

# PRODUCTION WORKSHOPS CATALOGUE



Offenders receive training to manufacture the items in this catalogue, thus enabling them to be economically active upon their release.



**correctional services**

Department:  
Correctional Services  
**REPUBLIC OF SOUTH AFRICA**

# INTRODUCTION

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## *The role of production workshops in the rehabilitation of offenders.*

**T**he main aim of production workshops within the Department of Correctional Services is embedded in Section 3(2)(b) of the Correctional Services Act (Act 111 of 1998) which states that “the department must as far as possible be self sufficient and operate according to business principles”.

This legal mandate and the enhancement of the productive capacity of offenders is also reflected in paragraph 4.4.8 of the White Paper on Corrections (2005) where it is acknowledged that employment and making a contribution towards the wealth of the community is a key contribution to rehabilitation and the prevention of recidivism. It is therefore the responsibility of the department to ensure that offenders are appropriately skilled in market related skills to ensure that they will be able to be economically active and be gainfully employed upon their release. To this end production workshops play an important role in order to ensure that offenders received skills in the relevant training fields that the workshops are offering.

This White Paper furthermore states that the objective of departmental run factories should enhance self sufficiency in the department and should contribute towards the self esteem and sense of worth of offenders through the payment of gratuity for their labour. The responsibility is therefore upon the department to develop commercially viable factories and farms, without undue advantage over similar industries in the private sector.

Production workshops comprise of ten wood and steel workshops, nineteen textile workshops, one shoe factory and six bakeries. Products produced at these workshops include office furniture, kitchen-, prison- and recreation equipment, all the garments offenders wear (except ladies



underwear and socks), all bedding items, male offender shoes and brown bread. This catalogue reflects some of the products that are being produced in the different production workshops.

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# SEATING

Operators • General



**CHAIR CONFERENCE**  
*and visitors*

999995T7724673

**CHAIR STACKABLE**  
*steel frame upholstered*

999995T7731096



**CHAIR TYPIST**

999995T7734472

**CHAIR LOW BACK**  
*executive*

999995T7730688



# SEATING

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Operators • General



**CHAIR STRAIGHT**  
*steel frame artificial leather  
upholstery*  
999995T7991817



**CHAIR VISITOR**  
*steel frame*  
999995T8282485



**CHAIR UPHOLSTERED**  
*with steel frame and arms*  
999995T8510392

# SEATING

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## Operators • General

### **CHAIR EASY**

*visitor wood frame with  
armrest padded seat  
and backrest*

999995T7724661



### **CHAIR VISITORS**

*wood frame with arm rest  
padded, material seat and  
backrest*

99999T7724673



### **CHAIR TYPIST**

71101801524913



OFFICE SEATING AVAILABLE IN OAK, CHERRY, KIAAT  
AND SALIGNA WOOD FINISHES.

