



SECTION 51 MANUAL FOR COAL OF AFRICA LIMITED

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Introduction

Coal of Africa Ltd ('CoAL' or 'the Company') is public company incorporated in Australia (Australian Company Number 008905388) and registered as an external profit company according to the laws of the Republic of South Africa under (registration number. 2012/051325/10) whose registered office is 2nd Floor, The Gabba, The Campus, 57 Sloane Street, Bryanston, Gauteng.

CoAL is an emerging developer and producer of high-quality thermal and coking coal. Based in South Africa, we have two operating collieries and two projects in early operations and development, as well as a valuable suite of exploration projects, enabling us to grow well into the future. With good access to rail and port infrastructure, CoAL can effectively service both domestic and international markets, providing a much-needed resource for economic growth and development for the country and the provinces in which we operate. We are committed to the responsible development and management of our collieries and projects. We seek to support and comply with environmental, social and all other legislation and to engage regularly and transparently with all of our stakeholders. While we acknowledge that mining has an environmental impact, we will seek to mitigate this impact and ensure we leave an enduring, positive social and economic legacy, particularly for those communities surrounding our operations.

CoAL, originally GVM Metals Limited, was incorporated in Western Australia in 1979, and listed on the Australian Stock Exchange in 1980. The company focused primarily on minerals exploration in Western Australia and Indonesia.

Through a series of strategic acquisitions, CoAL has moved its focus from being a gold, platinum and base metals exploration company to becoming a coal mining and metals processing business, targeting predominantly South African mining and minerals processing assets.

In 2005 it was decided to seek a secondary listing on the AIM market of the London Stock Exchange in the UK in order to expand the shareholder base. This was achieved in November of that year and has been the first of a series of major developments for the Company.

In November 2006, the Company obtained another secondary listing on the Johannesburg Stock Exchange (JSE), a move which will assist the Company to further expand its interests in South Africa by allowing the Company to acquire assets by means of share issue.



Coal of Africa's thermal coal assets - Mooiplaats, Zonnebloem, and Woestalleen - are all located within the Ermelo and Witbank coalfields in Mpumalanga Province in South Africa. Situated in the Tuli Coalfield in the Limpopo Province, the Vele colliery is approximately 48km west of Musina. It is adjacent to existing intensive agriculture and located close to the Limpopo River bordering Zimbabwe. The Makhado coking coal project is also within the Limpopo province approximately 70km south and is expected to produce good quality hard coking coal for the local and international steel mills.

Details of South African entities and the shares held by the Company are as follows:

Baobab Exploration (Pty) Ltd South Africa	100%
Coal of Africa & ArcelorMittal Analytical Laboratories (Pty) Ltd South Africa	100%
Freewheel Trade and Invest 37 (Pty) Ltd South Africa	74%
Fumaria Property Holdings (Pty) Ltd South Africa	100%
GVM Metals Administrations (South Africa) (Pty) Ltd South Africa	100%
Harrisia Investments (Pty) Ltd South Africa	100%
Holfontein Investments (Pty) Ltd South Africa	100%
Langcarel (Pty) Ltd	100%
Limpopo Coal Company (Pty) Ltd Limpopo	100%
Mooiplaats Mining Ltd (previously Coal of Africa Ltd) South Africa	100%
Nu-Coal (Pty) Ltd	100%
NuCoal Investments (Pty) Ltd	100%
NuCoal Mining (Pty) Ltd	100%
Regulus Investment Holdings (Pty) Ltd South Africa	100%
Silkwood Trading 14 (Pty) Ltd	100%
Tshikunda Mining (Pty) Ltd	50%
Woestalleen Colliery (Pty) Ltd	100%
Vuna Mining Enterprises (Pty) Ltd	48%

B. PARTICULARS IN TERMS OF THE SECTION 51 MANUAL

1. Contact details [Section 51(1)(a)]

The person to be contacted with your requests in terms of the Promotion of Access to Information Act (No.2 of 2000) is:

Ms Sakhile Ndlovu

Postal address: PO Box 69517
Bryanston
2021
South Africa

Physical address: 2nd Floor, The Gabba,
The Campus
57 Sloane Street,
Bryanston
South Africa

Telephone: +27 11 575 4363

Facsimile: +27 11 576 4363

E-mail: sakhile.ndlovu@coalofafrica.co.za

2. The guide as described in section 10 [Section 51(1)(b)]

The guide will be available from the South African Human Rights Commission. Please direct any queries to:

