

# PAN SOUTH AFRICAN LANGUAGE BOARD

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*Language is the blood  
of the soul into which  
thoughts run and out  
of which they grow.*

Oliver Wendell Holmes





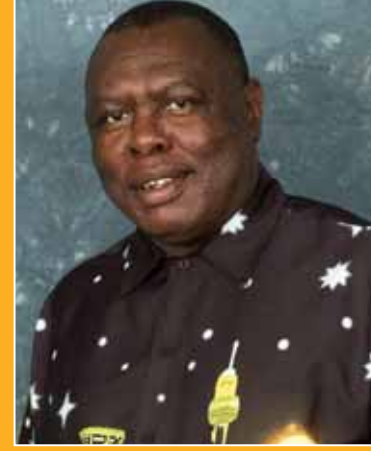
# BOARD MEMBERS



Prof. HM Thipa



Prof. R Finlayson



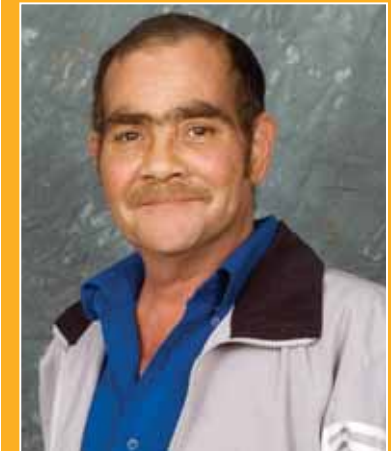
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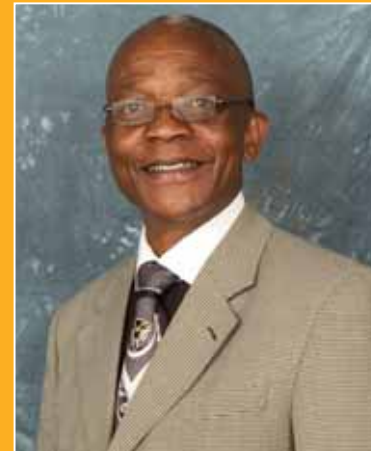
Prof. MA Moleleki



Prof. MR Malope



Mr. AC Le Fleur



Mr. PB Skhosana



Prof. HA Strydom



Ms. MF Sadiki



Mr. SNL Mkhathswa



Ms. H Morgans



Prof. NCP Golele

## A WORD FROM THE CHAIRPERSON

The year under review saw a number of activities and developments within the organisation. Some of these will become evident as you read the report. The reconfiguration of the organisation's operation into clusters is bearing some fruit. The various clusters are focused on different aspects that are consonant with the imperatives of the Constitution and the organisation's mandate, e.g. Status Language Planning, Translation and Interpreting, Linguistic Human Rights and Advocacy, and Language in Education.

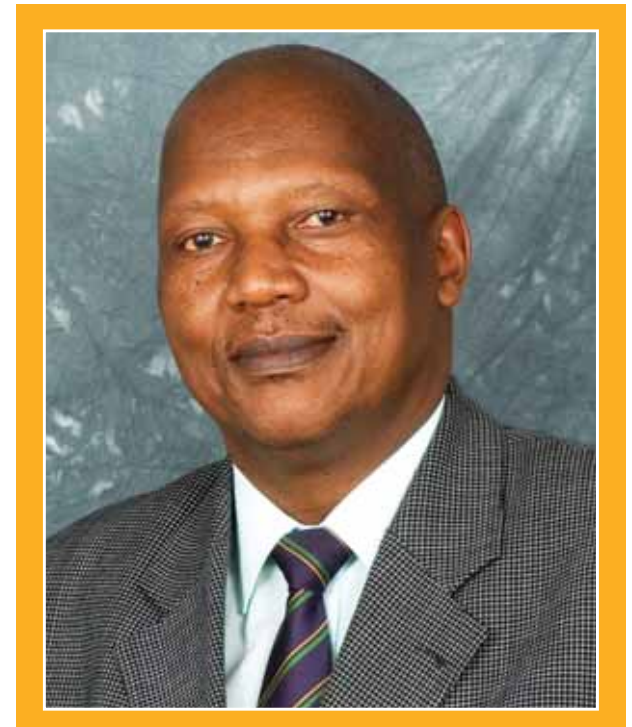
One of the greatest challenges facing PanSALB is the production of relevant terminologies in the African languages in particular. I am happy to report good progress on this front. The spelling and orthography rules for the various African languages have been updated and printed and are now available in booklet form.

Generally speaking, there does not seem to be any real awareness of linguistic human rights. Most of the human rights complaints that have to be dealt with are from one language group, namely Afrikaans. Attention is being given to this lack of awareness. This is being coupled with the general outcry about the diminishing status of and interest in African languages and their study, especially at tertiary level. It is gratifying to note that the issue of African languages is increasingly becoming part of the national debate. We participate in that debate through relevant colloquia, conferences and media debates. We have, after a tender process, commissioned a study into the apparent lack of interest in African languages.

National language bodies, national lexicography units and provincial language committees are some of the entities that represent the face of PanSALB and its operational arm. In various ways these entities are charged with the development and promotion of all the official languages in this country. I must commend them for the work they continue to do.

The question that is constantly asked is what is the economic value of a qualification in an African language? In other words, what career paths are open to a person with such a qualification? It is a relevant question, given the rate of unemployment in the country. The Language in Education

cluster has been conducting and also taking part in various campaigns to highlight career options in the area of African languages.



**Prof. HM Thipa**

After a two-year statutory stint as Chairperson, I have pleasure in handing over to Prof. Mohlomi Moleleki. In doing so, I wish to thank the Board for its support and its positive engagement with relevant and topical issues. I also wish to thank the members of our office for keeping the home fires burning.

*Nangamo! Dikgomo tseo!*

Prof. HM Thipa



# PROVINCIAL LANGUAGE COMMITTEES (PLCs)

## Introduction

Provincial Language Committees are committees that assist PanSALB in the implementation and promotion of multilingualism. It is through these committees that the Board is able to monitor the implementation of language clauses by local and provincial governments.

## ADMINISTRATIVE SUPPORT TO THE PROVINCIAL LANGUAGE COMMITTEES

### Activities

- An office was established in each province, furnished and equipped with the necessary infrastructure for smooth running.
- The Communication and Marketing section, Provincial Managers together with the CEO planned and conducted outreach activities that assisted in informing communities about PanSALB. The following sectors were targeted:
  - Municipalities and other local government offices
  - Health sectors - hospitals and clinics
  - Safety and Security - police stations
  - Education – Institutions of higher learning and schools.
- The outreach also targeted unemployed language professionals encouraging those who were interested to volunteer their services by assisting the 9 Provincial Managers to promote multilingualism.
- Each Manager appointed a language professional who participated in the outreach activities to act as part-time office clerk/ secretaries. The Board will appoint proper officials once there are enough funds.
- Provincial managers assisted PLCs to organise meetings and implement projects. They also ensure that smooth communication between the Board's three structures, i.e. PLCs, NLBs and NLUs takes place.
- The manager for PLCs, Mr. Israel Molosankwe, assisted the Board to monitor the work of the 9 provincial managers and that of the Provincial Language Committees.
- Each focus area manager implemented projects jointly with the provincial managers and PLCs.

### Future Plans

- Training of new PLC members on developing plans and promotion of multilingualism
- Training of PLCs on monitoring of language policy implementation
- Appointment of support staff for the nine provincial managers
- Monitoring implementation of strategic plans of the nine provincial managers as well as those of the PLCs.

## General objectives of the Provincial Language Committees

- Promote and support multilingualism in the province.
- Monitor the implementation of constitutional clauses and provincial

language legislation in the provinces.

- Advise PanSALB and MEC responsible for language matters in the province.
- Ensure the implementation of language projects in the province.
- Establish co-operation with other bodies.

The activities mentioned below were carried out under the auspices of each Provincial Language Committee, PanSALB and the 9 Provincial Managers.

## GAUTENG PROVINCIAL LANGUAGE COMMITTEE (GPLC)

Chairperson: Ms. MA Kekana

The Gauteng PLC held four meetings during the financial year under review. The fourth meeting was funded by the Gauteng Department of Sport, Recreation, Arts and Culture.

### Activities

- The PLC advised the MEC responsible for language on the development of Gauteng's provincial language policy framework.
- Ms. Kekana (Chairperson) and Dr. Prinsloo (Deputy Chairperson) made presentations on behalf of the PLC in Soweto at a workshop on the promotion of multilingualism.
- Ms. Kekana was interviewed on radio – Khaya FM- about the Gauteng PLC and its activities and other members on Ikwewezi FM.
- Ms. Kekana also delivered a speech at Ekurhuleni about the importance of multilingualism in the province.
- Members participated in various activities organised by the focus area managers of PanSALB.
- The PLC played an active role during the outreach that took place in schools, hospitals and municipalities.

### Future Plans

- To establish co-operation with local municipalities on language matters as well as with other organisations promoting multilingualism.
- To market the Gauteng PLC's activities to various communities in the provinces.
- To fund and implement projects that promote multilingualism in the province.
- To further engage the officials of the provincial department of Sports, Recreation, Arts and Culture in the province and provide advice to the MEC responsible for languages on language policy matters.



## FREE STATE PROVINCIAL LANGUAGE COMMITTEE

Chairperson: Dr. DM Ferreira

The Free State PLC held four meetings during the financial year under review.

### Activities

- Members of the PLC attended the outreach activities that were organised by PanSALB in the province.
- The PLCs Translation and Interpreting Subcommittee hosted International Translation Day on 30 September 2005.
- The PLC participated at the Macufe Festival from 28 September 2005 to 10 October 2005. The Linguistic Human Rights and Advocacy Subcommittee hosted an awareness campaign during the festival.
- On 24 February 2006 the Language in Education Subcommittee hosted the International Mother Tongue Day celebrations.

### Future Plans

- To market the PLC and its activities through roadshows.
- To implement projects that promote the use of the languages of the province.
- To build a database of unemployed language professionals and negotiate with provincial departments to give them experiential training.
- To provide advice to the MEC responsible for language matters, various provincial departments and municipalities on language policy formulation and practice.
- To co-operate with other PLCs, PanSALB structures as well as other organisations that promote multilingualism.
- To promote the Khoe and San languages in the province.

## KWAZULU-NATAL PROVINCIAL LANGUAGE COMMITTEE (KZNPLC)

Chairperson: Ms. RL Makhubu

The KwaZulu-Natal PLC held two meetings during the financial year under review.

### Activities

- The commemoration of Youth Day was co-hosted with other stakeholders in a form of language awareness campaign.

- A presentation was made to the MEC: Arts, Culture and Tourism on the existence and operations of the KZN PLC.
- The chairperson made a presentation in the Province's Literature Exhibition.
- The International Translation Day was celebrated.
- The Language in Education Focus Area successfully co-hosted the International Mother-Tongue Day which was held at the Durban University of Technology where the MEC gave a keynote address. The Chairperson was interviewed live by Vuyo Mbuli on his show in SAFM. The function attracted a lot of print media coverage.
- The Chairperson and the Provincial Manager participated in the SASL Conference which was hosted by the KZN Blind and Deaf Association together with the Durban University of Technology.
- The Translation and Interpreting Focus Area co-hosted the International Translation Day where the CEO of PanSALB was warmly welcomed.
- Tipfuxeni Project was launched in July 2005.
- The Chairperson participated in the Translateathon which was hosted by the company called *translate.org* of Mr Bailey at DUT.
- The convenor of the Translation and Interpreting subcommittee presented a paper in Finland at the 2005 FIT World Congress on Interpreting and Rights, and the paper was subsequently published on the conference proceedings.
- Despite budgetary constraints, KZN PLC managed to develop a flyer, which is always distributed during the language functions to raise awareness about the PLC's existence.

### Future Plans

- Advise the MEC and PanSALB on the Language related matters in the province.
- Make an input on the development of Provincial Language Bill and Policy.
- Advise the public and private sector on formulating their Language Policies.
- Promote and support multilingualism in the province.
- Networking with other stakeholders.
- Identify and support language projects for the promotion of multilingualism.
- Host language rights campaigns.
- To provide advice to provincial government departments and local government on language policy development and implementation.
- To establish relationship and partnership with

various private sector bodies, NGOs, CBOs and other institutions that promote the development of languages in the province.

## NORTH WEST PROVINCIAL LANGUAGE COMMITTEE (NWPLC)

Chairperson: Prof. WAM Carstens

This PLC held three meetings during the year under review.

### Activities

- The PLC members participated in various outreach campaigns organised by PanSALB in order to market and introduce PanSALB's provincial office to the community of the province.
- The Status Language Planning Subcommittee of the PLC drafted a language policy framework for the province and submitted it to the responsible MEC for consideration.
- The Language in Education Subcommittee of the PLC supported *Afrikaanse Taal en Kultuur Vereeniging (AKTV)* multilingual writers' competition financially in the Klerksdorp region.
- The PLC managed to organise various training workshops for language practitioners.
- Some PLC members were involved in the development of material for Setswana primary school learners together with the Sol Plaatjie Trust in Kimberley.

### Future Plans

- To finalise the Provincial Language Policy Framework and participate in the launch of the same.
- To provide advice to PanSALB and other provincial institutions on language related matters in the province.
- To monitor the implementation of language legislation and constitutional clauses supporting the promotion of multilingualism.
- To finalise the development of the North West PLC's webpage.
- To establish relationships with the provincial Department of Education on language matters.
- To assist the Translation and Interpreting focus area in identifying projects that will assist in establishing proper translation and interpreting in the legislature.
- To co-operate with other PanSALB structures and other organisations in the development and implementation of projects that support promotion of language.

## MPUMALANGA PROVINCIAL LANGUAGE COMMITTEE

Chair person Mr. BD Mkhathswa

Mpumalanga PLC held three meetings during the year under review

### Activities

Mpumalanga PLC participated in the following activities during the year under review:

- Dr. LB Mtimkhulu, a PLC member, delivered a paper at the workshop on "the importance of correct translation of documents into all official languages of public use" at the Translators' workshop. The workshop was held on 30 July 2005.
- The PLC jointly celebrated International Translation Day with the Department of Culture Sports and Recreation at KwaMhlanga on 30 September 2005.
- On 11 November 2005 Mr. BD Mkhathswa, the PLC chairperson, was invited to give a keynote address at the Language Awareness Day. The provincial manager, Ms. SS Nkosi also had the opportunity of introducing PanSALB and the provincial office to the community of Driefontein.
- The PLC jointly celebrated International Mother Tongue Day successfully with the Department of Culture, Sports and Recreation in Standerton on the 21 February 2006. All the PLC members were in attendance.

### Future Plans

- To present the PLC strategic plan to the MEC for DCSR and request funding for projects.
- To have a radio slot once a month where a member of the PLC and the NLB will inform the public about what they do and the progress they have made. It will be a phone in program.
- Funds permitting, to have road shows in all the regions.
- To have an information brochure about the PLC and to market and promote the PLC.
- To engage with the Department of Culture, Sport and Recreation in drawing up the provincial language policy and monitor implementation thereof.
- Establish a working relationship with all structures that promote multilingualism and are also in favour of the development and promotion of previously marginalised languages.

## NORTHERN CAPE PROVINCIAL LANGUAGE COMMITTEE (NCPLC)

Chairperson: Ms. S Lepita

The Northern Cape PLC held three meetings during the year under review.

### Activities

- The Northern Cape PLC successfully hosted a two-week Translators' Workshop at the Northern Cape Provincial Legislature in April 2005.
- The PLC initiated a linguistic awareness campaign in eight high schools in June 2005.

- Hosted International Translation Day celebration at De Aar on 30 September 2005.
- Hosted the International Mother Tongue Day Celebrations, at Kuruman, Kgalagadi region in February 2006.
- Together with Prof. Marivate the PLC embarked on a three-day outreach programme that covered Northern Cape areas like Kimberley, Griekwastad and Upington.
- Launched the Tifpuxeni project to engage the unemployed graduates in the province.
- Held a consultative workshop with writers, poets and media from across the Northern Cape in July 2005 at the Galeshewe Library, Kimberley.

### Future Plans

- Implementation of mother-tongue instruction at previously marginalised former DET schools.
- Developing a programme that would advise with operationalising the concept of multilingualism.
- To have the PLC's own provincial language policy framework.
- Establishment of language industries as SMME's that would assist in creating short and long term employment for the unemployed.
- Introduction of language legislation and the implementation thereof that would enable mother-tongue instruction at all schools in the province.

## LIMPOPO PLC

Chairperson: Prof. NA Milubi

This PLC held four meetings during the financial year under review.

### Activities

- The MEC was advised with regard to the amendment of Northern Province Language Act.
- The Provincial Manager made a presentation on behalf of the Limpopo PLC at the Provincial Language Indaba hosted by language services at Oasis Hotel.
- The chairperson made a presentation during the Literacy Prize Giving Ceremony hosted by Department of Sports, Arts and Culture.
- Translation and Interpreting workshop was held at Capricorn District from 29 August to 04 September 2005.
- LPLC in collaboration with Translation & Interpreting focus area held a successful workshop on Translation and Interpreting. Forty-five Tifpuxeni graduate attended the 5-day workshop.
- The Chairperson represented the PLC during a meeting between Sesotho sa Leboa NLB members and MEC regarding the issue of Sesotho sa Leboa versus Sepedi.
- Limpopo provincial office and Literature and Media focus area organised a meeting in which three reading clubs were established.
- Hosted International Translation Day with great success on 30 September 2005.

- The Focus Area for Literature and Media in collaboration with the office of the provincial manager had a successful workshop about prescription of books in the province.
- A close working relationship with the Department of Justice, Mokerong office and the Department of Health & Social Development was established.

### Future Plans

- To assist government departments, municipalities and other sector with the formation of Language Policy.
- To train employees of Department of Health and Social Development on South African Sign Language.
- To monitor the implementation of language policy
- To market PanSALB and its structures in all Limpopo districts
- To form reading clubs in each district.
- To work closely with the local municipalities and departments.

### WESTERN CAPE LANGUAGE COMMITTEE (WCLC)

Chairperson: Ms. A van Huyssteen

The Language Committee held four meetings during the year under review.

### Activities

- A certificate ceremony for individuals who had attended workshops on the Nama language held in Plettenberg Bay on 4 June 2005
- Western Cape Literature Exhibition was launched, exhibiting important works in the three official languages of the province.
- The annual awareness week of isiXhosa was held from the 13-18 June 2005.
- Monthly book club session was held Gugulethu.
- Closer cooperation between the Western Cape language Committee and PanSALB through the appointment of the Provincial Manager.

### Future plans

- Ensure effective implementation of the Language Policy of the Western Cape.
- Establish a working relationship with the Pan South African Language Board.

### EASTERN CAPE LANGUAGE COMMITTEE (ECPLC)

Chairperson: Prof. A Coetser.

The Language Committee held two meetings during the year under review.

### Activities

Though an advert calling for nominations of new members for the ECPLC was published, the process was not taken forward and therefore the PLC served as an interim structure for the year under review and undertook the following activities:

- After a relatively long period of inactivity, the Eastern Cape PLC was revived in 2005, when its first meeting in almost two years was called on 22 and 23 July 2005 at the offices of the Eastern Cape Provincial Department of Arts and Culture in East London. This was after the establishment of the PanSALB Eastern Cape provincial office.
- The ECPLC identified Deaf awareness as a priority and designed a plan to address the plight of the Deaf in the province.
- The CEO of PanSALB visited the Eastern Cape province on 21 – 23 September 2005 during which time outreach programmes were arranged in the following areas:
  - Visits to schools around the Transkei on 21 September 2005;
  - On 22 September 2006 in East London, the Tipfuxeni programme was launched;
  - On 23 September 2005, visits to public institutions (police stations, municipalities, etc.) were undertaken. Heritage celebrations were also attended in Mdatsane, where PanSALB and the ECPLC featured prominently on the agenda.
- The ECPLC established working relationships with PanSALB, the Eastern Cape Department of Arts and Culture, Eastern Cape Department of Education and other relevant stakeholders.

### Future plans

- Establish more partnerships with other language stakeholders.
- Raise awareness around previously marginalised languages and multilingualism by working closely with local municipalities and departments.

# STATUS LANGUAGE PLANNING

## Objective

The objective of the Status Language Planning Focus Area is to provide all three levels of government, i.e. local, provincial and national, as well as any institution that approaches PanSALB with advice on language policy formulation, policy and practice.

It is also through this focus area that the Board provides incentives in the form of annual awards for individuals and organisations that promote multilingualism. The awards are intended to encourage the advancement and elevation of the status of the official languages, particularly the indigenous languages, and multilingual communicative competence.

## Activities

### Language Policies

During the period under review, the following activities were undertaken by the Status Language Planning Focus Area:

*Provincial language policy framework development for provincial governments.*

The provincial language policy frameworks serve to give support, direction and guidance to government departments, organs of state, local governments and private companies in the provinces in the formulation of their language policies. During the period under review, the following provinces submitted draft language policy frameworks for evaluation:

- North West
- KwaZulu-Natal
- Gauteng

The Gauteng Provincial Language Policy Framework was launched on 17 February 2006, following its approval by the MEC of Arts, Culture, Sports and Recreation.

### Language policy development for national government departments and private companies/institutions.

Meetings were held with the following government departments and institutions to provide them with guidelines on how to develop a language policy:

- Department of Correctional Services
- Department of Home Affairs
- Department of Public Works
- Department of Labour
- Department of Social Development, Gauteng Province
- Freedom Park Foundation
- Umalusi
- Board of Sheriffs

All are currently in the conceptualisation stage of policy development. PanSALB will continue to work with these institutions until their policies have been adopted and implemented.

