



NATIONAL NUCLEAR REGULATOR

For the protection of persons, property and the environment
against nuclear damage

POLICY

OFFICIAL LANGUAGE

POL-CSR-005

Rev 0.1

November 2020



caring



excellence



integrity



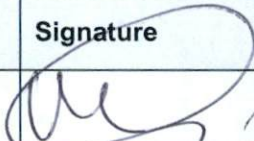
openness &
transparency



teamwork



safety & security

APPROVAL RECORD				
	Name	Designation	Signature	Date
Prepared	G Moonsamy	Manager CSR		11 November 2016
Edited	L Kleu	Language and Technical Editor		12/12/2016
QC	F Malashe	Manager: QKM		26/11/2020
Reviewed or consulted	Committee name	Reference document		Date
	MANFOR	Submitted for comment		26 November 2016
Recommended for approval	EXCO	EXCO Minutes		5 April 2017
	Board Committee	TC Minutes		12/04/2017
Approved	Board	Minutes of Board Meeting		26/04/2017
Issued	Name	Designation	Signature	Date
	Dr M. B. Tyobeka	Chief Executive Officer		30/11/2020

REVISION HISTORY			
Rev no.	Supersedes	Nature of revision	Date approved
0.1	None	No changes made. Only the cover page changed	06/05/2017

DOCUMENT REGISTRATION	
Office or department of owner	Communications and Stakeholder Relations
Designation of owner	Manager CSR
NNR file no.	

