



Stellenbosch
UNIVERSITY
IYUNIVESITHI
UNIVERSITEIT

UMgaqo weZiko: wokuNgqubana kweeMfuno



Umhla wokuPhunyezwa: 01/10/2025

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UMgaqo weZiko: wokuNgqubana kweeMfuno

UHlobo loXwebhu:	Umgaqo weZiko
Injongo:	Injongo yalo Mgaqo weZiko kukuseka isakhelo esibanzi sokuqaphela, ukubhengeza, ukulawula, nokunciphisa ukungqubana kweemfuno kwiYunivesithi yaseStellenbosch. Lo Mgaqo unika amandla okusebenza kuMthetho weSU kwaye uqinisekisa ukuba uyathotyelwa liziko: imithetho yesizwe echaphazelekayo, imiqathango yolawulo yengxelo iKing IV engemigangatho yokusebenza ngobona buchule kumazwe ngamazwe
Uvunywe:	LiBhunga laseSU
Umhla wokuVunywa:	29/09/2025
Umhla wokuPhunyezwa:	01/10/2025
Umhla woHlaziyo oluLandelayo:	Rhoqo kwiminyaka emihlanu okanye njengoko kubonwa kuyimfuneko
Umhla woHlaziyo wangaPhambili:	2012
Umnini:	USekela weSekela Ngqonyela: weFuthe kwezeNtlo, iNguqu naBasebenzi
Umlondolozo:	Umlawuli oyiNtloko: weMicimbi yaBasebenzi
Amagama angundoqo:	Ukungqubana, imfuno, ukudiza, ukuphepha, ukunciphisa, imfuno kwezorhwebo, imfuno kwezimali, inzala engeyomali, imfuno kwezobudlelane, uphando, uMthetho weMfundo ePhakamileyo, imimiselo yenkxasomali yaseUS.
Ukusebenza:	Inguqulelo yesiNgesi yalo mgaqo weZiko yeyona nguqulelo isebenzayo, ukuze inguqulelo yesiAfrikansi neyesiXhosa zibe zeziguqulelweyo.

1. Intshayelelo

- 1.1. Ukungqubana kweemfuno nokulawulwa kwayo kusonjululwe kuMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997, kunye noMthetho weSU. Lo Mgaqo weZiko olawula ukuNgqubana kweemfuno uza kuphumeza izibonelelo ezifanelekileyo zoMthetho weZiko nezoMthetho weMfundo ePhakamileyo.
- 1.2. IYunivesithi iyakungqina ukuzinikela kwayo kwilungelo loMgaqosiseko lenkululeko yemfundo nenkululeko yophando lwezenzululwazi njengoko kucacisiwe kwicandelo le16(1)(d) loMgaqosiseko weRiphabhlikhi yoMzantsi Afrika. Akukho nto kulo Mgaqo weZiko enjongo yayo ikukunciphisa okanye ukunyhasha la malungelo. Kwangaxeshanye, iYunivesithi inoxanduva lokuqinisekisa ulawulo olululo, intsulungeko, kunye nokuthatha uxanduva loluntu, kubandakanya nolawulo lokwenyani, ukungqubana kweemfuno okunokubakho, okanye okucingelwayo. Lo Mgaqo weZiko ufuna ukulungelelanisa ezi zikhokelo ngendlela enobulungisa, eselubala, nengqinelanayo nazo zombini iinqobo zomgaqosiseko nezibophelelo ezisemthethweni.
- 1.3. Konke ukungqubana kweemfuno, nokuba kuvela ngaphakathi kwimisebenzi yomntu okanye ngaphandle kobudlelane babo obusesisekweni neYunivesithi, kufuneka kuqatshelwe, kubhengezwe, kwaye kulawulwe kakuhle ukulondoloza intembeko okufanelekileyo ukugcina intsulungeko nokungafihli.
- 1.4. Nanini na xa kunokwenzeka, ukungqubana kweemfuno kufuneka kuphetshwe, ngaphandle kokuba imisebenzi okanye loo mfundo ivunyiwe ngokwalo Mgaqo weZiko kunye neenkqubo ezixhasayo.
- 1.5. Apho ukungqubana kweemfuno kungenakuphetshwa, kufuneka kulawulwe ngokukuko. Kwiimeko ezinjalo, ungquzulwano luya kuvavanywa ngokusesikweni malunga nezinto eziphathekayo kunye nomngcipheko kunye nolawulo olusebenzayo ngokusebenzisa izicwangcisoqhinga zokunciphisa maziphunyezwe zibekwe esweni.
- 1.6. IYunivesithi iyayiqonda ukuba abaxhasi ngezimali baneemfuno ezithile zokuqinisekisa ukuba imfezeko nesigwebo sabachaphazelekayo abathotywang xa beyila, beqhuba kwaye benika ingxelo ngemisebenzi yabo. Okubhekiselele ngokuthe ngqo kwimimiselo malunga noku kubandakanyiwe kulo Mgaqo weZiko.

2. Ukusebenza koMgaqo weZiko

- 2.1. Lo Mgaqo weZiko usebenza kubo bonke abachaphazelekayo beYunivesithi. (Jonga u3.15 apha ngezantsi inkcazelo ka 'ochaphazelekayo'. ngokubhekiselele kwiinkqubo ezimiselweyo (isiHlomelo B) kunye nokudizwa kokungqubana kweemfuno okuqhelekileyo (IsiHlomelo C)).

- 2.2. Abathathinxaxheba ababandakanyekayo kwizibonelelo okanye izivumelwano zeeNkonzo zeMpilo zoRhulumente waseU.S. (iPHS)¹ kufuneka bathobele iimfuno ezongezelelweyo njengoko kuchaziwe kwimimiselo yenkxasomali yaseU.S. efanelekileyo kunye nezihlomelo ezilandelayo, ezijongene nokukhuthaza ukuNgaKhethi cala kuPhando (42 CFR iCandelo 50 iCandelwana F)² kunye *noMgaqo: wokuNgqubana kweemfuno zeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements)*, njengoko kuvunywe sisiGqeba soLawulo, kunye neenkqubo ezichazwe kulo Mgaqo.
- 2.3. Onke amagosa olawulo, amalungu eBhunga, iikomiti, namasebe olawulo kufuneka:
- 2.3.1. Athobele imiqathango yalo Mgaqo weZiko;
- 2.3.2. Aqinisekise ukuba amaxwebhu abo olawulo angqinelana noMthetho weMfundo ePhakamileyo, uMthetho weSU, kunye nezinye iimfuno ezisemthethweni; kwaye
- 2.3.3. Aseke iindlela zokubhengeza ezisebenza kakuhle, ukuchongwa nokulawulwa kokungqubana kweemfuno okuvela phakathi kwamalungu awo okanye kwimisebenzi yawo.
- 2.4. Lo Mgaqo weZiko ulungiselelwe ukusetyenziswa ngaphakathi kuphela kwaye awunikezi nawaphi na amalungelo okanye amalungelo awodwa kulo naliphi na iqela lesithathu (iqela langaphandle).

3. **linkcazelo**

- 3.1. "UMphathi weNqanaba loku1": ngokwalo Mgaqo weZiko, umphathi wenqanaba loku1 uza kuba yiNtloko yeSebe okanye uMlawuli kwiiNkonzo zeNkxaso. Kwimeko yegosa lolawulo okanye isebe lolawulo okanye ikomiti, iza kuba nguSihlalo welo sebe lolawulo okanye ikomiti. Kwimeko yegosa lolawulo, uSekela Rejistra ofanelekileyo uza kuba noxanduva lolawulo.
- 3.2. "UMphathi weNqanaba lesi2": iza kuba ngulowo ongentla komphathi wecandelo loku1 umz. iNtloko yeFakhalathi, uMlawuli oyiNtloko okanye oPhezulu. Kwimeko yesebe lolawulo okanye ikomiti okanye igosa lolawulo, iza kuba yiRejistra.
- 3.3. "Umandla ochaphazelekayo": Nayiphi na ifakhalathi, isebe, iyunithi, isebe lolawulo okanye omnye ummandla weYunivesithi onokuthi uchatshazelwe ngulo mgaqo weZiko kwaye unokufuna ukulawula ukungqubana kweemfuno.
- 3.4. "USihlalo": uza kuba ngusihlalo wesebe lolawulo (iBhunga, isiGqeba soLawulo, i-IF, iSRC njengoko kuchazwe kuMthetho weSU, kunye neekomiti zawo) ukuba ukungqubana kweemfuno, okunobakho, okanye okucingelwayo kuye kwaxelwa kuye. Ezi iza kuba ziimeko ezibandakanya amalungu elo sebe lolawulo okanye amalungu azimeleyo asebenza kuloo masebe.

