBONELE FM.

OBJECTIVES

- The development of strong relationships between the Radio Station and the community.
- The development of trust and transparency with the community.
- To provide the community with access to the Radio Station resources, support, development and upliftment.

DEFINITIONS

The Community: one or a group of individuals who live in the coverage area of the Radio Station. With the advent of digital technology and social media structures, the Radio Station recognises that the community now has a broader base.

The Affiliates: churches, charities, community organisers, organisations and individuals who choose to partner with the Radio Station.

These partnerships unfold firstly in the broadcast environment and then move into community objectives within the coverage area of the Radio Station, and beyond.

General Community Affiliates and Non-Profit Affiliates will be granted airtime on the following conditions:

- The use of airtime must be of benefit to the community. This use of airtime should educate, assist, empower, enlighten, entertain and bring HOPE to said communities.
- No overt or covert appeals for funds may be made during the broadcast.
- Fundraising calls to action are to be prior approved by the Management of the Radio Station.
- Material offered for broadcasting may be edited or rejected at the sole discretion of the Management of the Radio Station.
- Airtime will be granted or refused at the sole discretion of the Management of the Radio Station, dependent on the program contents.

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The ZIBONELE FM value system aims to **nurture engagement** in and outside of the Radio Station. The Affiliates further enable ZIBONELE FM to **build relationships** within society.

These relationships then encourage **interaction and participation**.

Knowledge brought by the affiliates is noteworthy in the following ways:

Education of the listener brings with it empowerment and mastering of our environment. Trustworthy interns and volunteers are able to find their feet at the Radio Station through introductions from our Affiliates.

Lastly, hand-holding with our Affiliates ensures the inclusion and the development of the community within the coverage area of ZIBONELE FM, and beyond, in ways to bring purpose and have a hope-filled impact on society.

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ZIBONELE FM TECHNICAL POLICY

1. INTRODUCTION

- 1.1 The Technical Department is responsible for the reliable maintenance and operation of all the broadcasting equipment of the Radio Station.
- 1.2 The Technical Manager will manage the Technical Team and will ensure that no person is allowed to operate the radio station equipment without the approval of the Technical Manager.
- 1.3 The Technical Manager must ensure that the Radio Station complies fully with all the technical standards and specifications of the ICASA rules and regulations. ***Any matters of non-compliance must be brought to the immediate attention of the Station Manager.***
- 1.4 The Technical Manager must confirm with the Programme Manager and with the HR Manager (for training) that each person who operates the equipment of the Radio Station has been approved to do so; and has been trained on how to operate and care for the equipment. The training shall include the proper way to clean the equipment.

2. STRUCTURE AND DUTIES OF THE TECHNICAL MANAGER

- 2.1 The duties of the Technical Manager will include:
 - 2.1.1 Liaise with the Programming manager and with the Station manager.
 - 2.1.2 Monitor and manage the Technical Team.
 - 2.1.3 Train the staff in the proper use and care of all the equipment.
 - 2.1.4 Set plans for the development of the studio.
 - 2.1.5 Liaise with equipment suppliers and service providers.
 - 2.1.6 Keep record of the serial numbers of all equipment owned by the station and provide updated list to the Administrator (for the Asset Register) as and when equipment is replaced and/or added and/or removed.

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- 2.1.7 *Monitor the broadcast logging tapes on a daily basis and ensure that the compliance requirements of ICASA are met.*
- 2.1.8 Draw up a budget for equipment maintenance.
- 2.1.9 Ensure, in conjunction with the Administrator, that adequate equipment insurance is in place.
- 2.1.10 Report the status of all the equipment to the Station Manager on a monthly basis; and as need be, in the event of equipment failure.
- 2.1.11 Authorize the removal of equipment from the radio station premises for repair or maintenance.

3. DUTIES OF THE TECHNICAL TEAM

- 3.1 The duties of the technical team will include:
 - 3.1.1 Completing a monthly equipment check list.
 - 3.1.2 Ensuring that spare parts and spare equipment are available so as to be able to effect a quick repair or temporary workaround.
 - 3.1.3 Arranging the repair/maintenance of the equipment with the suppliers or technical service providers.
 - 3.1.4 Ensure that the appropriate preventative maintenance measures are taken.