DOCUMENT HIERARCHY AND PROCESS MODEL

Figure 1: Location of the Policy in the NNR Document Hierarchy

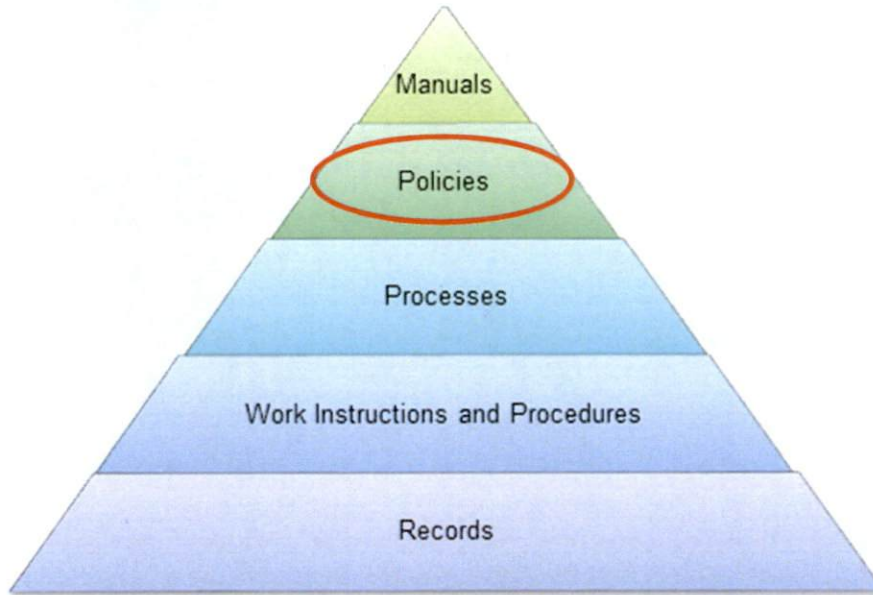


Figure 2: Location of the Policy in the Process Model

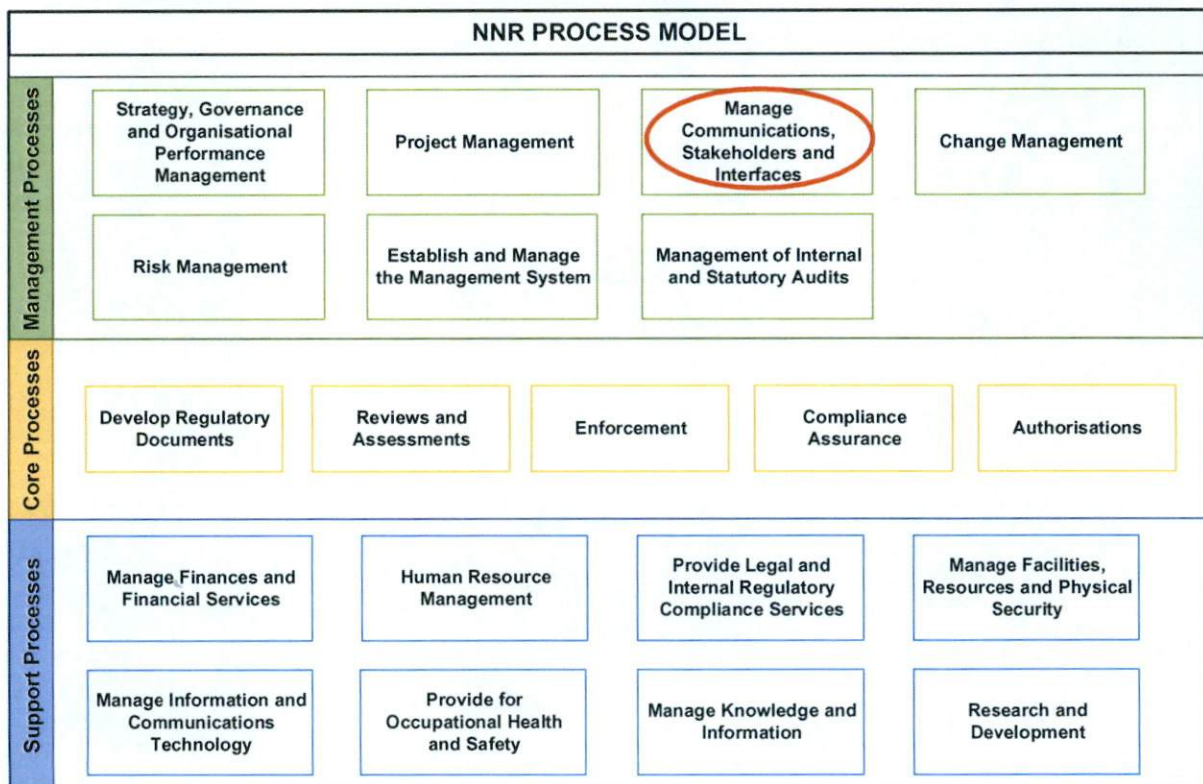


TABLE OF CONTENTS

1. INTRODUCTION 5

2. PURPOSE 5

3. SCOPE 5

4. DEFINITIONS AND ABBREVIATIONS 5

5. POLICY AUTHORITY 6

6. POLICY STATEMENT 6

7. REVIEW10

8. COMPLAINTS.....10

1. INTRODUCTION

The National Nuclear Regulator (NNR) is a public entity which is established and governed in terms of Section 3 of the National Nuclear Regulator Act, (Act No 47 of 1999) to provide for the protection of persons, property and the environment against nuclear damage through the establishment of safety standards and regulatory practices.

In accordance with the Use of Languages Act, 2012, 4(1), the NNR as a state owned entity, has developed a proposed Language Policy regarding the use of official languages for government purposes that it will adopt after a public consultation process.

2. PURPOSE

The purpose of this policy is to comply with section 4(1) of the Use of Official Languages Act, 2012 (Act No. 12 of 2012).

3. SCOPE

This policy is applicable to all employees of the NNR and documents published and printed by the regulator.

4. DEFINITIONS AND ABBREVIATIONS

4.1 Definitions

Act: The Use of Official Languages Act, 2012 (Act No. 12 of 2012)

Constitution: The Constitution of the Republic of South Africa, 1996

Corporate Communications: Corporate communications is a management function dedicated to the dissemination of information to key constituencies and the execution of corporate strategy including the development of messages for a variety of purposes for inside and outside the organisation.