The South African Human Rights Commission:

Postal address: Private Bag 2700
Houghton
2041

Telephone: +27 11 484-8300

Fax: +27 11 484-0582

Website: www.sahrc.org.za

3. **Records available in terms of any other legislation** [*Section 51(1)(d)*]
4. **Gaining access to the records held by ...** [*Sections 51(1)(c) and 51(1)(e)*]
 - i. The latest notice regarding the categories of records of the body, which are available without a person having to request access in terms of this Act in terms of section 52(2). [*Section 51(1)(c)*]
 - ii. Records that may be requested. A description of the subjects of the records held by the body and the categories in which these subjects are classed. [*Section 51(1)(e)*]
 - iii. The request procedures.

Form of request:

- The requester must use the prescribed form to make the request for access to a record. This must be made to the head of the private body. This request must be made to the address, fax number or electronic mail address of the body concerned. [*s 53(1)*]
- The requester must provide sufficient detail on the request form to enable the head of the private body to identify the record and the requester. The requester should also indicate which form of access is required. The requester should also indicate if he or she wishes to be informed in any other manner and state the necessary particulars to be so informed. [*s 53(2)(a) and (b) and (c)*]
- The requester must identify the right that he or she is seeking to exercise or protect and provide an explanation of why the requested record is required for the exercise or protection of that right. [*s 53(2)(d)*]
- If a request is made on behalf of a person, the requester must then submit proof of the capacity in which the requester is making the request to the satisfaction of the head of the private body. [*s 53(2)(f)*]

Fees:

- The head of the private body must notify the requester (other than a personal requester) by notice, requiring the requester to pay the prescribed fee (if any) before further processing the request. A personal requester does not pay such a fee. [s 22(1)]
- The fee that the requester must pay to a private body is R50. The requester may lodge an internal appeal or an application to the court against the tender or payment of the request fee. [s 22(3)(b)]
- The head of the private body will then make a decision on the request and notify the requester in the required form.
- If the request is granted then a further access fee must be paid for the search, reproduction, preparation and for any time that exceeds the prescribed hours to search and prepare the record for disclosure. [s 22(6)]

6. Other information as may be prescribed [Section 51(1)(f)]

7. Availability of the manual [Section 51(3)]

(This is also optional, but the SAHRC recommends that mention can be made here very briefly that the manual is also available for inspection at the offices of the relevant private body free of charge; and copies are available with the SAHRC, in the Gazette and on the private body's website.)

8. Fees in respect of private bodies

1. The fee for a copy of the manual as contemplated in regulation 9(2)(c) is R1,10 for every photocopy of an A4-size page or part thereof.

2. The fees for reproduction referred to in regulation 11(1) are as follows:

	R
(a) For every photocopy of an A4-size page or part thereof	1,10
(b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	0,75
(c) For a copy in a computer-readable form on -	
(i) stiffy disc	7,50
(ii) compact disc	70,00

- | | | | |
|-----|------|--|-------|
| (d) | (i) | For a transcription of visual images,
for an A4-size page or part thereof | 40,00 |
| | (ii) | For a copy of visual images | 60,00 |
| (e) | (i) | For a transcription of an audio record,
for an A4-size page or part thereof | 20,00 |
| | (ii) | For a copy of an audio record | 30,00 |
3. The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is R50,00.
4. The access fees payable by a requester referred to in regulation 11(3) are as follows:
- | | | | |
|-----|---|--|-------|
| (1) | | R | |
| (a) | For every photocopy of an A4-size page or
part thereof | 1,10 | |
| (b) | For every printed copy of an A4-size page or part
thereof held on a computer or in electronic or machine-
readable form | 0,75 | |
| (c) | For a copy in a computer-readable form on - | | |
| | (i) stifty disc | 7,50 | |
| | (ii) compact disc | 70,00 | |
| (d) | (i) | For a transcription of visual images,
for an A4-size page or part thereof | 40,00 |
| | (ii) | For a copy of visual images | 60,00 |
| (e) | (i) | For a transcription of an audio record,
for an A4-size page or part thereof | 20,00 |
| | (ii) | For a copy of an audio record | 30,00 |
| (f) | To search for and prepare the record for disclosure, R30,00 for each
hour or part of an hour reasonably required for such search and
preparation. | | |



(2) For purposes of section 54(2) of the Act, the following applies:

- (a) Six hours as the hours to be exceeded before a deposit is payable; and
- (b) one third of the access fee is payable as a deposit by the requester.