4. STUDIO EQUIPMENT

- 4.1 No employee (temporary or permanent) of the Radio Station is allowed to take equipment off the radio station premises without the approval of his/her Manager.
- 4.2 No one is allowed to connect external media devices or equipment of any kind to the studio equipment without the prior approval of the Programme Manager and of the Technical Manager.

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- 4.3 The studio equipment may not be operated without the approval of the Technical Manager and of the Programme Manager.
- 4.4 No one is allowed to switch the studio equipment on or off without the permission of the Technical Manager and of the Programme Manager.
- 4.5 The Technical Manager and the Technical Team are responsible to ensure the preventative and corrective maintenance of the studio equipment.
- 4.6 No eating or drinking or smoking is allowed in the studio.
- 4.7 The studio may not be entered when the ON AIR light is on, as this signifies that a presenter is on-air.

5. TRANSMISSION EQUIPMENT

- 5.1 Transmission equipment means the equipment that forms part of the on-air broadcasting network (audio processor, studio-transmitter link, FM transmitter, antenna system, standby power system).
- 5.2 No employee, except the Technical Manager and the Technical Team, may operate or make any adjustments or changes to the broadcasting equipment.
- 5.3 The Technical Manager and the Technical Team are responsible to ensure the preventative maintenance and corrective maintenance of the transmission equipment.

6. OUTSIDE BROADCAST EQUIPMENT

- 6.1 Outside broadcast equipment means the equipment that forms part of any outside broadcast (studio equipment and studio link).
- 6.2 No employee, except the Technical Manager and the Technical Team, may operate or make any adjustments or changes to the outside broadcast equipment.
- 6.3 The Technical Manager and the Technical Team are responsible to ensure the preventative maintenance and corrective maintenance of the outside broadcast equipment.

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- 6.4 The Technical Manager, and the designated Technical Team member for a specific outside broadcast, are responsible to ensure that all the equipment that is required for the outside broadcast is:
- a. in good working order and tested prior to the outside broadcast
 - b. in good working order for the duration of the outside broadcast
 - c. returned in full to the radio station, and properly stored, after the completion of the outside broadcast
- 6.5 The Technical Manager, and the designated Technical Team member for a specific outside broadcast, are responsible to ensure that any faulty equipment is reported, repaired and/or replaced; as the case may be.

7. STUDIO PREVENTATIVE MAINTENANCE

- 7.1 The studio equipment must be checked by the Technical Team on a weekly basis. A checklist must be compiled and every functional error on the equipment should be brought to the attention of the Technical Manager.
- 7.2 Minor functional errors should, where possible, be corrected by the Technical Team. Major equipment failures should be reported to the equipment supplier (in and out of warranty) or to a reliable local service provider (out of warranty) for attention.
- 7.3 The Technical Team should ensure that all the presenters are familiar with, and understand, the operation of all the equipment.
- 7.4 Presenters and News Readers should not attempt to repair, adjust or re-configure the equipment.

8. ON-AIR FAULTS

- 8.1 On-air faults require the urgent and immediate attention of the Technical Manager and of the Technical Team, as it affects the broadcast of the radio station content ; and thus listener pleasure and advertiser satisfaction.

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PRE-REGISTRATION FOR COMMUNITY SOUND BROADCASTING SERVICE LICENCE 2021

9. AVAILABILITY

- 9.1 The Technical Manager must ensure that a technician will always be available, or at least on standby (reachable by phone), to attend to any technical problem which may arise.

10. STUDIO EQUIPMENT: GENERAL GUIDELINES

- 10.1 Only authorized persons may enter the studio.
- 10.2 Visitors should at all times be accompanied by a representative of the radio station and advised to remain silent and observe the proper decorum inside the studio.
- 10.3 Studio guests should be advised to maintain silence when it is not their turn to speak.
- 10.4 Children must be accompanied by an adult and are not allowed to play in the studio or touch sensitive pieces of equipment. Some technical equipment could be dangerous to children.
- 10.5 Maintain a visitor's log to keep track of those who come in and out of the radio station. The visitors log must contain information such as the date and time of visit, names of guests, organization being represented, and purpose of the visit.