PanSALB: The Pan South African Language Board, established in terms of the Pan South African Language Board Act, 1995 (Act No. 59 of 1995)

4.2 Abbreviations

CEO	Chief Executive Officer
CSR	Communications and Stakeholder Relations
EXCO	Executive Committee
NEHAWU	National Health Education & Allied Workers Union
NNR	National Nuclear Regulator
PAIA	Promotion of Access to Information Act
POL	Policy
TDC	Transformation and Development Committee
ARMCOM	Audit and Risk Management Committee

5. POLICY AUTHORITY

This Language policy is issued under the authority, and pursuant to the provisions of Section 4 of the Use of Official Languages Act, 2012 (Act No. 12 of 2012) and is based on the Use of Official Languages Regulations, 2013, the National Language Policy Framework, 2003 and provisions of the National Nuclear Regulator Act, (Act No 47 of 1999). All these documents are ultimately intended to give effect to section 6 of the Constitution of the Republic of South Africa, 1996.

6. POLICY STATEMENT

This policy describes details of the NNRs compliance to relevant requirements of section 4 of the Use of Official Languages Act, 2012 (Act No. 12 of 2012) .

6.1 Nature of the NNR

The National Nuclear Regulator (NNR) is a public entity which is established and governed in terms of Section 3 of the National Nuclear Regulator Act, (Act No 47 of 1999) to provide for the protection of persons, property and the environment against nuclear damage through the establishment of safety standards and regulatory practices.

6.2 In terms of Section 7 of the NNR Act, the functions of the regulator are outlined as follows;

- (1) The Regulator may, subject to this Act, for the purpose of achieving its objects—
- (a) grant or amend nuclear authorisations;
 - (b) hire, purchase or otherwise acquire any movable and immovable property and proprietary right, and rent or dispose of property so acquired, but may not acquire or dispose of immovable property without the prior approval of the Minister, granted with the agreement of the Minister of Finance;
 - (c) collaborate with any other body or institution or establish and control facilities for the collection and dissemination of scientific and technical information, in connection with any matter regarding nuclear energy falling within the objects of the Regulator;
 - (d) collaborate with any educational, scientific or other body, a government or institution in connection with the provision of instruction for, or the training of, persons required by the Regulator;
 - (e) provide, on such conditions as the Regulator thinks fit, financial or other assistance in connection with the training of persons in so far as in the board's opinion it is necessary to ensure that a sufficient number of trained persons are available to enable the Regulator to perform its functions;
 - (f) insure itself against any loss, damage, risk or liability which it may suffer or incur;
 - (g) advise the Minister on matters associated with any action or condition which—
 - (i) is capable of causing nuclear damage;
 - (ii) the Minister refers to the Regulator; or
 - (iii) the Regulator thinks necessary to advise the Minister on;
 - (h) for purposes of this Act, act as the national competent authority in connection with the International Atomic Energy Agency's Regulations for the Safe Transport of Radioactive Material;
 - (i) conclude contracts, enter into agreements or perform any act, whether in the Republic or elsewhere, whereby its objects are carried into effect or which is calculated, directly or indirectly, to enhance the value of the services which the Regulator renders towards the achievement of its objects or which may be prescribed;
 - (j) produce and submit to the Minister an annual public report on the health and safety related to workers, the public and the environment associated with all sites including, but not limited to, the prescribed contents.

(2) The Minister must table in Parliament the annual public report submitted to him or her in terms of subsection (1)(j) within 14 days after it is so submitted if Parliament is then in ordinary session or, if Parliament is not then in ordinary session, within 14 days after the commencement of its next ordinary session.

(3) The functions of the Regulator must be performed by the Chief Executive Officer, as directed by the board, except where otherwise specified in this Act.

The NNR recognises this policy as part of a process towards multilingualism. While the NNR is in favour of encouraging linguistic diversity, it must be noted that this is not its core business, and financial constraints will mean that it will have to find a balance between the language preferences and needs of its target audiences (internally and externally).

