

# ANNUAL REPORT OF THE NATIONAL HERALD

2004 - 2005



arts and culture

Department:  
Arts and Culture  
REPUBLIC OF SOUTH AFRICA





*Main image:*

*Detail of the Protea Head of the Black Rod of the National Council of Provinces*

*Bottom left:*

*National Flag of the Republic of South Africa*

*Right from top to bottom:*

*Lutheran Bapedi Church*

*Manala-Mavula Traditional Authority*

*Mpondo Nation (Traditional Leader)*

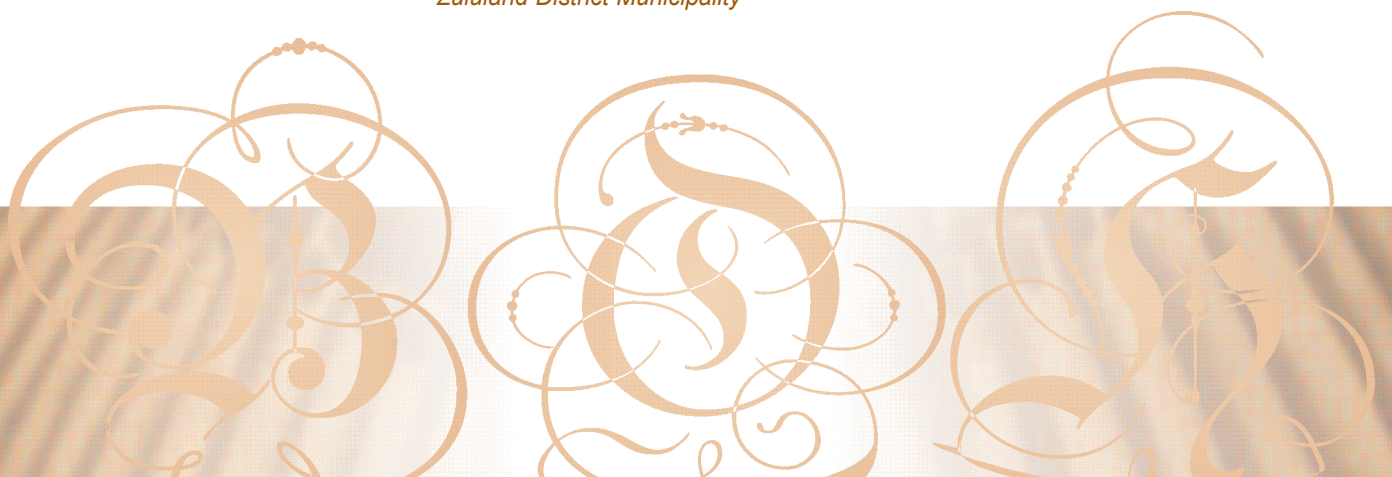
*South African Bisley Association*

*Department of Home Affairs (Custom Officials' Uniform Badge)*

*Flag of Johannesburg Metropolitan Municipality*

*Setsoto Local Municipality*

*Zululand District Municipality*



**ANNUAL REPORT  
OF  
THE NATIONAL HERALD**

DEPARTMENT OF ARTS AND CULTURE  
SOUTH AFRICA

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Thembinkosi Mabaso  
National Herald

## THE MINISTER OF ARTS AND CULTURE

I have a pleasure in laying before you, in terms of section 24(1) of Heraldry Act, 1962 (Act No. 18 of 1962), the following report on the activities of the Bureau of Heraldry for the period 1 April 2004 to 31 March 2005.

The Bureau of Heraldry was established in 1962 under the Heraldry Act of the same year. The Bureau is responsible to conceptualize, develop and register heraldic representations. The Bureau has of late been mandated to popularize national symbols so as to promote social cohesion.

In 1994 the Bureau helped to design the new national flag. Since then the Bureau has been instrumental in the transformation of national symbols and local government coats of arms. To advance transparency and public involvement, the Bureau has in some instances made a public call to South African designers. Products like the national coat of arms and the national orders have been designed through this process. Besides this participative process, the Bureau had to ensure quality and that the broader government imperatives were taken into consideration.

The Bureau of Heraldry has been able to fulfil its mandate, thanks to the dedication and support from the staff and the Heraldry Council and Committee. The National Archivist and his Deputy provided a strategic support and a vital link with the department, which resulted in a number of success collaborative projects. The Department of Arts and Culture's Corporate Services has ensured a conducive working atmosphere hence the steady increase in the Bureau's output.

