

KWETFULWA KWETEFULO TEMLOMO

Tetfulo temlomo tikuniketa litfuba lekucinisa loko lokushilo esetfulweni sakho lesibhaliwe tiphindze tinikete Likomiti litfuba lekucacisa emaphuzu laphakanyiswe esetfulweni. Uma Likomiti likhetse kulalela setfulo sakho, Mabhalane weLikomiti utakutsintsa nente emalungiselelo ekuva setfulo sakho semlomo.

Tetfulo temlomo tingaphindze tentiwe Ekulalelweni Kwemibono Yemmango lebanjwa ngeMakomiti.

- Letetfulo tiyacoshwa naKulalelwa Imibono Yemimango bese tiyabhalwa.
- Emakomiti/ likomiti lacondzene naloku abuka bufakazi noma imibono lekukhulunywe ngayo Ekulalelweni Kwemphakatsi bese bacocisana ngemmongo wako.
- Uma umbono wesekelwa bantfu labaningi noma ufanelekile, lowo mbono noma lunako kusetfubeni lehlile lekutsi kufakwe emsebenzini weLikomiti/Emakomiti lekucondzene nalo.
- Likomiti/Emakomiti atawutsatsa sincumo ngekufaneleka kwaleyontfo.

TINKHOMBANDELA TEKWENTA TETFULO TEMLOMO

Lendlela yekweutfula tetfulo temlomo iyehluhlukana ngekuya kweMakomiti futsi igcile kakhulu eluhlotjeni lweludzaba lekukhulunywa ngalo.

Landzela tinkhombandlela letifanako netesetfulo lesibhaliwe.

Kutilungiselela kwenta setfulo semlomo – Njengoba imihlangano yeMakomiti ihlala ivulekele imimango nebetindzaba, ungafisa kuya kumunye walemihlangano ngembi kwekutsi wente setfulo sakho semlomo. Ngelilanga lesetfulo sakho semlomo, fika ngesikhatsi. Kungumcondvo lomuhle kuhlela setfulo sakho kute ukhone kwetfula onkhe emaphuzu labalulekile bese ushiya sikhatsi lesanele semibuto.

Tinsita Tekubuka – Emakamelo Emakomiti asePhalamende afakwe emathulusi ekuva nekubuka futsi setfulo sakho semlomo singaba nesisindvo lesikhulu uma sisimamiswe ngetinsita tekuva nekubuka.

Lulwimi – Ungatfula setfulo sakho semlomo nganoma nguluphi lulwimi lolusemtsetfweni lwaseNingizimu Afrika. Tjela Likomiti ngelulwimi lwakho lolusebentisa ngembi kwesikhatsi kute iPhalamende yente emalungiselelo ladzingeakako ekutoliga.

Imibuto – Tilungiselele kubutwa imibuto Malunga eKomiti. Kungumcondvo lomuhle kucabanga ngemibuto lengahle ibutwe bese utilungiselela kuyiphendvula.

Sikhatsi lesiniketive – Ungacocisana ngesikhatsi loniketwe sona naMabhalane weLikomiti phambilini. Likomiti litsatsa sincumo sekugcina ngesikhatsi lesiniketive sekwenta tetfulo temlomo.

Bamba lichaza ePhalamende. Vakalisa livi lakho.

Lena phamfulethi iyatfolakala ngato tonkhe tilwimi letisemtsetfweni taseNingizimu Afrika.



PARLIAMENT
OF THE REPUBLIC OF SOUTH AFRICA

Produced by the Public Education Office • Parliamentary Communication Services • INSPIRED BY PEOPLE
www.parliament.gov.za • P.O. Box 15, Cape Town, 8000 • Telephone: (021) 403 3341 • Facsimile: (021) 403 3303



PARLIAMENT
OF THE REPUBLIC OF SOUTH AFRICA



Siswati

Tetfulo letiya Ephalamende
Tetfulo letiya Ephalamende

TETFULO LETIYA EPHALAMENDE

Umtsetfosisekelo waseNingizimu Afrika uvumela ummango kutsi utimbandzakanye ekushayweni kwemtsetfo, kwengamela naleminyane imisebenti yePhalamende. Lenchubo yentsandvo yelinyenti yaseNingizimu Afrika ayivumeli kuphela takhamuti kutsi tikhetsela labatimelela, kodvwa uphindze uvumele takhamuti kutsi tibe nelivi etintfweni letititsintsako.

Lenye yetindlela ummango longavakalisa livi lawo ngayo kwenta tiphakamiso letingeniswa kuMakomiti eSigungu Savelonkhe, kuMakomiti Emkhandlu Wavelonkhe Wetifundza noma kuMakomiti Lemele Letindlu Totimbili.

Kute tetfulo letibuya emmangweni tiphumelele, umongo nendlela yekutibhala kufanele ilandzelwe ngekuophelela.

Kubalulekile kutsi setfulo sifundzeke kalula nekutsi sivisiswe ngeMalunga eMakomiti.

YINI SETFULO?

Setfulo kuletfwa noma-ke kwetfulwa kwemibono noma imicabango mayelana nentfo letsite noma sigaba lesitsite lekukhulunywa ngaso eKomitini lePhalamende.