PanSALB is once again in the process of publishing an updated version of the booklet Guidelines for Language Planning and Policy Development, which will soon be available on the PanSALB Website.

### Additional (second) language learning/acquisition for Members of Parliament (MPs)

The Board is in the process of appointing a company to provide additional language training for Members of Parliament. The company appointed is expected to start with the teaching in the next financial year, although preparations will begin immediately upon appointment. The project is expected to extend to other public servants in various government institutions.

### National State Departments' and Organs' Linguistic Constitutional Obligations Colloquium.

As part of its efforts to encourage and promote multilingualism, the Status Language Planning Focus Area organised a colloquium for all national government departments and state organs. The aims of the National State Departments' and Organs' Linguistic Constitutional Obligations (LiCO) Colloquium were to raise and/or improve awareness in the public sector, particularly within the state departments and organs, of the constitutional obligations of these bodies to promote the language policy of this country, i.e. multilingualism, to assist them develop their own language policies, and to establish cooperation with these government structures/institutions.

The objectives were that, after the colloquium, these government structures/institutions should be able to formulate and implement language policies that seek to promote multilingualism, i.e. language policies that grant all official languages parity of esteem and equitable treatment and promote their use and functions equitably, and be able to establish programmes and projects for ensuring the sustainable and successful implementation of these language policies.

The colloquium was intended for national state departments and organs/institutions with the exception of those currently being assisted or already assisted by the Board. A total of 13 such departments and 10 organs/institutions (listed in Addendum 1) were identified and invited, but only 12 attended the colloquium, which took place on 11 November 2005.

Delegates showed great enthusiasm towards the promotion of multilingualism. It was agreed that PanSALB would meet each department and organ individually to chart their particular way forward. So far a fruitful meeting has been held with the South African Local Government Association (SALGA) and a committee comprising representatives of PanSALB, the Department of Arts and Culture and SALGA has been established. The main function of the committee is to develop and implement a language policy for SALGA.

### Monitoring the implementation of the language policy for institutions of higher learning.

PanSALB in collaboration with the Department of Education's division dealing with policy and developmental support in higher education is in the process of developing means for monitoring language policy (development and) implementation by institutions of higher learning. The project is still in the initial phases, which include conducting an audit of the institutions that have developed and/or implemented their language policies. The second phase will involve raising awareness and assisting those that have not yet developed or implemented their policies.



# TRANSLATION AND INTERPRETING

## Challenges

The challenges facing the development and implementation of both provincial language policy frameworks and language policies include a lack of awareness and commitment among the stakeholders or role-players and an absence of dedicated staff to handle this activity. Language policy development suffers most when the major role-players, such as the Members of Executive Committees (MECs) and/or heads of departments (HODs), do not offer their full support.

## Future Plans

Activities in the forthcoming year will focus on the following:

- Providing government and other bodies with advice on language policy formulation, implementation and practice.
- Assisting PLCs and the PanSALB provincial managers to monitor language policy implementation and practice in the provinces.
- Cooperating with PanSALB's communications section on projects that seek to promote multilingualism.
- Updating and maintaining a database of all language policies submitted to the Board for consideration.
- Managing the Board's Status Language Planning-related research and development projects.
- Organising a workshop for all the departments that attended the colloquium.

## Objective

The main objective of this focus area is to ensure the implementation of the principle of the promotion and provision of translation and interpreting facilities. This objective can be achieved through the following:

- Skills development in translation and interpreting.
- Celebration of International Translation Day.
- Monitoring the use of translation and interpreting facilities.
- Technical support to provincial language committees.

## Outputs

### Skills development

The National Language Policy Framework mentions capacity-building as an urgent issue in its implementation. In order to implement a multilingual policy in all spheres of government as well as in the private sector, there is a need for professional language practitioners such as translators, interpreters, lexicographers, language planners, terminologists, etc. In an effort to address this need, one of the objectives of the Translation and Interpreting focus area is skills development, with the aim of increasing the supply of translators and interpreters.

During the year under review, skills development projects were conducted in two provinces, namely the Northern Cape and Limpopo. In the Northern Cape, 12 language practitioners were trained. The focus was on the African languages spoken in the province, namely Setswana, isiXhosa and Sesotho. The 12 were representatives from the Premier's office, the Legislature and the Departments of Education, Justice and Sports, Arts and Culture as well as unemployed graduates. The training was conducted over two weeks by Communications for Organizational Development. This training came about as a result of the observation by PanSALB's Northern Cape Provincial Manager, Mr. Boichoko Moremi, that most of the language practitioners rendering translation and interpreting services in the province had never received any formal training and were therefore not abreast of current trends in the field.

In Limpopo, 45 unemployed language graduates attended a five-day workshop introducing them to the fields of translation and interpreting. The graduates worked in the main African languages of the province, namely Xitsonga, Sesotho sa Leboa and Tshivenda. There were 15 representatives of each language. Because of financial constraints, this training could only be funded for a week. The training was offered

by the Limpopo-based Tower of Babel Translation Consultants.

Members of the provincial language committees of the two provinces were invited to the opening and/or closing days of the workshops. Those who successfully completed the workshops received certificates of attendance.

### Khoekhoegowab/Afrikaans Glossary

This project was approved to assist speakers of the Nama language, since most of them understand Afrikaans better than English. It therefore made sense to have the existing Khoekhoegowab/English glossary converted into a Khoekhoegowab/Afrikaans glossary. This project is on the verge of completion. All the English entries have been converted into Afrikaans. All that remains to be done is the editing of the new glossary in consultation with the relevant stakeholders, i.e. members of both the Afrikaans and the Khoe and San National Language Bodies. The final report should have been available by December 2005, but has unfortunately been delayed.

### International Translation Day

30 September has been declared International Translation Day by UNESCO. This day was initiated by the International Federation of Translators as a way of popularizing translation as a profession. The 2005 theme was *The rights of language practitioners*.

During the year under review, the day was celebrated under this theme in the Limpopo, North West, Free State and Northern Cape provinces. Colourful events were held in the four provinces, with cultural groups adding to the festivities with their live performances.

Members of the provincial language committees, national language bodies, national lexicography units and the PanSALB Board attended these celebrations, to which members of the community and relevant stakeholders were also invited.

### Technical support to provincial language committees

During the year under review, the Translation and Interpreting focus area manager attended four PLC meetings to give technical advice and support in the fields of translation and interpreting. The PLCs visited were Free State, KwaZulu-Natal and Gauteng (two meetings). Advice on projects was given to PLC members and certain projects were conceptualized at these meetings.

# LINGUISTIC HUMAN RIGHTS AND MEDIATION

## Translation services to other institutions

The following institutions were assisted with translation services during the year under review:

- **Democratic Nursing Organization of South Africa (DENOSA):** The Board assisted with the translation of slogans into Sesotho and isiZulu.
- **Department of Home Affairs:** PanSALB assisted the department with the translation of the application form for an identity document from English into the other ten official languages.
- **The Independent Electoral Commission (IEC):** The Board assisted with the translation of the Registration for Youth voters information brochure from English into the other ten official languages.
- **ABSA:** The Board assisted with the translation of ATM screens into Sesotho sa Leboa, Xitsonga and Tshivenda. Freelancers translated the ATM screen prompts and NLB members checked and verified the translations. These were uploaded onto the ATM machines during the year under review.
- **Market Theatre Foundation:** The foundation requested assistance with the translation of their mission statement from English into the other ten official languages.
- **South African Bureau of Standards (SABS):** The Board assisted with the translation of the SABS's manual in accordance with the Access to Information Act into isiZulu and Sesotho sa Leboa.
- **Eblanzeni District Municipality:** The municipality was assisted with the translation of its manual in accordance with the Promotion of Access to Information Act into siSwati and Afrikaans.

## Future Plans

In the next financial year, the Translation and Interpreting focus area will concentrate on the following:

- Skills development, with special attention to unemployed language graduates
- Organizing activities across provinces to celebrate International Translation Day jointly with the provincial language committees
- Supporting the professionalization of translation and interpreting through incentives to various bodies and institutions
- Developing a translation and interpreting implementation plan for state organs and the private sector
- Raising awareness of the use of these translation and interpreting facilities and monitoring compliance with the plan

## Objectives

The objectives of this focus area during the year under review were as follows:

- To facilitate investigations of linguistic human rights violations and to publish findings by the Hearing Committee.
- To raise public awareness in order to influence and promote multilingualism in all organs of society through effective protection and promotion of linguistic human rights.
- To establish and maintain strategic partnerships with other constitutional bodies dealing with linguistic human rights.
- To provide legal services for the Board, the Chief Executive Officer, office staff and PanSALB structures.
- To act as an agent of change, by –
  - making language rights findings publicly known; and
  - approaching institutions that commit language rights violations with a view to assisting them in relation to their practices and policies.
- To commission:
  - a comparative study on language rights complaints systems;
  - a language rights study concerning the prevention of the use of any language for the purpose of exploitation, domination or division;
  - a multidisciplinary study on language and the law, alternative dispute resolution and related disciplines.

## Outputs

### *Investigating linguistic human rights violations and publishing Hearing Committee findings.*

The Pan South African Language Board received **eighteen** new complaints during the 2005/06 financial year, a 45% decrease from the **thirty-three** complaints received during the previous year.

**Thirteen** of the **eighteen** new complaints (representing some 72%) have been closed, with **five** having been satisfactorily settled and **three** having been referred to the Equality Courts and the South African Human Rights Commission. The rest have been closed owing to a perceived loss of interest on the part of the complainants because they did not respond to letters seeking further information before an investigation was embarked on or because the complaints were considered to be without sound basis after a further probe.

**One** complaint is scheduled for consideration by the PanSALB Hearing Committee in May 2006, while at least **three** others are still being investigated.

While there may be a worrisome decrease in the number of complaints lodged with PanSALB, it is worth mentioning that during the year under review four language rights violation hearings were

conducted, as intimated in the 2004/05 annual report.

Three of the hearings had very significant results:

- In a complaint involving the Department of Provincial and Local Government, after the intervention of PanSALB, the Department acceded to complainants' requests for translations of the guidelines for the Municipal Property Rates Act.
- In another complaint, after the Hearing Committee ruled against them, the Gauteng Department of Social Services accepted applications that had been written in Afrikaans.
- The Department of Home Affairs was forced to provide application forms in all the official languages following a Hearing Committee ruling in this regard.

### *Establishing and maintaining strategic partnerships with other constitutional bodies dealing with linguistic human rights*

- As a vanguard for the protection of linguistic human rights, PanSALB established a relationship with the National Heritage Council in order to exchange views and share experiences on matters of mutual interest, particularly as language is part of one's heritage.
- A firm relationship was cemented with the remaining provincial language committees in order to find a common approach to dealing with complaints lodged in respect of institutions based in their provinces and with some of the national lexicography units in relation to their duties as section 21 companies.
- Other important relationships that were strengthened were those with the South African Human Rights Commission and the Commission for the Protection and Promotion of the Rights of Cultural, Religious and Linguistic Communities (CRL Commission).
- A memorandum of understanding between PanSALB and the CRL Commission on how the two institutions will cooperate on key issues is in the process of being finalized.

### *Acting as an agent of change, by making language rights findings publicly known and approaching institutions that commit language rights violations with a view to assisting them with their practices and policies.*

In partial fulfilment of the above objective, this focus area was engaged in the following activities, amongst other things:

- Several consultative meetings were held with representatives from the Department of Home Affairs to assist them in complying with the PanSALB Hearing Committee ruling against them and, in particular, developing a language policy and establishing a language unit.
- Following the four hearings that were conducted in the course of the financial year, the outcomes were published in the *Government Gazette* in at least six official languages, including languages that were not necessarily involved in the hearings, so that a wider audience could be informed.
- Legal advice was offered to a number of institutions that sought to make sure that they were complying with the law as far as language rights are concerned, e.g. the National Energy Regulator, the Medical Schemes Council and Medi-help.

### Success stories

#### *Intervention as amicus curiae in a court case involving the Northern Cape Department of Education.*

During 2004/05 three Northern Cape schools took the provincial Department of Education to court on the latter's insistence upon a "dual-medium" language policy at these schools. Since the issue was of paramount importance to PanSALB as the constitutional custodian of language matters in the country, it was deemed prudent for PanSALB to be directly involved as a friend of the court ("amicus curiae").

Based on the information at its disposal, PanSALB made submissions that were to be considered by the Kimberley High Court before making a pronouncement on the issue at hand. PanSALB's submissions were premised on the fact that its concern was not the issue of whether a single or a dual language medium was employed at a particular school, but rather the broader aspect of the constitutional issue that provides for the achievement of respect, adequate protection and furtherance of all 11 official languages in South Africa.

Having considered all submissions and arguments before it, the court dismissed the application. The court acknowledged PanSALB's contribution in the determination of this widely reported judgment.

#### *Intervention with the Department of Justice and Constitutional Development to provide translations of police dockets.*

In last year's annual report it was reported that the Department of Justice and Constitutional Development was dragging its feet on an undertaking to take language rights seriously. PanSALB is happy to report that notable progress has since been made in this regard. The Board played a leading role in persuading the Department to provide translations of the contents of police dockets to enable two awaiting-trial prisoners to conduct their own defence in their chosen indigenous languages.

### Challenges

#### *Decline in language rights complaints lodged with the Board*

No more than 400 complaints were lodged with PanSALB during its first decade of existence. Compared with the overall incidence of language rights violations reported in the national media, the complaints lodged with PanSALB are but a drop in the ocean.

The 2005 South African Language Rights Monitor Report speculates that this situation may be attributable to a number of factors: the Board is not fulfilling its mandate, or society in general is not aware of the role of the Board in protecting language rights or there is no confidence in the Board as an effective institution that can adequately protect language rights owing to its painfully slow pace in resolving language rights complaints.

Against the foregoing, there is a need to determine the underlying causes of this worrisome situation through thoroughly conducted research. This will assist PanSALB to effectively address any shortcomings and/or even

review the approach that has thus far been employed in this regard.

#### *Shortage of staff within the Linguistic Human Rights and Mediation Unit.*

The shortage of staff within the unit is another serious challenge, as there are other tasks that cannot be adequately dealt with by the current staff complement.

As things currently stand, the unit has not been able to undertake the full range of activities in its approved strategic plan. For example, a comparative study on language rights complaints systems would go a long way to assisting PanSALB to be more relevant in its approach to dealing with complaints. This exercise does not necessarily need to be commissioned to an outside person, but could ideally be done internally, as the process will inform urgent adjustments that may need to be made on an on-going basis.

#### *Inadequate budgetary allocation*

In the past two years PanSALB reported on the total lack of commitment to multilingualism in a number of organs of state, as demonstrated by the indifference with which the Compensation Commissioner and the Department of Labour have defied the Pretoria High Court's ruling that they should comply with the principles of multilingualism.

It is evident that the only other way that these organs of state can be compelled to comply with the court order is again to approach the High Court for a contempt of court order. Unfortunately, owing to financial constraints the Board could not proceed with the contempt of court application. PanSALB is still being inundated with complaints that the Compensation Commissioner has failed to honour the court decision. If PanSALB is to live up to the challenge of being a meaningful language watchdog, there must be meaningful financial commitment towards that cause without delay.

As stated in the LANGTAG report, those who hold the "multilingualism is too expensive" stance do not fully understand the demands of living in an early 21st century information-hungry multilingual society: the demands of interlingual communication in South Africa far exceed the levels of people's proficiency in English.

### Future plans

In the next financial year, the Linguistic Human Rights and Mediation focus area will concentrate on the following:

- Facilitating investigations of linguistic human rights violations and publishing findings by the Hearing Committee
- Raising public awareness of language rights by means of billboards on major national routes and at strategic points such as taxi ranks
- Acting as an agent of change, by :
  - making language rights findings publicly known; and
  - approaching institutions that commit language rights violations with a view to assisting them with their language practices and policies.
- Pursuing a comparative study of language rights complaints systems, particularly to determine the underlying causes of the spiralling decline in language right complaints lodged with the Board as well as the factors behind the few complaints received compared with the national incidence of language rights violations reported in the print media.



# LANGUAGE IN EDUCATION

## Purpose and objectives

In the period under review the Language in Education focus area faced the challenge of identifying mechanisms that will actively develop and promote the previously marginalized languages at all levels of education.

The objectives of this focus area during this period were as follows:

- To establish and maintain strategic partnerships and networks with the national and provincial departments of education.
- To create a climate conducive to the successful implementation of the Language in Education and the Higher Education Policies in the provinces.
- To identify strategic projects for the development of marginalized languages.
- To create a climate conducive to the advancement of the Language in Education Policy and multilingualism in education.
- To identify mechanisms to promote all languages in education.

## Outputs

*Establishing and maintaining strategic partnerships and networks with the national and provincial departments of education.*

PanSALB established cooperation with the national Department of Education as well as provincial departments. This created a climate that enabled the Language in Education focus area to formulate strategies to facilitate the implementation of the Language in Education Policy and increasing awareness of the value of mother tongue/home language education in schools. The cooperation established laid a foundation for the implementation of envisaged multilingual projects that will have a significant effect in the promotion of multilingualism.



CEO receiving PanSALB certificate from UNESCO

In addition, cooperation was established with the South African National Commission for UNESCO, through which PanSALB was recently awarded the status of a recognized UNESCO cooperating organization in South Africa. In 2003, the focus area applied for recognition of PanSALB by the SA UNESCO Commission. The recognition ceremony, which was attended by Mrs. JM Mathibela and the PanSALB CEO, Prof. CN Marivate, took place in November 2005.

Further cooperation was established with the Deaf Federation of South Africa (DEAFSA), the South African Sign Language National Language Body (SASL NLB), institutions of higher learning, certain non-governmental organizations (NGOs) and the Careers Exhibition and Information Association, as well as the SABC careers organization.

*Creating a climate conducive to the successful implementation of the Language in Education Policy and the Higher Education Policy in the provinces.*

Parent involvement projects are aimed at addressing parental antipathy towards the educational use of home languages as the languages of teaching and learning. These projects target parents, school governing bodies (SGBs) and educators.

Successful parent involvement workshops were conducted through the Northern Cape and Limpopo Departments of Education. The workshops assisted in monitoring implementation of the Language in Education Policy (LiEP) and further created a climate for debate on the LiEP and mother tongue education in schools.

As a follow-up on the monitoring and evaluation mechanism, PanSALB sponsored four SGB members from the Northern Cape to take a Unisa certificate course in parent involvement. The recipients of the sponsorship should complete the course at the end of 2006.

*Identifying strategic projects for the development of marginalized languages.*

Research findings are valuable to policy-makers, implementers and other parties with an interest in the recent debates regarding the value of home language teaching in education, especially in Southern and sub-Saharan African countries.

The focus area managed a number of research projects funded by the Board that have a value for the language in education debate. They are inter alia the following:

- An investigation of the possible effects of English education on home language competence (Ms. Heila Jordaan's revised version of the late Dr. Susan Suzman's project report).
- The dual-medium schools research programme by the Project for the Study of Alternative Education in South Africa (PRAESA Project).
- The effects of a Sepedi/English Science book on high school learners' attitudes to Physical Science by Philip Pare.

The research outcomes are crucial to the development of multilingual approaches in education, since they enhance the value of the marginalized languages at all levels of education.



*Creating a climate conducive to the advancement of the Language in Education Policy and multilingualism in education.*

The plight of the indigenous languages in South Africa cannot be underestimated. The previously marginalized languages will be faced with extinction unless there is intervention. The Creative Writing, Parent Involvement and Career Exhibition Projects were therefore initiated to ensure the professional development of educators and learners as well as the empowerment of parents.

**The Career Exhibition Project**

The Language Careers Exhibition is an important project in the promotion of the previously marginalized languages. Multilingual career brochures were developed to promote language-related careers and create awareness of the importance of African languages in education, especially in institutions of higher learning.

**Creative Writing Project**

The revision of the PanSALB NLB norms and rules led to the establishment of Language in Education Technical Committees in the NLBs. These committees work closely with the focus area.

The IsiNdebele NLB Language in Education Technical Committee requested that a workshop be conducted to give support to schools offering isiNdebele as a subject. The coordinators were in fact able to include all the languages prevalent in the area in the workshop, which took place on 15 and 16 March 2006.

The highlight of this intervention was the training of 45 educators and mentors and 66 learners at the workshop, which was conducted at the Limpopo Department of Education.

Writing clubs were established and will be officially launched in the next financial year, to enable mentors to share their skills with the learners. This will benefit the community immensely through skills transfer and the improvement of literacy in schools through the publication of booklets. Its impact will be measured in the schools that have currently introduced isiNdebele in the Dennilton District.



*Creative Writing Project for learners*



*Creative Writing Project for educators*

*Identifying mechanisms for the promotion of all languages in education. UNESCO International Mother Tongue Day celebrations.*

UNESCO's International Mother Tongue Day is celebrated annually on 21 February. The aim of the celebration is to promote the recognition and use of the world's mother tongues, particularly minority languages.



*International Mother Tongue Day celebrations - North-West Province*



*International Mother Tongue Day celebrations - Mpumalanga Province*

The Language in Education Focus Area Manager, Mrs. JM Mathibela, in liaison with the provincial language committees and the PanSALB provincial managers organized the provincial celebrations. PanSALB celebrations took place in all the provinces except Limpopo in 2006. The celebrations included cultural dances, story-telling, exhibitions, debates and presentations. Various schools and government departments joined in the celebrations.

### Conferences, visits and presentations

PanSALB was invited attend a Mother Tongue International Conference held in Gaborone, Botswana, on 1 and 2 June 2005. Among other things, the conference targeted various language issues of national concern to South Africa, Botswana and Namibia and Africa as a whole. The following points highlight some of the issues discussed:

- The Language in Education Policy and its implementation in South Africa .
- Multilingualism in the Southern African education systems.
- The issue of minority languages and their development within Southern African borders.