¹ IiNkonzo zezeMpilo zoLuntu zaseU.S. (PHS) zichazwa "njengeNkonzo yeMpilo kaRhulumente yeSebe lezeMpilo zaseUS

- 3.5. "IiKomiti ezingokuNgqubana kweeMfuno": IKomiti engokuNgqubana kweeMfuno inokusekwa kummandla ochaphazelekayo okanye kwiziko. Indima yezi komiti kukuncedisa umphathi wenqanaba loku¹ kunye neYunivesithi ngokuphonononga zonke iimfuno ezibhengeziweyo, ukuchonga ukungqubana kweemfuno okunobakho okanye okucingelwayo, ukufumanisa ubukho bokungqubana, ukucebisa amanyathelo afanelekileyo okuphelisa, ukunciphisa, okanye ukulawula oko kungqubana, kunye nokubeka esweni ukungqubana kwezicwangciso zolawulo lweemfuno kunye neemfuno ezinxulumene noko. Abaphathi benqanaba loku¹ nolwesi² banokucela ukuba kusekwe ikomiti yokuncedisa kwityala elithile, ngokubonisana nomGcini womGaqo weZiko okanye umthunyu wabo.
- 3.6. "Imfuno yezorhwebo": kuthetha nayiphi na imfuno yezemali ngokuthe ngqo okanye ngokungathe ngqo okanye imfuno kubuhlakani, iifemu, iinkampani, iitrasti, okanye amanye amaqumrhu asemthethweni apho loo mfuno injalo:
- a) Inokubonwa ngokufanelekileyo ukuba inokuchaphazela ukuthathwa kwezigqibo zeziko; okanye
 - b) Ibonelela ngenzuzo yobuqu ngezinto; okanye
 - c) Ibandakanya ulawulo olubambekayo (umzekelo, ulawulo lwesigqeba, ubulungu bebhodi, okanye igunya elikhethekileyo) okanye
 - d) Ingaba sisabelo esibalulekileyo sobunini (ngokomzekelo, umyinge we >5% wezabelo okanye amalungelo okuvota alinganayo).
 - e) *Yonke imizekelo ku(c)-(d) ihlala ixhomekeke kuvavanyo lokucingelwayo ku(a).*
- 3.7. "Ukungqubana kweemfuno"³: kubhekisa kuyo nayiphi na imeko apho umntu ochaphazelekayo anemfuno yobuqu, yemali, okanye yeminye iminqweno — nokuba yeyokwenene, inokwenzeka, okanye iyacingelwa — inamandla okuthomalalisa, okanye abonakale ngathi ayalalanisa, amandla abo okwenza izinto ngokungakhethi buso, ngokuthembeka, nangengqiqo kuxanduva lwabo lobuchwephesha, nto leyo ekhokelela kumngcipheko wokungahoywa kwiYunivesithi okanye ekuboneleleni abanye abachaphazelekayo.
- 3.8. "Abacebisi ngezokungqubana kweemfuno": Umgcini walo Mgaqo weZiko uza kuncediswa ngabacebisi abaliqela bangaphakathi beSU. Aba bacebisi banokubekwa kumaziko oxanduva ahlukeneyo anoxanduva lolawulo, uphando, ubudlelane babasebenzi, ukusungula izinto ezintsha okanye nayiphi na enye indawo efanelekileyo. Aba bacebisi banokuqhagamshelana nabachaphazelekayo ukuze bafumane iingcebiso, kwaye baza kugcina uMgcini womgaqo enolwazi

kunye neeNkonzo zoLuntu, kunye nawo nawaphi na amacandelo ePHS apho igunya elibandakanyekayo linokuthunyelwa khona, kuquka namaZiko ezeMpilo eSizwe (NIH)". Iiarhente ezininzi ezingezizo ezePHS nazo zamkele le migaqo yePHS.

² <https://www.ecfr.gov/current/title-42/chapter-I/subchapter-D/part-50/subpart-F>

³ Ukungqubana kweemfuno kuyohlulwa kuno "kungqubano lwezibophelelo"; le yokugqibela kufuneka ijongiswe kumgaqo owahlukileyo olawula ubulungu kwimibutho yabasebenzi okanye eminye imibutho yangaphandle, ubulungu, njl. njl.

ngazo naziphi na iingcebiso okanye izikhokelo ezinikiweyo. Umgcini mgaqo unokunikezela naluphi na uxanduva lwakhe ngokwemigaqo yalo Mgaqo weZiko kuye nawuphina umcebisi weSU wangaphakathi. Nceda ujonge umhlathi 7.3.1 ngezantsi.

3.9. "Imfuno yeziMali": Nantoni na enexabiso lemali efanelekileyo, kubandakanya, kodwa kungaphelelanga kwixabiso lemali, intlawulo yesabelo, imirhumo yokucebisa, inzala kwizabelo, uxolelo lwetyala, ipropati, iimali ezihlawulelwayo, amalungelo epropathi yobungqondi, izipho, isaphulelo, ububele kunye neenkonzozo. Ngenjongo yale nkcazo, "engafaneleka" iqingqelwe kwisixa esingaphezu kwamaR650. Ngokubhekisele kwinkxasomali yophando, nceda ufunde lo *Mgaqo: wokuNgqubana kweeMfuno zeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements)* njengoko uqulethe iinkcukacha ezibanzi.

3.10. "Imfuno"; lbandakanya kodwa ayiphelelanga kuyo nayiphi na

3.10.1. imfuno yezorhwebo

3.10.2. imfuno yezimali

3.10.3. imfuno engeyomali, okanye

3.10.4. imfuno yezobudlelane.

3.11. "Imfuno engeyomali": Oku kubandakanya, kodwa kungaphelelanga apho, ekuphuculeni umsebenzi, imfuno okanye udumo kwezomsebenzi kunye nokufikelela kulwazi oluxabisekileyo okanye izibonelelo.

3.12. "Imfuno yezobudlelane"

ithetha naluphi na unxulumano phakathi kochaphazelekayo kunye:

a) nesizalwane (kubandakanya iqabane, iqabane lasekhaya, umntwana, umzali, umntakwabo, okanye nawuphi na umntu okwiqondo lesithathu lobudlelane okanye ubuhlobo); okanye

b) Nawuphi na omnye umntu okanye iqumrhu umntu ochaphazelekayo analo:

(i) Ubudlelane obusondeleyo nomntu⁴; okanye

(ii) Ukuxhomekeka kwabanye ngezimali⁵; okanye

(iii) Intsebenziswano engundoqo emsebenzini;

⁴ Ubudlelane obusondeleyo nomntu: Ubudlelane obubonakaliswa kukusondelelana ngokweemvakalelo, ukunxibelelana rhoqo bucala, okanye ukwabelana ngezinto zobuqu okanye eziyimfihlo, ezinokuthi ziqondwe ngokufanelekileyo ukuba zichaphazela ukuthatha izigqibo okanye ukungafihli nto emsebenzini. Oku kubandakanya, kodwa akuphelelanga apho, kubudlelane bothando okanye ubuhlobo bexesha elide.

⁵ Ukuxhomekeka kwabanye ngezimali: Imeko apho umntu ochaphazelekayo kunye nomnye umntu okanye iziko labelane okanye lidibanise izibonelelo zemali, amatyala, okanye iiasethi ukuya kumlinganiselo obalulekileyo, ukuze izigqibo zemali zomnye zibe nefuthe elibi komnye.

apho unxulumano olunjalo lunokubonwa ngokufanelekileyo ukuba kungonakalisa ukungabi namkhethe kweqela elibandakanyekayo kwizigqibo zeziko.

