



NOTICE

**AUTOMATIC AVAILABILITY OF CERTAIN
RECORDS
OF THE ROAD ACCIDENT FUND**

in terms of

**Section 15 of the Promotion of Access to Information Act 2 of
2000**

and

**[Regulation 4 of the Regulations relating to the
Promotion of Access to Information, 2021]**

July 2025

In terms of Section 15 of the Promotion of Access to Information Act 2 of 2000, the Road Accident Fund (RAF) publishes the categories of records that automatically available without a person having to formally request access.

The table below outlines these categories, descriptions, and modes of accessibility in alignment with the requirements of the Information Regulator.

| DESCRIPTION OF THE CATEGORIES OF RECORDS OF THE ROAD ACCIDENT FUND THAT ARE AUTOMATICALLY AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS IN TERMS OF SECTION 15 OF THE PROMOTION OF ACCESS TO INFORMATION ACT 2 OF 2000 | | | | | | |
|---|---|------------------------------|-----------------|----------------|----------------|-----------------------|
| Category | Description | Mode of Accessibility | | | | |
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| Legislations | Promotion of Access to Information Act 2 of 2000 | x | | x | x | x |
| | Promotion of Access to Information Amendment Act 54 of 2002 | x | | x | x | x |
| | Protection of Personal Information Act 4 of 2013 | x | | x | x | x |
| | Road Accident Fund Act 56 of 1996 | x | | x | x | x |
| | Road Accident Fund Amendment Act, 2005 | x | | x | x | x |
| | Public Finance Management Act 1 of 1999 | x | | x | x | x |

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| Category | Description | Mode of Accessibility | | | | |
|---------------|---------------------------------------|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| Regulations | PAIA Regulations of 2021 | x | | x | x | x |
| | Board Notices on quarterly caps | x | | x | x | x |
| Forms (PAIA) | Form 02: Request for Access to Record | x | | x | x | x |
| | Form 03: Outcome of Request | x | | x | x | x |
| | Form 04: Internal Appeal Form | x | | x | x | x |
| | Form 05: Complaint Form | x | | x | x | x |
| Forms (POPIA) | Objection to Processing | x | | x | x | x |
| | Request for Correction/Deletion | x | | x | x | x |

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| Category | Description | Mode of Accessibility | | | | |
|-------------|--|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| | Application for Prior Authorisation | x | | x | x | x |
| | Data Subject Consent Forms | x | | x | x | x |
| | Information Officer Registration Form | x | | x | x | x |
| Claim Forms | RAF 1 (Third Party Claim Form) | x | | x | x | x |
| | RAF 2 (Supplier Claim Form) | x | | x | x | x |
| | RAF 3 (Accident Report Form) | x | | x | x | x |
| | RAF 4 (Serious Injury Assessment Form) | x | | x | x | x |
| Manuals | PAIA/POPIA Manual | x | | x | x | x |

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| Category | Description | Mode of Accessibility | | | | |
|---------------------|------------------------------|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| Policies and codes | Code of Ethics and Conduct | x | | x | x | x |
| | Fraud Prevention Policy | x | | x | x | x |
| | Anti-Corruption Policy | x | | x | x | x |
| | Records Management Policy | x | | x | x | x |
| | RAF Customer Service Charter | x | | x | x | x |
| Strategic Documents | Annual Reports | x | | x | x | x |
| | Strategic Plans | x | | x | x | x |
| | Annual Performance Plans | x | | x | x | x |

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|----------------|---------------------------------|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| | Statutory Quarterly reports | x | | x | x | x |
| Communications | Media Statements | x | | x | x | x |
| | Newsletters | x | | x | x | x |
| | Brochures and Pamphlets | x | | x | x | x |
| | Information Booklets on Claims | x | | x | x | x |
| | Awareness Posters | x | | x | x | x |
| | Social media Public Information | x | | x | x | x |

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| Category | Description | Mode of Accessibility | | | | |
|-----------------|--|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| Human Resources | Job Advertisements | x | | x | x | x |
| Supply Chain | Bid Advertisements and Awards | x | | x | x | x |
| | Tenders and Quotations | x | | x | x | x |
| | Procurement Plans | x | | x | x | x |
| | Supplier Registration Forms | x | | x | x | x |
| | Standard Conditions of Contract | x | | x | x | x |
| Medical | RAF Medical Tariffs | x | | x | x | x |
| | Guidelines on Medical Assessments for Claims | x | | x | x | x |

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|---------------------------|---|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| Notices | POPIA Privacy Notices | x | | x | x | x |
| | Public Notices (general) | x | | x | x | x |
| Education and Training | Training Application Forms | x | | x | x | x |
| | eLearning Materials (if public) | x | | x | x | x |
| | Road Safety Campaign Material | x | | x | x | x |
| Guidelines and Procedures | Guidelines on Lodging Claims | x | | x | x | x |
| | Guidelines on Data Subject Access Requests | x | | x | x | x |
| | Guidelines on Requesting Records (PAIA Guide) | x | | x | x | x |

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|----------|--|-----------------------|----------|---------|---------|----------------|
| | | Inspection | Purchase | Website | Copying | Free of Charge |
| | Complaints Handling Procedure (public version) | x | | x | x | x |
| | Stakeholder Engagement Guidelines | x | | x | x | x |

For further details or to access these records, please visit the RAF website or contact the Information Officer at RAF. This publication is made in compliance with the Information Regulator's requirements under Section 15 of PAIA.



INFORMATION OFFICER

Date: 21 OCTOBER 2025