A handwritten signature in black ink, appearing to read 'Thembinkosi Mabaso', with a stylized flourish at the end.

Thembinkosi Mabaso  
National Herald





## MISSION

The mission of the Bureau of Heraldry is to promote social cohesion through the design of heraldic symbols and popularisation of national symbols.





## FUNCTIONS

The functions of the Bureau of Heraldry, as defined in section 3(2) of the Heraldry Act, 1962 (Act No. 18 of 1962), are to:

- receive and examine applications for the registration of, and objections against the registration or deletion of, heraldic representations, names, special names or uniforms;
- keep the register and documents lodged in terms of the Act;
- issue certificates of registration of heraldic representations, names, special names and uniforms;
- give advice, in so far as it is possible, regarding heraldic representations, names, special names and uniforms, and render assistance with the design of heraldic representations and uniforms;
- carry out such other duties as may be assigned to it by the Minister, the Heraldry Council or the Heraldry Committee in terms of the Act.

## STRATEGIC OBJECTIVES

The following are key strategic objectives of the Bureau of Heraldry that form part of the new strategic plan:

- The transformation of heraldic symbolism to reflect the values of the new dispensation;
- Popularisation of national symbols;
- Promotion of social cohesion.







## ANNUAL REPORT OF THE NATIONAL HERALD

- 3 Submission to the Minister of Arts and Culture
- 4 Mission
- 5 Functions
- 5 Strategic objectives
- 6 Corporate management
  - Organisation*
  - Finance*
  - Income*
- 9 Work performed
  - Design and registration of heraldic representations*
  - The KwaZulu-Natal provincial coat of arms and isiZulu blazon*
  - Special designs*
  - Promotion of heraldry and national symbols*
  - Branding manual*
  - National order stamp series for 2004*
  - Protection of intellectual property*
  - National orders award ceremonies*
  - Projects schedule*
- 17 Conferences
- 17 Publications
- 18 Heraldry Council and Heraldry Committee

## CORPORATE MANAGEMENT

### Organisation

The Bureau of Heraldry is an integral part of the Department of Arts and Culture and is administered as a sub-programme of the National Archives.

While professional operations are managed independently, support functions, notably the management of financial and human resources, are fully integrated with the National Archives and, through it, with the Department's structure and programmes.

The National Herald is a member of the Chief Directorate of the National Archives of South Africa, which meets regularly. The National Herald, as a Director, also represents the Bureau of Heraldry at regular branch and senior management meetings. The National Archivist in turn, represents the Bureau of Heraldry at regular departmental top management meetings.

Operationally the Bureau has two distinct functional sections, a creative section and a promotion section. A Deputy Director heads the creative section. It is responsible for the conceptualisation, design and registration of heraldic representations. There are four heraldic artists who work from pencil sketches up to a fully painted certificate. To improve service delivery, the Bureau has embarked on including computer-aided designs. The promotion section is currently without dedicated staff members and operates as an ad hoc function. This section is responsible to conceptualise, develop and execute activities that are aimed at popularising national symbols.

### Finance

The management of finances occurs within a departmental context and all processes, from budgeting through to expenditure, are controlled by the relevant departmental structure.

### Income

Approximately R73615 was received as payment for the registration of heraldic representations, names, special names or uniforms.





## WORK PERFORMED

### Design and registration of heraldic representations

Applications received	98
Certificates of registration	103
Coats of arms	77
Flags	4
Standards	10
Banners	1
Badges	11
Register drawings	0
<b>Total illuminated certificates to date:</b>	<b>3536</b>

The following images are examples of heraldic registrations that took place during the report year:



Province of KwaZulu-Natal

## The KwaZulu-Natal provincial coat of arms and isiZulu blazon

When the Bureau registers a design, a blazon accompanies the registration. A blazon is a description of the design (e.g. a coat of arms) in specially selected words. Through a blazon, heraldic artists who have never seen the design beforehand can be able to recreate the design to its exact detail through the description provided.

Since the inception of the Bureau blazoning has been undertaken in a mix of English and old French. At some stage an Afrikaans blazoning was introduced. In 2004 blazoning was undertaken in isiZulu for the first time in respect of the coat of arms of the Province of KwaZulu-Natal. It is the intention of the Bureau to explore blazoning in all indigenous languages.