3.13. "Isizalwane": silandela ingcaciso ekuMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997 (njengoko ufakelwe izilungiso) kwaye uthetha (a) iqabane okanye iqabane laloo mntu, (b) nabani na onxulumene naloo mntu okanye iqabane lakhe phakathi kwenqanaba lesithathu lokunxulumana okanye ubuhlobo okanye (c) nawuphi na umntwana owamkelekileyo waloo mntu.

3.14. "Iqabane" lithetha:

a) iqabane lomntu emtshatweni elamkeleke ngolo hlobo ngokomthetho weRiphabhliki okanye welizwe langaphandle okanye owenziwe ngokwemigaqo yezenkolo; kunye

b) nabantu abangatshatanga kodwa abahlala kunye kubudlelane obufana nomtshato

3.15. "Umntu ochaphazelekayo": Naliphi na igosa lolawulo, umsebenzi weYunivesithi, abafundi ababhalisiweyo, amalungu ebhunga, amalungu ekomiti ezimeleyo yeBhunga, abantu abazimeleyo abasebenza kumasebe olawulo, amalungu eekomiti zeethenda kwakunye nabafumana iibhasari zeYunivesithi, naye nawuphi na omnye umntu obandakanyeka kwimisebenzi egameni leYunivesithi. Abachaphazelekayo bakwaquka abaPhandi, abaLawuli beProjekthi (iPD), abaPhandi abaPhambili (iPI) kunye nabaSebenzi abaPhezulu / abaPhambili njengoko kuchaziwe) okanye nawuphi na umntu osebenza egameni leYunivesithi. Abaphandi kufuneka baphinde babhekise kulo *Mgaqo: wokuNgqubana kweMfuno yezeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements).*

4. Injongo yalo Mgaqo weZiko

4.1. Injongo yalo Mgaqo weZiko kukuphumeza imiqathango efanelekileyo yoMthetho weSU ejongene nokungqubana kweemfuno nokugcina ukuthembeka nentsulungeko yeYunivesithi kunye nabachaphazelekayo bayo ngokuphepha okanye ukunciphisa ukungqubana kweemfuno okwenyani, okunobakho okanye okucingelwayo, phakathi kwezinye izinto:

4.1.1. Ukunceda ekufumaneni ukungqubana kweemfuno okwenzekayo, okucingelwayo okanye okunokwenzeka;

- 4.1.2. Ukuseka inkqubo yokubhengeza nokuphonononga ukungqubana kweemfuno;
 - 4.1.3. Ukubonelela ngezikhokelo zokuchonga, ukulawula nokubeka esweni ukungqubana kweemfuno; kunye
 - 4.1.4. Nokuncedisa ekusombululeni iingxabano malunga nokulawula ukungqubana kweemfuno.
- 4.2. Lo mgaqo weZiko ukwasebenza ukujongana neemfuno zezilungiso kuMthetho weMfundo ePhakamileyo ka1997⁶ kunye nokuthobela imigaqo yolawulo olululo lwequmrhu njengoko kufuneka ngokwemigaqo esebenzayo yeKhowudi yeNgxelo kaKing yoLawulo lwamaQumrhu .⁷
- 4.3. Ukuze iSU izalisekise izibophelelo zayo ngokwemiqathango yeeMfuno zoLawulo zoRhulumente waseMelika (United States Regulatory Requirements) ezinxulumene ne42 CFR iCandelo lama50 iCandelwana uF, kunye nezilungiso ezilandelayo kunye nokuqinisekisa ukuba iYunivesithi ithobela imiqathango esemthethweni yezibonelelo zophando kunye nesivumelwano sentsebenziswano nceda ujonge *uMgaqo: wokuNgqubana kweeMfuno zeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements)* ojongene ngqo nale miba.

5. Imiqathango yalo mgaqo weZiko

- 5.1. IYunivesithi inezibophelelo kumaqela ayo achaphazelekayo:
- 5.1.1. ukujongana nemiba yokungqubana kweemfuno ephakanyiswe phantsi kwalo Mgaqo weZiko ngokufanelekileyo, ngokungaguququkiyo (apho kufanelekileyo), ngokungathathi cala, ngokusebenza ngendlela eyiyo nakuba selubala kangangoko kunokwenzeka kunye
 - 5.1.2. nokungangeneleli kwimicimbi yabo yabucala apho oku kungenanto yakwenza nokuyimfuno okusemthethweni weYunivesithi okanye apho kwalandelwa imithetho nemimiselo yeSU, umz. umsebenzi wabucala.
- 5.2. Abachaphazelekayo banembopheleleko yokusebenza ngokwemilinganiselo yokuziphatha nangokweminqweno ephambili yeYunivesithi ngalo lonke ixesha:
- 5.2.1. ukuchonga nakuphi na ukungqubana kweemfuno okucingelwayo, okunokwenzeka okanye okuyinyani;

⁶ UMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997 (njengoko ufakelwe izilungiso)

⁷ IKhowudi yeNgxelo kaKing IV kunye nengxelo engoLawulo lwamaQumrhu eyakhutshwa ngomhla woku1 kweyeNkanga yowama2016, kwaye ibandakanya naziphi na izilungiso ezilandelayo okanye ezinye endaweni ezinokuthi zisebenze kwiYunivesithi.

King IV – INgxelo engoLawulo lwamaQumrhu eMzantsi Afrika, 2016 <https://www.iodsa.co.za/page/king-iv-report>

5.2.2. ukuphepha ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo kwaye, apho oku kungenakwenzeka, ukuxela okanye ukubhengeza ukungqubana kweemfuno ukuze iYunivesithi ikwazi ukunciphisa okanye ukulawula ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo.

6. Ukuqwalasela ukungqubana kweemfuno

6.1. Xa kuvavanywa ukuba ngaba kukho ukungqubana kweemfuno kusini na, kubalulekile ukufumanisa ukuba ngaba sikho isizathu esibambekayo sokukholelwa ukuba imfuno yalowo uchaphazelekayo, okanye yeQabane lakhe okanye yeSizalwane sakhe, unokuphemelela izenzo zabo ngendlela enokukhokelela kwinzuzo engenabulungisa okanye engafanelekanga, okanye ibe nefuthe kwizigqibo ezingangqinelaniyo neyona mfuno yeYunivesithi.

6.2. Konke ukungqubana kweemfuno kufuneka kuphetshwe apho kunokwenzeka ngokufanelekileyo, ngokungqinelana nemiqathango engundoqo yalo Mgaqo. Apho ukuphepha kuya kuthintela ngokungekho ngqiqweni imisebenzi yeziko esemthethweni, ukungqubana kweemfuno kunokuvunyelwa kuphela ukuba:

- Lo msebenzi unceda iimfuno zesicwangcisoqhingha zeSU;
- Ukungqubana kweemfuno akunakuphepheka; kwaye
- Ulawulo lokunciphisa olungqongqo luyasetyenziswa; kunye
- Nomngcipheko oshiyekileyo ubonakalisiwe ukuba ukwinzuzo yoluntu.

6.3. Ukufumana isikhokelo sokungqubana kweemfuno okunxulumene nophando, umntu ochaphazelekayo kufuneka athathele ingqalelo *uMgaqo: wokuNgqubana kweemfuno zeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements)* njengomthombo ongundoqo ekufuneka uthotyelwe.

6.4. IsiHlomelo A siqulathe uluhlu lweminye yemisebenzi enokuthi ibandakanye ukungqubana kweemfuno okunokwenzeka okanye oyenzekayo. Kusenokubakho eminye imizekelo, kodwa uluhlu alwenzelwanga ukuchaza zonke izinto ezinokwenzeka.