The Minister of Education in Botswana illustrated the developments in South Africa and the challenges facing Botswana as follows:

- South Africa is as inclusive as possible regarding the 11 official languages recognized in the Constitution.
- The recognition of the 11 official languages as entrenched in the SA Constitution enables South Africans to retain and promote their cultures, thus maintaining their cultural heritage and unity in diversity.

The discussions highlighted the challenges facing PanSALB and the Language in Education focus area in the promotion and development of languages, as indicated by the following needs assessment:

- The need to plan successful projects in Language in Education.
- The need to ensure the development of all languages.
- The need to promote mother tongue education to ensure that languages in South Africa do not become extinct.
- The need to fast-track the development of minority languages such as the San and Khoe languages.
- The need to promote and implement multilingualism.

PanSALB hosted a delegation from China towards the end of August 2005. The aim of the cooperation between the Department of Education and the People's Republic of China is amongst other things to encourage collaboration between institutions in the two countries. The same aspirations led to

the request by the eight-person delegation to meet with PanSALB on 29 August 2005, with a view to discussing issues around languages, including minority languages in South Africa. The delegation represented various departments within the Ministry of Education of the People's Republic of China.

An important observation made by PanSALB was that the Ministry of Education of the People's Republic of China ensures that the minority languages are given a fair chance of development. Development initiatives target both material and teacher development as the most important aspects of language development in education.

This information added to the recent mother tongue education debates on the question of how early immersion in a foreign language should take place within a bilingual education system.

### Research and development

The project involving publication of the bilingual collection of 12 Physical Science past matric question papers and their solutions in English and Sesotho sa Leboa is at the trialling phase and the final narrative report will be submitted as soon as it is ready.

### Future plans

In the next financial year, the Language in Education focus area will concentrate on the following:

- Establishing cooperation with the Gauteng Department of Education to enable implementation of the LiEP in all provinces
- Monitoring and evaluating all interventions undertaken by the focus area.
- Involving the provincial language committees and the national language bodies in the development and promotion of the previously marginalized languages.
- Organizing a language conference to discuss issues pertinent to education, in particular education in the mother tongue/home language.

# NATIONAL LANGUAGE BODIES

## Introduction

This section of the annual report covers the activities of the 13 national language bodies (NLBs) during the year under review. PanSALB's strategies for the development of the languages of South Africa are realized through these bodies. Strategic intervention by these bodies takes place in the focus areas of Standardization and Terminology Development, Development of Literature and Media, and Research and Development. The eleven national languages bodies responsible for the official languages have undertaken activities in all these focus areas. However, the Board still faces challenges regarding South African Sign Language and the Khoe and San languages. A great deal of intervention and resources are required in order to record and produce materials for learners and communities in these languages.

Below is a brief outline of the activities that took place under each NLB during the year under review.

## SOUTH AFRICAN SIGN LANGUAGE NATIONAL LANGUAGE BODY

Chairperson: Ms. KT Moloji

### Objectives

The objectives of the SASL NLB during the year under review were as follows:

- To identify and implement projects that will assist in the development of SASL.
- To produce educational materials for SASL learners.
- To promote SASL in both the Deaf and hearing communities.
- To cooperate with bodies that develop and promote SASL.

### Activities

The SASL NLB held two meetings during the year under review. The following were the major activities undertaken by this NLB:

- Members of this NLB submitted inputs to PanSALB on the revision of the norms and rules that govern NLBs.
- Categories of SASL terminology were identified. Tests were undertaken in the category of health by members of this NLB.
- The NLB established a pilot reading club in the Venda area of Limpopo Province.
- A code of ethics for SASL interpreters was distributed to all NLB members.
- The NLB started developing a strategy to further involve parents of Deaf learners in workshops to assist them to understand the issues around SASL and the needs of their children as Deaf learners.
- The NLB received complaints from Deaf members of the community and provided advice.
- The Terminology Technical Committee of this NLB collected terms and requested a video camera to enable it to produce signs for all the terms collected.



### Future plans

The NLB's plans for the forthcoming year are as follows:

- To appoint a language practitioner to support the NLB administratively.
- To fund projects that will produce SASL material for learners.
- To further train members of the NLB in implementing language development projects.
- To implement translation and creative sign projects.
- To produce an SASL video dictionary.
- To develop and conduct basic and advanced training courses for SASL instructors.
- To liaise with the South African Qualifications Authority (SAQA) on the approval of unit standards relating to SASL.
- To organize a consultative workshop on SASL terminology.

### KHOE AND SAN NATIONAL LANGUAGE BODY

Chairperson: Mr. Willem Damarah

#### Objectives

The objectives of the Khoe and San NLB during the year under review were as follows:

- To initiate and implement projects that promote these languages.
- To identify developmental needs of these languages and implement projects together with the speakers of the languages and researchers dealing with the languages.
- To raise funds for recording these languages, especially those that have small numbers of speakers left, to avoid extinction.

#### Activities

The term of office of this NLB expired during the year under review. PanSALB then called for nominations for the new national language body. It is envisaged that the new NLB will be established before the end of July 2006.

The outgoing members continued to participate in community projects, with the support of PanSALB's Northern Cape Provincial Manager, Mr. BP Moremi, and the Focus Area Manager, Mrs. A Netshiheni.

The following activities took place:

- A ceremony at which certificates were presented to persons who had successfully completed a basic course in Nama was held in the Western Cape and Mrs. Netshiheni attended on behalf of PanSALB.
- The Nama community in Upington established and launched the Nama Institute in November 2005. Both the Northern Cape Provincial Department of Education and the Upington Municipality supported this initiative and PanSALB was represented at the opening ceremony by the CEO, Prof. CN Marivate.
- The Western Cape Provincial Language Committee held awareness campaigns relating to the Khoe and San languages.
- PanSALB translated various documents into Nama, e.g. the nomination forms for Nama members of the NLB.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To write an introductory course in Nama.
- To draw up terminology lists and produce dictionaries.
- To invite visiting scholars from the University of Namibia to present papers to the NLB on standardization of Nama.
- To request members of the San communities interested in languages to serve as non-executive members of the Khoe and San NLB.

### XITSONGA NATIONAL LANGUAGE BODY

Chairperson: Dr. KJ Nkuzana

This NLB held two meetings during the year under review.

### Objectives

The objectives of the Xitsonga NLB during the year under review were as follows:

- To organize and host an awards ceremony to honour contributors to the development and promotion of Xitsonga.
- To formalize its partnership with the Xitsonga Writers Association.
- To popularize newly revised spelling rules and orthographies.
- To fund strategic projects that assist in the development of Xitsonga.

### Activities

The NLB undertook the following activities during the year under review:

- A Technical Committee on Language in Education was established. The members of this committee are Mr. MD Mathebula (convener), Mr. MR Masinge, Mr. MR Hlongwane and Ms. PN Mbatsane.
- Dr. SD Maluleke resigned as vice-chairperson and the NLB elected Mr. XE Mabaso to replace him.
- The NLB requested two of its members, Ms. J Manungu and Mr. F Rikhotso, to represent the NLB at a function in August 2005.
- A letter on the Language in Education Policy was sent to the Minister of Education, Ms. Naledi Pandor. The letter included the following recommendations:
  - The Language in Education Policy should be reviewed
  - Xitsonga should be used from lower primary to tertiary education
  - Learners who choose to be taught in Xitsonga should be allowed to do so
  - Teachers should be guided not to discourage learners from learning their language of choice or from being taught in that language
  - Parents should be encouraged to teach their children to use their home languages
- The NLB held a meeting at the Mangwene Teachers Centre in the Enhlazenzi region of Mpumalanga. The role of the Xitsonga NLB and the relationship between the NLB and PanSALB were explained to the stakeholders. Various schools and other stakeholders from this region, together with the NLB, identified the following issues as requiring attention:
  - No support for speakers of Xitsonga exists to encourage its development and use. The speakers felt oppressed by this fact.
  - Other languages like Xirhonga and Xindawu influence Xitsonga, which results in Xitsonga speakers using a mixed language.
  - Mpumalanga has a lot of Xitsonga speakers, although learners at school are not taught Xitsonga. The meeting recommended that a list of all learners who would like to be taught Xitsonga should be compiled.
  - Those who would like to start reading clubs should be assisted by the NLB. Ms. PN Mbatsane and Dr. LB Mtinkhulu (NLB members) were tasked with assisting those seeking to start a reading club.
- The NLB drafted a plan to implement the reading clubs project in various areas where Xitsonga is spoken and taught.
- The NLB's four technical committees were re-established and drafted plans and identified projects to be implemented jointly with PanSALB's focus area managers and other stakeholders.
- The NLB held a meeting with the Mpumalanga MEC for Culture, Sport and Recreation on 24 June 2005. The meeting covered the following issues:
  - In regard to the establishment of reading clubs, the NLB was informed about Mpumalanga province's "Funda for fun campaign", which was aimed at promoting a culture of reading and included Xitsonga.
  - The Writers' Association of Mpumalanga includes writing in siSwati, isiNdebele and isiZulu. The MEC indicated that they would like to establish a Xitsonga Writers Association, which should work closely with the NLB.
  - It was agreed that Xitsonga books should be made available in libraries and that cooperation between the Department of Education and the Department of Arts and Culture was vital in this regard.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To hold consultative meetings on the draft spelling and orthography rules
- To continue with the revision of the spelling and orthography rules
- To organize a Literature Awards ceremony
- To train writers in cooperation with the Xitsonga Writers Association
- In terms of terminology, to consult with relevant institutions and stakeholders and urge them to compile lists and submit these to the NLB for verification and authentication
- To meet with the provincial departments of education that have Xitsonga learners and discuss how they can cater for them in schools within their provinces.

### TSHIVENDA NATIONAL LANGUAGE BODY

Chairperson: Prof. NA Milubi

The Tshivenda NLB held two meetings during the year under review.

### Objectives

The objectives of the Tshivenda NLB during the year under review were as follows:

- To draft a strategic plan that will assist to strengthen the operations of its technical committees.
- To arrange workshops and seminars on the development of Tshivenda and to invite postgraduate students to participate in these workshops.
- To market the activities of the NLB and to promote the use of this language.
- To cooperate with other NLBs, PLCs and NLUs on language development and the promotion of multilingualism activities.

### Activities

During the year under review, the Tshivenda NLB was involved in the following activities:

- An awards ceremony was held on 25 May 2005 to encourage the development of Tshivenda.
- A seminar was held prior to the awards ceremony. The following papers were read at the seminar:
  - Expectation of LRDCs in developing the language, by Dr. NM Musehane
  - Spelling and writing of Tshivenda, by Mr. TM Tshivhase
  - Examinations and orthography, by Ms. TG Khuba
  - Research, by Prof. RN Maḍadzhe

Mrs. Netshiheni, the PanSALB Focus Area Manager for NLBs, attended the seminar on behalf of the CEO and presented a paper on the activities of PanSALB.

The following persons received prizes:

- Mr. WMR Singwavhulimu for poetry
- Dr. TN Maumela for published books with stimulating themes
- Khosi TN Makuya for his novel *Hu ḍo sala nnyī?* ("Who will remain?")
- Prof. AE Khuba for giving a foundation to folklore
- Mr. IP Demana for his published books
- Mr. TM Tshikovhele for the educator with the best results in Tshivenda
- Thovhele KPM Tshivhase for promoting the Tshivenda culture and language
- Mr. RF Ratshitanga for his literature on freedom
- Mr. Mpho Nefale for good radio programmes that promote Tshivenda culture
- Mr. Colbert Mukwevho for promoting Tshivenda through music
- Prof. TW Muloiwa for linguistics, i.e. for writing many books and a dictionary
- Dr. Mphaya N̄emudzivhadi for translating *Julius Caesar* from English into Tshivenda

The NLB's technical committees undertook the following activities:

- Spelling and orthography rule guidelines were completed and submitted to PanSALB for publication.
- Comments and recommendations on the norms and rules governing NLBs were submitted to PanSALB.
- Terminology lists were verified and authenticated.

- The committees cooperated with various bodies that promote Tshivenda.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To verify and authenticate terminology.
- To publicize the new spelling rules and orthography for Tshivenda.
- To hold an annual awards ceremony to encourage the development and promotion of Tshivenda.
- To encourage writing and reading of Tshivenda through reading clubs
- To organize seminars on the development of Tshivenda.
- To market the activities of the NLB and cooperate with various bodies in promoting language.

### SISWATI NATIONAL LANGUAGE BODY

Chairperson: Dr. PM Lubisi

The SiSwati NLB held two meetings during the year under review.

### Activities

The NLB undertook the following activities during the year under review:

- The SiSwati Radio Quiz project was handed over to the provincial manager, Ms. SS Nkosi, to be taken forward.
- Mr. J Lumphoko met with officials of the Mpumalanga Department of Education on 16 March 2006 to discuss language promotion projects and campaigns.
- The NLB approved the establishment of a Language in Education Technical Committee and liaised with Ms. J Mathibela of PanSALB to assist with its establishment.
- Since 1996, the SiSwati NLB has without success been requesting the SABC to include the siSwati word tindzaba for news in its "News Title Role", a "bulletin board" that comes up on the TV screen shortly before the presentation of the news. Discussions on this issue are still continuing, though the NLB has indicated that should the SABC not oblige, it would take this issue to the Broadcasting Complaints Commission.
- The NLB held a meeting with Ms. G Nkosi from the Mpumalanga Department of Culture, Sport and Recreation. Ms. Nkosi congratulated the NLB on the work it had done in developing the siSwati language. She also agreed to take the process of establishing a SiSwati Language, Research and Development Centre forward with the MEC of Arts and Culture in Mpumalanga.
- The chairperson, Dr. Lubisi, met members of the Swaziland SiSwati Language Board.
- Students wishing to study siSwati at tertiary level are still experiencing problems. Mr. JJ Ncongwane was tasked to hold talks with the Tshwane University of Technology in this regard and report progress to the NLB. Dr. Lubisi informed the NLB that the University of Zululand had not approved a budget for the teaching of siSwati.
- The NLB would like to have a database of language practitioners and resolved to approach PanSALB for assistance in this regard.
- Ms. T Zwane attended a meeting of school governing bodies and made a presentation on the activities and value of the SiSwati National Language Body.
- The NLB finalized the spelling and orthography rules for siSwati.

### Future Plans

The NLB's plans for the forthcoming year are as follows:

- To support the activities of each of its technical committees and ensure proper development for siSwati.
- To publicize the new spelling and orthography rules for siSwati as widely as possible.
- To create a database of language practitioners developing and promoting siSwati with the assistance of PanSALB.
- To establish and support reading clubs for siSwati.
- To develop guidelines on the presentation of siSwati books at schools and to cooperate with the Departments of Education and of Culture, Sport and Recreation in Mpumalanga.



- To promote the studying of siSwati at tertiary institutions.
- To verify and authenticate terminology.
- To support the activities of the siSwati NLU in implementing the SiSwati Radio Quiz project and to work with the media in improving the use of siSwati on the public broadcaster.
- To cooperate with the SiSwati Language Board of Swaziland and other bodies that develop and promote the siSwati language.
- To train budding authors in siSwati and organize an annual awards ceremony in honour of siSwati writers.

### ISINDEBELE NATIONAL LANGUAGE BODY

Chairperson: Mr PB Skhosana

The IsiNdebele NLB held two meetings during the 2005/06 financial year.

A strategic planning session held on 15-17 June 2005 at Witbank, Mpumalanga, identified the following objectives for 2005/06:

- To finalize the publication of the revised isiNdebele orthography and spelling rules.
- To strengthen cooperation and partnerships with various stakeholders involved in developing the official languages.
- To expand the number of branches of the IsiYalo Writers Guild and Reading Clubs.
- To promote and encourage readership through radio stations broadcasting in isiNdebele.
- To authenticate terminology created by various stakeholders, e.g. NLS.
- To encourage the teaching and learning of isiNdebele as a medium of instruction in schools.
- To address disturbing elements that affect the development of isiNdebele.

#### Activities

The IsiNdebele NLB undertook the following activities during the year under review:

- The Literature Development Technical Committee evaluated isiNdebele manuscripts submitted to it by PanSALB.
- An agreement was concluded with Maskew Miller Longman for the publication of the first IsiNdebele/English and English/IsiNdebele bilingual scholar's dictionary.
- A member of this NLB, Mr PJ Masilela, was nominated to serve on the Mpumalanga Geographical Names Committee.
- The NLB's Terminology Technical Committee attended the Department of Arts and Culture's workshop to authenticate Natural Science terms from 4-8 July 2005.
- The Literature Development Technical Committee attended a consultative meeting in Nelspruit on 7 July 2005.
- PanSALB's focus area managers for NLBs,

Education, Literature and Research attended the NLB's meeting on 17 June 2005 and discussed areas of cooperation with the NLB members. Ms Nkosi, manager of PanSALB's Mpumalanga provincial office, also attended the meeting and made a presentation.

- Two workshops for budding authors were held in the Dr. JS Moraka and Thembilile districts of Mpumalanga on 8 and 9 October 2005.
- The isiNdebele orthography and spelling rules were revised and submitted to PanSALB for publication.
- A meeting between the isiNdebele NLB and iKwekwezi FM was held at the SABC offices in Hatfield, Pretoria, on 22 November 2005. It was agreed that a special programme on book reviews (literature) will be offered during the next financial year (2006/07).
- The outputs of this NLB's technical committees during the year were as follows:

#### - *Terminology Technical Committee*

- + The approval of new terms.
- + Consultations with isiHlathululi-mezwi and other experts in terminology development (i.e. universities that offer terminology as a field of study).
- + Presentation of and participation in radio talk programmes regarding newly approved terms and active engagement of listeners in the terminology development process.
- + Organization of workshops and attendance of training by TC members to equip themselves with terminology development skills.

#### - *Standardization Technical Committee*

- + Publication of the revised isiNdebele orthography and spelling rules.
- + Orientation of teachers with regard to the new isiNdebele spelling rules and orthography.
- + Preparation of isiNdebele guidelines for geographical names.

#### - *Literature Development Technical Committee*

- + Preparation of reports on manuscripts submitted by PanSALB in 2004
- + Establishment of reading clubs and forging of partnerships with local governments regarding the establishment of libraries and purchase of books by PanSALB for the reading clubs.
- + Cooperation with the SiSwati Language in Education TC and the Mpumalanga Department of Education and the signing of a memorandum of agreement on the approval of suitable literature for schools.
- + Training of budding authors in creative writing.

#### - *Language in Education Technical Committee*

- + Meetings with teachers with an aim of establishing a reading culture in schools.
- + Organization of an essay and short story writing competition for Grade 12 learners.
- + Participation in iKwekwezi FM educational programmes.
- + Dissemination of information on and familiarization of the public with the Schools Act and language policy and standardization policy documents from the Department of Education.
- + Selection of suitable learning materials that satisfy the RNCS requirements for schools.
- + Cooperation and development of a close working relationship with the isiNdebele curriculum implementers, especially in Mpumalanga province.

#### Cooperation with other bodies

- Three schools in Limpopo Province introduced isiNdebele as a subject in January 2006: Phaphamani, Bafaladi and Hlogotlou.
- Mr PM Mabena is part of the team translating the Bible into isiNdebele. The team (from the SA Bible Society) is currently working on the Old Testament Book of Levi.
- Mr SM Mtshweni has been appointed manager of the isiNdebele Language Research and Development Centre (LRDC), which is hosted at the Ndebele College of Education in Siyabuswa in Mpumalanga.
- The first isiNdebele/English bilingual concise scholars' dictionary has been completed and submitted to the publishers. The isiNdebele NLU editor-in-chief, Ms KS Mahlangu, invited NLB members to the NLU's annual general meeting held at the Zithabiseni Holiday Resort on 10 March 2006.

#### Future plans

The NLB's plans for the forthcoming year are as follows:

- To establish reading clubs in isiNdebele.
- To implement research projects under the Language Research and Development Centre.
- To organize workshops for budding authors writing in isiNdebele.
- To verify and authenticate mathematical terms in isiNdebele.
- To publicize the new isiNdebele spelling and orthography booklets among various stakeholders.
- To support various projects implemented by the NLB's technical committees.
- To cooperate with other PanSALB structures and other bodies that promote and develop the isiNdebele language.

### ISIZULU NATIONAL LANGUAGE BODY

Chairperson: Prof. DBZ Ntuli

The IsiZulu NLB held two meetings during the year under review.

## Objectives

The objectives of the IsiZulu NLB during the year under review were as follows:

- To revise the isiZulu orthography and spelling rules
- To organize the isiZulu Literature Awards together with the KwaZulu-Natal Directorate of Language Services
- To prepare for the 20th anniversary of the Usiba Writers Guild jointly with Usiba and the KwaZulu-Natal Directorate of Language Services

## Activities

The following activities were undertaken by the NLB:

- The Standardization Technical Committee finalized the revision of isiZulu orthography. The final document has been submitted to PanSALB, which will take the process forward.
- The members of the NLB's Technical Committee for Literature participated in the Literature Awards, aimed at honouring isiZulu writers who have contributed to the development of the language, organized by the KwaZulu-Natal Directorate of Language Services and held in May and June 2005.
- On 20 August 2005 the NLB participated in celebrations to mark the 20th anniversary of the Usiba Writers Guild, which were organized by the Technical Committee for Literature, the Usiba Writers Guild and the KwaZulu-Natal Directorate of Language Services.
- Some members of the Lexicography and Terminology Committee participated in workshops organized by Microsoft aimed at checking terms coined for use in the computer field.