English Version	isiZulu Version
<p><b>Arms:</b></p> <p>Argent, a fess dancetty vert, in base, within a bordure dovetailed of the last a Strelitzia flower proper; on a chief dancetty Azure, filleted of the first, a mullet Argent. The shield is ensigned of a Zulu hut proper. Behind the shield a spear and knobkierie in saltire, proper.</p>	<p><b>Isihlangu:</b></p> <p>Sindima mbili enqanyulwe ngumzila oluhlaza satshani omazombezone. Kwesingezansi yimbali yekhamanga ehanqwe wungange olumagabela. Kwesingenhla yinkanyezi ekwesiluhlaza isibhakabhaka. Isihlangu sihloniswe ngesisosos sahloba ngeqhungwane, saphelzelwa yimpambanisela yomkhonto nesagila.</p>
<p><b>Supporters:</b></p> <p>On a compartment vert, the lower edge Or, dexter a lion and sinister a black wildebeest proper.</p>	<p><b>Izisekelo:</b></p> <p>Phezu kwesisinda esiluhlaza satshani saphethwa ngosagolide ikhohlo liphahlwe yibhubesi kuthi ingxele, yinkonkoni.</p>
<p><b>Motto:</b></p> <p>Masisukume Sakhe (Let us Stand Up and Build).</p>	<p><b>Isiqubulo:</b></p> <p>Masisukume Sakhe.</p>

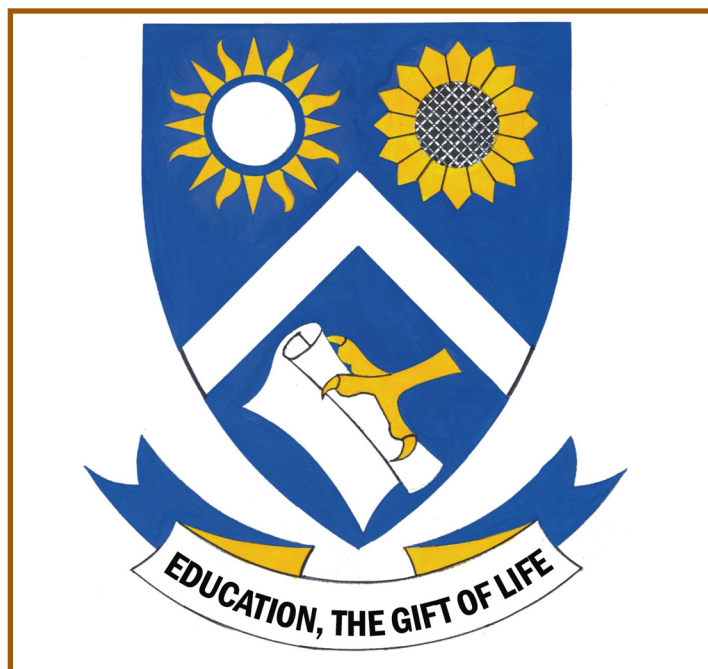
Blazon of the coat of arms of the Province of KwaZulu-Natal.







Metsweding District Municipality



Ikqwantlile Public School



Kgalagadi District Municipality



Disaster Management Institute of Southern Africa



## Special designs

### *Free-standing models of national orders*

The Bureau of Heraldry designed and manufactured 6 lifesize models of the six existing national orders. These models are used by the Presidency during the National Order Award Ceremonies. Over and above being decorative, these models popularise the new national orders.

### *The Black Rod*

Apart from normal day to day heraldic registrations the Bureau of Heraldry is also regularly approached to design other items. One such project was to design the new Black Rod for the National Council of Provinces.



Black Rod of the National Council of Provinces



## Promotion of heraldry and national symbols

### *Popularization of national symbols*

A number of successful initiatives were carried out in this financial year. These include the development of 12 national symbol exhibition panels. These portable panels were displayed in different venues including the Rand Easter show and Heritage Day. The Bureau of Heraldry Outreach programme ensured that the symbols were promoted in most provinces. Furthermore 10 000 information pamphlets were distributed to the public. An A2 spread was developed and distributed through major newspapers nation wide. The poster size informative publication was well received by schools and the general public.