Tetfulo tingaletfwa ngelulwimi lolutsandvwa nguwe.

Tetfulo tivamise kubhalwa phasi. Tingaciniswa ngekwetfulwa ngemlomo eKomitini, uma umuntfu noma licembu lelente setfulo limenyiwe kutsi litowetfula setfulo salo ngemlomo.

Kwenta tetfulo kuniketa noma ngabe nguliphi lilunga lemmango litfuba lekuhlongota tingucuko noma lekuta netindlela letingahle ticinisekise kutsi imitsetfo leshaywe yiPhalamende noma lenye intfo lebekwe yiPhalamende, yenta umsebenti wayo.

UNGASIBHALA NJANI SETFULO?

Noma kungekho indlela lebekiwe yekuletsa setfulo eKomitini, kufanele sicutjanganiswe kahle futsi kube lula kusifundza.

Lemibono lelandzelako ingancedza kutsi loku kuphumelele:

Sihloko – Sihloko sesetfulo sakho asibe neligama leLikomiti lesibhekiswe kulo kanye nesihloko lesigcwele Semtsetfosivivinyo noma sendzaba lekukhulunywa ngayo.

Sibuya kubani? – Chaza kucace kutsi sibuya kubani setfulo. Niketa ligama lakho noma ligama lenhlangano loyimelele.

Imininingwane Yakho – Faka likheli lakho noma inombolo yakho yelucingo longatfolakala kuyo emini. Uma ngetizatfu letifihlakele ungafuni kutsi leyo mininingwane itfulwe emmangweni nesetfulo sakho, kusho loku encwadzini lephekeletela setfulo, ungakufaki esetfulweni.

TETFULO LETIYA EPHALAMENDE

Uyafisa yini kuvela ngembi kweLikomiti? – Veta kucace kutsi uyalifuna yini litfuba lekuchazela Likomiti matfupha. Uma umelele inhlango letsite futsi ufuna kutsi labanye bavele nawe ngembi kweLikomiti, kute bakusekele noma batokhuluma, faka emagama abo nemisebenti lebayentako.

Inhlangano Yakho – Uma ubhala umelele inhlango yakho, niketa imininingwane lemifisha ngenhloso yenhlangano yakho, bulunga kanye nesakhiwo sayo. Cinisekisa kutsi uneligunya lekuenta loko bese uveta sikhundla losibambile kuleyo nhlangano.

Ngubani lomunye lokwesekelako? – Ungaveta kutsi utsintse bantfu labaningi kangakanani uma ubhala lesetfulo. Setfulo sakho singaba nesisindvo kakhulu uma sinekwesekelwa lokubanti.

IMIGOMO YEKUBHALA SETFULO

Uma ubhala setfulo lesiya eKomitini, ngalokujwayelekile utawube ubeka imibono lephatselene neMtsetfosivivinyo noma intfo lesematseni. Noma kungaba nekwehlukana ngetindlela tekubhala setfulo seMtsetfosivivinyo, kunemigomo lesisekelo lesebentako.

Kusetjentiswa kwelulwimi – Sebentisa lulwimi loluhloniphekile. Setfulo lesisebentisa lulwimi lolunundzelanako noma lolunekwedzelela angeke samukeleke.

Kuhambisana nalokukhulunywa ngako – Gcila ephuzwini. Setfulo sakho kufanele sihambisane nentfo lekukhulunywa ngayo. Likomiti lingancuma kungasinaki setfulo lesingahambisani nentfo lekukhulunywa ngayo.

Kucacisa – Hlela imisho netindzima takho ngekulandzalana. Yetama kwetfula ingcoco yakho icace futsi ibe nekutfufuka kwemicondvo. Setfulo lesisuka entfweni letsite siye kulenye siphindze sibuyele emuva noma lesihlanganisa tintfo letingahambisani singadidana sibuye sinciphise kubaluleka kwaso.

Bani mfishane – Bani lula futsi ucondze ngco. Ungabhali kwengce lokulindzelekile. Setfulo lesidze ngalokwecile singadzambisa emaphuzu labalulekile lofuna kuwabeka. Likomiti lifuna kwati lokucabangako nebufakazi noma emaphuzu lonawo lasekela imibono yakho.

Condza ngco – Beka kalula futsi ucondze ngco. Gcogca futsi ucwaningisise lonkhe lwati loluphatselene nesetfulo. Cinisekisa kutsi emaphuzu akho aliciniso. Setfulo lesinemaphutsa lamaningi sinciphisa kakhulu kubaluleka nekuvela kwaso.

Siphetfo – Gcogcela ndzawonye noma ubale emaphuzu labalulekile etincomo takho esiphetfweni ekugcineni kwesetfulo sakho noma esifinyetweni lesibalulekile lesisekucaleni.

Kutfumela setfulo sakho – Setfulo sakho kufanele sifike eKomitini ngelusuku lekuvala noma ngembi kwelusuku lwekuvala kwetetfulo, futsi kufanele sitfunyelwe kuNobhala weLikomiti lekungilo.