(3) The actual postage is payable when a copy of a record must be posted to a requester.

9. Prescribed forms.

Request For Access To Record Of Private Body

(Section 53(1) of the Promotion of Access to Information Act, 2000
(Act No. 2 of 2000))

[Regulation 10]

A. Particulars of private body

For Attention: The Investment Relations Manager, Coal of Africa Limited

B. Particulars of person requesting access to the record

- (a) The particulars of the person who requests access to the record must be given below.
- (b) The address and/or fax number in the Republic to which the information is to be sent must be given.
- (c) Proof of the capacity in which the request is made, if applicable, must be attached.



Full names and surname:

Identity number: _____

Postal address: _____

Fax number: _____ Telephone number: _____

E-mail address: _____

Capacity in which request is made, when made on behalf of another person:

C. Particulars of person on whose behalf request is made

This section must be completed ONLY if a request for information is made on behalf of another person.

Full names and surname: _____

Identity number: _____

D. Particulars of record

- (a) *Provide full particulars of the record to which access is requested, including the reference number if that is known to you, to enable the record to be located.*
- (b) *If the provided space is inadequate, please continue on a separate folio and attach it to this form.*

The requester must sign all the additional folios.

1. Description of record or relevant part of the record:
2. Reference number, if available:
3. Any further particulars of record



E. Fees

- (a) A request for access to a record, other than a record containing personal information about yourself, will be processed only after a **request fee** has been paid.
- (b) You will be notified of the amount required to be paid as the request fee.
- (c) The **fee payable for access** to a record depends on the form in which access is required and the reasonable time required to search for and prepare a record.
- (d) If you qualify for exemption of the payment of any fee, please state the reason for exemption.

Reason for exemption from payment of fees:

F. Form of access to record

If you are prevented by a disability to read, view or listen to the record in the form of access provided for in 1 to 4 hereunder, state your disability and indicate in which form the record is required.

Disability:	Form in which record is required:
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Mark the appropriate box with an **X**.

NOTES:

- (a) *Compliance with your request in the specified form may depend on the form in which the record is available.*
- (b) *Access in the form requested may be refused in certain circumstances. In such a case you will be informed if access will be granted in another form.*
- (c) *The fee payable for access to the record, if any, will be determined partly by the form in which access is requested*

1. If the record is in written or printed form:					
<input type="checkbox"/>	copy of record*	<input type="checkbox"/>	inspection of record		
2. If record consists of visual images (this includes photographs, slides, video recordings, computer-generated images, sketches, etc.):					
<input type="checkbox"/>	view the images	<input type="checkbox"/>	copy of the images*		
<input type="checkbox"/>		<input type="checkbox"/>	transcription of the images*		
3. If record consists of recorded words or information which can be reproduced in sound:					
<input type="checkbox"/>	listen to the soundtrack (audio cassette)	<input type="checkbox"/>	transcription of soundtrack* (written or printed document)		
4. If record is held on computer or in an electronic or machine-readable form:					
<input type="checkbox"/>	printed copy of record*	<input type="checkbox"/>	printed copy of information derived from the record*		
<input type="checkbox"/>		<input type="checkbox"/>	copy in computer readable form* (stiffy or compact disc)		
*If you requested a copy or transcription of a record (above), do you wish the copy or transcription to be posted to you? Postage is payable.			<table border="1"> <tr> <td>YES</td> <td>NO</td> </tr> </table>	YES	NO
YES	NO				

G. Particulars of right to be exercised or protected

If the provided space is inadequate, please continue on a separate folio and attach it to this form. **The requester must sign all the additional folios.**

1. Indicate which right is to be exercised or protected:
2. Explain why the record requested is required for the exercise or protection of the aforementioned right:

H. Notice of decision regarding request for access

You will be notified in writing whether your request has been approved/denied. If you wish to be informed in another manner, please specify the manner and provide the necessary particulars to enable compliance with your request.

How would you prefer to be informed of the decision regarding your request for access to the record?



Signed at _____ this _____ day of ____ 20__.

SIGNATURE OF REQUESTER / PERSON
ON WHOSE BEHALF REQUEST IS MADE