### *Permanent exhibition*

The Bureau of Heraldry hosts a permanent exhibition in its passages which comprises more than 150 square metres. This exhibition is the focal point of most of the tours which are organised for visitor groups. It is also extensively utilised by staff of the Bureau especially when new applicants are assisted with the design of their coats of arms, badges, flags etc.

### *Public lectures and seminars*

A variety of groups visited the Bureau of Heraldry for educational tours. These included many groups of schools, universities, and international VIPs.

### *Outreach projects*

The Bureau of Heraldry participated in a number of outreach projects. The outreach programme plays a major role in empowering the nation by taking information to the people and making them aware of the meaning and existence of national symbols. This is part of the broader Batho Pele government strategy.

This programme involved the conceptualisation, development and staging of portable exhibition panels displaying national symbols and information related to roles and guidelines. Informative publications such as booklets, z-fold pamphlets and flyers are distributed at various national events. Furthermore workshops on national symbols are undertaken with strategic partners and special target audiences.

Through the outreach programme the Bureau built enduring and lasting partnerships between Bureau of Heraldry and governmental bodies in the national, provincial and local spheres and other social partners (the community and institutions).



### *National symbols school campaign*

Nine schools were selected for this pilot project. The project involved a workshop on the reproduction of national symbols on wall panels. A service provider was appointed to coordinate this project. Through this project creative skills were transferred to selected learners. The project was launched at Ikemeleng Junior Primary School in Naledi, Soweto, on 20 September 2004. The symbols that were reproduced were the national flag, the national coat of arms and the new set of national orders.

The collaborative effort of the departments that form the Social Cohesion and Social Justice Task Team ensured that the launch was a success. The Department of Education identified the participating schools and furthermore coordinated the implementation process. The Department of Sport provided hand-held flags with the national anthem and the national coat of arms printed at the back. Furthermore the role of sport in nation building was highlighted.

### **Branding manual**

The Bureau of Heraldry worked with GCIS to develop a branding manual. The initial stage of this project involved research on the role and use of the national coat of arms.

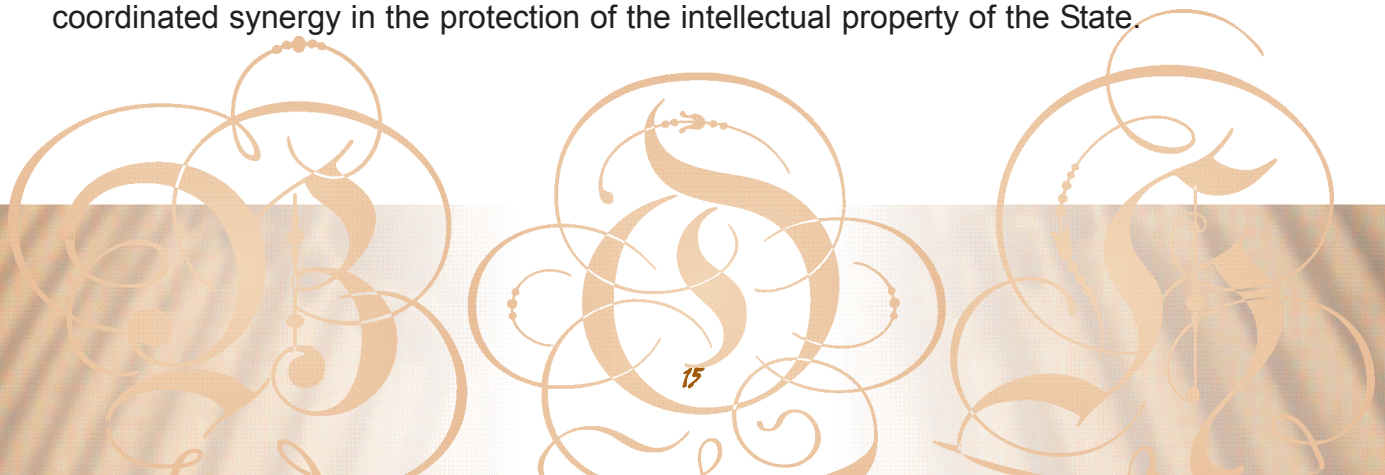
Draft guidelines on national symbols were also compiled on the basis of the application of the national coat of arms. GCIS appointed a service provider to help with the development of the branding manual. The objective was to have a finished product by the end of 2005.