6.5. Umgaqo osisikhokelo omawusetyenziswe: "Xa uthandabuza, chaza".

7. Imiqathango yokudiza nokumisela ukungqubana kweemfuno

7.1. Uxanduva lokuphendula:

- 7.1.1. Uxanduva lokuqala nolona luphambili kukuphepha nakuphi na ukungqubana kweemfuno. Apho ukungqubana kweemfuno okunokubakho kungenakuthintelwa, umntu ochaphazelekayo nobandakanyekayo kungqubano lweemfuno kufuneka alathe aze achaze ukungqubana kweemfuno okunokwenzeka ngokukhawuleza. Inkqubo yokubhengeza ukungqubana kweemfuno okunokubakho kujongwana nayo kumasolotya afanelekileyo angezantsi.
- 7.1.2. Luxanduva lwabachaphazelekayo ukuba baziqhelanise nalo Mgaqo weZiko kunye neenkqubo ezichazwe apha ku3.1 Kwimeko yophando, umntu ochaphazelekayo kufuneka athobele lo *Mgaqo: ongokuNgqubana kweemfuno zezeMali kuPhando olweNziwe phantsi kweziBonelelo okanye iziVumelwano zeeNkonzo zeMpilo zikaRhulumente waseMelika (US) (Financial Conflict of Interest for Research Conducted Under United States (US) Public Health Services (PHS) Grants or Agreements).*
- 7.1.3. AbeMicimbi yaBasebenzi ngokusebenzisa iSun-e-HR okanye nabuphi na obunye ubuchwepheshe obufanelekileyo babonelela ngeqonga ekufuneka lisetyenziswe ngabasebenzi kuzo zonke iinkcazo zokungqubana kweemfuno okunokwenzeka. Eli qonga likwagcina irekhodi yako konke ukungqubana kweemfuno zabasebenzi beYunivesithi. Ifumaneka njengesixhobo sokunceda abaphathi benqanaba loku1 nelesi2 nabachaphazelekayo ekudizeni nasekulawuleni ukungqubana kweemfuno.
- 7.1.4. Amalungu asebenza kumasebe olawulo kufuneka qho ngonyaka abhengeze ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo kunobhala wesebe elichaphazelekayo. Amalungu aza kulindeleka kananjalo ukuba abhengeze nakuphi na ukungqubana kweemfuno ekuqaleni kwentlanganiso okanye nje ukuba abe nolwazi ngokungqubana kweemfuno ngexesha lentlanganiso.

7.2. Imiqathango yenkqubo:

- 7.2.1. Ukwenza izinto ekuhleni kwakha isiseko sazo zonke iinkqubo zokusombulula ukungqubana kweemfuno. Oku kufuna ukuba ukubhengezwa kweemfuno kube ngqongqo, ukubambelela ngokungagungqiyo kwiinkqubo ezisekiweyo, kunye namaxwebhu acokisekileyo azo zombini iinkqubo nengqiqo ukulungiselela izigqibo. Ukungqubana kweemfuno okunokubakho okanye okwenzekayo kufuneka kukhawulelwane nako ngesisombululo, ngonciphiso, okanye ngolawulo olusebenzayo ngaphandle kokulibazisa okungafanelekanga ukuxhasa uxanduva lokuphendula nokuthembana kwiziko. NgokoMthetho

weMfundo ePhakamileyo⁸ umsebenzi akanakuqhuba ishishini ngokuthe ngqo okanye ngokungathe ngqo neziko lemfundo ephakamileyo likarhulumente aqeshwe kulo elibandakanya okanye elinokukhokelela ekungqubaneni kweemfuno neYunivesithi ngaphandle kokuba iBhunga leYunivesithi linoluvo, kwaye lithatha isigqibo, sokuba—

- impahla, imveliso okanye inkonzo ekuthethwa ngayo ikhethekile;
- umthengisi nguye yedwa umnikinkonzo; kwaye
- oko kukwimfuno yeziko.

IBhunga lidlulisela esi sigunyaziso, igunya nesigqibo sokugqibela kwinqanaba leCandelo leNqununu.

7.2.2. Umsebenzi akavumelekanga ukuba enze isivumelwano egameni leYunivesithi egameni labo okanye lezalamane zabo okanye naliphi na iziko apho umsebenzi okanye nasiphi na isizalwane esinenxaxheba ngokuthe ngqo okanye ngokungathanga ngqo, yezemali, yobuqu, yobuhlakani okanye omnye umnqweno. Ukwenza isivumelwano kulo mzekelo kubhekiselele kwizenzo ezijoliswe ekufumaneni nayiphi na ingeniso engqalileyo okanye engathe ngqo yezemali, yobuqu, yobuhlakani okanye enye inzuzo engeyoxalenye yobudlelane bomsebenzi.

7.3. ImiSebenzi noXanduva lokuPhendula

7.3.1. UMnini noMgcini walo mgaqo weZiko baza kuncediswa ngabacebisi abajongene nezingokungqubana kweemfuno. Ukubhengezwa kokungqubana kweemfuno okanye ukungqubana kweemfuno okunokwenzeka eYunivesithi kujongwana nako kwimimandla eyahlukeneyo yoxanduva. Le mimandla ilandelayo iza kuncedisa uMnini noMgcini:

- amagosa lolawulo, isebe lolawulo okanye abafundi: yiOfisi yeRejistra
- ezengqesho: liCandelo leMicimbi yaBasebenzi
- uphando: liCandelo loPhuhliso loPhando
- iinkampani ezingamahlumela eenkampani ezingundoqo okanye nayiphi na inxalenye yepropathi yezobungqondi: liCandelo lokuYilwa kwezinto eziNtsha noRhwebo, kunye noPhuhliso loPhando apho intsebenziswano yophando isebenza khona,
- nawuphi na omnye umcimbi unokuthunyelwa kuMgcini womgaqo oza kuthi abandakanye ummandla woxanduva ochaphazelekayo njengoko kuyimfuneko.

7.3.2. ICandelo lezeMali leYunivesithi ligunyaziswe ukuba liphumeze eyalo imigaqonkqubo/izikhokelo ezilawula indlela eliza kulawula ngayo linciphise nakuphi na ukungqubana kweemfuno okuvela kuyo nayiphi na inkqubo

⁸ ICandelo lama34(5) loMthetho weMfundo ePhakamileyo wama101 ka1997 (njengoko ulungisiwe)

yokuthenga.

8. Ukuthengwa kweemveliso neenkonzelo:

Ukungqubana kweemfuno ekuthengeni impahla kufuneka kuthintelwe apho kunokwenzeka. Akukho mntu uchaphazelekayo unokuthatha inxaxheba ekukhetheni umnikinkonzelo okanye ekuvunyweni kwentlawulo apho kukho imfuno yorhwebo okanye yobudlelane, ngaphandle kokuba imiqathango ka7.2.1 ithotyelwe.

9. Ukungqubana kweemfuno kumaSebe oLawulo

- 9.1. NgokoMthetho weMfundo ePhakamileyo, ilungu leBhunga okanye ilungu lekomiti yeBhunga okanye umntu ophathiswe imisebenzi (kubandakanya onke amagosa olawulo kunye nabaphi na abafundi abasebenza kumasebe olawulo) kufuneka:
 - 9.1.1. phambi kokuba bangene esikhundleni narhoqo ngonyaka, lo gama beqhubeka besebenza, babhengeze nayiphi na imisebenzi yeshishini, yorhwebo okanye yezemali ebuyenzayo ngenjongo yokufumana inzuzo yezemali enokuphakamisa ukungqubana kweemfuno okwenzekayo okanye ukungqubana kweemfuno okunokwenzeka neYunivesithi. Esi sibhengezo siya kuququzelelwa silawulwe yiOfisi yeRejistra, kwaye kufuneka siquke izibhengezo zeemfuno zobudlelane.
 - 9.1.2. bangazibeki phantsi kwalo naluphi na uxanduva lwezimali okanye olunye uxanduva kuye nawuphi na umntu okanye umbutho onokufuna ukuphemelela ukwenziwa kwawo nawuphi na umsebenzi.⁹
 - 9.1.3. bangabi nokungqubana kweemfuno neziko likarhulumente lemfundo ephakamileyo elichaphazelekayo.¹⁰
 - 9.1.4. bangabi namfuno yezemali ngokuthe ngqo okanye ngokungathe ngqo, yobuqu, okanye omnye nawuphi na umcimbi ekuza kuxoxwa ngawo entlanganisweni okanye malunga nawo ekufuneka benze isigqibo ngawo ngokomsebenzi abawunikiweyo, obandakanya okanye onokuthi ubangele ungquzulwano okanye ukungqubana kweemfuno okunokubakho neYunivesithi.¹¹
 - 9.1.5. phambi kwentlanganiso yebhunga okanye yekomiti echaphazelekayo nangembalelwano, yazisa usihlalo waloo ntlanganiso, ngokusebenzisa unobhala, ngobukho bengxabano okanye ungquzulwano lweenjongo¹²
 - 9.1.6. baqonde ukuba namphi na umntu unokuthi, ngencwadi ebhaliweyo, azise usihlalo ngentlanganiso yeBhunga okanye yekomiti yeBhunga elichaphazelekayo, phambi kwaloo ntlanganiso, ngokungqubana kweemfuno okanye ukungqubana kweemfuno okunokubakho zelungu lebhunga okanye lekomiti yebhunga leYunivesithi anokuthi loo mntu abe