## Future plans

The NLB's plans for the forthcoming year are as follows:

- To ensure that the Language in Education Technical Committee designs and implements new programmes
- To implement the other technical committees' strategic plans
- To support reading clubs
- To fund an award for isiZulu literature

## ISIXHOSA NATIONAL LANGUAGE BODY

Chairperson: Ms N Tyolwana

This NLB held two meetings during the year under review.

## Objectives

The objectives of the isiXhosa NLB during the year under review were as follows:

- To establish technical committees for the NLB
- To cooperate with provincial language committees, national lexicography units and other relevant bodies in developing isiXhosa
- To identify mechanisms for popularizing isiXhosa language standards
- To offer advice on how to promote the available literature and publish more literature in isiXhosa

The specific objectives of the NLB's various technical committees include the following:

- Finalization of spelling rules and orthography (Standardization Technical Committee)
- Verification of terms and cooperation with the National Language Service in the Department of Arts and Culture in the management of isiXhosa terminology (Terminology Technical Committee)
- Working closely with the isiXhosa NLU on the type of dictionaries to be published in isiXhosa (Lexicography Technical Committee)
- Promoting and improving the status of isiXhosa literature, especially through the formation of reading clubs (Literature Technical Committee)

## Activities

The following were the major activities undertaken by this NLB:

- The NLB completed the revision of the isiXhosa spelling and orthography

rules and submitted these to PanSALB for publication.

- The Terminology Development Technical Committee verified and authenticated various term lists submitted to it by the National Language Service and other relevant organizations.
- The NLB provided the isiXhosa National Lexicography Unit (NLU) with advice and supported the unit's various projects.
- Members of the NLB attended PanSALB's workshop on the revision of the norms and rules governing NLBs and submitted comments and recommendations to PanSALB.

## Future plans

The NLB's plans for the forthcoming year are as follows:

- To publicize the new booklet on spelling and orthography rules among various stakeholders.
- To verify and authenticate terms in different fields to assist in developing isiXhosa.
- To establish and support reading clubs for isiXhosa and encourage publishing in isiXhosa.
- To organize an annual awards ceremony to honour persons involved in the promotion of isiXhosa.
- To support the NLB's Language in Education Technical Committee in activities that promote the teaching and learning of isiXhosa at schools and tertiary institutions.
- To cooperate with the isiXhosa NLU, PanSALB structures, LRDCs and other organizations/bodies that develop and promote isiXhosa.
- To market and publicize the work of the isiXhosa NLB in various communities in which isiXhosa is spoken.

## AFRIKAANS NATIONAL LANGUAGE BODY

Chairperson: Dr. Christa van Louw

The Afrikaans NLB held two meetings during the year under review.

## Objectives

The NLB identified the following as its objectives:

- Revision of existing spelling and orthography rules, i.e. standardization and setting of norms.
- Advancement of and support to Afrikaans in education; this includes collecting information about the position of Afrikaans in education, training of teachers and a national conference on the teaching of Afrikaans.
- Development of lexicography and terminology through promotion of training in lexicography and terminology at tertiary institutions.
- Advancement of Afrikaans literature and oral narrative art; this includes cooperation with existing Afrikaans writers' organizations and reading clubs.
- Description of the diversity of Afrikaans, i.e. ensuring that the diversity of Afrikaans enjoys recognition and is recorded; this will include publishing glossaries and phraseologies of varieties of Afrikaans such as Malay Afrikaans and Griqua Afrikaans.

## Activities

The following were the major activities undertaken by this NLB:

- Members of the NLB participated in the National Forum for Afrikaans, with Prof. WAM Carstens chairing the Forum process.
- The NLB contributed R20 000 towards the publication of a book titled *Op pad na 'n taalplan vir Afrikaans*. The final publication will be available to the public by the end of April 2006.
- The NLB's Technical Committee on Literature participated in the third writing symposium for black Afrikaans writers, which was held in Cape Town over the period 20–22 October 2005.
- The Technical Committee on Standardization was involved in the revision of the Afrikaanse Woordelys en Spelreëls.
- Some members of this NLB attended and participated in the Mother Tongue Education Conference held in Bloemfontein in August 2005.

- In July 2005, the NLB members attended a workshop on the standardization of languages held at the University of Pretoria.
- The NLB also gave members of the press clarification on statements that were published in newspapers regarding the issue of Afrikaans school question papers.
- The NLB submitted its comments and recommendations on the norms and rules for NLBs to the Board.
- Two members of the NLB resigned and one new member was co-opted to assist the NLB with its work.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To continue supporting the National Forum for Afrikaans (NFA) and ensure its full functioning
- To continue the revision of the *Afrikaanse Woordelys en Spelreëls* by the Technical Committee on Standardization
- To support the proper functioning of the other NLB technical committees
- To share the NLB's experiences and strategies that led to the formulation of a National Strategy for Afrikaans with other NLBs
- To investigate the possibility of hosting a PanSALB/NLB prize for Afrikaans literature
- To ensure that PanSALB markets all NLBs in order to increase their visibility within communities.

### SETSWANA NATIONAL LANGUAGE BODY

Chairperson: Mr MD Mothoagae

This NLB held two meetings during the year under review.

### Objectives

The NLB identified the following as its objectives to be implemented through its technical committees:

- To finalize the revision of the spelling and orthography guidelines and ensure that they are published
- To hold a literary awards ceremony to honour promoters of the Setswana language (authors, teachers, students and the media)
- To verify and authenticate terminology lists from various government departments and other organizations
- To establish cooperation with bodies developing and promoting Setswana in neighbouring countries
- To assist in the compilation and publication of at least one of the following dictionaries: health terms, legal terms or cricket terms
- To establish reading clubs for Setswana speakers

### Activities

The following were the major activities undertaken by this NLB:

- The NLB, through its Technical Committee on Standardization, revised the spelling and orthography rules for Setswana and submitted the

revised document to the Board.

- The Technical Committee on Terminology verified and authenticated new terminology lists and submitted them to the Board.
- The NLB revised its current strategic plan.
- The NLB submitted its comments and recommendations on PanSALB's norms and rules for NLBs to the Board.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To launch the revised spelling and orthography booklet
- To hold an annual literary award ceremony to honour authors and achievers in Setswana
- To establish rules, procedures and guidelines for the review of literature and its prescription to schools
- To establish reading clubs
- To organize literary writing competitions involving novels targeting the youth and women on issues of democracy
- To establish procedures and processes that will assist the NLB to verify and authenticate terminology lists

### SESO THO NATIONAL LANGUAGE BODY

Chairperson: Dr. EN Malete

The Sesotho National Language Body held two meetings during the year under review.

### Objectives

The objectives of the Sesotho NLB during the year under review were as follows:

- To revise the Sesotho spelling and orthography guidelines
- To promote Sesotho literature and implement the NLB's plan for the development of this literature
- To conduct the *Express* newspaper poetry competition
- To empower the technical committees of this NLB to carry out their work
- To verify and authenticate terminology received from the National Language Service and other organizations
- To fund research and development projects

### Activities

The following were the major activities undertaken by this NLB:

- The NLB completed the revision of the Sesotho spelling and orthography guideline booklet and forwarded it to the Board for publication.
- The contract with the *Express* newspaper relating to the poetry competition was renewed and the project will be implemented next year.
- NLB members attended the Board's workshop on the revision of the norms and rules that govern NLBs.
- Certain members participated in radio programmes on language matters on Lesedi FM.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To promote Sesotho literature
- To publicize the Sesotho orthography and spelling rules
- To organize the centenary celebration of Sesotho literature in 2007
- To be part of the development of the Sesotho school dictionary in collaboration with the Sesotho National Lexicography Unit
- To discuss the possible participation of the Sesotho NLB in a project documenting the indigenous history of towns and cities in the Free State
- To organize an annual literary competition in honour of Sesotho writers
- To form reading clubs and support their activities
- To draft guidelines for the prescription of school books that will assist in the evaluation of books and in making proper recommendations to the education department and libraries

### SESO THO SA LEOBA NATIONAL LANGUAGE BODY

Chairperson: Dr. SI Maboea

This NLB held two meetings during the year under review.

### Objectives

The objectives of the Sesotho sa Leboa NLB during the year under review were as follows:

- To finalize the Sesotho sa Leboa spelling and orthography rules for publication
- To market the Sesotho sa Leboa NLB
- To discuss the issue of Sesotho sa Leboa versus Sepedi with PanSALB and relevant government officials
- To establish reading clubs
- To verify and authenticate terminology
- To identify projects that will assist in the development of Sesotho sa Leboa
- To cooperate with provincial language committees, national lexicography units and other NLBs and any organization interested in the development of Sesotho sa Leboa

### Activities

The following were the major activities undertaken by this NLB:

- The NLB completed the Sesotho sa Leboa spelling and orthography booklet and submitted it to PanSALB for publication.
- The NLB managed to establish a good relationship with the media, especially Thobela FM, to market PanSALB.
- Members of the NLB attended the Board's consultative workshop on the revision of the norms and rules that govern the national language bodies.
- The Standardization Technical Committee revised Sesotho sa Leboa Terminology No. 4.
- The Lexicography and Terminology Technical Committee compiled a cultural terminology booklet.



- The NLB established cooperation with the Limpopo MEC for Sports, Arts and Culture, Mr Joe Maswanganyi. Members expressed their concern regarding Sepedi versus Sesotho sa Leboa to the MEC, who promised to assist where possible.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To empower the NLB's technical committees to do their work properly
- To launch the Sesotho Sa Leboa spelling and orthography booklet
- To market the NLB and to present programmes to local media
- To create a database and archives of literary works in Sesotho sa Leboa
- To cooperate with the house of traditional leaders on matters of language development and also with other organizations dealing with the development and promotion of Sesotho sa Leboa

## ENGLISH NATIONAL LANGUAGE BODY

Chairperson: Prof. PJH Titlestad

This NLB held two meetings during the year under review.

### Objectives

The following objectives were approved by the English NLB's technical committees:

- *Literature Technical Committee*
  - To promote literacy centres in conjunction with other national language bodies
  - To finalize booklists for school libraries and other libraries; these lists will be supplied through the Department of Education and teaching unions
- *Variation and Standardization Technical Committee*
  - To publish essays on the domains in which English is used
  - To create a database on the use of different varieties of English and other languages in different domains in South Africa
  - To create a Web-log that opens up debate to formal and informal contributions
  - To hold discussions on radio and in other relevant media
- *Education Technical Committee*
  - To implement the cognitive academic language proficiency (CALP) project, which aims to investigate the viability of CALP as used in English if transferred to the other African languages

### Activities

The following were the major activities undertaken by this NLB:

- A letter was sent to the Minister of Education regarding the matter of academic vocabulary and the need to prepare future university students.
- The NLB approved the strategy to motivate other NLBs to create literacy centres for their languages. Mr T Reddy was tasked to approach the isiZulu NLB and Prof. FR Muller the Sesotho NLB.
- Prof. FR Muller was tasked to send the finalized booklists to the chairperson by the end of March 2006, so that these can be sent to the Board.
- A preliminary literature survey on language varieties and domains in which English is used proved that very little has been published:
  - The NLB tasked Profs V de Klerk and R Mesthrie to streamline and constantly update the database on the different varieties of English and other languages in different domains in South Africa.
  - Prof. C Dyer was given the task of creating a Web-log to open up the debate on varieties and domains in which English is used to formal and informal contributions.
  - Prof. K McCormick was tasked to edit and assemble a collection of essays on varieties and domains in which English is used.
- A letter was sent to the SABC regarding the broadcaster's provision of language guidance for their presenters. Since no response had been received from the SABC yet, an informal investigation will be carried out by a member of the NLB.
- The NLB submitted its comments and concerns regarding PanSALB's revised norms and rules for NLBs to the Board.

### Future plans

The NLB's plans for the forthcoming year are as follows:

- To continue with the project on varieties and domains in which English is used.
- To further implement the CALP project.
- To finalize and submit lists of books to guide school libraries and small new libraries.
- To request funding from PanSALB for new projects, e.g. a project on current matric English standards and future FET (Further Education and Training) standards.
- To discuss the concept of "equal" versus "equality" as used in the constitution and by PanSALB with the Board in relation to its relevance to multilingualism.

## RESEARCH AND DEVELOPMENT

In order to monitor language issues and progress regarding the development, promotion and use of languages, the Board funds research and studies requirements of section 8(2)(a) and (c) of the PanSALB Act of 1995. Such research and studies not only generate new knowledge, but also assist the Board constantly to evaluate its strategies for managing language development activities and the promotion of multilingualism in the country.

According to the PanSALB Act, the Board should initiate studies and research aimed at promoting and creating conditions for the development and use of –

- all the official languages of the Republic;
- the Khoe, Nama and San languages; and
- South African Sign Language.

Furthermore, PanSALB should also initiate studies and research aimed at the following:

- The development of the previously marginalised languages of South Africa;
- The non-diminution of rights relating to language and the status of language as existing on 27 April 1994
- The promotion of multilingualism in South Africa
- The promotion of the utilization of South Africa's language resources
- The prevention of the use of any language for the purpose of exploitation, domination or division

### Objectives

The following were the objectives on which this focus area concentrated during the period under review:

- To assist in initiating studies and projects
- To manage all PanSALB projects that were previously administered by the National Research Foundation (NRF)
- To develop and maintain a database of funded projects
- To develop guidelines for project proposal writing
- To coordinate applications for financial support
- To provide support to NLB, staff and Board members
- To cooperate with both national and international research and funding bodies

### Activities

The following were the major achievements under this focus area during 2005/06:

- Fifteen applications for financial support were handled.
- Two new projects were approved.
- Two of the projects administered by focus areas were completed and two other researchers submitted final reports.
- Four of the 14 projects managed by the Research Section were completed and an additional five final reports were received. All other projects are still running.
- A database of all funded projects was developed (see Addendum 3).
- Meetings of four national language bodies were attended. Research matters within PanSALB were discussed at these meetings and capacity-building was provided in respect of NLBs for previously marginalised languages.



- Established relationship with the University of Botswana and delivered a paper at a conference there in June 2005.
- Established relationship with the Centre for African Renaissance and with the French Embassy.

### Future Plans

The aim for the forthcoming year in this focus area is to put the various NLBs in a position to initiate and manage their own projects, in collaboration with the Research focus area at PanSALB head office. A further aim is to determine the position regarding student enrolment for African languages at the various universities around the country.

## STANDARDIATION AND TERMINOLOGY DEVELOPMENT

### Introduction

The strategic objectives of this focus area involve the following:

- Staff in this focus area provide the technical committees of the NLBs for the nine African languages, the Khoe and San languages and South African Sign Language with guidance on how to identify issues that should be developed in these languages and ensure that the Afrikaans and English NLBs share their experience and skills with the African-language NLBs. The technical committees meet prior to NLB meetings to discuss issues affecting various areas of language development, i.e. terminology development, dictionaries, standardisation (e.g. spelling and orthography), etc. Guidance by office staff ensures the production of relevant and appropriate reports. The focus area staff also offer support at the NLB meetings.
- The focus area assists in ensuring that the nine African language NLBs revise the spelling and orthography rules of their respective languages by revisiting the existing spelling, orthography and terminology lists compiled and disseminated by the old Language Boards and the Department of Education and drafting new rules where necessary.

The work in this focus area relates mainly to standardisation and the setting of norms on the one hand and terminology development on the other. This was achieved during the year under review through the following:

- Primary standardiation processes
  - Revision of spelling and orthography rules by the nine African-language
  - Revision of spelling and orthography rules

(Afrikaanse Woordelys en Spelreëls – AWS) by the Afrikaans NLB's Technical Committee (TC) on Standardisation

- The English NLS's Standardisation and Variation Project, which is a new initiative of the NLB's Technical Committee
- Organising of standardisation-related workshops
- Attendance of conferences
- Primary terminology development processes
  - Terminology development: verification and authentication of terms and related information by the NLBs
  - Capacity-building and training of NLBs
  - Organising of terminology-related workshops
  - Attendance of conferences
  - Participation in ISO TC 37 and StanSA TC 37 activities

Another important element in the work of this focus area is cooperation with a variety of relevant bodies. During the year under review structural cooperation and working relationships were established between the NLBs themselves, between the NLBs and the various PanSALB structures, and between the NLBs and other national and international bodies. This was seen in the following:

- The focus area manager, Dr. M Alberts, and delegates from some of the NLBs and NLUs attended meetings of the South African standardisation committee of ISO TC 37 (StanSA TC 37) at the SABS.
- There was regular exchange of information between the PanSALB office and the NLBs.
- The process of the revision of the spelling and orthography rules was started and finalised by NLBs, who liaised with stakeholders during the process.
- Dr. Alberts attended an international ISO TC 37 meeting in Warsaw, Poland, from 21 to 26 August 2005. Upon her return, she assisted the newly established ISO Socioterminology Project by compiling a document on sensitive and taboo terminology in a multilingual situation.

### Outputs in relation to standardisation and setting of norms

The bulk of the work in this regard during the year under review was related to the revision of the spelling and orthography rules of all the official African languages. The consultative meeting in Pretoria on 1 and 2 July 2004 decided to undertake the project which was ongoing up to January 2006. The TCs of the NLBs on Standardisation and those of the English and Afrikaans NLBs assisted where needed. The Khoe and San NLB the SASL NLB, showed interest in starting similar projects.

During the year under review the TCs on Standardisation of the African language NLBs met to study relevant literature and data, bringing the technological standards and the contents of the spelling and orthography up to date where necessary. Each

TC had to undertake the following:

- Revision of spelling and orthography rules
- Revision of orthography rules in respect of geographical names
- Consultation with stakeholders, e.g. academics, speech communities
- Verification and ratification of the revised rules by all NLB members

All nine African language NLBs finalised and submitted their revised spelling and orthography rules and these were submitted to a printer for printing. These draft booklets will be disseminated to target users and stakeholders for comment. A series of workshops will be held to discuss the verified lists with the stakeholders and target users.

Other standardisation activities over this period were as follows:

- The Afrikaans NLB held two week-long sessions (August 2005 and January 2006) to revise the Afrikaans spelling and orthography rules. Dr. Alberts is a member of the Afrikaans NLB's TC on Standardisation.
- PanSALB staff and NLB members attended a seminar on standardisation at the University of Pretoria organized by Prof. Vic Webb, Dr. Ana Deumert – a visiting expert on standardisation matters from Australia – and the Department of African Languages at the university. PanSALB sponsored the refreshments. Members of the African language NLBs read papers indicating the status of standardisation of the languages and PanSALB published the seminar proceedings as a PanSALB Occasional Paper.
- The NLBs were requested to assist with the verification of new place names. They considered the spelling and orthography of suggested place names and gave feedback to the South African Geographical Names Council (SAGNC).
- The NLBs were requested to supply the names of the various official languages for use in other languages. There is still debate concerning the use of "Sesotho sa Leboa" versus "Sepedi".
- The NLBs were requested to revise the Alpha-2 and Alpha-3 abbreviations for the various official languages. These were submitted to StanSA TC 37 and ISO TC 37.

### Outputs in relation to the development of terminology and technical dictionaries

The specific objectives for the year under review in this arm of the work of this focus area were as follows:

- To supply relevant training to members of PanSALB structures to enhance job performance
- To promote training in terminology at tertiary institutions
- To bring about capacity-building, skills development, reskilling and acquisition of relevant training through attendance of accredited courses
- To verify and authenticate terminology and to obtain terminology for verification and authentication by the technical committees on

terminology development of the various national language bodies.

- To promote the various official South African languages in becoming functional languages in all spheres of science, technology and commerce by supplying verified and authenticated terminology to be disseminated to language practitioners, subject specialists and language users in general.

The following activities took place in pursuit of these objectives:

- The office organised a workshop over the period 14-17 March 2005 to train the TCs on Terminology Development of the African language NLBs in particular on the principles and practice of terminology and terminography. The aim was to ensure that all members of the TCs have the same theoretical background when verifying and authenticating terms and related information. Dr. Alberts presented papers on terminology at the workshop and facilitated practical assignments. Forty delegates attended (NLB chairpersons, conveners and members of the Terminology Development TCs, NLB Subcommittee members and PanSALB staff members).
- Dr. Alberts presented a paper on terminology development to the SASL NLB. They have developed terminology and made video clips of the various new signs depicting concepts.
- Dr. Alberts presented a week's terminology training for the language practitioners of the SAPS Language Section.
- Dr. Alberts presented a week's terminology training at the isiXhosa Unit of the Language Centre at the University of Stellenbosch.
- PanSALB entered into a formal partnership agreement with the Dean of the Faculty of Humanities at the University of Pretoria to collaborate in terminology training. The aim was to institute courses in terminology at this South African university to train students in the theory, principles and practice of terminology, and terminography and basic lexicography. Such a course will be instituted in the Department of African Languages in the School of Languages. In addition to acquiring theoretical knowledge, the trainees (e.g. students, language practitioners, members of PanSALB structures) could also receive practical training in terminology practice and terminography, and relevant data in language departments could be collected and processed, and terminological information could be collected in subject-specific departments and faculties. After processing the relevant terms and information terminologically, the trainees could provide multilingual equivalents. The terms could be evaluated by fellow students and lecturers in the relevant languages and subject areas. Final evaluation of the terminology could be done by the NLBs. PanSALB and the University of Pretoria will invite trainers (e.g. lecturers presently engaged in these areas) to read papers in terminology theory, principles and practice and basic lexicography.

With this agreement in place, PanSALB will be in a position to coordinate training activities in the field of terminology. For logistical reasons, no lectures have yet been given in collaboration with the University of Pretoria.