### **National order stamp series for 2004**

The Department of Arts and Culture, through its representative at the Stamp Committee, has successfully motivated for the national order stamp series in 2004. These stamps will not only popularize the orders nationally but also outside our borders.

### **Protection of intellectual property**

National symbols are under the custodianship of three Departments: DAC, DTI, GCIS as well as the Presidency. The problem had been the lack of a joint coordination of the policing role. Due to poor communication the symbols are compromised and used by the private sector without proper permission. The creation of a communication link with departments that are looking after the interests of national symbols has been missing. The Department of Arts and Culture has, through the Bureau, made it possible to create coordinated synergy in the protection of the intellectual property of the State.



## National orders award ceremonies

The Department of Arts and Culture, through the Bureau of Heraldry, has been key to the development of the new sets of national orders. The breakthrough happened in 2002 where the first set of three orders was approved, manufactured and awarded. The Department has since resumed the responsibility of coordinating the cultural component of the award ceremonies. In 2004 two national order award ceremonies were held on 16 June and 29 October 2004 respectively. These events were held at the Union Buildings Amphitheatre and were attended by a record number of about 2000 delegates.

The Department of Arts and Culture procured the services of an Artistic Director whose main objective was to coordinate the cultural component. The Bureau made available a calligrapher to prepare scrolls of citations that are given to nominees.

## Projects schedule

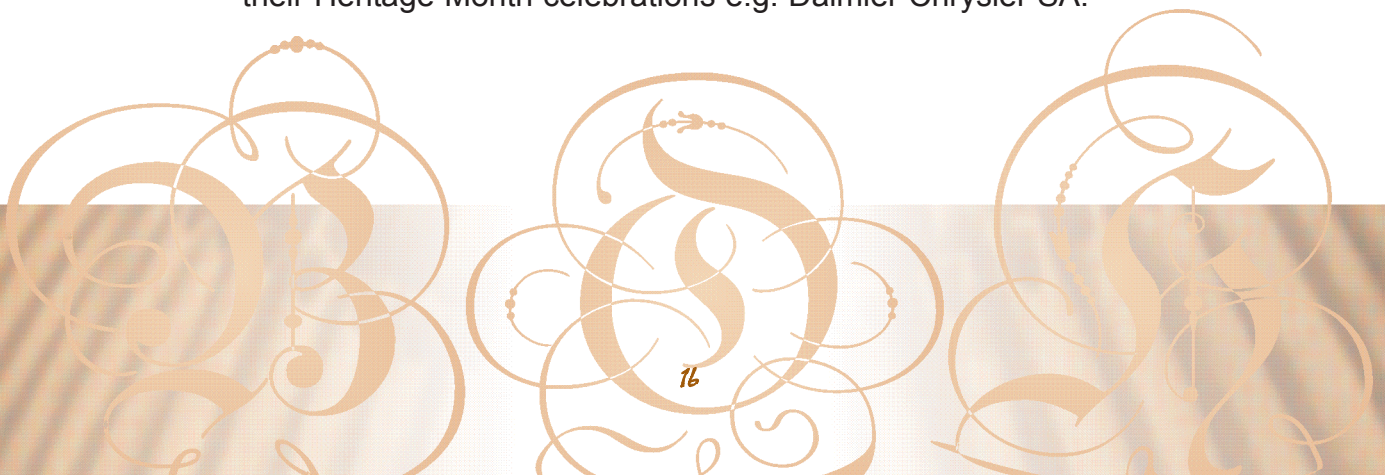
Popularisation projects are on going and are reviewed from time to time. The Bureau intends to partner with relevant stakeholders so as to maximise the output. The Bureau of Heraldry is planning to forge partnerships with other national departments like the Department of Education to penetrate all the schools effectively.

The Bureau of Heraldry has had a lot of successes with regards to outreach and public projects within this financial year. The Bureau will continually seek active support from all role players and stakeholders to increase representation and awareness of the national symbols and the Bureau of Heraldry.