# SEATING

## Managerial

### **CHAIR STRAIGHT**

*steel frame leather upholstery*

999995T7991817



### **CHAIR STRAIGHT steel**

*frame leather upholstery*

999995T7991817



### **CHAIR CONFERENCE**

*with upholstered seat and back with armrest*

999995T7724661



# SEATING

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## Managerial



**CHAIR HIGH BACK**  
*upholstered and leather,  
wooden arm rest*  
999995T7730346

**CHAIR HIGH BACK with**  
*castors and armrest*  
999995T7730346



**CHAIR EXECUTIVE  
HIGH BACK**  
*with gas tilt and height  
adjustment*  
999995T7730361



# SEATING

## Executive



**COUCH NGUNI LEATHER**

*two seater*

999995T08030088

**CHAIR NGUNI LEATHER**

*with armrest and wings*

999995T08030088



**CHAIR TUB NGUNI  
LEATHER**

*Unguni cattle skin*

999995T7730361



# SEATING

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## Executive



**COUCH LEATHER**

*two seater*

999995T7694060



**COUCH  
LEATHER**

*one seater*

999995T8168231



**COUCH LEATHER**

*two seater*

999995T7694060



**COUCH  
LEATHER**

*one seater*

999995T8168231

# SEATING

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## Executive

**CHAIR TUB**  
*fully upholstered*  
999995T8309332



# SEATING

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## Outdoor



**BENCH GARDEN**  
*steel frame*  
999995T7695811

**BENCH WOOD/o8**  
*without back rest*  
999995T7697157



# **DESKS, TABLES AND CONFERENCE FURNITURE**

## **DESK EXECUTIVE**

***2.1m x 1.1m***

999995T7912482



## **DESK EXECUTIVE**

***2.1m x 1.1m***

999995T8224828



# **DESKS, TABLES AND CONFERENCE FURNITURE**



**DESK ALU RANGE**

*2.1m x 1.1m*

999995T7912482



**DESK L.S**

*2.3m x 1.2m*

999995T8053480



**DESK SECRETARY**

*2.2m x 1.1m*

999995T8704900



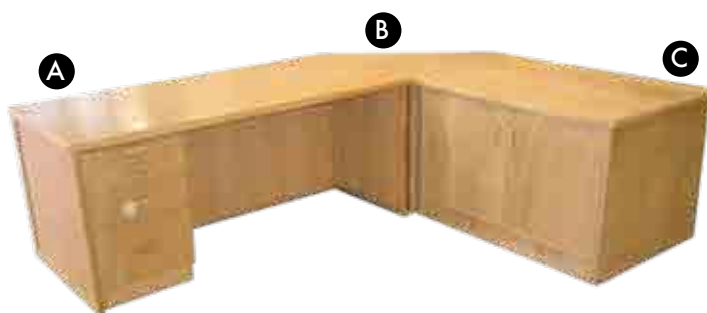
**DESK CURVE**

*line and extension*

*2.3m x 1.4m • 1.8m x 1.2m*

999995T8709495

# DESKS, TABLES AND CONFERENCE FURNITURE



**A DESK OFFICE (Junior manager)**

***1800mm x 900mm x 745mm***

999995T8051702

**B DESK CORNER link**

***900mm x 900mm***

999995T7802174

**C CREDENZA OFFICE (Swing doors)**

***lockable***

***1200mm x 900mm x 745mm***

999995T7721451



**COUNTER**

***reception corner***

***Size: According  
to office size.***

999995T8412037



**TABLE COMPUTER**

***1.2m x 700mm***

999995T7841428

ALL DESKS, TABLES AND CONFERENCE TABLES  
AVAILABLE IN OAK, KIAAT AND SALIGNA (NATURAL  
OR MAHOGANY STAIN) WOOD FINISHES.