- The focus area manager requested compilers of terminology to submit terminology to the relevant NLBs for verification and authentication according to language-specific word-forming principles, spelling and orthography rules. There is ongoing collaboration with the Terminology Coordination Section (TCS) of the National Language Service (NLS) in the Department of Arts and Culture in obtaining, verifying and authenticating terminology, e.g. a Multilingual Mathematics Dictionary, a Multilingual Natural Science and Technology Dictionary, Multilingual Terminology for Information Communication Technology and a Multilingual Parliamentary/Political Terminology list. The relevant national language bodies verified and authenticated the terminology and gave feedback to the compilers of the terminology lists for the adjustment of the databases.
- Requests for NLB participation regarding the following were received:
  - Completed term lists (backlog)
  - Ongoing terminology projects

- Involvement in determining priorities for new projects
- The focus area manager liaised with certain bodies/individuals to alert them to the need to involve the relevant NLBs in the verification and authentication of terminology lists. Formal relationships between compilers of terminology lists and the relevant NLBs were set up. The various African language NLBs and the Afrikaans NLB –
  - received terminology lists from various compilers of terminology;
  - verified terminology;
  - gave feedback to the relevant body/bodies;
  - authenticated terminology.

### Future plans

The following are the key objectives for 2006/07 in this focus area:

- To market the TCs on Standardisation and Terminology Development of the various NLBs
- To ensure that the NLBs, PLCs and NLUs work more closely together to develop the various languages
- To ensure the NLBs verify wordlists/dictionaries created by the NLUs
- More community involvement
- To ensure the NLBs participate in the University of Pretoria's ongoing standardisation project
- To market the terminology training offered by PanSALB
- To participate actively in the UNESCO-financed TermNet project regarding the training of trainers
- Since PanSALB was requested to serve on the Infoterm Executive Board, it should use the opportunity to liaise internationally
- To assist compilers of terminology lists with verification, authentication and fund-raising
- To offer the NLBs administrative and financial assistance through the appointment of senior language practitioners, preferably trained terminologists, to assist with language-related terminology issues
- Terminography products, verified and authenticated by NLBs and disseminated to stakeholders
- To ensure that TC members and other interested bodies/individuals receive proper and relevant training in terminological and terminographical principles and practice
- PanSALB structures should be involved in the envisaged SAGNC's intended workshop to discuss and finalise toponymic guidelines.

## DEVELOPMENT OF LITERATURE

### Strategic objectives

The key strategic objectives of this focus area during the year under review were as follows:

- To assemble the NLBs for SiSwati, isiNdebele, Sesotho and Setswana at a central venue to put together book approval and selection criteria, negotiate these with the MECs for Arts and Culture and the MECs for Education from Mpumalanga, the North West, the Northern Cape and the Free State provinces
- To consolidate existing writers' guilds into reading clubs
- To train writers in skills identified at consultative meetings with them

### Outputs

The achievements under this focus area were as follows:

- On 7 July 2005 a meeting was held with the SiSwati and isiNdebele NLBs and the Isiyalo, Mhlahlandlela and Mpumalanga writers' guilds. On 19 July 2005 a meeting took place with the Northern Cape Provincial Language Committee, the Arts and Culture MEC and six writers' groups. At the meetings, the stakeholders were prepared and given assignments to ensure they will be able to participate effectively when the workshop

for compiling book approval and school prescription rules and criteria takes place.

- The Mpumalanga and Northern Cape stakeholder meetings mentioned above also established reading clubs out of the existing writers' guilds and the first literature discussion sessions were held. This also happened at meeting on 18 July 2005 with the Xitsonga, Tshivenda and Sesotho sa Leboa NLBs and the Xitsonga, Tshivenda and Lebadi writers' guilds. Future literature discussion sessions were then scheduled for the three provinces in November 2005 and February 2006. The role of the NLBs' Literature Technical Committees in managing the reading clubs was mutually agreed.
- Following inputs from writers at meetings in July 2005, the Northern Cape Provincial Manager, Mr Boichoko Moremi, and the Xitsonga Writers Association chairperson, Dr. NE Nxumalo, submitted training business plans. A joint internal submission is being prepared, so that the training of writers takes place and the budget is used effectively.
- A consultative meeting in July 2005 with writers' groups and radio station programme managers an indirect impact, as the SABC is now running reading clubs on radio as a national project (without necessarily acknowledging PanSALB inputs). Some of the reading clubs are holding discussion sessions according to the guidelines provided, independently of any direct involvement on the part of PanSALB head office.

### Future plans

The plans for the forthcoming year under this focus area are as follows:

- To support reading clubs in order to encourage a culture of reading
- To interact with writers' guilds
- To hold a workshop on selection criteria for the prescription of books
- To hold literary awards in conjunction with five of the NLBs
- To devise a publishing strategy for establishing children's newspapers

# NATIONAL LEXICOGRAPHY UNITS

## Introduction

Section 8(8) of the Pan South African Language Board Act (1995) states that PanSALB must establish national lexicography units to operate as companies limited by guarantee under section 21 of the Companies Act (Act 6 of 1973). A national lexicography unit (NLU) for each official language in South Africa has been established and registered as a section 21 company.

Under its Lexicography Development focus area, PanSALB manages the activities of the NLUs in terms of measuring progress regarding dictionary production and assisting with capacity-building in order to strengthen the operation of these units.

## Strategic objectives

The Board's strategic objectives regarding the development of lexicography and the national lexicography units were as follows for the period under review:

- To provide the NLUs with technical support to accelerate the production of dictionaries
- To assist the NLUs to access various materials from various sources
- To strengthen the NLUs' information technology (IT) systems
- To encourage the NLUs to cooperate with each other in all aspects of lexicography development

## Strengthening the NLUs' information technology systems

In 2004/05 the Board approved that the purchase of Tshwanelex dictionary-production software for the NLUs during 2005/06 and the training of NLU staff members in its use. However, problems emerged around this software. Further information is given in the reports on the individual NLUs.

## Cooperation between NLUs and with other PanSALB structures

In approving the establishment of the LexiEditors Forum (a forum comprising the editors-in-chief of the NLUs), the Board encouraged the NLUs to cooperate with each other in matters related to lexicography development. The LexiEditors Forum is a discussion and consultation group and enables editors-in-chief to share their experiences and information about lexicography and the operation and progress of their particular NLU and to seek solutions to the challenges they all face in their work. The forum met three times during the year under review, with the PanSALB CEO, Prof CN Marivate, attending the meeting held in Pretoria.

Between 13 and 15 July 2005, the editors-in-chief of the NLUs attended the Afrilex 10th International Conference at the University of the Free State in Bloemfontein. The conference theme was monolingual dictionaries.

Apart from cooperating with the national language bodies and provincial language committees, when the PanSALB provincial offices were established, the NLUs were encouraged to form partnerships with these offices through the provincial managers. Some of the NLUs made particular efforts in this regard and benefited from the partnership, being enabled to showcase and market their products.

## Highlights of the activities of the individual national lexicography units

### ENGLISH NATIONAL LEXICOGRAPHY UNIT

The seat of the English NLU/Dictionary of South African English (DSAE) is Rhodes University in Grahamstown.

#### Administrative matters

The unit has five staff members. During the year under review, staff attended training courses offered by Rhodes University and some attended LexiCom 2005 in Europe, where they received intensive training on practical general lexicography, with the focus on corpus-based lexicography and computational text analysis. They also had the opportunity to visit the Oxford English Dictionary (OED) offices in Oxford, UK.

#### Dictionary production

A new server with increased capacity was installed to host the database and dictionary production programmes. The old server was retained for running office systems. An extra hard drive was installed to 'mirror' the server, in order to protect the data. The unit produced a detailed design brief for the new database system, which was put out to two companies – TshwaneLex and IDM – for tender. The unit is discussing its requirements with both companies while an interim database based on XML is constructed to ensure exportability to the new system once it is installed.

An input template for print newspaper citations (the largest source of material) has been designed and tested and is now in use. Further templates are under development; next in line is a template for electronic newspapers, which is the next largest source of citations. The review interface in XML is being finalized to allow editors to check database records for accuracy.

#### Style guide

Notes from the first edition of the style guide were retrieved from the DSAE archives and consolidated on the network drive for reference purposes. A simple electronic search mechanism for the first edition was installed and editors were trained in its application. An initial draft of 24 chapters (approximately 50%) of a revised style guide was completed, comprising topics such as collocations, encyclopaedic entries, and headword and sense numbering. Modifications to electronic text arising from the analysis of entries for the style guide have been incorporated into the conversion process.



## Review of citations

Verification of citations is a huge undertaking, but following the example of the Oxford English Dictionary in its current major revision, it was felt to be essential for the credibility of the new Dictionary of South African English on Historical Principles (DSAEHist). Early research for the new edition revealed that a large number of the quotations used in the original version contain typographical errors, including errors in transcription, spelling, punctuation, authors, titles, page numbers, volume numbers and dates, as well as inconsistencies in styling. The citation review began in November 2005. Of almost 48 000 quotations in DSAEHist, approximately 900 (nearly 2%) have so far been verified against original texts in the Dictionary Unit library, the Dictionary Unit's card holdings, the Cory Library for Historical Research, the Rhodes University Library and the National English Literary Museum or text acquired through the inter-library loans system. In some cases it has been possible to verify quotations against primary rather than secondary sources.

## Analysis of citations

The sources of previous citations used in DSAEHist were analysed in order to ensure a more representative spread in future. Most significant geographically is the inadequate coverage of material from KwaZulu-Natal. As might be expected, the main resources used in the past tended to be from the Cape provinces. The spread of genres and authors is also being analysed and some interesting charts have been drawn up to illustrate the results of this research.

## Training

Initial training in using text-manipulation software has begun, in order to prepare editors for working in XML when the conversion is ready.

## Community outreach

### *Sasol SciFest*

From 23 to 27 March 2006 the unit participated in the Rhodes University component of the National Science Festival. A PowerPoint presentation of the DSAE's work ran as a background to the exhibit and attracted a great deal of attention. The Department of English Language and Linguistics collaborated with the DSAE, presenting several successful sessions on the electronic analysis of speech. Oxford University Press Southern Africa sponsored a quiz to accompany the DSAE's exhibition, donating two copies of the South African Concise Oxford Dictionary and a copy of the latest Maths and Science study dictionaries. The quiz attracted over 250 entries. From these a useful list of suggestions for 'new' South African English words was drawn. The winner, from a school in Matatiele, contributed 'diski', another name for six-a-side soccer.

### Community contribution

The DSAE donated surplus copies of various learners' dictionaries (given to the Unit as part of the SALEX 97 training course) to the Rhodes University human resources development department for the business English course they run for university support staff,

the *uMariya uMama weThemba* monastery's afterschool programme for learners from surrounding farm schools, the GADRA (Grahamstown and Districts Relief Association) matric school, and the in-service Advanced Certificate of Education course run by the Institute for the Study of English in Africa.

The unit made a presentation at the Grahamstown Arts Festival and appeared on Radio 702 and on SAfm.

## Co-operation with other language structures.

The DSAE continues to provide the local secretariat for the English National Language Body (ENLB), with its associate editor, Ms L Pienaar, acting as meeting secretary. The editor-in-chief attends as an ex officio member. The ENLB met in Port Elizabeth on 27 and 28 June 2005 and on 30 and 31 January 2006.

## Business and finance

A special meeting of the DSAE Company was convened on 12 April 2005 to consider the motion that "The DSAE should adopt the articles of association instituted by the Pan South African Language Board for all national lexicography units, replacing the company's original articles of association". After considerable discussion it was agreed that clarification should be sought from PanSALB regarding paragraph 18, concerning responsibility for deciding the remuneration and benefits of the editor-in-chief, which was felt to be ambiguous. With that proviso, the resolution was adopted unanimously and passed to the Board of Directors for ratification. A letter reflecting the company's concern was duly sent to PanSALB on 27 May 2005 and receipt was acknowledged on the same day.

At the Board of Directors' meeting of 2 June 2005, the directors supported the proviso and held over any further action until a response had been received from PanSALB. At the Board of Directors' meeting of 6 December 2005, it was reported that no further response had been received from PanSALB. Accordingly, the company had not registered the special resolution with the registrar of companies. It was noted that under the Companies Act of 1973 (Chapter VII, Section 202), any special resolution that has not been lodged with the registrar within six months of being passed lapses and becomes void. It was therefore agreed that the special resolution had fallen into abeyance.

The first meeting of the newly appointed Board of Directors was held on 2 June 2005. Four existing members of the Board had been re-appointed and two new directors were welcomed. A further meeting of the Board of Directors was held on 6 December 2005. At this meeting a moment's silence was observed in remembrance of Ms Margaret Kenyon, a member of the DSAE Company and the Rhodes University librarian, who had recently passed away.

The fourteenth annual general meeting of the DSAE Company was held on 20 September 2005.

Royalties payable to the DSAE for sales of the

Illustrated School Dictionary for Southern Africa and the accompanying workbook increased from R14 200 in 2004 to R25 800 in 2005. More than 5 000 copies of the dictionary were sold – double the previous year's sales. Workbook sales were down from the previous year, but still over 4 400. A new workbook was published at the end of 2004, to form part of a series with the DSAE's original work. However, the DSAE will receive lower royalties for sales of the new workbook, as it was designed independently.

The exact royalty figures for sales of the South African Concise Oxford Dictionary in 2005/06 will only be available from Oxford University Press after the close of the financial year.

## Challenges and future plans

The challenge this year was to identify the exact requirements for a database adequate to the DSAE's needs. The system will not only be used for storing citations of SA English and ensuring that they are readily accessible for research purposes, but will also need to interface with dictionary production software. In addition, it is hoped to merge the existing electronic version of DSAEHist into the database, to avoid having to re-key citations used.

## AFRIKAANS NATIONAL LEXICOGRAPHY UNIT

The seat of the Afrikaans NLU is the University of Stellenbosch.

## Administrative matters

The unit has ten staff members, seven of whom are permanent and three part-time. Some staff members are busy with private studies and one was awarded a DLitt degree during the year under review.

## Dictionary production

Volume XII of the *Woordeboek van die Afrikaanse Taal* (WAT), containing the letters P and Q, was published in August 2005. Extensive marketing was done in the weeks preceding the publication, as the Bureau of the WAT is the publisher and also manages distribution. Advertisements were placed in various newspapers and magazines. Review copies of Volume XII were sent to four newspapers and reviews were published in three of these. A review by Prof. Ilse Feinauer will be published in Volume 16 of *Lexikos*. Information on this volume was also sent to all owners of previous volumes of the WAT.

Steady progress is being made on Volume XIII, which contains the letter R. Before starting on this volume, the editorial style guide was revised in July 2005. The whole editorial staff complement was involved in this revision.

Updating the electronic version of the WAT with the letters P and Q was expected to take three months. However, technical problems were encountered with the conversion, because the company responsible for the software used had gone bankrupt before the export function had been customized.

Software is currently being developed to export the data into a format that is compatible with the existing electronic version. Proofreading is about to start and the updated electronic version could be on the market within three months.

A second edition of *Woordkeusegids* is about to be published by Pharos under the title *Sinoniemwoordeboek*. The publication date is set for April 2006, having previously been set for January 2006 by Pharos.

Work on the supplement to the *Etimologiewoordeboek van Afrikaans* started in February 2006 after a meeting at the Bureau at the end of January 2006. The publication date is set for 15 February 2007. Work on this dictionary is done after hours by two members of the editorial staff in a joint venture with external authors.

The fifteenth issue of *Lexikos*, the international research journal and official mouthpiece of Afrilex, was published by the Bureau in September 2005. Among the authors from Africa and Europe contributing to this issue were lexicographers from the national lexicographic units.

### **Community outreach**

On 23 July 2005 Drs WF Botha and PA Louw presented a workshop on the use of electronic dictionaries to 37 Grade 7 learners from the Western Cape.

Students from Eindhoven in the Netherlands and Antwerp in Belgium attended lectures on the compilation of dictionaries at the Bureau during the year under review.

The unit regularly hosted a programme called “Woordpret” (Fun with Words) aimed at giving exposure to Afrikaans writers, singers, story tellers, speechmakers and musicians and promoting the Afrikaans language. The sessions can be attended by up to 50 people and the artists who participated in *Woordpret* over the past year included Dr. Neville Alexander, Dr. Hennie Aucamp, Dr. Riana Scheepers and Koos Kombuis. Both local and foreign students as well as visitors attended some of the sessions.

### **Cooperation with other bodies**

The Bureau and North-West University are involved in the development of a new spelling checker for Afrikaans.

Various staff members read papers and made presentations at national and international conferences. Two staff members have been allocated a slot on *Radio Sonder Grense* where they respond to questions on the Afrikaans language in the programme “Die tale wat ons praat”.

The NLU continues to offer administrative support to the Afrikaans National Language Body.

### **Business and finance**

The Board of Directors wishes to reiterate its belief in a strategy of cooperative lexicography that encompasses cooperation with other national lexicography units in South Africa as well as lexicographic units elsewhere in the world.

### **Challenges and future plans**

*Sinonieme en verwante woorde* will be published by Pharos in April 2006.

## **ISIZULU NATIONAL LEXICOGRAPHY UNIT**

No report is available for this NLU, owing to administrative problems.

## **ISIXHOSA NATIONAL LEXICOGRAPHY UNIT**

The seat of the IsiXhosa National Lexicography Unit (XNLU) is the University of Fort Hare in Alice.

### **Administrative matters**

The unit had four permanent staff members during the year under review.

The XNLU Board of Directors approved the appointment of a part-time editor in order to speed up the editorial process and assist in research.

The NLU has regularly engaged outside collaborators as proofreaders for isiXhosa, English and Afrikaans to ensure the authenticity of their work. This exercise has also helped to speed up the production of Volume 1 of the trilingual *Greater Dictionary of isiXhosa*.

### **Dictionary production**

The editor-in-chief is effecting final changes to the dummy proofs of Volume 1 (letters A to J) of the isiXhosa dictionary. This volume has a total of 880 pages. The next and final stage is printing, which is expected to take approximately eight weeks. It is estimated that this project will be finalized by the end of August 2006.

### **Community outreach**

The unit marketed its trilingual dictionary at the Klein Karoo National Arts Festival in Oudtshoorn in April 2005 and also participated in other gatherings of this nature, e.g. *Wordfest* at the National Arts Festival in Grahamstown and National Science Week (under the category Indigenous Knowledge Systems – IKS) at the University of Fort Hare.

The Unit assisted a student from Buffalo City Public Further Education and Training (FET) College by offering her in-service training at the Unit from 13 June to 5 July 2005. She assisted with administrative duties.

### **Co-operation with other bodies**

The invitation to participate at *Wordfest* at Rhodes University from 5 to 8 July 2005 afforded the unit the opportunity to showcase some of its products. The unit was represented by Mmes N Nongxaza and NA Gwintsa, who displayed products from the unit.

During the period 15–18 March 2006, at the invitation of the Department of Science and Technology, the unit displayed its products (to promote indigenous science) at the National Science Week hosted by the University of Fort Hare.

Mr Gilles-Maurice de Schryver, president of *TshwaneLex* and Human Language Technology (Europe), visited the unit on 11 April 2005 and made a presentation on the *TshwaneLex* programme. He also advised the unit on the *Importer*, a programme that can assist in converting Xyrite files to a user-friendly electronic format.

The Unit also established a partnership with the Medical Research Council's Information Service Division regarding the translation of a set of English medical terms into isiXhosa.

On 5 September 2005, the unit received a courtesy visit from Mr Freddie Sheppard, Centre Manager in the Office of the Auditor General in Pretoria, and his colleague, Mr Fanie van Vuuren. During the year under review, the unit was also visited by an M-Net delegation in the company of the PanSALB CEO, Prof. CN Marivate.

The editor-in-chief of the unit attended the following workshops during the year under review:

- A consultative workshop organised by the IsiXhosa National Language Body on the spelling rules, orthography and editing rules in isiXhosa
- A stakeholders' workshop in East London on 9 and 10 August 2005 initiated by the Department of Arts and Culture in collaboration with the Department of Education and Communication, on the authentication of isiXhosa terminology for the natural sciences and technology

The editor-in-chief formed part of a delegation that visited the MEC for Education, Mr Matomela, on 31 October 2005. The purpose of this visit was to introduce the unit to the Eastern Cape Department of Education and to prepare for the establishment of cooperation.

### **Business and finances**

For this financial year, the unit was blessed with new talent in the form of new members serving on the Board of Directors, the term of office of the previous Board having expired at the end of 2004. The following persons currently serve on the Board: Ms N Tyolwana (Deputy Chairperson), Ms N Nongxaza, Prof. S Gxilishe, Prof. N Jafta, Mr MW Jadezweni, Mr GV James, Mr T Makeleni, Mr M Tyatyeka and Dr. T Ntshinga. Mr SS Lucas tendered his resignation owing to other commitments. These members of the Board have exhibited not only lexicographical, financial and managerial expertise, but also a deep commitment to the development of isiXhosa, evidenced by their hard work during board meetings as well as between these formal gatherings.

The Board held three meetings and two special meetings during the year under review.

### **Challenges and future plans**

- One of the challenges facing the isiXhosa NLU is the marketing of its products. The unit cannot afford to spend large amounts of money in the production of lexicographical material that does not reach the intended consumers. In order to address this, the unit has made concrete proposals that are reflected in its strategic plan for 2006/07.
- It is envisaged that the launch of all three volumes of the isiXhosa dictionary will take place during the next financial year.
- The unit's next project will be the compilation of user-friendly bilingual dictionaries.

## **ISINDEBELE NATIONAL LEXICOGRAPHY UNIT**

The seat of the IsiNdebele NLU is the University of Pretoria's Department of African Languages.

### **Administrative matters**

There are five permanent staff members in the unit. No formal training of staff took place during the year under review. However, on 29 March 2006, staff members attended a mini workshop on language policy and dictionaries conducted by Prof. Henning Bergenholtz from the Aarhus School of Business in Denmark.