### *Summary of national symbol popularization projects output*

The Bureau successfully participated in and contributed to the following activities to promote heraldry and popularize national symbols through different platforms namely:

- The Rand Easter Show 2004.
- The Youth Month commemorative celebrations in the northern parts of the Free State 2004.
- The MTN Science Centre's Great South African Inventions exhibition 2004.
- The Heritage Day celebrations 2004 in Kimberley.
- The Heritage Month celebrations 2004 of the Nelson Mandela Metro in the Eastern Cape.
- Supply of information regarding national symbols to various institutions for their Heritage Month celebrations e.g. Daimler Chrysler SA.



- National Archives Outreach projects and Open Day.
- National Science Fest held in Grahamstown.
- National Orders Ceremonies of June 2004 and October 2004.

## CONFERENCES

Mr Thembinkosi Mabaso, the National Herald, and Mrs Melissa McKenzie attended a Heraldic Congress in Brugge, Belgium. This conference dealt with various heraldic issues, amongst which is genealogy. The Bureau of Heraldry did not present any paper but was inspired to prepare one for the future.

## PUBLICATIONS

To date, details of 3463 of the heraldic representations registered under the Heraldry Act, 1962, have been fully or partially processed by means of the National Archives' computerised information retrieval system. These details form the basis of the *South African Armorial*, a comprehensive publication of registered South African coats of arms, badges and flags. Each volume contains four hundred entries. Entries are processed on a continuous basis and Volume 9 is under construction. All registrations under the Protection of Names, Uniforms and Badges Act, 1935, have been computerised. They are available under the title *Names, Uniforms and Badges* in four volumes. All these volumes have now been revised to incorporate cross-references arising from subsequent registrations. The Bureau of Heraldry's various computerised indices are also being updated. They replace the present card index system, in the interests of greater efficiency. All registered mottoes are also being computerised in alphabetical order. Although alphabetical and numerical indices have been prepared and are updated on a regular basis, the project to computerise full details of heraldic representations of the South African National Defence Force registered with the Bureau of Heraldry, has once again had to be postponed because of staff constraints. This is a major and essential project to eliminate the possibility of the duplication of designs, but with a professional staff component of only two, there is simply not the manpower to undertake it at present.





## HERALDRY COUNCIL AND HERALDRY COMMITTEE

The Heraldry Council was appointed in 2003 with a tenure of five years to preside over matters relating to national symbols, heraldic representations and the registration thereof. The current Council's membership is as follows:

- Prof CT Msimang
- Prof M Legassick
- Dr M Govender
- Mr WF Tabata
- Prof B Magubane
- Ms CN Jikelo
- Mrs P Broberg
- Mr PM Malaka
- Prof DSF Fourie
- Mr T Mabaso (ex officio)

The Heraldry Committee, whose primary function it is to advise the National Herald on technical matters which he refers to it, and to consider appeals against decisions by the National Herald, is drawn from the Council.

In its inaugural meeting held on 6 September 2004, the Council was presented with a strategic planning document of the Bureau. This was meant to familiarise the Council with the strategic objectives and also to solicit input. The Council was concerned with the scarcity of resources in the Bureau. The meeting suggested that the Bureau should have a website, where they will publish information about the Bureau and its role so that people, public and private organisations can start to use it fully.

The meeting suggested that they must set the dates for the meetings in advance, to be held quarterly. It was then agreed that the dates for the next year will be fixed in the next meeting and the venues can be alternated. It was suggested that the meetings could be held in different provinces to increase equity. February, May, August and November were the months that were suggested when the meetings could be held.

Mr Vicky Beukes gave a presentation on the Heraldry Act and briefly explained the roles and responsibilities of the Council according to the Act. The meeting was informed that DAC is responsible for 20 pieces of legislation including the Heraldry Act.



The Legal Services section is in the process of revisiting the legislations to bring them in line with the Promotion of Access to Information Act, the Promotion of Administrative Justice Act and other guiding policies and pieces of legislation that inform government operations. The Heraldry Council will be engaged in this process to take the process further in reviewing the Heraldry Act. The differentiation between a council and committee was given, i.e. a council is the policy making body it also handles the appeals; and the committee deals with the technical and advisory issues.

The meeting agreed that there is a need for a workshop for the Council as the Council is made up of new and old members to enable it to do its planning and a situational analysis. It was suggested that the workshop should last for 1½ days and it should involve the finance section, corporate services, human resources, administration and other departmental sections. The involvement of these sections would assist when the Council draws up a programme of action aimed at having all the relevant stakeholders buying in.