# **DESKS, TABLES AND CONFERENCE FURNITURE**



**DESK L extension, free**  
*standing, two legs cherry*

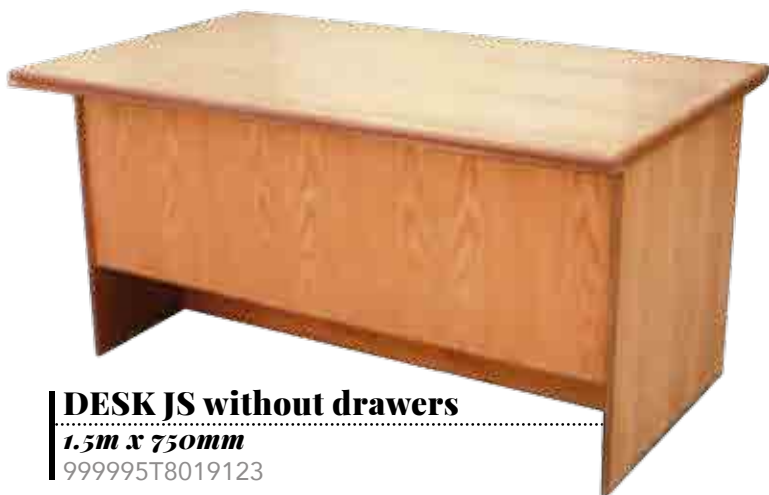
999995T8051880



**TABLE CONFERENCE UNIT OAK**

*Conference units made to order and  
office size*

999995T7842533



**DESK JS without drawers**

*1.5m x 750mm*

999995T8019123



# DESKS, TABLES AND CONFERENCE FURNITURE



**TABLE  
CONFERENCE**  
.....  
*Oak veneer oval*  
*2.4m x 1.2m*  
999995T7842180



**TABLE MAGAZINE**  
.....  
*1000mm x 500mm x 450mm*  
999995T7844691



**TABLE TELEPHONE**  
.....  
999995T7853587

**TABLE OAK  
magazine**  
.....  
*600mm x 600mm*  
999995T7845151





# DESKS, TABLES AND CONFERENCE FURNITURE



**PEDENZA**  
*with drawers and  
roller doors alu range*  
**1.3m x 600mm**  
999995T7909563



**TABLE**  
**conference**  
*curve line round*  
*1800 six seater*  
999995T7842103

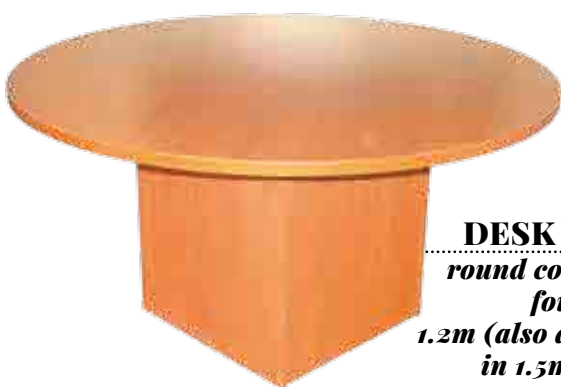


**TABLE**  
**CONFERENCE**  
*curve line round four*  
*seater 1.2*  
999995T7915073  
*Five seater 1.5*  
999995T7842091



**TABLE CONFERENCE**  
*curve line round 1800 six seater*  
999995T7842089

# DESKS, TABLES AND CONFERENCE FURNITURE



**DESK WOOD**  
*round conference  
four seater  
1.2m (also available  
in 1.5m x 1.8m)*  
999995T7985880



**TABLE MAGAZINE**  
*with glass curve line  
1m x 700mm x 450mm*  
999995T7841732



**TABLE COFFEE**  
*curve legs  
1m x 600mm x 450mm*  
999995T77841024



**TABLE ASHTRAY**  
*curve line  
600mm*  
999995 T8411934

# STORAGE AND FILING

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## WALL UNIT

*three piece*

999995 T7860671

WALL UNITS ACCORDING TO OFFICE SIZE.



## BOOKCASE

*four doors type F*

*1.9m high*

999995T7834219

# STORAGE AND FILING

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## BOOK CASE

*glass doors*

*1.5m high*

999995T7834219



## BOOK CASE WALL

*glass and wooden  
doors*

*1.5m high*

999995T8225296

# STORAGE AND FILING

---



## WALL UNIT

*four piece*

999995T8165211



## WALL UNIT

*two piece with LCD display and bar*

999995T7986375

WALL UNITS ARE MANUFACTURED ACCORDING TO OFFICE SIZE.

# STORAGE AND FILING

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## SERVER

*2.2m x 600mm*

999995U0478913



## CUPBOARD

*wood display*

*2.2m x 600mm*

999995T8665794



## CUPBOARD

*stationary*

999995T9326963

# STORAGE AND FILING

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**BOOKCASE**  
*four door type F*  
*1.9m tall*  
999995T7834219



**BOOKCASE,**  
*wood, wooden door below,*  
*2 drawers middle, glass doors*  
*1.9m tall*  
999995T7835566



**EXECUTIVE**  
**TV UNIT**  
999995T835515

# STORAGE AND FILING

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**A** **DRAWER UNIT**  
*four drawer cherry*  
999995T8002180