### **Dictionary production**

The unit has completed its isiNdebele-English/English-isiNdebele bilingual dictionary project. The English-isiNdebele section has a total of 179 pages and the isiNdebele-English section has 128 pages. A sample of the dictionary was showcased at the official launch at Zithabiseni on 10 March 2006. Final proofreading is currently under way and is being done by three experts. The dictionary will be published by Maskew Miller Longman; the target date is May 2006.

The unit has also published a mini scholars' bilingual dictionary that it produced.

### **Research and database**

Samples of the following draft booklets that have been presented to stakeholders since 2002 are available in the office for research purposes:

- Bilingual booklet produced on 25 January 2002
- Monolingual booklet produced on 11 April 2003
- Bilingual booklet produced on 11 April 2003
- Bilingual booklet produced on 30 April 2004

### **Cooperation with other language structures**

On 23 and 24 August 2005, the isiNdebele NLU hosted the third LexiEditors Forum meeting in Pretoria. Apart from the editors-in-chief, the meeting was attended by a PanSALB delegation led by the CEO, Prof. CN Marivate, and

including the assistant CEO, Mr S Singh, the NLU manager, Ms N Ndabezitha, and other office staff. Dr. MV Mojela chaired the meeting, which was officially opened by Prof. Marivate.

The editor-in-chief of the unit attended the annual general meetings of some of the other NLUs.

On 20 and 21 February 2006 the editor-in-chief attended and made a presentation, based on the work done by the IsiNdebele NLU, at the International Mother Tongue Day celebrations organized jointly by the PanSALB Mpumalanga provincial office and the Mpumalanga Department of Culture, Sport and Recreation.

### **Business and finance**

At the beginning of this financial year, the Board of Directors comprised five members. One of these, Mr A Mnguni, terminated his membership in terms of clause 80 of the articles of association. PanSALB still has to nominate three additional members.

The Board of Directors held four meetings during the year under review, as follows:

- On 13 and 14 May 2005 a strategic planning meeting took place.
- On 28 May 2005 a special meeting was held to approve the 2004/05 financial statements and finalize the 2004/05 annual report.
- On 22 October 2005 a meeting was held to prepare for the official launch of the IsiNdebele NLU and the AGWL.
- On 23 February 2006 a special meeting took place to finalize the arrangements for the launch.
- On 10 March 2006, the unit held its annual general meeting and on the same date launched the IsiNdebele Lexicography Unit and showcased the first sample of the mini scholars' bilingual dictionary. These events were well-attended and were a success.

### **Challenges and future plans**

The isiNdebele NLU will focus on the following in the coming year:

- Challenges in corpus building: The unit needs to find a way of involving speakers of isiNdebele in projects like the compilation of a monolingual isiNdebele dictionary. This item is on top of the agenda for the first Board meeting of 2006/07.
- Dictionary compilation: The second project earmarked for 2007–2009 is the publication of comprehensive dictionaries for isiNdebele. The unit has started to work on the isiNdebele monolingual dictionary. While this project is in progress, the unit will also look into additions and improvements that can be made to the completed bilingual dictionary.
- Marketing strategy: In 2006/07, the unit plans to visit high schools that offer isiNdebele in Mpumalanga to market the first of its published products and in time also to move down to primary schools where isiNdebele is taught. Community radio stations will also be used to market the unit's products.

## **SISWATI NATIONAL LEXICOGRAPHY UNIT**

No report is available for this NLU, owing to administrative problems.

## **SESOTHO SA LEOBA NATIONAL LEXICOGRAPHY UNIT**

The seat of the Sesotho sa Leboa NLU is the University of Limpopo.

### **Administrative matters**

The Sesotho sa Leboa NLU has four permanent staff members. Two staff members resigned during the year under review, but their posts were duly filled.

Staff members from this unit attended the 10th Afrilex Conference at the University of the Free State, Bloemfontein, which was hosted by the Sesotho National Lexicography Unit.



Dr. MV Mojela read a paper on standardization in Sesotho sa Leboa at the workshop on standardization in African languages sponsored by PanSALB and held at the University of Pretoria on 30 June and 1 July 2005. This paper and others presented at the workshop were recently published by PanSALB in a special volume.

### Dictionary production

At the end of the third quarter of this financial year, the unit had completed two manuscripts for publication:

- A bilingual Sesotho sa Leboa/English dictionary was submitted to Maskew Miller Longman for publication during the year under review. A draft copy has been published.
- The unit completed the manuscript of a monolingual dictionary and is trying to find a publisher for it. Negotiations are underway with Oxford University Press in this regard.

### Cooperation with other language structures

On 23 and 24 August 2005 and on 9 and 10 February 2006, Dr. MV Mojela, in his capacity of chairperson, attended the LexiEditors Forum meetings in Pretoria and East London hosted by the IsiNdebele and the IsiXhosa NLUs respectively.

The editor-in-chief attended a cultural day function in Polokwane organized by the Limpopo PLC through the PanSALB Provincial Manager, Ms Joyce Madiba.

On 13 October 2005 and on 8–10 March 2006, Mr M C Mphahlele of the Sesotho sa Leboa NLU, who acts as a scribe for this NLB, and Dr. MV Mojela, who attends ex officio on behalf of the NLU, attended the NLB meetings at Makgoebaskloof. The first meeting finalized the revision of the Northern Sotho orthography that was started in Letsitele in March 2005, while the second focused on the revision of norms and rules for NLBs as well as awareness strategies in relation to the Sepedi vs. Sesotho sa Leboa issue.

The unit also cooperates with the Sepedi Language Research and Development Centre, which is housed at the University of Limpopo.

### Business and finance

The Board of Directors held three meetings during the year under review: on 25 July 2005, 1 and 2 September 2005 and 10 October 2005. At these meetings the Board effected the following changes to the unit's staff structure:

- After formal interviews with Ms MP Mogodi and Mr MC Mphahlele were held at Makgoebaskloof on 1 October 2005, Mr Mphahlele's post was elevated to that of senior lexicographer.
- Ms MP Mogodi resigned at the end of October 2005 to take up a translation post in the National Language Service and was replaced by Ms WM Mojapelo, who up to then had been a member of the Board of Directors.
- After resolving misunderstandings regarding annual salary increments with the PanSALB management and human resource section (which pays the salaries of the unit staff members on behalf of the Board of Directors), the Board approved a salary increase of 4,6% for the Sesotho sa Leboa NLU staff members, which came into effect from July 2005.

On 3 November 2005, the Board conducted interviews for the post of unit secretary and Mrs Francina Matlala Satheke was identified as the most suitable candidate for the post. She assumed her duties in January 2006 as a permanent staff member, although she will serve a 12-month probation with full benefits.

On 4 November 2005, the unit's annual general meeting was held at the University of Limpopo. At this meeting, stakeholders received a copy of the unit's annual report and were shown the two dictionary manuscripts the unit is working on, i.e. the Sesotho sa Leboa/English Bidirectional Bilingual Dictionary and the first volume of the comprehensive monolingual dictionary *Pukuntšuphethiši ya Sesotho sa Leboa*). A copy of each of these was presented to the Limpopo MEC for Sports, Arts and Culture through his representative, Mrs A Mawela.

### Challenges and future plans

Unlike in previous financial years, no workshops or skills development for NLU

staff was organized by PanSALB during the year under review. This may be an indication that PanSALB regards the NLUs as mature enough to stand on their own.

The NLU would like to see PanSALB take advantage of the LexiEditors Forum meetings to workshop with the editors-in-chief, as was the case at the August 2005 meeting, where the CEO gave the editors-in-chief valuable lectures on the writing of annual reports and other important administrative advice necessary for the development of the dictionary units.

### SETSWANA NATIONAL LEXICOGRAPHY UNIT

The seat of the Setswana NLU is North-West University (Mafikeng Campus).

#### Administrative matters

The unit had three staff members during the year under review, but with the resignation of Mr G Isaka, the senior lexicographer, in February 2006 this number has reduced to two.

No formal training was undertaken during this financial year, although Mr Isaka received internal training.

#### Dictionary production

A meeting was held with the Subcommittee for Language and Lexicography to check the letter A section of the monolingual Setswana dictionary for spelling, consistency, meaning and sense. The unit will effect changes and make notes on the basis of the feedback from the subcommittee during the first part of 2006/07.

The unit also entered the data for the letters N to Y and edited structure, spelling and conformity in accordance with the style guide for all headwords from the letter A to the letter Y.

The monolingual dictionary has been compiled, but still has to go through a consultative process for verification. This is scheduled for June 2006. The unit updated and made changes to the style guide to reflect the changes made to the entries.

#### Business and finance

The Board of Directors held three ordinary meetings and one special meeting during the year under review, while the Finance Subcommittee held four meetings and the Language and Lexicography Subcommittee one.

On 12 November 2005 the Setswana NLU held its annual general meeting. At this meeting a mini dictionary was issued to stakeholders; the unit is waiting for feedback from the recipients. Attendance at this meeting was not satisfactory, despite the fact that the unit made efforts to invite as many people as possible.

Although the Unit was allocated R847 500 for this financial year, it feels that this is not sufficient for its core activities.

#### Challenges and future plans

There was a delay in the upgrading of the TshwaneLex software program owing to disagreements related to the payment of licence fees due to the Tshwanelex specialists.

Owing to financial constraints, the unit was unable to achieve the following of its objectives during the year under review:

- Proofreading and editing of letter A to letter Y of the monolingual Setswana dictionary
- Meeting with the Sesotho and the Sesotho sa Leboa NLUs to check on headwords and senses common to the languages
- Meeting with Prof. D Prinsloo to discuss the planned bilingual dictionary

Despite the above challenges, the unit plans to start compiling a bilingual Setswana-English/English- Setswana dictionary during the next financial year.

## SESOOTHO NATIONAL LEXICOGRAPHY UNIT

The seat of the Sesotho NLU is the Department of African Languages at the University of the Free State in Bloemfontein.

### Administrative matters

The unit has four staff members and operates under the supervision of Prof. MA Moleleki, who is also the chairperson of the Board of Directors of the Sesotho NLU. Some staff members are engaged in postgraduate studies.

Two staff members attended computer training courses relevant to their work during the year under review. In-house editorial training meetings were held to equip staff with the skills necessary for dictionary compilation.

Since the 10th International AfriLex Conference was hosted by the Sesotho NLU, the unit staff not only attended the conference, but also successfully organized and coordinated it. This developed their skills in events management.

On 13 February 2006, staff members from the Sesotho National Lexicography Unit attended a seminar at the University of the Free State on the transcription and conversion of video files.

### Dictionary production

During the year under review, the process of reversing the Sesotho-English dictionary compiled by Paroz continued. Letters F to N were completed by May 2005 and the remaining letters (O to Z) by November 2005. As a result, a complete draft of the reversed Paroz Sesotho-English Dictionary was distributed to stakeholders at the unit's annual general meeting in March 2006. The final fine-tuning of the dictionary will be undertaken by the unit before official publication.

Corpus-building continued simultaneously with the work of reversing the Paroz dictionary during the 2005/06 financial year. This process involved the scanning of Sesotho literature and the cleaning of the corpus. During 2005/06, corpus material from 13 Sesotho books was cleaned.

A mini scholars' bilingual dictionary produced by this unit was published during the year under review.

### Cooperation with other language structures

The editor-in-chief, Mr M Motsapi, attended the LexiEditors Forum meetings in Pretoria and East London and also attended the annual general meetings of some of the other NLUs.

Since the inauguration of the PanSALB Free State provincial manager and the launch of the Free State Provincial Office, the unit has attended activities organized by the provincial office whenever possible. This cooperation serves to promote the unit and its activities as well as PanSALB as a whole.

During the annual Mangaung Cultural Festival (Macufe), the PanSALB Free State Office organized a stall and the first draft of the reversed Sesotho-English dictionary, covering letters A to E, was displayed. Visitors to the stall showed interest in the product and all the copies available at the time were taken. This was one strategy for marketing both the unit and its products.

As the secretariat for the Sesotho NLB, the unit is represented on the NLB by the editor-in-chief as an ex officio member and another NLU staff member who acts as a scribe for the NLB. Both attended all the NLB meetings held this financial year.

At the invitation of the Free State Department of Sports, Arts, Culture and Technology, the NLU participated with other stakeholders in drawing up a language policy for the province.

### Business and finance

Members of the Board of Directors of the Sesotho NLU attended the International Lexicography Conference organized by the Unit, which afforded

them the opportunity to interact with experts in the field of lexicography and to gain insight into the challenging work of compiling dictionaries. This was appreciated by the unit, as it is important for the Board to be on the same wavelength as the lexicographers on matters related to lexicography work.

The Board of Directors held four meetings during this financial year, including the annual general meeting on 3 March 2006. Among stakeholders who attended the AGM were representatives of the PanSALB Free State provincial office, the Sesotho NLB, the Sesotho radio station Lesedi FM, the Free State provincial language service, the Free State Legislature's language directorate, the Free State Department of Education, writers' associations, cultural associations and the general public. At this meeting, the unit was able to market both itself and the reversed Sesotho-English dictionary. Those present were given draft copies of the dictionary and encouraged to submit comments and other input to the unit.

### Challenges and future plans

In the forthcoming year, the unit will concentrate its activities on the following:

- Dictionary compilation/production: Certain entries in the reversed Paroz Sesotho-English dictionary still need to be researched. The unit was unable to undertake this work during the year under review, but plans to contract out dubious entries to the Sesotho National Language Body and other language experts for their input during the 2006/07 financial year. Proofreading and editing of the dictionary will also be contracted out.
- Purchase of a dictionary compilation program: With some reservations the Board of Directors of the Sesotho NLU in principle approved the purchase of the TswaneLex program by the unit. The reservations relate to the lack of clarity on issues of training, maintenance and technical support. A written communication to the unit from PanSALB regarding the purchase of this program added to the delay. It is hoped that a solution to this challenge will be found during the 2006/07 financial year.
- Marketing the unit: An intensive programme of action for marketing the Sesotho National Lexicography Unit needs to be incorporated into the strategic plan for 2006/07 and implemented.

## XITSONGA NATIONAL LEXICOGRAPHY UNIT

The seat of the Xitsonga NLU is the Tivumbeni Educational and Multipurpose Centre.

### Administrative matters

During the year under review, the unit had a staff complement of four. One of these, Ms WV Mtebule, was a contracted researcher/lexicographer and she left the unit on 31 July 2005 when her contract expired. The editor-in-chief, Prof. NCP Golele, resigned on 30 April 2005 to join the Xitsonga Language Resource and Development Centre. Mr HT Mashele was appointed the new editor-in-chief in January 2006.

Mr JD Baloyi received training in the Pastel software program (Levels 1 and 2, Pastel Tax and Pastel Problemsolving), while Mr MJ Mongwe attended a commercial terminology workshop and a workshop on completing National Arts Council applications for funding.

### Dictionary production

The compilation of the Xitsonga comprehensive monolingual dictionary is in progress. This dictionary has 1 147 entries between the letter A and letter H that have been fully edited and 559 entries for letters B and I to Z that still need to be edited and verified. These entries and others will be dealt with during the third quarter of the new financial year.

The Xitsonga-English/English-Xitsonga bilingual and explanatory dictionary was published by Maskew Miller Longman Publishers in December 2005 and is to be launched at the unit's annual general meeting on 21 April 2006.

### Cooperation with other language structures

The Xitsonga NLU initiated cooperation with the lexicography units for the other more marginalized African languages, viz. isiNdebele, siSwati and Tshivenda.

The unit attended the annual general meetings of the Sesotho sa Leboa NLU and the Setswana NLU.

The unit also cooperates with the SABC's Munghana Lonene FM, Xitsuke xa Xitsonga (a Xitsonga awareness organization) and the Xitsonga Language Resource and Development Centre with the aim of forming partnerships with the broader Xitsonga-speaking communities within South Africa and beyond the borders of this country.

Mr MJ Mongwe represented the unit at various functions and meetings during the year under review.

### Challenges and future plans

The unit has identified the following as needs for the 2006/07 financial year:

- Purchase of dictionary compilation software
- An increase in the number of staff posts and the allocation of funds to attract potential staff
- Solutions to copyright issues
- Corpus-building
- Research on high-frequency words in current use
- Fundraising to ensure the sustainability of the unit
- Marketing of the unit brand and its products

### TSHIVENDA NATIONAL LEXICOGRAPHY UNIT

The seat of the Tshivenda NLU is the University of Venda for Science and Technology.

#### Administrative matters

The Unit has three permanent staff members. None of these received any training during the year under review.

The unit met the deputy vice chancellor and representatives of the University of Venda to discuss the challenges facing the TNLU Board of Directors.

As no benefits were paid over the past four years, this NLU always has money left from its budget each year.

#### Dictionary production

The unit completed the following projects:

- Compilation of a Tshivenda-English/English-Tshivenda bilingual dictionary, which has been sent to Maskew Miller Longman for publication
- Compilation of a monolingual term list

The Tshivenda NLU has been collecting linguistic material from the speakers of the language in order to build a corpus that can be used in the compilation of a dictionary. The unit's research activity includes literary and oral works, corpus-based lexicography and monolingual and multilingual lexicography.

### Cooperation with other language structures

The unit serves as the secretariat of the Tshivenda NLB and is represented on the NLB by the editor-in-chief, Mr SL Tshikota, as an ex officio member and another NLU staff member, Ms Takalani, who acts as a scribe for the NLB. Both attended two NLB meetings and one special NLB meeting (to review and discuss the norms and rules for the NLBs) during this financial year. The unit also helped the Tshivenda NLB with the production of a spelling and orthography booklet.

### Business and finance

The Unit currently receives funding only from PanSALB, but hopes to get royalties from the published dictionary.

The agreement signed by the vice chancellor and principal on behalf of the Council of the University of Venda is disputed by the human resource section of the same university. Money budgeted for staff benefits has been rolled over for the past four years. This has an adverse effect on the planning and execution of the unit's work and on PanSALB, the National Treasury and the Auditor-General, as a large amount of money remains unspent. It is hoped that with the new management of the University of Venda in place, the problem of staff absorption, e-mail facilities, staff benefits and usage of library facilities will be solved.

### Challenges and future plans

The Tshivenda NLU will concentrate on the following during the next financial year:

- Working closely with other NLUs in the development of languages
- Marketing of TNLU products
- Holding an annual general meeting within six months of 31 March
- Interviewing communities on usage of the Tshivenda language
- Establishing partnerships with stakeholders across the borders of South Africa
- Building a Tshivenda corpus
- Organizing the Afrilex conference to be held between 3 and 6 July 2006
- Working closely with the Tshivenda section of the MER Mathivha Centre of African Languages, Arts and Culture
- Helping the Tshivenda NLB and the Tshivenda Writers Guild (TSHIWA) to organize seminars, workshops and conferences aimed at developing the Tshivenda language and literature.
- Working closely with the Tshivenda Language Research and Development Centre (LRDC)

## ADDENDUM 1: Stakeholders invited to the National State Departments and Organs Linguistic Constitutional Obligations Colloquium

1. Department of Water Affairs and Forestry
2. Department of Land Affairs
3. Department of Defence
4. Department of Health
5. Department of Housing
6. Department of Justice
7. Department of Labour
8. Department of Agriculture
9. Department of Public Enterprises
10. Department of Transport
11. Department of Trade and Industry
12. Department of Social Development
13. Statistics SA
14. Department of Environmental Affairs and Tourism
15. National Film and Video Foundation
16. South African Local Government Association (SALGA)
17. Independent Electoral Commission
18. Freedom Park Foundation
19. Independent Complaints Directorate (ICD)
20. Industrial Development Corporation (IDC)
21. Companies and Intellectual Properties Registration Office (CIPRO)
22. Centre for Scientific and Industrial Research (CSIR)
23. South African Bureau of Standards (SABS)



# ADDENDUM 2: Details of language rights violation complaints received by PanSALB: 1 April 2005 to 31 March 2006

## WESTERN CAPE

### 1. *W Gantana vs. Cape Town City Police M374 (Afrikaans)*

Mr Gantana complained that employees of the Cape Town City Police are prohibited from using any language other than English at work, including over the radio network. He listed numerous reasons favouring the use of the mother tongue in the working environment, and feels that his right to use his language of choice is being violated. He also pointed out that the language policy of the Western Cape includes Afrikaans as an official language.

PanSALB wrote twice to the complainant for certain information in order to take the matter further and on not receiving any response to their letter and reminder eventually closed the file.

### 2. *PJ Rose vs. Jan S de Villiers Attorneys & client M375 (English)*

Mr Rose complained that during the exchange of correspondence/pleadings in a privately litigated matter, the party against him filed an affidavit in Afrikaans, despite the fact that all preceding and subsequent documents to him were in English, and when he requested a translation, he was told that both Afrikaans and English are acceptable languages in terms of the Rules of Court and he was accordingly refused a translation.

PanSALB advised the complainant that its mandate is limited to actions on the part of organs of state and that, as such, it is unable to assist him. However, he was further advised to seek relief via the Equality Court, which has a broader mandate to deal with discrimination.

PanSALB has closed its file in this regard. The file has been closed.

### 3. *Democratic Alliance vs. South African Police Service M376 (Afrikaans)*

The political party, the DA, complained about the way the SAPS addresses language by making English the only language for internal communication, and suggested that the SAPS should take demographic language needs into account and train members to be able to cater to the public in their languages of choice, rather than just English.

PanSALB indicated to the complainant that it has been dealing with the SAPS regarding their language policy and is satisfied that they are committed to the equitable use of all the official

languages. However, it is the contention of the SAPS that using English only in certain settings enhances communication, and a single language was chosen as a common medium where a variety of first languages coincide. PanSALB accordingly advised that it has accepted the progress made and steps taken by the SAPS, but invited the complainant to comment on the SAPS's position and indicated that PanSALB would then be willing to take the matter further.