6.3 Official languages of the NNR

South Africa is a multilingual country with approximately 25 different languages spoken, of which 11 have been granted official status in terms of Section 6 of the Constitution (Act No. 108 of 1996), on the grounds that their usage includes 98% of the total population. The official languages are: isiNdebele, isiXhosa, isiZulu and isiSwati (referred to as the Nguni language group); Sesotho, Sepedi and Setswana (referred to as the Sotho languages group); Tshivenda, Xitsonga, English and Afrikaans.

Due to the global nature of nuclear safety and security regulation, and since English is the primary business language used internationally and in the South African Parliament, the NNR, selects English as the official language to be used in all its regulatory documentation and communications. The NNR also adopts isiXhosa, isiZulu, Setswana and Afrikaans as optional official languages for the translation of regulatory material and communications with the public.

The NNR Promotion of Access to Information Manual has been translated into four (4) official languages.

In respect of indigenous knowledge systems conferences and workshops arranged by the NNR, simultaneous interpreting services are generally beyond the NNR's budget. Speakers are therefore encouraged to give an executive summary in English and their main address in their language of choice, or vice versa.

Members of the public and international counterparts whose language of choice is South African Sign Language or another language that is not one of the selected official languages will be accommodated as far as possible on an ad hoc basis. Requests for translations into and out of these languages will be sent to the National Language Service.

6.4 Use of official languages by the NNR

6.1 The table below depicts how the NNR plans to use the selected official languages

#	Description	Language(s)
1.	Internal Communication	English
2.	Inter- and intra- governmental communication	English
3.	Online communication (website, social media, intranet)	English PAIA requests, Complaints registered an Enquiries via the website will be answered in the official language preferred by the requestor.
4.	Corporate Publications <ul style="list-style-type: none"> Annual Reports Convention on Nuclear Safety Report South African national report on the compliance to obligations under the joint convention on safety of spent fuel management and on the safety of radioactive waste management 	English
5.	Communication with members of the public (official and written communication)	English isiXhosa, isiZulu Setswana Afrikaans (any other preferred language/s by the target audience) (consideration to the usage, practicality and expense)
6.	Communication with members of the public (oral communication)	English; and (any other preferred language/s by the target audience) (consideration to the usage, practicality and expense)
7.	Public Hearings and Information sharing sessions	English; and (any other preferred language/s by the target audience) (consideration to the usage, practicality and expense)

8.	Public Safety Information Forums	English; and (any other preferred language/s by the forum)
----	----------------------------------	---

6.5 Access to the NNR Language Policy by members of the public

6.5.1 The NNR Language Policy will be available in English, isiZulu, isiXhosa, Setswana and Afrikaans on the NNR website and in hard copy format.

6.5.2 Requests for a hard copy of the Language Policy may be made to NNR in writing, telephonically or in person. Copies of the Policy can either be collected by the requestor or sent to them.

6.5.3 People making telephonic requests will in the first instance be referred to the NNR website, but can be provided with a hard copy on request.

7. REVIEW

This policy will be reviewed whenever deemed necessary or as the need arises within five (5) years.

8. RESPONSIBILITY

Employees found in violation of this policy shall be subject to disciplinary action by the disciplinary committee in accordance with relevant NNR policies.

10. COMPLAINTS

8.1 Any person (either a NNR staff member or a member of the public) who is dissatisfied with NNR's use of official languages may lodge a complaint which will be dealt with in terms of Regulation 2(2) and 2(3) of the Use of Official Languages Regulations.

8.2 Alternatively complaints can also be addressed directly to the NNR CEO;

- either delivered by hand to the NNR, or sent by e-mail to the NNR CEO or sent by registered post to the NNR's postal address and lodged within 3 months of the complaint arising

8.3 Contact information

Postal Address: PO Box 7016, Centurion, 0046

Physical Address: Eco Glades Office Park, Eco Glades 2, Block G, Witch Hazel Avenue
Highveld Ext 75, Eco Park, Centurion, 0157

Telephone: +27 (0) 12 674 7187, Fax: +27 (0) 12 663 5513 Email: enquiry@nnr.co.za