⁹ ICandelo lama27(7(d)) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹⁰ ICandelo lama27(7(e)(i)) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹¹ ICandelo lama27(7(e)(iii)) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹² ICandelo lama27(7(e)(iii)) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

unolwazi ngayo.¹³

- 9.1.7. bazikhwebule kwintlanganiso ngexesha lokuxoxwa komcimbi othile kunye nokuvotelwa kwawo.¹⁴
- 9.1.8. bazi ukuba xa kukho nawuphi na ochaphazelekayo onemisebenzi ethe yanikezelwa ngokwemigqaliselo yoMthetho weMfundo ePhakamileyo onokungqubana kweemfuno okanye onokungqubana kweemfuno okunokubakho ngokuphathelele kumcimbi ekufuneka uqwalaselwe, lowo ochaphazelekayo akanakuthatha nxaxheba kulo naluphi na uqwalaselo okanye isigqibo ngomcimbi lowo kodwa kufuneka athumele umcimbi lowo ukuze ugqitywe liBhunga, emva kokuphawula imfuno yobandakanyekayo kuloo mcimbi¹⁵

10. Inkqubo yonyaka yokubhengeza yaBasebenzi

- 10.1. Rhoqo ngonyaka, wonke umsebenzi kufuneka azalise isibhengezo esingokungqubana kweemfuno ngokusebenzisa iqonga leSun-e-HR okanye naliphi na elinye iqonga elilungiselelwe le njongo.¹⁶
- 10.2. ICandelo leMicimbi yaBasebenzi liza kuthi, rhoqo ngonyaka, lithumele unxibelelwano ngokubanzi kubo bonke abasebenzi libacebisa ukuba bazalise isibhengezo sabo sonyaka kunyaka wekhalenda ochaphazelekayo.
- 10.3. ICandelo leMicimbi yaBasebenzi liyaqonda ukuba abasebenzi abathile, ngenxa yobume bomsebenzi wabo, abakwazi ukufikelela kwikhompyutha okanye kwiqonga leSun-e-HR. Ngokubhekiselele kolu didi lunyiniweyo lwabasebenzi, iCandelo leMicimbi yaBasebenzi liza kuqalisa inkqubo eza kwenza ukuba aba basebenzi bazalise ifomu yokubhengeza ngesandla.
- 10.4. Ngaphandle kwabasebenzi abachazwe kumhlathi 10.310.4 ngasentla, akukho zifomu zokuzibhengeza ezibhalwe ngesandla ziza kuvunyelwa.

11. Abafundi

- 11.1. Abafundi kufuneka nabo bakhumbule ukungqubana kweemfuno okwenzekayo okanye okucingelwayo.
- 11.2. Ukuba umfundi ufumanisa ukuba kukho ukungqubana kweemfuno okunokubakho okanye okucingelwayo kufuneka azise iOfisi yeRejistra.

¹³ ICandelo lama27(7A) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹⁴ ICandelo lama27(7B) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹⁵ ICandelo lama27(7C) loMthetho weMfundo ePhakamileyo, uMthetho we101 ka1997.

¹⁶ <https://sun-e-hr.sun.ac.za/>

12. **Uxanduva lokuXela**

- 12.1. Ngokukhawuleza nje ukuba umntu ochaphazelekayo aqaphele ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo, kufuneka ngoko nangoko axele uukungqubana kweemfuno okunokwenzeka ngokusebenzisa iqonga leSun-e-HR, okanye, apho kufanelekileyo, kunobhala wekomiti okanye kwiOfisi yeRjistra aze arhoxe kuko nakuphi na ukubandakanyeka kwimeko okanye anqumamise imisebenzi ngelixa elinde isigqibo sokugqibela, ngokwesiHlomelo B.
- 12.2. Ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo makuxelwe kungadlulanga ixesha elithile nangokwemigaqo yenkqubo ecaciswe kwisiHlomelo B. linkqubo zifuna ukubhengezwa ngokupheleleyo kwaye zivumele ukwahlulwa phakathi kwemisebenzi yoxanduva lokuphendula nokuthathwa kwezigqibo. IsiHlomelo C sichaza ifomathi yolo bhengezo, efumaneka kwiqonga leSun-e-HR okanye kwiOfisi yeRejistra.
- 12.3. Imiqathango yeenkqubo ezimiselweyo kwisiHlomelo B isebenza kuyo yonke imimandla echaphazelekayo. Nangona kunjalo, isebe elithile okanye ifakhalthi okanye isebe lolawulo linokuthi lilungise inkqubo esemgangathweni ukulungiselela iimfuno kunye neemeko ezithile, apho kuza kusebenza inkqubo ehlaziyiweyo. Nayiphi na inkqubo ehlaziyiweyo kufuneka ihambelane ngokufanelekileyo neemfuno zenkqubo yenkqubo emiselweyo, njengoko kuchaziwe kuMgaqo weZiko.
- 12.4. Ukuba ukungqubana kweemfuno kubandakanya naluphi na uhlobo oluthile lwemisebenzi, uxwebhu lolawulo okanye umba wolawulo, umz. ipropathi yobungqondi, ukuthengwa kwempahla, njl.njl., uMphathi weNqanaba loku1 okanye uSihlalo okanye iofisi kanobhala baza kucebisa ngoko nangoko umsebenzi ochaphazelekayo okanye isebe lolawulo, kwaye abo banoxanduva lwaloo msebenzi okanye isebe lolawulo banokubandakanyeka kuko konke ukuthathwa kwezigqibo ekusingatheni ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo.
- 12.5. UMnini walo Mgaqo weZiko, ngokubambisana kunye nokuxhaswa ngabaphathi benqanaba loku1 kunye nelesi2, usihlalo wesebe lolawulo, uRejistra okanye uMcebisi ngezokuNgqubana kweemfuno ochaphazelekayo, unoxanduva lokulawula nokubeka esweni ukuphunyezwa kwalo Mgaqo weZiko, ukwaphulwa kwalo Mgaqo weZiko kunye nezigqibo kwiimeko ezichaziweyo ezingokungqubana kweemfuno okunokwenzeka okanye okwenzekayo, kunye nokunika ingxelo rhoqo malunga noku kwinqanaba leziko.