PanSALB did not hear anything further from the complainant and has subsequently closed the file.

### 4. *Congregation of the Oratory of St Philip Neri vs. Bureau of Heraldry M378 (Afrikaans)*

The Congregation of the Oratory of St Philip Neri complained that the Bureau of Heraldry, an extension of the Department of Arts and Culture, issues certificates of registration in English only and issued one in English to the complainant, despite their request for one in Afrikaans.

PanSALB wrote to the Bureau, drawing their attention to the complaint and they acknowledged the violation and undertook to issue the complainant with an Afrikaans certificate.

The complainant was informed accordingly and the file was closed.

### 5. *A Smit vs. South African Police Service M384 (Afrikaans)*

Mr Smit complained that when he went to renew his firearm licence, he discovered that the forms were all in English and that the examination he has to pass is also in English only.

PanSALB wrote to the complainant acknowledging his complaint and also investigated the matter urgently with the SAPS. The SAPS advised PanSALB that the necessary manuals have been translated into Afrikaans and that the complainant should choose an institution that can provide the tuition and examination in his language of choice, as the SAPS does not have control over those institutions.

Having communicated with the complainant following the SAPS's response, PanSALB closed the file.

### 6. *IM Ferreira M385 (Afrikaans)*

A lengthy letter in Afrikaans was received from

Mr Ferreira regarding the use of Afrikaans.

Mr Ferreira feels that the majority of the people complaining about the diminishing use and status of Afrikaans are privileged and want to impose their will with regard to mother tongue education onto other groups. Mr Ferreira further contends that the problem is that this group feels threatened because Afrikaans used to have more or less the sole right as an official language in South Africa. Since 11 official languages have been adopted, Mr Ferreira adds, these individuals are suddenly afraid that Afrikaans will die – and it is particularly those who profess to be fighting for their rights who do not want to consider the rights of anyone else.

Having concluded that Mr Ferreira's letter was not necessarily a language rights complaint, PanSALB acknowledged receipt of his correspondence and indicated that the contents have been noted.

The file has been closed.

### 7. *Vriende van Afrikaans vs. Department of Nature Conservation M386 (Afrikaans)*

C van der Merwe, the chairperson of Vriende van Afrikaans, complained on behalf of concerned members that organs of state seem to favour English over other languages and cited as an example the provincial Department of Nature Conservation's recent name change to CapeNature.

The complaint was sent by the Western Cape Provincial Language Committee to the PanSALB Western Cape Provincial Manager, who forwarded it to PanSALB. PanSALB has requested further details and copies of relevant documents to which the complainant referred and, despite several reminders, is still waiting for these after more than three months. The matter cannot be taken further until this information has been received.

### 8. *Vriende van Afrikaans vs. SA Post Office M391 (Afrikaans)*

The Vriende van Afrikaans directed a complaint to the General Manager of the SA Post Office, voicing concern about the post box rental renewal form being available in English only.

From the correspondence it was gathered that the letter had also been sent to various other parties, including the Western Cape PLC, the Western Cape Premier and even the President, on the same day. PanSALB therefore advised the complainant to inform the Board about any further

developments so that it can determine whether it is necessary to intervene.

No further correspondence has yet been received from the complainant.

## GAUTENG

### *9. Vereniging van Regslui vir Afrikaans vs. CCMA M377 (Afrikaans)*

The Vereniging van Regslui vir Afrikaans complained that the CCMA compels all applicants and respondents in its proceedings to use English only and stated that it has received instructions to this effect in writing from a person representing the CCMA. The Vereniging van Regslui vir Afrikaans complained that this is unconstitutional and discriminatory against other official languages.

PanSALB wrote to the complainant twice requesting a copy of the letter to which they refer in order to take the matter further. After more than three months no response had been received and the file was therefore closed.

### *10. Haasbroek vs. Sedibeng District Municipality M390 (Afrikaans)*

Mrs Haasbroek's complaint was to the effect that the Sedibeng District Municipality has adopted a policy in terms of which English is said to be the current legislated language, with the result that appeals in other languages, in particular Afrikaans, are not considered. This followed after Mrs Haasbroek's son had lodged an appeal in Afrikaans.

PanSALB wrote to the Municipality and after a brief exchange of correspondence the complaint was amicably resolved.

### *11. Genootskap vir die Handhawing van Afrikaans vs. SA National Defence Force M392 (Afrikaans)*

The Genootskap vir die Handhawing van Afrikaans complained about purported hate speech by a presiding officer in a military court, particularly directed against Afrikaans.

Because of the limited scope of PanSALB's mandate in investigating allegations of hate speech, the Board referred the complaint to the South African Human Rights Commission as the most appropriate institution to deal with the issue and advised the complainant accordingly.

The file has been closed.

## LIMPOPO

### *12. W Letsoalo vs. Unisa M379 (English)*

Mr Letsoalo, a student at Unisa, complained that in examinations Afrikaans was used by the examiner first before translating into English, and that the examination papers were in English and Afrikaans, although most of the students did not use the Afrikaans versions and had not asked for Afrikaans.

PanSALB wrote to the complainant requesting clarity on numerous points in line with its selection criteria. No response had been received after more than three months and the file was therefore closed.

### *13. EW McCormack vs. Tlabazimbi Municipality M382 (Non-Afrikaans)*

Mr McCormack complained in his capacity as a ward committee member within the municipality that the municipality had erected new signboards at a very high cost in Afrikaans only in an area where a number of people do not speak Afrikaans and that this violates the language rights of speakers of the other predominant language groups and makes the signage useless to persons visiting the area who may need directions but cannot read Afrikaans.

Mr McCormack further indicated that a notice of discontinuation of water was put up in Afrikaans only as well, causing distress to people who were unable to read the notice. It may be mentioned that the said municipality also allegedly permits ablution facilities for a jukskei club on its premises to be designated "for Whites only".

PanSALB wrote to the municipality notifying them of the complaint. They replied, refuting all the allegations and furnishing photographs of signs in various languages.

Having exchanged several rounds of correspondence during the initial investigation stages without an amicable solution becoming likely, this matter was scheduled for hearing by the PanSALB Hearing Committee in May 2006.

### *14. NJ Ledwaba vs. PanSALB M387 (Northern isiNdebele)*

Mr Ledwaba's complaint is directed against PanSALB's failure to address the issue of Northern isiNdebele, arguing that it can never be harmonized with the isiNdebele spoken in Matebeleland or Mpumalanga.

PanSALB pointed out to the complainant that its mandate in terms of both the Constitution and the Pan South African Language Board Act, 1995, is to develop and promote the South African official languages. It further indicated that it has exchanged large volumes of correspondence with the Northern AmaNdebele National Organization (NANO) on the issue of the isiNdebele language that is spoken predominantly in Limpopo.

PanSALB then proposed that Mr Ledwaba should approach another independent institution, such as the Commission for the Protection and Promotion of the Rights of Cultural, Religious and Linguistic Communities, the South African Human Rights Commission or the Public Protector to seek further assistance in this regard, as PanSALB has already

dealt extensively with this issue. Furthermore, it cannot be referee and player at the same time.

The file has since been closed.

## FREE STATE

### *15. JS Nel vs. Setsoto Municipality M381 (Afrikaans)*

Mr Nel complained that the municipality's decision to reflect its motto on its coat of arms as "Re Sebeletsa Kathleho" in just one language violates his language rights as a taxpayer within the municipality and demands that Afrikaans and English be used as well. He further alleges that the municipality uses the same approach on other documents as well.

PanSALB requested the complainant to supply it with copies of such documents in order to determine the best approach in taking the matter further.

The necessary documentation having been received, the issue was tabled before the Subcommittee for consideration on 25 October 2005. The Subcommittee resolved that the complaint was without basis and it was consequently dismissed.

The file has been closed.

## MPUMALANGA

### *16. SG Mkhalihi vs. Department of Home Affairs M383 (Non-English/Afrikaans)*

Mr Mkhalihi complained that his ID document is in English and Afrikaans only, and so will his passport be and his death certificate when he dies. He wishes other indigenous languages to be included.

PanSALB wrote to the complainant requesting further details in order to establish if the complaint can be taken further. No response had been received after more than three months and the file was therefore closed.

## KWAZULU-NATAL

### *17. C de Lange vs KZN Department of Education M389 (Afrikaans)*

Mr de Lange believes that his language rights have been violated through his being denied the right to use his language and being denied documents in his chosen official language in all dealings with the KwaZulu-Natal Department of Education, where he is employed as a Chief Education Specialist.

Because of the proximity of all the parties in the dispute to the PanSALB KwaZulu-Natal Provincial Office and in line with the decentralization of PanSALB activities to the provinces, the KwaZulu-Natal Provincial Language Committee has been requested to pursue the issue by establishing formally from the Department of Education whether Mr de Lange's allegations are valid and, if so, proposing an amicable resolution within the prescripts of the PanSALB Act.

A progress report from the KwaZulu-Natal Provincial Language Committee in this regard is being awaited.

with the relevant authorities at Medicross and they were informed that Medicross's policy is to use English only.

## NORTH WEST

### 18. *HH van Niekerk vs. Medicross M588 (Afrikaans)*

Dr. van Niekerk complained that the forms doctors who make use of consulting rooms provided by Medicross have to complete in this regard are available in English only. The doctors have tried to discuss the issue

Since Medicross does not fall within the ambit of the PanSALB Act in that it is neither an organ of state nor carrying out a public function per se, Dr. van Niekerk was referred to the Potchefstroom Equality Court, where the officials had indicated that they would take the issue further. The file has been closed.

# ADDENDUM 3: Research Projects

During the year under review the following research and development activities were initiated and managed, or continued to be administered as existing projects:

## DEVELOPMENT OF LITERATURE AND PREVIOUSLY MARGINALISED LANGUAGES

Project	Description	Duration	Status
Subtitling and the promotion of multilingualism in SA - By Dr. JL Kruger of Potchefstroom University	The aim of the project is to investigate the role of subtitling in the promotion of multilingualism in SA, with special reference to the SABC.	01-04-2003 to 30-06-2005	Completed

## TRANSLATION AND INTERPRETING

Project	Description	Duration	Status
San Dictionary project - By Gamsberg Macmillan	The aim of the project is to compile a bilingual glossary in Afrikaans and Khoekhoegowab, with the ultimate aim of compiling a dictionary.	01-01-2001 to 31-12-2005	Running

## LANGUAGE IN EDUCATION

Project	Description	Duration	Status
The effect of Sepedi Science books on high school learners - By the University of Pretoria	The aim of the project is to test the effectiveness of Sepedi Science question papers in improving learners' performance.	06-08-2002 to 31-03-2004	Running

## LINGUISTIC HUMAN RIGHTS AND MEDIATION

Project	Description	Duration	Status
SA Language Rights Monitor – By the University of the Free State	The aim of the project is to provide a comprehensive and authoritative overview of language rights issues in South Africa, in one prestigious publication.	19 -05-2003 to 30-05-2006	Running

## DEVELOPMENT OF SOUTH AFRICAN SIGN LANGUAGE

Project	Description	Duration	Status
Production of teacher/student supported videos, manuals and workbooks for the teaching and learning of South African Sign Language – by the University of the Free State	The aim of the project is to publish teachers' and learners' manuals and workbooks as well as produce supporting videos for teaching and learning Sign Language. The manuals and workbooks will be for levels 1 and 2.	01-03-2006 to 31-03-2008	In progress



## Projects managed by the Research Section at PanSALB

### DEVELOPMENT OF LITERATURE AND PREVIOUSLY MARGINALISED LANGUAGES

Project	Description	Duration	Status
1. Production of training videos for educators in adult basic education and training programmes.	The aim of the project is to produce video training material for ABET educators.	13-10-2004 to 30-04-2005	Completed
2. Translation of Long Walk to Freedom by Nelson Mandela into isiNdebele, siSwati, Tshivenda and Xitsonga - By Vivlia Publishers & Booksellers.	The aim of the project is to make the book available in the languages mentioned so as to expand its readership to more South Africans.	06-01-2003 to 30-10-2004	Running
3. The development of a school literacy course in Khwedam and !Xun in the Northern Cape Province - By The Molteno Project.	The project aims at developing an initial literacy course in Khwedam and !Xun.	06-04-2004 to 30-04-2005	Completed

### LEXICOGRAPHY AND TERMINOLOGY DEVELOPMENT

Project	Description	Duration	Status
1. The development of African languages as a medium of instruction at tertiary institutions - By R Gauton of the University of Pretoria <i>Team members:</i> MR Masubelele and CD Ntuli of Unisa, M Alberts of the HSRC, RM Mokgathi of the University of Johannesburg and E Taljard of the University of Pretoria.	The aim of the project is to standardize the linguistic and literary terms used in African languages at South African institutions of higher learning.	30-11-2001 to 31-12-2006	Running
2. The empowerment of African languages (isiZulu) in South Africa through information technology - By SE Ngubane of the University of KZN <i>Team members:</i> M Mbatha of the University of Zululand and A Koopman of the University of Natal.	The aim of the project is to establish a corpus for linguistic research.	30-11-2001 to 31-12-2005	Running
3. Compilation of a standardised terminology of basic Chemistry terms in isiZulu and Sepedi - By E Taljard of the University of Pretoria <i>Team members:</i> SM Manyane and NR Madiba of the Department of Education.	The aim of the project is to compile a standardized terminology of basic Chemistry terms in isiZulu and Sepedi in order to grant speakers of these languages greater access to basic Chemistry concepts.	30-11-2001 to 31-12-2006	Completed

# REPORT OF THE AUDIT COMMITTEE OF THE PAN SOUTH AFRICAN LANGUAGE BOARD for the year ended 31 March 2006

We are pleased to present our report for the financial year ended 31 March 2006.

## Audit Committee Members and Attendance

A new Audit Committee was appointed for a period of 3(three) years from 28 February 2006 to 28 February 2008 comprising of the following members; Mr K Ngakane, Ms C Motsisi and Mr M Rennie. The Audit Committee met twice during the year under review.

Name of Member	Number of Meetings attended
Mr M Rennie	Two
Mr K Ngakane	One
Ms C Motsisi	One

## Audit Committee Responsibility

The Audit Committee reports that it is currently reviewing the formal terms of reference as its audit committee charter, which will regulate its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The effectiveness of internal control (examples of appropriate paragraphs below):

The system of internal control was not entirely effective for the year under review as compliance with prescribed policies and procedures were lacking in certain instances. During the year under review several instances of non compliance were reported by internal and external auditors that resulted from a breakdown in the functioning of controls. Significant control weaknesses have been reported by the Auditor-General/external auditors under emphasis of matter and in the management letter and the Audit Report being qualified.


In certain instances, the weaknesses reported previously have not been fully and satisfactorily addressed. The effect of these instances has been included in the annual financial statements and the report of the Accounting Officer.

## Evaluation of Financial Statements

The Audit Committee has

- Reviewed and discussed the audited annual financial statements to be included in the annual report with the Auditor-General/ and the Accounting Officer;
- Reviewed the Auditor-General management letter and management's response thereto;
- Reviewed Changes in accounting policies and practices and
- Reviewed significant adjustments resulting from the audit.

The Audit Committee concurs and accepts the Auditor-General's conclusions on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General/other external auditor.

  
Acting Chairperson of the Audit Committee  
3 August 2006

# REPORT OF THE AUDITOR-GENERAL TO PARLIAMENT on the Financial Statements of the Pan South African Language Board for the year ended 31 March 2006

## 1. AUDIT ASSIGNMENT

The financial statements as set out on pages 39 to 48, for the year ended 31 March 2006, have been audited in terms of section 188 of the Constitution of the Republic of South Africa, 1996, read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004) and section 40 (1)(c)(i) of the Public Finance Management Act, 1999 (Act No 1 of 1999)(PFMA).

These financial statements are the responsibility of the accounting officer. My responsibility is to express an opinion on these financial statements, based on the audit.

## 2. SCOPE

The audit was conducted in accordance with the International Standards on Auditing read with General Notice 544 of 2006, issued in Government Gazette no. 28723 of 10 April 2006 and General Notice 808 of 2006, issued in Government Gazette no. 28954 of 23 June 2006. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements
- assessing the accounting principles used and significant estimates made by management
- evaluating the overall financial statement presentation.

I believe that the audit provides a reasonable basis for my opinion.

## 3. BASIS OF ACCOUNTING

The entity's policy is to prepare financial statements on the basis of accounting determined by the National Treasury, as described in the accounting policies to the financial statements.

## 4. QUALIFICATION

### 4.1 Consolidation of financial statements

The Pan South African Language Board (PanSALB) has eleven National Lexicography Units (NLUs) under its control in terms of the PanSALB Act, 1995 (Act No. 59 of 1995).

In terms of the International Accounting Standard (IAS) 27 the financial statements of PanSALB and the NLUs needs to be consolidated. No consolidated financial statements were submitted for audit purposes.

### 4.2 Assets

According to section 38(1) (d) of the PFMA, the accounting authority is responsible for the managing and safeguarding of assets. The following weaknesses were identified:

- Assets descriptions were not correctly recorded in the asset register.

- Asset locations in the asset register were incomplete/inaccurate.
- Assets purchased during the year could not be traced from the invoice to the asset register and vice versa.
- Assets physically identified could not be located on the asset register.
- Residual values and the useful life of assets were not reviewed at least at each financial year-end in accordance with IAS 16.

## 5. AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matters referred to in paragraph 4, the financial statements present fairly, in all material respects, the financial position of PanSALB at 31 March 2006 and the results of its operations and its cash flows for the year then ended, in accordance with the modified cash basis of accounting determined by the National Treasury of South Africa, as described in note 1 to the financial statements, and in the manner required by PFMA.

## 6. EMPHASIS OF MATTER

Without further qualifying the audit opinion, attention is drawn to the following matters:

### 6.1 Segregation of duties

The control environment is compromised due to the lack of segregation of duties in the finance section at PanSALB.

### 6.2 Non compliance with laws and regulations

Due to a lack of a policy framework or monitoring controls, PanSALB did not fully comply with:

- Section 38(1) (a)(i) of the PFMA: Policies and procedures are not developed, updated or approved regularly;
- Treasury Regulation 31.1.2(j), bank reconciliations should be conducted at least, on a daily basis: PanSALB did perform bank reconciliations for the call and investment accounts.
- A chief financial officer had not been appointed for the year under review as required by Treasury Regulation 2.1.1.
- Contrary to Treasury Regulation 27.1.6, the Audit Committee Charter was in draft format and had last been reviewed in November 2002.

### 6.3 Supply chain management

Treasury Regulation 16A established within the office of the chief financial officer of the PanSALB. Additionally, a supply chain management implementation plan had not been developed.

### 6.4 Inadequate control over journals

Due to an inadequate control environment, journals processed were not numbered, supporting documentation was not attached to journals processed and correcting journals processed were not authorised by a senior official.



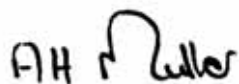
### 6.5 Validity of non-financial performance information could not be verified

In terms of section 20(2)(c) of the Public Audit Act, 2004 (Act No. 25 of 2004) the information relating to performance against predetermined objectives is subject to auditing by the Auditor-General.

PanSALB did not have a proper policy and procedure framework to manage the process of finalising their performance information for audit purposes.

### 7. APPRECIATION

The assistance rendered by the staff of the Pan South African Language Board during the audit is sincerely appreciated.



AH Muller  
for Auditor-General

Pretoria

31 July 2006



AUDITOR - GENERAL

## PAN SOUTH AFRICAN LANGUAGE BOARD ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2006

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# STATEMENT OF RESPONSIBILITY

## for the year ended 31 March 2006

The Accounting Officer is responsible for the preparation, integrity and fair presentation of the financial statements of the Pan South African Language Board. The financial statements presented on page 39 to 48 have been prepared in accordance with South African Statements of Generally Accepted Accounting Practice including any interpretations of such Statements issued by the Accounting Practices Board, with the prescribed Standards of Generally Recognised Accounting Practices (GRAP) issued by the Accounting Standards Board and in the manner required by the Public Finance Management Act. The financial statements include amounts based on judgements and estimates made by management. The Accounting Officer also prepared the other information included in the annual report and is responsible for both its accuracy and its consistency with the financial statements.

The going concern basis has been adopted in preparing the financial statements. The Accounting Officer has no reason to believe that the Pan South African Language Board will not be a going concern in the foreseeable future based on forecasts and available cash resources. These financial statements support the viability on the Pan South African Language Board.

The financial statements have been audited by the Office of the Auditor-General, who was given unrestricted access to all financial records and related data including minutes of meetings of the Board and management. The Accounting Officer believes that all representations made to the auditor during his audit are valid and appropriate.

The audit report of the Auditor-General is presented on pages 38-39. The financial statements were approved and signed by the Accounting Officer on 31 May 2006.



