

Guidelines for Tourist Guide Registration/Renewal Process

According to the Second Tourism Amendment Act, 2000 which was promulgated in December 2000 the following refers. "A tourist guide is any person who for reward, whether monetary or otherwise accompanies any person who travels within or visits any place within the Republic and who furnishes such person with information or comments with regard to any matter."

According to the Act, tourist guides must register with the Department of Environmental Affairs and Tourism by contacting the Provincial Registrar of that particular province in which they live in order to be recognised as a legal guide.

Any person who wishes to be registered as a tourist guide must:

- 1) Submit valid proof of THETA assessment (certificate). * If you have not received your THETA certificate/letter of competence please provide the Registrar with a certificate from your training provider e.g. Wildways/AQN etc. The Registrar will process these documents in the interim and issue ID cards which will be valid until THETA certificates are issued.
- 2) Submit a copy of your Declaration of Competence from your assessor indicating clearly the category for which you have been assessed e.g. Site Guide – Mountaineering - Abseiling
- 3) Pay R240 (registration renewable every 2 years).
- 4) Include 4 passport size, colour photos with their registration.
- 5) Include proof of South African citizenship i.e. certified copy of a South African ID or a valid residential/work permit.
- 6) Include a signed copy of the Tourist Guide Code of Conduct and Ethics.
- 7) Be at least 21 years of age.
- 8) Submit a valid First Aid certificate, from an institution recognized by the Department of Labour (e.g. Red Cross, St John's, the Fire Brigade etc.).
- 9) Submit a letter of verification from a consulate should you speak a foreign language.
- 10) Completed registrations for KZN may be sent to: The Registration Executive Tourism KwaZulu-Natal P.O. Box 2516 Durban 4000

Subject to:

- Payment of tourist guide registration fee on a bi-annual basis
- Renewal of First Aid certificate every three years
- In case of Driver guides, renewal of PDP every two years
- Deregistration as a result of misconduct as defined in the Second Tourism Amendment Act

Important contact details:

Uveshnee Ragavan
Registration Executive
Tourism KZN
Tel: (031) 366 7543
uveshnee@zu|u.org.za

Theresa Moyo
Department of Environmental Affairs and Tourism
Senior Administration Officer: Tourist Guide
Tel: (012) 310 3587
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Adventure Qualifications Network cc (*The old Wildways*)

Training & Assessment for Adventure Guides
031 767 2160 or 083 768 9021
info@wildways.za.net
www.wildways.za.net

THETA (*for details of accredited trainers and assessors*) 0860 100 221 or 011 803 6010 <http://www.theta.org.za>

Other Provinces

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Bella Gumede	North West
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Veronica Rikhotso	Northern Province
Xolani Mthethwa	Northern Province
Yasmin Dockrat	Western Cape