13. **Ukusombulula impixano**

- 13.1. Ukuba ukungqubana kweemfuno kuthathwa ngokuba kukho emva kokubhengezwa, ulawulo olunoxanduva lommandla ochaphazelekayo okanye unobhala okanye usihlalo wesebe lolawulo, ngoncedo lwabacebisi

ngezongqubano lweemfuno, kufuneka banike isikhokelo kunye noncedo ekusombululeni, ukunciphisa kunye/okanye ukulawula ukungqubana kweemfuno. La manyathelo angezantsi kufuneka aqwalaselwe kuzo zonke iimeko asetyenziswe njengoko kufuneka:

- 13.1.1. ukungqubana kweemfuno kufuneka kubhengezwe kuwo onke amaqela achaphazelekayo phantsi kwezibophelelo zobumfihlo.
- 13.1.2. ukunqunyanyiswa, ukupheliswa okanye ukutshintshwa kwalowo ubandakanyekayo kwinkqubo yokuthathwa kwezigqibo okanye ekuphumezeni uxanduva lwabo kwiYunivesithi;
- 13.1.3. ukubandakanyeka kwabachaphazelekayo kwiprojekthi okanye kwingxoxo kunye nesigqibo kufuneka sinqunyanyiswe, sipheliswe okanye silungiswe ngokufanelekileyo.
- 13.1.4. inkqubo, iprojekthi okanye isigqibo kufuneka siphinde siqalwe ngokutsha, silungiswe kwaye/okanye sirhoxiswe ngokufanelekileyo phantsi kwezo meko.
- 13.1.5. nayiphi na iinzuzo esele zifunyenwe ngumntu ochaphazelekayo kufuneka zityeshelwe kwaye kwenziwe imbuyekezo apho kuyimfuneko.
- 13.1.6. izibonelelo zabachaphazelekayo zokuthatha inxaxheba kwimisebenzi yasemva kweeyure zesikolo mayilungiswe, inqunyanyiswe okanye ipheliswe.

14. **Umgaqo wolawulo weziko**

- 14.1. Umnini liSekela leSekelaNgqonyela leFuthe kwezeNtlalo, iNguqu nezaBasebenzi. Umnini wongamela uphuhliso lomgaqo weZiko kunye nothethwano nezindululo kwiBhunga. Umnini unoxanduva lokuqinisekisa ukuba amaxwebhu afunekayo axhasayo akhona, nokuba uMgcini usebenza ngempumelelo; aze atyumbe ikomiti ejongene nomsebenzi wokuhlaziya umgaqo weZiko, njengoko kufuneka.
- 14.2. UMgcini womgaqo weZiko unoxanduva lokuqulunqa imigaqo yeZiko, ulwamkelo, uphononongo, unxibelelwano, uqeqesho, ukufumaneka nokubeka iliso. UMgcini womgaqo weZiko ukwanoxanduva lokutolika nokukhokela ngokubhekiselele ekuphunyezweni komgaqo weZiko. Umgcini womgaqo uncediswa ngabacebisi abajongene nezokungqubana kweemfuno apho kufanelekileyo.

15. **UkuVunywa nokuPhunyezwa koMgaqo weZiko**

- 15.1. Ulawulo lwemimandla echaphazelekayo, usihlalo, iofisi kanobhala wesebe lolawulo okanye iOfisi yeRejistra kwimeko yabafundi banoxanduva lokuphumeza lo mgaqo weZiko kunye nolawulo oluthile kwimimandla yabo.
- 15.2. Naziphi na izilungiso kuMgaqo weZiko noMgaqo kufuneka zivunywe liBhunga.

- 15.3. Izihlomelo zalo Mgaqo weZiko zithathwa njengenxalenye yokuphunyezwa kokusebenza koMgaqo weZiko. Nasiphi na isilungiso kwizihlomelo kufuneka samkelwe liCandelo leNqununu kwabelwane ngaso neBhunga ukuze siqwalaselwe.

16. Inkqubo yolawulo

- 16.1. Ulawulo lommandla ochaphazelekayo, usihlalo wesebe lolawulo esifanelekileyo okanye iOfisi yeRejistra kwimeko yabafundi, banoxanduva lwezi nkqubo zilandelayo kwimimandla yabo:
- 16.1.1. ukubonelela ngeendlela zokuchonga kunye nokubhengeza ukungqubana kweemfuno;
 - 16.1.2. ukubhengeza ukungqubana kweemfuno; kunye
 - 16.1.3. nokuphepha okanye ukulawula ukungqubana kweemfuno.
- 16.2. Ukubhengeza, izigqibo, ulawulo neerekhodi ezinxulumene nokungqubana kweemfuno kummandla ochaphazelekayo okanye kwisebe lolawulo kufuneka zigcinwe isithuba seminyaka emi5, okanye njengoko kunokufuneka ngenye indlela.

17. Ukuxelwa kolwaphulomgaqo

- 17.1. Nakuphi na ukwaphulwa kwalo Mgaqo weZiko kufuneka kuxelwe kuMnini womgaqo weZiko nakuMgcini, onokwazisa umcebisi ngezokungqubana kweemfuno okufanelekileyo.
- 17.2. Nakuphi na ukwaphulwa kweemfuno zokuthotyelwa kuphando kuza kujongwana nako ngokoMgaqo wezokuNgqubana kweemfuno kuPhando.

18. Amanyathelo okungathobeli

- 18.1. Nawuphi na umntu ochaphazelekayo othe:
- 18.1.1. Wasilela ukuxela ukungqubana ebekumele ukuba bakubonile kwangaphambili; okanye
 - 18.1.2. Wangenisa isibhengezo esingaphelelanga/esilahlekiyo esazi; uza kuthathelwa amanyathelo oluleko phantsi kwemigaqo yeYunivesithi.
- 18.2. Ukusilela ekuthobeleni izigqibo zolawulo lokungqubana kweemfuno okanye ukungathobeli iimfuno zalo Mgaqo kubandakanya ukungaziphathi kakuhle kwaye, ngokuxhomekeke ekubeni ngubani na umntu ochaphazelekayo, kungakhokelela:
- 18.2.1. Kunqunyanyiso, kwizilumkiso okanye ukugxothwa kwimeko yabasebenzi; okanye

18.2.2. Ekususweni okanye ukuvalwa umlomo kwimeko yamalungu amasebe olawulo; okanye

18.2.3. Kunqunyanyiso, ukususwa kwizakhiwo kwimeko yabafundi.

Amaxwebhu axhasayo

Lo mgaqo weZiko malunga nokuNgqubana kweeMfuno uxhaswa ngala maxwebhu:

IsiHlomelo A	Imizekelo engokungqubana kweemfuno
IsiHlomelo B	Inkqubo eMiselweyo yokuchaza iimeko zokungqubana kweemfuno, izigqibo nokubhena
IsiHlomelo C	Ifomu eMiselweyo yokuDiza ukuNgqubana kweeMfuno – kwabo bachaphazelekayo bangakwaziyo ukufikelela kwiwebhusayithi yeSun-e-HR kuphela.

19. Amaxwebhu anxulumeneyo naxhasayo¹⁷

Amaxwebhu abalulekileyo nanxulumeneyo aquka:

Inqaku #	Igama	Imo	Umnini womgaqonkqubo
	UMthetho weSU ka2019	Uvunywe	LiBhunga
	Code 2040: IKhawudi eHlanganisiweyo yeNdlela yokuZiphatha ngeNtsulungeko yaseSU	Uvunywe	LiBhunga
	Indlela yokuziPhatha yamasebe olawulo afanelekileyo	Uvunywe	LiSebe eliFanelekileyo
	UMthetho weMfundo ePhakamileyo, we101 ka1997		NguMphathiswa weMfundo ePhakamileyo
	UmGaqonkqubo weSakhelo weSU wokuQinisekisa nokuKhuthaza uXanduva lokuPhendula kwiNdlela yokuziPhatha kuPhando	Uvunyiwe	LiCandelo loPhuhliso loPhando
	UMgaqonkqubo woLawulo lweziVumelwano zoPhando weSU	Uvunyiwe	LiCandelo loPhuhliso loPhando
	IMimiselo yeKomiti yoLawulo lomNgcipheko yeSU	Uvunyiwe	LiCandelo leeNkonzo zomNgcipheko noKhuseleko
	Umgaqonkqubo wezeMali weSU	Uvunyiwe	LiCandelo lezeMali
	UMgaqonkqubo woLawulo loMvuzo nokuSebenza weSU	Uvunyiwe	LiCandelo leMicimbi yaBasebenzi
	Inkqubo eBanzi yeSU yomSebenzi waBucala ngaBasebenzi abangaBahlohli & neNkqubo eBanzi yeSU yomSebenzi waBucala	Uvunyiwe	LiCandelo leMicimbi yaBasebenzi

¹⁷ Oku kubandakanya awona maxwebhu abalulekileyo nanxulumeneyo, kwaye kuza kufuneka ukuba adityaniswa neminye imigaqonkqubo neenkqubo zokuqinisekisa ulungelelaniso nokusebenzisana. Amaxwebhu aphawulwe kwizibiyeli ezisikwere abonisa ukuba yimigaqonkqubo esebenzayo okanye eza kuqwalaselwa.

	ngaBasebenzi beeNkonzo zeNkxaso		
	Umgaqonkqubo weSU malunga nokuSetyenziswa kwePropati yobuNgqondi	Uvunyiwe	Yi-InnovUS
	UmGaqo woNxibelelwano	Uvunyiwe	LiCandelo loNxibelelwano neNtengiso
	Umgaqonkqubo womSebenzi ongokuCebisa weYunivesithi	Uvunyiwe	LiCandelo loPhuhliso loPhando

ISIHLOMELO A

Imizekelo engokungqubana kweemfuno

Apha ngezantsi kukho uluhlu lwemizekelo yemisebenzi enokubangela ukungqubana kweemfuno.