Prof. CN Marivate  
Accounting Officer  
31 May 2006

## STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 MARCH 2006

		2006	2005
Revenue	Notes	R'000	R'000
Grants and transfers	1	26,976	24,677
Other income	2	230	45
		27,206	24,722
<b>Expenses</b>			
Administrative expenses	3	(2,617)	(3,221)
Staff costs	4	(8,914)	(6,982)
Transfers and subsidies	5	(8,705)	(9,210)
Other operating expenses	6	(8,109)	(10,055)
Depreciation and amortisation	7	(721)	(458)
Finance costs	8	(7)	(4)
Deficit from operations		(1,867)	(5,208)
Income from investments	9	253	374
Deficit for the year		(1,614)	(4,834)

## STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED 31 MARCH 2006

		2006	2005
	Notes	R'000	R'000
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	10	2,511	6,198
Receivables	11	77	69
		2,588	6,267
<b>Non-current assets</b>			
Property, plant and equipment	12	2,338	1,767
Intangible assets	13	162	3
		2,500	1,770
<b>Total assets</b>		<b>5,088</b>	<b>8,037</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	14	1,139	3,069
Current portion of finance lease obligations	15	462	196
		1,601	3,265
<b>Non-current liabilities</b>			
Finance lease obligations	15	704	375
<b>Total liabilities</b>		<b>2,305</b>	<b>3,640</b>
<b>Net assets</b>		<b>2,783</b>	<b>4,397</b>
<b>NET ASSETS</b>			
<b>Accumulated surpluses</b>		<b>2,783</b>	<b>4,397</b>



## STATEMENTS OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31 MARCH 2006

	Notes	Accumulated surpluses R'000
<b>Balance at 31 March 2004 previously reported</b>		9,241
Prior year adjustments	16	(10)
<b>Balance at 31 March 2004 restated</b>		9,231
Deficit for the year restated		(4,834)
Deficit for the year previously reported		(4,895)
Prior year adjustments	16	61
<b>Balance at 31 March 2005 restated</b>		4,397
Balance at 31 March 2005 previously reported		4,436
Prior year adjustments	16	51
Deficit for the year		(1,614)
<b>Balance at 31 March 2006</b>		<u>2,783</u>

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2006

	Notes	2006 R'000	2005 R'000
<b>Cash flow from operating activities</b>			
Receipts			
Grants and transfers		26,976	24,677
Interest received		253	374
Other receipts		222	253
Payments			
Employee costs		(8,881)	(6,784)
Suppliers		(21,393)	(20,387)
Interest paid		(7)	(4)
<b>Net cash utilised in operating activities</b>	17	<u>(2,830)</u>	<u>(1,871)</u>
<b>Cash flow from investing activities</b>			
Acquisition of property, plant and equipment		(1,294)	(1,628)
Acquisition of intangible assets		(168)	(4)
Proceeds on disposal of property, plant and equipment		10	-
<b>Net cash utilised in investing activities</b>		<u>(1,451)</u>	<u>(1,632)</u>
<b>Cash flow from financing activities</b>			
Proceeds from finance lease obligations		811	614
Repayment of finance lease obligations		(216)	(123)
<b>Net cash flows from financing activities</b>		<u>595</u>	<u>491</u>
Net decrease in cash and cash equivalents		(3,687)	(3,012)
Cash and cash equivalents at the beginning of the year		6,198	9,210
Cash and cash equivalents at end of the year		<u>2,511</u>	<u>6,198</u>

## ACCOUNTING POLICIES FOR THE YEAR ENDED 31 MARCH 2006

The Annual Financial Statements have been prepared in accordance with South African Statements of Generally Accepted Accounting Practice and the Public Finance Management Act (PFMA), Act 1 of 1999 as amended.

The following are the principal accounting policies of the entity which are, in all material respects, consistent with those applied in the previous year, except as otherwise indicated:

### 1. Basis of preparation

The financial statements have been prepared on the historical cost basis in accordance with the South African Statements of Generally Accepted Accounting Practices (GAAP) including any interpretations of such Statements issued by the Accounting Practices Board, with the prescribed Standards of Generally Recognised Accounting Practices (GRAP) issued by the Accounting Standards Board replacing the equivalent GAAP Statement as follows:

#### Standard of GRAP

GRAP 1: Presentation of financial statements

GRAP 2: Cash flow statements

GRAP 3: Accounting policies, changes in accounting estimates and errors

#### Replaced Statement of GAAP

AC101: Presentation of financial statements

AC118: Cash flow statements

AC103: Accounting policies, changes in accounting estimates and errors

The recognition and measurement principles in the above GRAP and GAAP Statements do not differ or result in material differences in items presented and disclosed in the financial statements. The implementation of GRAP 1, 2 & 3 has resulted in the following significant changes in the presentation of the financial statements:

### 1. Terminology differences:

#### Standard of GRAP

Statement of financial performance

Statement of financial position

Statement of changes in net assets

Net assets

Surplus/deficit for the period

Accumulated surplus/deficit

Contributions from owners

Distributions to owners

Reporting date

#### Replaced Statement of GAAP

Income statement

Balance sheet

Statement of changes in equity  
Equity

Profit/loss for the period

Retained earnings

Share capital

Dividends

Balance sheet date

### 2. The cash flow statement can only be prepared in accordance with the direct method.

### 3. Specific information such as:

- receivables from non-exchange transactions, including taxes and transfers;
- taxes and transfers payable;
- trade and other payables from non-exchange transactions; must be presented separately on the statement of financial position

### 4. The amount and nature of any restrictions on cash balances is required to be disclosed.

Paragraph 11 – 15 of GRAP 1 has not been implemented as the budget reporting standard is in the process of being developed by the international and local standard setters. Although the inclusion of budget information would enhance the usefulness of the financial statements, non-disclosure will not affect fair presentation.

### 2. Currency

These financial statements are presented in South African Rands since that is the currency in which the majority of the entity's transactions are denominated.

### 3. Revenue recognition

Revenue is recognised when it is probable that future economic benefits will flow to the enterprise and these benefits can be measured reliably.

Interest is recognised, in profit or loss, using the effective interest rate method.

### 4. Irregular and fruitless and wasteful expenditure

Irregular expenditure means expenditure incurred in contravention of, or not in accordance with, a requirement of any applicable legislation, including:

- The Public Finance Management Act or
- Any provincial legislation providing for procurement procedures in that provincial government.

Fruitless and wasteful expenditure means expenditure that was made in vain and would have been avoided had reasonable care been exercised.

All irregular and fruitless and wasteful expenditure are charged against income in the period in which they are incurred.

### 5. Retirement benefit costs

The entity operates a defined contribution plan. The plan is generally funded by payments from the entity and employees. Payments to defined contribution retirement benefit plans are charged to the income statement in the year to which they relate.

## 6. Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation.

Depreciation is charged so as to write off the cost or valuation of assets, less residual values, over their estimated useful lives using the straight line method, on the following bases:

Plant and equipment	20.0%
Vehicles	25.0%
Computer Equipment	33.3%
Furniture and Fittings	20.0%

The gain or loss arising from the disposal or retirement of an asset is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in income.

## 7. Impairment

At each balance sheet date, the entity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets may be impaired. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount for an individual asset, the recoverable amount is determined for the specific asset to which the asset belongs.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. Impairment losses are immediately recognised as an expense, unless the relevant asset is carried at a revalued amount under another standard, in which case the impairment loss is treated as a revaluation decrease under the standard.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income immediately, unless the relevant asset is carried at a revalued amount under another standard, in which case the reversal of the impairment loss is treated as a revaluation increase under that other standard.

## 8. Leases as lessee

Leases are classified as finance leases whenever the terms of the lease transfer substantially all of the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Finance leases are recognised as assets and liabilities in the balance sheets at amounts equal to the fair value of the leased property or, if lower, the present value on the minimum lease payments.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

The lease payments are apportioned between the finance charge and reduction of the outstanding liability.

Rentals payable under operating leases are charged to income on a straight-line basis over the term of the relevant lease.

## 9. Intangible assets

An intangible asset is recognised when:

- it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity; and
- the cost of the asset can be measured reliably.

Intangible assets are initially recognised at cost.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows. Amortisation is not provided for these intangible assets. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Computer software	50%
-------------------	-----

## 10. Financial instruments

### Recognition

Financial assets and financial liabilities are recognised on the entity's balance sheet when the entity becomes a party to the contractual provisions of the instrument.

### Measurement

Financial instruments are initially measured at fair value, which includes transaction costs. Subsequent to initial recognition these instruments are measured as set out below.

### Financial assets

The entity's principle financial assets are receivables and cash and cash equivalents.

- Receivables are stated at their nominal value as reduced by appropriate allowances for estimated irrecoverable amounts.
- Cash and cash equivalents are stated at their nominal value.

### Financial liabilities

The entity's principal financial liabilities are accounts payable.

- Accounts payable and other payables are stated at their nominal value.

## 11. Government grants

Government grants are recognised when there is reasonable assurance that:

- the entity will comply with the conditions attaching to them; and
- the grants will be received.

Government grants are recognised as income over the periods necessary to match them with the related costs that they are intended to compensate.

A government grant that becomes receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs is recognised as income of the period in which it becomes receivable.

Government grants related to assets, including non-monetary grants at fair value, are presented in the balance sheet by setting up the grant as deferred income or by deducting the grant in arriving at the carrying amount of the asset.

Grants related to income are presented as a credit in the income statement (separately).

## 12. Comparative figures

Where necessary, comparative figures have been adjusted to conform to changes in presentation in the current year.



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2006

## 1. Grants and Transfers

	2006	2005
	R'000	R'000
National Department – Arts and Culture	26,976	24,677
<b>Total</b>	<b>26,976</b>	<b>24,677</b>

## 2. Other Income

	2006	2005
	R'000	R'000
Refunds and reimbursements	230	45
<b>Total</b>	<b>230</b>	<b>45</b>

## 3. Administrative expenses

	2006	2005
	R'000	R'000
General and Administrative expenses	1,163	1,905
Auditor's remuneration	308	367
- External audit fees	179	130
- Internal audit fees	129	237
Travel and subsistence	528	483
Rentals in respect of operating leases	617	466
- Buildings	521	283
- Telephone usage	96	183
Loss on disposal of property, plant & equipment	1	-
<b>Total</b>	<b>2,617</b>	<b>3,221</b>

The operating lease rentals in respect of buildings include the entity's proportionate share of electricity, water, gas, assessment rates and other municipal taxes. These amounts have not been straight-lined due to the uncertainty of future amounts payable.

## 4. Staff costs

	2006	2005
	R'000	R'000
Salaries	4,678	3,460
Basic salaries	3,700	2,291
Performance awards	286	319
Other non-pensionable allowance	634	684
Leave payments	49	120
Overtime pay	9	46
Social contributions (Employer's contributions)	1,378	979
Medical	386	266
UIF	41	28
Defined pension contribution plan	951	685
Board remuneration	132	353
Senior management remuneration	2,726	2,190
<b>Total</b>	<b>8,814</b>	<b>6,982</b>

## 5. Transfers and subsidies

		2006	2005
		R'000	R'000
Subsidies			
Private Enterprises	Annex 1	8,705	9,210
<b>Total</b>		<b>8,705</b>	<b>9,210</b>

## 6. Other operating expenses

	2006	2005
	R'000	R'000
Staff training and development	245	303
Consultants, contractors and special services	800	265
Maintenance, repairs and running costs	506	73
- Property and buildings	151	-
- Other maintenance and repairs	355	73
Projects	6,558	9,414
- Provincial Language Committees	617	669
- National Language Bodies	1,259	2,735
- Status Language Planning	28	365
- Language in Education	215	322
- Translation and Interpreting	293	397
- Literature and Media	194	134
- Lexicography Development	141	676
- Linguistic Human Rights	1,073	274
- Research	293	477
- Co-operation with other bodies and Annual Report	471	727
- Communications and Marketing	1,974	2,638
<b>Total</b>	<b>8,109</b>	<b>10,055</b>

## 7. Depreciation and amortisation

	2006	2005
	R'000	R'000
Depreciation	712	445
- Plant, machinery and equipment	47	37
- Computer equipment	184	150
- Office furniture and fittings	481	258
Amortisation	9	13
- Computer software	9	13
<b>Total</b>	<b>721</b>	<b>458</b>

## 8. Finance costs

	2006	2005
	R'000	R'000
Interest expense		
- Obligations under finance lease	7	4
<b>Total</b>	<b>7</b>	<b>4</b>



## 9. Income from investments

	2006 R'000	2005 R'000
Interest income		
- Bank deposits	253	374
<b>Total</b>	<b>253</b>	<b>374</b>

## 10. Cash and cash equivalents

Cash and cash equivalents comprise cash and short-term, highly liquid investments that are held with registered banking institutions with maturities of three months or less and that are subject to insignificant interest rate risk. The carrying amount of these assets approximates to their fair value.

Cash at bank	1,318	3,091
Cash on hand	1	-
Short-term investments	1,192	3,107
<b>Total</b>	<b>2,511</b>	<b>6,198</b>

## 11. Receivables

Other receivables	17	69
Deposits	60	-
<b>Total</b>	<b>77</b>	<b>69</b>

## 12. Property, plant and equipment

	<i>Plant and equipment</i> R'000	<i>Vehicles</i> R'000	<i>Computer equip ment</i> R'000	<i>Office furniture and fittings</i> R'000	<i>Total</i> R'000
<b>Year ended 31/3/2005</b>					
Opening net carrying amount	121	-	281	182	584
Gross carrying amount	205	71	727	449	1,452
Accumulated depreciation	(84)	(71)	(446)	(267)	(868)
Additions	735	-	180	713	1,628
Depreciation charge	(162)	-	(150)	(133)	(445)
<b>Net carrying amount 31 March 2005</b>	<b>694</b>	<b>-</b>	<b>311</b>	<b>762</b>	<b>1,767</b>
<b>Year ended 31/3/2006</b>					
Opening net carrying amount	694	-	311	762	1,767
Gross carrying amount	940	71	907	1,162	3,080
Accumulated depreciation	(246)	(71)	(596)	(400)	(1,313)
Additions	58	-	671	565	1,294
Disposals	-	-	(11)	-	(11)
Depreciation charge	(274)	-	(184)	(254)	(712)
<b>Net carrying amount 31 March 2006</b>	<b>478</b>	<b>-</b>	<b>787</b>	<b>1,073</b>	<b>2,338</b>
Gross carrying amount	998	71	1,567	1,727	4,363
Accumulated depreciation	(520)	(71)	(780)	(654)	(2,025)
<b>Total</b>	<b>478</b>	<b>-</b>	<b>787</b>	<b>1,073</b>	<b>2,338</b>

### Assets subject to finance lease (Net carrying amount)

	2006 R'000	2005 R'000
Computer equipment	647	-
Plant and equipment	332	559
<b>Total</b>	<b>979</b>	<b>559</b>

### 13. Intangible assets

	<i>Computer software</i> R'000	<i>Total</i> R'000
<b>Year ended 31/3/2005</b>		
Opening net carrying amount	12	12
Gross carrying amount	78	78
Accumulated amortisation	(66)	(66)
Additions	4	4
Amortisation charge	(13)	(13)
<b>Net carrying amount 31 March 2005</b>	<b>3</b>	<b>3</b>
<b>Year ended 31/3/2006</b>		
Opening net carrying amount	3	3
Gross carrying amount	82	82
Accumulated amortisation	(79)	(79)
Additions	168	168
Amortisation charge	(9)	(9)
<b>Net carrying amount 31 March 2006</b>	<b>162</b>	<b>162</b>
Gross carrying amount	250	250
Accumulated amortisation	(88)	(88)
<b>Total</b>	<b>162</b>	<b>162</b>

Computer software with a net carrying amount of R 159 109 is subject to a finance lease.

### 14. Payables

	2006 R'000	2005 R'000
Other payables	186	109
Accruals	471	2,540
Leave pay due	368	342
Bonuses due	65	78
Operating lease liability	49	-
<b>Total</b>	<b>1,139</b>	<b>3,069</b>

### 15. Finance lease obligations

	2006 R'000	2005 R'000
<b>Minimum lease payments due</b>		
- within one year	491	200
- in second to fifth year inclusive	720	385
<b>Total</b>	<b>1,211</b>	<b>585</b>
Less: future finance charges	(45)	(14)
Present value of future minimum lease payments	1,166	571
<b>Present value of minimum lease payments due</b>		
- within one year	462	196
- in second to fifth year inclusive	704	375
<b>Total</b>	<b>1,166</b>	<b>571</b>
Non-current liabilities	704	375
Current liabilities	462	196
<b>Total</b>	<b>1,166</b>	<b>571</b>

It is the entity's policy to lease certain computer equipment, computer software, and plant and equipment under finance leases.

The average lease term is 3 to 5 years and the average effective borrowing rate was 10,5% (2005: 10,5%).

Interest rates are linked to prime at the contract date. All leases have fixed repayments except for one, which escalates at 15% p.a. and no arrangements have been entered into for contingent rent.

The entity's obligations under finance leases are secured by the lessor's charge over the leased assets. Refer note 12 and 13.

### 16. Prior year adjustments

The prior year figures have been adjusted with the correction of an error relating to previously reported operating leases for plant and equipment, now being classified as finance leases in terms of IAS 17; as well as an error relating to the recording of interest received in the wrong financial year.

*The financial statements of 2005 have been restated to correct the errors.*

Adjustment against opening accumulated surplus at 31 March 2004	(10)
Decrease in plant, machinery and equipment rentals	127
Increase in finance costs on finance leases	(4)
Increase in depreciation on leased assets	(125)
Increase in interest income – bank deposits	63
Increase in profit for the year ended 31 March 2005	61
Increase in finance lease liability	571
Increase in leased assets cost	(727)
Increase in leased assets accumulated depreciation	168
Increase in other receivables	(63)
	(51)

### 17. Reconciliation of deficit to cash utilised in operations

	2006 R'000	2005 R'000
Deficit before taxation	(1,614)	(4,834)
Adjusted for:		
- Depreciation and amortisation	721	458
- Loss on disposal of property, plant and equipment	1	-
Operating cash flows before working capital changes	(892)	(4,376)
Working capital changes	(1,938)	2,505
- Decrease/(increase) in accounts receivable	(8)	208
- Increase/(decrease) in accounts payable	(1,930)	2,297
<b>Cash utilised in operations</b>	<b>(2,830)</b>	<b>(1,871)</b>



## 18. Operating lease arrangements

	2006	2005
	R'000	R'000
The entity as lessee		

The entity has operating leases for offices over periods between 36 and 72 months. At the balance sheet date the entity had outstanding commitments under non-cancellable operating leases, which fall due as follows:

Up to 1 year	460	48
1 to 5 years	1,172	250
<b>Total</b>	<b>1,632</b>	<b>298</b>

## 19. Financial instruments

In the course of the entity's business operations it is exposed to interest rate, credit and liquidity risk. The risk management process relating to each of these risks is discussed under the headings below.

### Interest rate risk

The entity manages its interest rate risk by depositing in short-term deposits of between 1 and 32 days and re-investing at the best rate on maturity of the deposit.

### Credit risk

Financial assets, which potentially subject the entity to the risk of non-performance by counter-parties and thereby subject the entity to concentrations of credit risk, consist mainly of cash and cash equivalents and receivables. The entity limits its counter-party exposure by only dealing with well-established financial institutions with high credit ratings assigned by international credit-rating agencies. Credit risk with respect to receivables is limited due to receivables being limited to sundry amounts due from employees. The entity does not have any significant exposure to any individual customer or counter-party. Accordingly, the entity does not consider there to be any significant concentration of credit risk.

### Liquidity risk

The entity manages liquidity risk through proper management of working capital, capital expenditure and actual vs. forecasted cash flows. Adequate reserves and liquid resources are also maintained.

### Fair values

The entity's financial instruments consist mainly of cash and cash equivalents, receivables and accounts payables. No financial asset was carried at an amount in excess of its fair value and fair values could be reliably measured for all financial assets. The following methods and assumptions are used to determine the fair value of each class of financial instruments:

### Cash and cash equivalents

The carrying amount of cash and cash equivalents

approximates fair value due to the relatively short-term maturity of these financial assets and financial liabilities.

### Receivables

The carrying amount of receivables, net of provision for bad debt, approximates fair value due to the relatively short-term maturity of this financial asset.

### Accounts payable

The carrying amount of accounts payables approximates fair value due to the relatively short-term maturity of this financial liability.

## 20. Budgeted figures

	Budget	Actual
	R'000	R'000
<b>Income</b>		
Grants	26,976	26,976
Other income	-	230
Income from investments	-	306
<b>Total</b>	<b>26,976</b>	<b>27,512</b>
<b>Expenditure</b>		
Administrative expenses	3,442	2,607
Staff costs	8,700	8,891
Transfers and subsidies	9,981	8,705
Projects	6,769	6,217
Other operating expenses	600	1,655
Depreciation	365	489
Finance costs	-	7
<b>Total</b>	<b>29,857</b>	<b>28,571</b>

## 21. Consolidation

The entity exercises control over the private enterprises mentioned in annexure 1. However due to the lack of available information from these enterprises, the financial results of these enterprises could not be consolidated into the financial statements of Pan South African Language Board.

## 22. Related parties

Pan South African Language Board receives grants from the Department of Arts and Culture as per note 1 to the annual financial statements. The Department of Arts and Culture is a related party to Pan South African Language Board because they are within the national sphere of government.

# ANNEXURE 1

## STATEMENT OF TRANSFERS AND SUBSIDIES TO PRIVATE ENTERPRISES AS AT 31 MARCH 2006

(LIST EACH TRANSFER BY PUBLIC CORPORATION/PRIVATE ENTERPRISE)	2006	2005
	R'000	R'000
<b>Subsidies</b>		
Subsidies to Associations incorporated under section 21:		
- Dictionary Unit for South African English	848	752
- Buro van die Woordboek van die Afrikaanse Taal	1,505	1,698
- IsiZulu NLU	141	752
- IsiNdebele NLU	848	751
- IsiXhosa NLU	848	751
- Setswana NLU	848	751
- Sesotho NLU	848	751
- Sesotho sa Leboa NLU	275	751
- SiSwati NLU	848	751
- Tshivenda NLU	848	751
- Xitsonga NLU	848	751
<b>Total Subsidies</b>	<b>8,705</b>	<b>9,210</b>
<b>Total transfers and subsidies to private enterprises</b>	<b>8,705</b>	<b>9,210</b>