**B** **FOUR DRAWER**  
**filing**  
*cabinet*  
999995T7819016



**C** **CUPBOARD**  
*cherry 1.5m*  
999995T8042323

**D** **CUPBOARD**  
*1.9m*  
999995T8051284



**CUPBOARD**  
*stationary typist*  
999995T9326963





# STORAGE AND FILING

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**SERVING  
UNIT**

*with doors*  
999995T9863148



**DRAWER UNIT**

999995T8048441

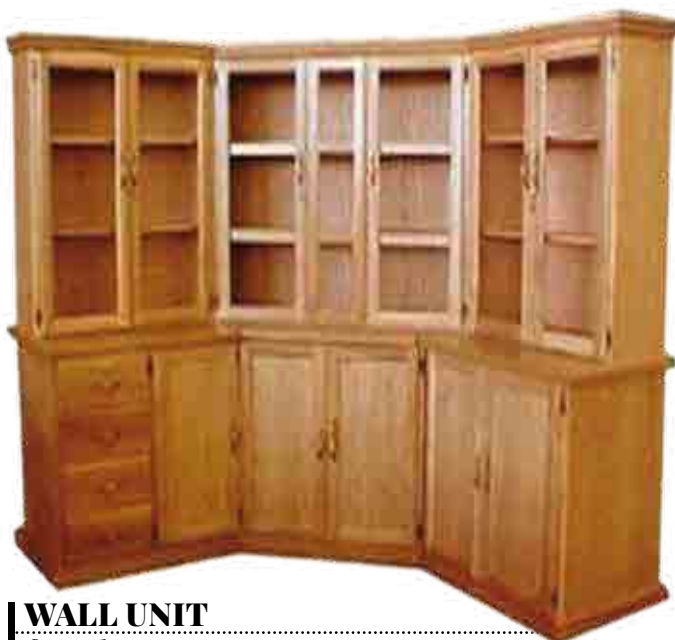


**FILING CABINET**  
*four drawer*

999995T8412090

# STORAGE AND FILING

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## WALL UNIT

*four drawers*

999995T9066961



## RACK CORRESPONDENCE

*30 division*

999995T8064230



## DRAWER UNIT

999995T8048441

# STORAGE AND FILING

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## DRAWER UNIT

999995T8048441



## CABINET FILING

*PK four drawer*

999995T7819016

## CABINET FILING

*three drawers wood*

999995T8709495



## CABINET

*for CID documents*

999995T7819497

# TRAINING AND RECREATIONAL ITEMS

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## **Student desk (small)**

999995T7999930

## **Student desk (medium)**

999995T7999903

## **Student desk (large)**

999995T7999450

## **Student desk (x large)**

999995T8001087

## **CHAIR**

*polypropylene*

999995T9555779



## **BOARD**

*modeling school, black or  
green, portable*

999995T84662296



## **BOARD**

*modelling fixture school  
black or green*

999995T8424638

# TRAINING AND RECREATIONAL ITEMS

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**CHESSBOARD**  
*with pieces*

999995T8159853

**CHESS/  
DRAUGHT  
BOARD**

999995T8160119



**GAME**  
*finger board*

999995T8886412

# STEEL ITEMS



**CABINET STEEL**  
*30 distribution  
racks, lockable  
doors*



**TABLE STEEL**  
*collapsible*  
999995T7853082



**CABINET STEEL**  
*television*  
999995T7791724

**DOG SHELTER**  
999995T9555399



# KITCHEN ITEMS

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**A SERVING BUCKET S/S**

999995T7813900

**B MASHER S/S**

999995T8267559

**C GRATER FOOD S/S**

999995T8219774



**D MUGS offender type**

999995T8203248

**E PLATE offender type**

999995T9555490

**F SPOON offender type**

999995T8205484



**FOOD BIN 100 litre G**

999995T9555476

**FOOD BIN 40 litre H**

999995T8491831

**FOOD BIN 20 litre I**

999995T9555488



# KITCHEN ITEMS

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**J MEASURING SPOONS, per set**