Olu luhlu aluphelelanga.

1. Ubunini bePropati yobuNgqondi: Umntu ochaphazelekayo uqhuba uphando kwitekhnoloji ephethwe nguye okanye unoxanduva kumntu ochaphazelekayo okanye ishishini apho umntu ochaphazelekayo anemfuno kulo.
2. Ubumfihlo: Umntu ochaphazelekayo usebenzisa ulwazi oluyimfihlo lweYunivesithi ukuze afumane inzuzo okanye kuzuze isizalwane.
3. Umdla kwisivumelwano: Umntu ochaphazelekayo usebenzisa isikhundla sakhe kwiYunivesithi okanye isebe lolawulo ukuphemebelela ukuwongwa okanye ukuqukunjelwa kwesivumelwano phakathi kweYunivesithi kunye nomnye umntu ochaphazelekayo okanye inkampani okanye ifemu abanxulumene nayo; umzekelo, umntu ochaphazelekayo nguMlawuli okanye unolawulo lomyinge we5% okanye ngaphezulu kwinkampani ephantsi kwekontraka.
4. Ukubandakanyeka kwezalamane okanye abahlobo: Izalamane okanye abahlobo zabo bachaphazelekayo zinemfuno yemali okanye engeyoyemali kuwo nawuphi na umsebenzi obandakanya uxanduva labo bachaphazelekayo okanye umsebenzi wolawulo eYunivesithi.
5. INtembeko kwezeMfundo: Umntu ochaphazelekayo ubeka esichengeni ukuzimela kophando ukuze afumane inzuzo yemali okanye engeyomali yena buqu, izalamane okanye abahlobo.
6. Ukusetyenziswa kwezixhobo zeYunivesithi: Umntu ochaphazelekayo, okanye iqumrhu apho umntu ochaphazelekayo anomdla, lisebenzisa indawo/iziseko/izixhobo zeYunivesithi ngeenjongo zoshishino lwabucala. (Umntu ochaphazelekayo kunokufuneka angene kwisivumelwano sokurenta neYunivesithi.)

7. Ikhonsothiyam xa ithelekiswa nekontraki ephantsi kwenye: Umntu ochaphazelekayo usebenzisa isikhundla sakhe kwiYunivesithi okanye kwisebe lolawulo ukuphambela uhlobo lwesivumelwano esenziwe ngokukodwa ukunqanda ukubuyiselwa kweendleko ezingathe ngqo, umzekelo, ngokwenza isivumelwano sokusebenzisana endaweni yesivumelwano sekontraki ephantsi kwenye.
8. Ukuhanjiswa kwemali: Apho umntu ochaphazelekayo enemfuno kumbutho wangaphandle osebenza njengentsebenziswano okanye ikontraki engaphantsi kweYunivesithi kwaye imali iza kuphumela kulowo kusetyenziswana naye okanye ikontraki ephantsi kwayo. Oku kukwasebenza nakumashishini angamahlumela eYunivesithi.
9. Ukusebenzisa igama leYunivesithi, uphawu lwentengiso, okanye ilogo ngokunxulumene neenkondo ezibonelelwa kwiimeko zabucala okanye ngenjongo yokuzusa imali. Oku kusenokunika imbonakalo yokuba iYunivesithi iyakuxhasa okanye inxulumene nemisebenzi yabucala yomntu, enokulahlekisa abantu besithathu (abantu bangaphandle) isebenzise kakubi igama leYunivesithi ukuze kuzuze yena.

ISIHLOMELO B

INkqubo eMiselweyo yokubhengeza ukungqubana kweemfuno

1. Ngokukhawuleza nje ukuba umntu ochaphazelekayo abe nolwazi malunga nokungqubana kweemfuno okunokwenzeka okanye okwenzekayo, banyanzelekile ukuba bazalise isibhengezo esingokungqubana kweemfuno besebenzisa iqonga leSun-e-HR, okanye ngokusebenzisa iOfisi kanobhala wesebe lolawulo elichaphazelekayo okanye iOfisi yeRejistra kwimeko yomfundi okanye igosa lolawulo.
2. Kwimeko yesebe lolawulo okanye iikomiti zawo, usihlalo ochaphazelekayo, ngoncedo lweofisi kanobhala kunye nokubonisana neOfisi yeRejistra, baza kuvavanya ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo ngokwemigaqo yomgaqo wokuziphatha ofanelekileyo okanye inkqubo enobulungisa.
3. Kwimeko yomfundi iOfisi yeRejistra iza kuvavanya ukungqubana kweemfuno okunokwenzeka okanye okwenzekayo ngokwemigaqo yomgaqo wokuziphatha ofanelekileyo okanye inkqubo enobulungisa.
4. Kwimeko yomsebenzi, iCandelo leMicimbi yaBasebenzi liza kuphonononga isibhengezo lenze uhlobo lwethutyana lokuba ngaba kukho ukungqubana kweemfuno kusini na. Ukuba iCandelo leMicimbi yaBasebenzi limisela ukuba akukho kungqubana kweemfuno, ngoko ke kuxhomekeke ekuqinisekiseni

kovavanyo lwethutyana nguMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi, akukho manyathelo angamanye aza kuthathwa.

5. Ukuba iCandelo leMicimbi yaBasebenzi limisela, ngokwenkangeleko yokuqala, ukuba ukubhengezwa kunokubangela ukungqubana kweemfuno, uMphathi weNqanaba loku1, ngokusebenzisa iqonga leSun-e-HR, uza kwaziswa malunga nokungqubana kweemfuno okunokwenzeka kwaye kufuneka avavanye oko kungqubana angenise iingcebiso zabo malunga nendlela yokusingatha ukungqubana kweemfuno okunokwenzeka ngokusebenzisa iqonga leSun-e-HR.
6. UMphathi weNqanaba loku1 unokuthi, ngokusebenzisa iqonga leSun-e-HR, enze ezi ncebiso zilandelayo:
 - 6.1 Akukho kungqubana kweemfuno. Umphathi weNqanaba loku1 kufuneka afake, esebenzisa iqonga leSun-e-HR, izizathu zabo zokugqiba ukuba akukho kungqubana kweemfuno. UMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi uza kuba ngumlamli wokugqibela kumba lowo.
 - 6.2 Kuthe kanti kukho ukungqubuzana kweemfuno, kodwa baseke isicwangciso, esiza kujongana nokungqubana kweemfuno okanye ukunciphisa iingozi ezinxulumene nokungqubana kweemfuno. Kule meko, isicwangciso esicetywayo sokunciphisa kufuneka sifakwe kwiqonga leSun-e-HR kwaye samkelwe nguMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi;
 - 6.3 Abanako ukuseka isicwangciso esinokuthi sinciphise umngcipheko ohambelana nokungqubana kweemfuno.
7. Apho uMphathi weNqanaba loku1 athatha isigqibo emva kokubhengeza, eso sigqibo kufuneka sivunywe nguMphathi weNqanaba lesi2. Inkqubo yokudlulisela kuMphathi weNqanaba lesi2 iza kwenzeka ngokuzenzekelayo ngeqonga leSun-e-HR.
8. UMphathi weNqanaba lesi2, emva kokuphonononga iingcebiso zoMphathi weNqanaba loku1, unokuthi:
 - 8.1 Axhase iingcebiso zoMphathi weNqanaba loku1;
 - 8.2. Angavumelani novavanyo kunye neingcebiso zoMphathi weCandelo loku1 aze abonise oko kuMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi ngokusebenzisa iqonga leSun-e-HR.
 - 8.3. Apho kufuneka khona isicwangciso sokunciphisa, kufuneka sihlaziywe isicwangciso sokunciphisa njengoko kubonwa kufanelekile kwaye kudluliselwe loo mbandela ukuze ugunyaziswe kuMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi (ngokusebenzisa iqonga leSun-e-HR).
 - 8.4. Kungenjalo, ukuba uMphathi weNqanaba lesi2 akakwazi ukuseka isicwangciso sokujongana nokungqubuzana kweemfuno, uMphathi weNqanaba lesi2

