

# Freeworld Coatings Limited

*(Company Registration No. 2007/021624/06)*

**And those subsidiary companies listed in Annexure 1  
(hereinafter collectively referred to as "FCL")**

## **MANUAL PREPARED IN ACCORDANCE WITH SECTION 51 OF THE PROMOTION OF ACCESS TO INFORMATION ACT, NO. 2 OF 2000 ("the Act")**

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### **PART I**

#### **Information required under section 51 (1) (a) of the Act**

**Name of body:** Freeworld Coatings Limited  
**Head of body:** Mr AJ Lamprecht  
**Address:** Block 9, Balvenie Building  
Kildrummy Office Park  
Umhlanga Drive  
2056 Paulshof

**Postal Address:** PostNet Suite 263  
Private Bag X87  
2021 Bryanston

**All requests for information in terms of the Act should be addressed to the Head of Body,  
who can be contacted as follows:**

**Telephone No.:** 0861 252 846  
**Fax:** 086 639 3359  
**e-mail:** [echamberlain@freeworldcoatings.com](mailto:echamberlain@freeworldcoatings.com)

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### **PART II**

#### **Information required under section 51 (1) (b) of the Act**

As at the time of compiling this manual the guide referred to in this section has not yet been compiled by the Human Rights Commission. The regulations regarding the Promotion of Access to Information Act published under Government Notice No. R187 of 15 February 2002 set forth how the Human Rights Commission should make the guide available.

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### **PART III**

#### **Information referred to under section 51 (1) (c) of the Act**

The following categories of records will be freely available:

1. Annual Reports
  2. Marketing and promotional material published by FCL
  3. All information published on the FCL Website ([www.freeworldcoatings.com](http://www.freeworldcoatings.com))
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### **PART IV**

#### **Information required under section 51 (1) (d) of the Act**

Records are kept in accordance with the following legislation:

- Income Tax Act, 58 of 1962
  - Unemployment Insurance Act, 30 of 1966
  - Value-Added Tax Act, 89 of 1991
  - Compensation for Occupational Injuries and Diseases Act, 130 of 1993
  - Labour Relations Act, 66 of 1995
  - Basic Conditions of Employment Act, 75 of 1997
  - Employment Equity Act, 55 of 1998
  - Skills Development Levies Act, 9 of 1999
  - Pension Funds Act, 24 of 1956
  - Companies Act, 61 of 1973
  - National Environmental Management Act, 107 of 1998
  - Regional Services Councils Act, 109 of 1985
  - Occupational Health and Safety Act, 85 of 1993
  - Stock Exchanges Control Act, 1 of 1985
  - Trademarks Act, 194 of 1993
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### **PART V**

#### **Information required under section 51 (1) (e) of the Act**

##### **Personnel records**

Personnel refers to any person who works for or provides services to or on behalf of FCL and receives or is entitled to receive any remuneration and any other person who assists in carrying out or conducting the business of FCL. This includes, without limitation, directors, executives, non-executives, all permanent, temporary and part-time staff as well as contract workers.

##### **Personnel records include the following:**

- Any personal records provided to FCL by their personnel;
- Any records that a third party has provided to FCL about any of their personnel;
- Conditions of employment and other personnel-related contractual and quasi-legal records;
- Internal evaluation records; and
- Other internal records and correspondence.

### **Customer-related records**

A customer includes any natural or juristic entity that receives services from FCL. Customer-related information includes the following:

- Any records a customer has provided to a third party acting for or on behalf of FCL;
- Any records a third party has provided to FCL; and
- Records generated by or within FCL pertaining to the customer, including transactional records.

### **Records pertaining to FCL**

The following are considered to include but not be limited to records that pertain to FCL's own affairs:

- Financial records;
- Operational records;
- Databases;
- Marketing records;
- Internal correspondence;
- Statutory records;
- Internal policies and procedures;
- Treasury-related records;
- Securities and equities; and
- Records held by officials of FCL;
- Software and licensing agreements.

### **Other Parties**

FCL may possess records pertaining to other parties, including without limitation contractors, suppliers, subsidiary and associated companies, joint venture companies and service providers. Alternatively, such other parties may possess records that can be said to belong to FCL.

### **The following records fall under this category:**

- Personnel, customer or FCL's records which are held by another party as opposed to being held by FCL; and
- Records held by FCL pertaining to other parties, including without limitation financial records, correspondence, contractual records, records provided by the other party, and records third parties have provided about the contractors / suppliers.

## ANNEXURE 1

<b>Company</b>	<b>Registration No</b>
Blajohn Properties Limited	1936/008617/06
Capernum Trade 3 (Proprietary) Limited	2007/006832/07
Chariot Financial Services (Proprietary) Limited	1970/004170/07
Cherry Sales (Proprietary) Limited	2005/000608/07
Earthcote Franchising Company (Proprietary) Limited	1998/019132/07
Emlev (Proprietary) Limited	1984/004648/07
Freeworld Automotive Coatings (Proprietary) Limited	1947/024248/07
Freeworld Coatings CMA (Proprietary) Limited	1922/014245/07
Freeworld Coatings Capital (Proprietary) Limited	2007/027580/07
Freeworld Coatings Global (Proprietary) Limited	2007/024684/07
Freeworld Coatings Limited	2007/021624/06
Freeworld Coatings South Africa (Proprietary) Limited	2007/023790/07
Hamilton Brush (Proprietary) Limited	2005/000600/07
International Colour Corporation (Proprietary) Limited	1991/002191/07
Intercity Panel (Proprietary) Limited	2002/010848/07
Intercity Paint & Panel (Proprietary) Limited	2001/027835/07
Longridge Colourant (Proprietary) Limited	1998/007068/07
MAPC Paint & Panel (Proprietary) Limited	1996/002918/07
MAPC Trading (Proprietary) Limited	1999/004103/07
Marouns Auto Paint Centre (Proprietary) Limited	1984/000338/07
Marouns Auto Paint Centre (KZN) (Proprietary) Limited	2003/029593/07
Midas Coatings Consortium (Proprietary) Limited	2006/004207/07
Midas Coatings Group (Proprietary) Limited	2005/041915/07
Midas Paints (Proprietary) Limited	1989/004153/07
Plascon Cape (Proprietary) Limited	1948/029629/07
Plascon Coastal (Proprietary) Limited	1967/005384/07
Plascon Property Holdings (Proprietary) Limited	1920/002108/07
Plascon South Africa (Proprietary) Limited	1945/019549/07
Prostart Investments 93 (Proprietary) Limited	2001/009265/07
Prostart Traders 97 (Proprietary) Limited	2001/006981/07
Prostart Properties 119 (Proprietary) Limited	2001/012538/07
Regency Sales Corporation (Proprietary) Limited	1966/007017/07
Sancorp 30 Investment Holdings (Proprietary) Limited	2001/020466/07
Sizwe Paints (Proprietary) Limited	1996/013765/07
Sizwe Paints Inland (Proprietary) Limited	2003/009615/07
Thunderbolt Trading 3 (Proprietary) Limited	2007/006847/07