999995T8277

**K SPOON serving 250 ml**

999995T8195239

**L SPOON serving 500 ml**

999995T8196092

**M EGG LIFTER s/s**

999995T9555464

**N CHEFF FORK s/s heavy duty**

999995T9555437



**Q SCOOP sugar or flour**

99999T8277461

**R FUNNEL 180mm**

99999T8239067



**TABLE stainless steel folded legs**

999995T7855012

**BENCH dining**

999995T7695342



# KITCHEN ITEMS

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## CONTAINER

*bread and meat with lid*  
600mm x 315mm x 325mm

999995T9070172

## TROLLEY

*food (five bowls)*

999995T9555591



## TROLLEY

*food (100 dishes)*

999995T9555553

# SECURITY ITEMS



**SAFE**

*pistol square*

*SABS Ref: ZM 135a*

*Nº: 2536/31996/2M153*

*240mm x 341mm x 1367mm*

999995T955648

**SAFE**

*rifle steel*

999995T8023830



**LOCKER STEEL**

*ten square doors*

999995T9555223

# SECURITY ITEMS

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**LOCKER**  
*bedside hospital*  
999995T8054367



**BED OFFENDER**  
*double with two lockers*  
999995T9555286

# SECURITY ITEMS

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## **GATE SECURITY**

*for office use*

999995T8081693



## **DOOR**

*hollow metal, framed*

999995T9556516

*GRILL prison type*

999995T9326529

*DOOR, hollow no frame*

999995T8072872

*DOOR frame, prison type*

999995T8084042

## **P-FENCE**

*palisade fence*

999995T8494155



# ACCESSORIES

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**STAND FLOWER**

*wood*

999995T8166872



**RACK**

*incoming/outgoing post (pair)*

999995T9556009

**BIN WASTE**

*Supa wood*

999995T9555627



# ACCESSORIES

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## **PULPIT**

*wood church type*

999995T8260566



## **STAND**

*hat and coat wood*

999995T7983226



## **TROLLEY** **tea wood**

*Available in various  
wood types*

999995T9556353

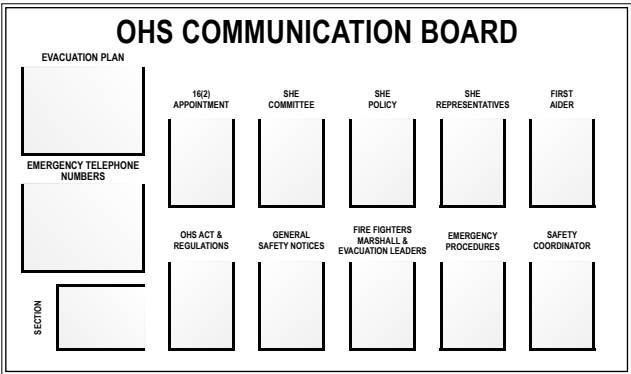
# SIGNAGE



**SIGN BOARDS,  
manufacturing of notice  
boards miscellaneous  
services**  
999995T9279744



**SIGN BOARD: Safety**  
999995T8211652



**BOARD notice OHS  
communication board steel  
plate**  
999995T8600886

# SIGNAGE



**WELCOME notice board**  
*(Correctional Services)*  
999995T9555375



**BOARD notice visitors**  
999995T7819485



# CONTACT PERSONS

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## **Dir. Production Workshops & Agriculture** ***EMC Lepule***

Tel: (012) 305 8789

e-mail: elizabeth.lepule@dcs.gov.za

## **DD Production Workshops** ***MW Bron***

Tel: (012) 305 8376

e-mail: mitchell.bron@dcs.gov.za

## **ASD Workshop Operations** ***Ruth Adeloye***

Tel: (012) 305 8319

E-mail: Adeloye.ruth@dcs.gov.za

## **ASD Planning** **Production Workshops** ***Linda Phethlu***

Tel: (012) 305 8317

E-mail: linda.phethlu@dcs.gov.za

## **Principal user Workshops** **Costing System** ***Abram Mpeta***

Tel: (012) 305 8311

E-mail: abram.mpeta@dcs.gov.za

## **SAO Wood and Steel** ***Ricardo Johnson***

Tel: (012) 305 8309

E-mail: Ricardo.johnson@dcs.gov.za

## **Workshop Administration** ***Carike Visser***

Tel: (012) 305 8314

E-mail: carike.visser@dcs.gov.za

# PROCEDURE TO FOLLOW WHEN ORDERING

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## **The Correctional Services Act: Act 111 of 1998 states the following:**

133. Agreements for articles, supplies and services.

- (1) All State departments must, as far as practicable, purchase articles and supplies manufactured by prisoner labour from the Department at fair and reasonable prices as may be determined by the Minister of Finance.