angawudlulisela umcimbi kuMgcini woMgaqo weZiko, onokubandakanya umcebisi ngezokungqubana kweemfuno ofanelekileyo, oza kuthi akhwebe iKomiti yezokuNgqubana kweemfuno kwisithuba seentsuku ezili14 (ezilishumi elinesine) zokusebenza. IKomiti kufuneka ibe nabantu aba3 (abathathu) ubuncinane. IKomiti yezokuNgqubana kweemfuno kufuneka icelwe ukuba ijongane nalo mbandela kwaye icebise umnini nomgcini womgaqo weZiko.

9. IKomiti yezokuNgqubana kweemfuno ingenza ezi ngcebiso zilandelayo kuMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi:
 - 9.1. Ukunqumamisa, ukuphelisa okanye ukulungisa ukubandakanyeka komsebenzi kwinkqubo yokuthatha izigqibo okanye ukwenza imisebenzi yabo eYunivesithi;
 - 9.2. Ukuqinisekisa ukuba inkqubo okanye iprojekthi okanye isigqibo esibandakanya ukungqubana kweemfuno kufuneka siphinde siqaliswe, silungiswe kunye/okanye sirhoxiswe.
 - 9.3. Ukuba nayiphi na inzuzo esele ifunyenwe ngumsebenzi kufuneka ityeshelwe ze kwenziwe imbuyekezo apho kuyimfuneko.
 - 9.4. Ukulungisa, ukunqumamisa okanye ukuphelisa izivumelwano zomsebenzi, ukubonelela ngomsebenzi wangaphandle okanye umsebenzi wokucebisa ukuba ukungqubana kweemfuno kunxulumene noku.
10. Phambi kokuba kuthathwe nasiphi na isigqibo sokugqibela, umsebenzi kufuneka anikwe ithuba lokuba kumanyelwe elakhe icala. Oku kuza kuthatha imo yesaziso kunye nenkqubo yokuvakalisa izimvo.

ISIHLOMELO C

Ifomu yokuBhengeza ukuNgqubana kweemfuno

UKUBHENGEZA UKUNGQUBANA KWEEMFUNO

Le fomu kufuneka izaliswe nguye nawuphi na umsebenzi ongafikeleliyo kwinkqubo yeSun-e-HR kwaye unokungqubana kweemfuno okwenzekayo okanye okunokubakho ekwenzeni imisebenzi yakhe yaseyunivesithi.

Ukuba umfundi ufuna ukubhengeza ukungqubana kweemfuno neYunivesithi, angasebenzisa le fomu.

Ifomu ezalisiweyo, etyikityiweyo kufuneka igcinwe ngokufanelekileyo.

Isicwangciso sokulawula ukungqubana kweemfuno zabasebenzi, ukuba siyasebenza, kufuneka sihlaziywe qho ngonyaka ngexesha lovavanyo lwentsebenzo.

ICANDELO A: ISIBHENGEZO SAMALUNGU

Nceda uzalise iimpendulo zakho ngoonobumba abakhulu. Mna, (Faka igama elipheleleyo)

Inombolo yeUT:

we (Faka icandelo)

ukwenjenje ndibhengeza:

OKWENZEKAYO □ OKUNOKUBAKHO □ OKUNGENOKUBAKHO/OKUNGENZEKIYO □

OkuluNgqubano lweeMfuno

Phawula: Phawula ibhokisi efanelekileyo

Nceda uchaze ngokufutshane uhlobo lokungqubana kweemfuno apho ubonise khona ukungqubana kweemfuno okwenzekayo okanye okunokwenzeka okanye okucingelwayo.

Nceda ucacise ngamalungiselelo acetywayo ukusombulula/ukunciphisa/ukulawula/ukungqubana kweemfuno (qhoboshela ngokwahlukeneyo ukuba kuyimfuneko).

Mna, (Faka igama elipheleleyo)

ukwenjenje ndivuma:

- ukuhlaziya usibhengezo sarhoqo ngonyaka ngalo lonke ixesha lokuqeshwa kwam eYunivesithi okanye de kube lixesha apho ukungqubana kweemfuno kube kuphelile.

- ukusebenzisana ekuqulunqweni kwesicwangciso sokulawula ukungqubana kweemfuno, ukuba kuyimfuneko.
- ukuthobela nayiphi na imiqathango okanye izithintelo ezibekwe yiYunivesithi ukulawula, ukunciphisa okanye ukuphelisa nakuphi na ukungqubana kweemfuno, okunokwenzeka okanye okucingelwayo.

Ityikityiwe:

Umhla:

ICANDELO B: ISIGUNYAZISO NGUMPHATHI WENQANABA loku1 / IOFISI YEREJISTRA

Mna, (faka igama elipheleleyo nesikhundla)

ndiphonononge isibhengezo (kunye nesicwangciso, apho kuyimfuneko) uze:

(*uphawule njengoko kufanelekile)

- ndikholelwa ukuba akukho sicwangciso sokulawula ukungqubana kweemfuno esifunekayo kwaye akukho manyathelo ongezelelweyo ayimfuneko.
- ndikholelwa ukuba isicwangciso esichazwe kwisibhengezo siza kunciphisa, silawule okanye sisuse ukungqubana kweemfuno (Nceda unike iinkcukacha ngezantsi) kwaye ndiza kuqhubeka ukubeka iliso kule meko.
- andikholelwa ukuba isicwangciso esichazwe kwisibhengezo siya kunciphisa, silawule okanye sisuse ukungqubana kweemfuno kwaye sithathe amanyathelo alandelayo:
- andinako ukusombulula ngokwaneleyo ukungqubana kweemfuno kunye nelungu elichaphazelekayo kwaye umcimbi ndiwudlulisele kuMphathi weNqanaba lesi2 okanye kuRejistra ukuze usonjululwe ngengxelo yam (Nceda unike iinkcukacha ngezantsi).

- ndinoluvo lokuba intengiselwano kufuneka iqhutywe nangona kukho ukungqubana kweemfuno, kwaye lo mcimbi ndiwudlulisele kuMphathi weNqanaba lesi2 okanye kuRejistra ukuze usonjululwe kunye nengcebiso yam.

Utyikityo: _____

Umhla:

ICANDELO C: UPHONONONGO NGUMPHATHI WENQANABA lesi2 / yiREJISTRA

Mna, (faka igama elipheleleyo kunye nesikhundla)

ndiphonononge isibhengezo sokungqubana kweemfuno (kunye nesicwangciso apho kufanelekileyo) kwaye ndithathe esi sigqibo silandelayo:

- Ndiwudlulisele lo mcimbi kuMlawuli oyiNtloko: weCandelo leMicimbi yaBasebenzi ngenxa yesizathu esithile. (Nceda unike izizathu)
- intengiselwano kufuneka iqhutyelwe okanye ukungqubana kweemfuno kunokuqhuba, nangona kukho ukungqubana kweemfuno. (Nceda unike izizathu) ngokuxhomekeke ekuvunyweni liBhunga, nesicelo kuMlawuli: oyiNtloko: weCandelo leMicimbi yaBasebenzi uza kuncedisa ekufumaneni invume yeBhunga.

Utyikityo:

Umhla:.....