## **Other Government Departments**

1. Phone the nearest Departmental Workshop\*, speak to the Section Head: Production Workshops to determine if they can be of assistance in the manufacturing of the product required.
2. Forward your request to DCS Head Office for an official quotation. If the quotation is acceptable, then forward your official purchase order to DCS Head Office for approval and disposal.
3. The completion time will be determined by the amount of work on hand in the specific workshop but should not exceed 3 months from approval by H.O. Estimated completion time can be negotiated with the Section Head: Production Workshop.
4. When the product is completed, the workshop will forward a Z59 to DCS Head Office to commence payment of the product.
5. The workshop will contact the client when the product IS READY FOR DISPATCH/COLLECTED
6. Orders from other government departments should reach DCS Head Office by the end of August of each financial year to ensure speedy delivery.

## **DCS**

1. Supply Chain units must annually submit their needs of the next financial year for the manufacturing of workshop products / services (Wood, steel, textile or bakery) before or on 30 September each year to Head Office, Director: Production Workshops and Agriculture.
2. Where an item does not form part of the annual Master Schedule of the Directorate Production Workshops & Agriculture, but the item is required, the Requisitioning Depot should first contact the closest Manufacturing Workshop and obtain a quote and confirmation that the specific workshop will be able to manufacture the item as 'unscheduled'.
3. Internal requisitioning procedure is followed when items, goods or services are available from own Management Area or Correctional Centre (internal sources)
4. External requisitioning procedure is followed when items, goods or services are available from other Management Areas (internal sources).
5. NB. Requisitioning depots must ensure that the correct ICN and store number are used.

# WORKSHOP CONTACT DETAILS

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6. The item is issued to the Requisitioning Depot/ Cost Centre.
7. The transit clerk (at the receiving depot) must mark the item if it is an asset and indicate the asset number on the receipt voucher.

*\*Departmental Workshops, as well as contact numbers are as follows:*

## **Head Office**

Tel: (012) 305 8309, Fax: (012) 321 1997

## **Gauteng Region**

### **Kgoši Mampuru II (Pretoria) (wood steel and textile)**

Store number: 9510395068

Tel: (012) 314 1782/3/4, Fax: (012) 314 1758

### **Boksburg (wood, steel and textile)**

Store number: 9510395066

Tel: (011) 898 3873/4, Fax: (011) 913 4921

### **Leeuwkop. (Bryanston) (wood and steel)**

Store number: 9510395124

Tel: (011) 208 9535/38, Fax: (011) 260 0200

### **Zonderwater. (Cullinan/Pretoria) (wood, steel and textile)**

Store number: 9510395067

Tel: (012) 305 7146/7112, Fax: (012) 734 3992

### **Johannesburg (textile)**

Store number: 9510395065

Tel: (011) 933 7103, Fax: (011) 941 1181

## **Limpopo, Mpumalanga and North West**

### **Thohoyandou (wood, steel and textile)**

Store number: 9510795011

Tel: (015) 963 8629/8500, Fax: (015) 963 8629

### **Witbank (textile)**

Store number: 9510595072

Tel: (013) 656 3525, Fax: (013) 690 3962

### **Mogwase (textile)**

Store number: 9510895103

Tel: (014) 555 5630, Fax: (014) 555 5726

### **Potchefstroom (textile)**

Store number: 9510895139

Tel: (018) 291 1011, Fax: (018) 291 1068

# WORKSHOP CONTACT DETAILS

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## **KwaZulu-Natal**

### **Pietermaritzburg (wood, steel and textile)**

Store number: 9510495022

Tel: (033) 845 5500/5621, Fax: (033) 394 0420

### **Durban (textile)**

Store number: 9510495081

Tel: (031) 204 8811/8855, Fax: (031) 267 2902

## **Free State and Northern Cape**

### **Bizzah Makhate (Kroonstad)**

**(wood, steel and textile)**

Store number: 951029587

Tel: (056) 216 4318/9/4337, Fax: (056) 213 1517

### **Tshwelopele (Kimberley)**

**(textile)**

Store number: 9510695086

Tel: (053) 836 6262, Fax: (053) 861 2857

## **Eastern Cape**

### **St Albans. (Port Elizabeth) (wood, steel and textile)**

Store number: 9510195084

Tel: (041) 398 1198/1276/1277, Fax: (041) 775 1171

### **East London (textile)**

Store number: 9510195047

Tel: (043) 731 2250, Fax: (043) 763 6734

## **Western Cape Region**

### **Pollsmoor. (Tokai) (wood, steel and textile)**

Store number: 9510995077

Tel: (021) 700 1260/1/2, Fax: (021) 701 9246

### **Drakenstein. (Paarl) (wood, steel and textile)**

Store number: 9510395096

Tel: (021) 864 8040, Fax: (021) 867 0715

### **West Coast (Malmesbury)**

**(textile)**

Store number: 9510995052

Tel: (022) 487 1350, Fax: (022) 487 1362

### **Worcester. (Breede River) (textile)**

Store number: 9510995035

Tel: (023) 348 7768, Fax: (023) 347 4550

### **Helderstroom. (Overberg) (wood, steel and textile)**

Store number: 9510995031

Tel: (028) 215 8611, Fax: (028) 214 8637

# OFFENDER UNIFORM AND TEXTILES

PRODUCTS	MANUFACTURING PRODUCTION WORKSHOPS
Apron, PVC	Tshwelopele
Beanies	Mogwase Overberg
Bed sheets	Boksburg Breederivier East London St Albans
Blouse (female)	Pollsmoor
Coffee/tea bags	Breederivier
Curtains	Breederivier
Draw sheet	Breederivier
Dress female summer	Pollsmoor
Dress food	Breederivier
Duvet cover	Durban-Westville
Facecloth blue	Kgoši Mampuru II
Food cover	Breederivier
Gown blue	Kgoši Mampuru II
Hats (juvenile)	Pollsmoor
Hats, orange	West Coast
Hats, yellow (remand)	
Ironing sheet	Breederivier
Jacket (female)	Pollsmoor
Jacket (juvenile)	
Jacket, white	Bizzah Makhate Breederivier
Jacket, yellow (remand)	Tshwelopele West Coast
Male drawer	Boksburg Breederivier Durban-Westville
Mattress covers	Boksburg Zonderwater Drakenstein
Overcoat, white	Bizzah Makhate Breederivier
Overall (juvenile)	Durban-Westville Pollsmoor
Overall, orange	West Coast
Overall, red	Boksburg
Overall, white	Bizzah Makhate Breederivier
Pillow cases	Boksburg Breederivier East London St Albans
Press cloth	Breederivier
Pyjamas, female, summer	Bizzah Makhate
Pyjamas, female, winter	Breederivier
Pyjamas, summer	
Pyjamas, winter	
Raincoat, PVC	Tshwelopele

# OFFENDER UNIFORM AND TEXTILES

PRODUCTS	MANUFACTURING PRODUCTION WORKSHOPS
Sheet, hospital, offender, blue	Kgosi Mampuru II
Shirt, juvenile	Durban-Westville Pollsmoor
Shirt, orange	Boksburg Drakenstein East London Pietermaritzburg Potchefstroom St Albans Thohoyandou Tshwelopele West Coast Witbank Zonderwater
Shirt, red	West Coast
Shirt, short sleeve	Pollsmoor
Shirt, yellow (remand)	Durban-Westville Pollsmoor St Albans Tshwelopele West Coast
Shirt, white	Bizzah Makhate Breederivier
Sweater, tops	Mogwase Overberg
Table cloth Theatre gowns	Breederivier
Towel, blue Towel, white	Kgoši Mampuru II
Trouser, orange	Boksburg Drakenstein East London Pietermaritzburg Potchefstroom St Albans Thohoyandou Tshwelopele West Coast Witbank Zonderwater
Trouser, red	West Coast
Trouser suit, female	Pollsmoor
Trouser, yellow (remand)	Durban-Westville Pietermaritzburg Pollsmoor St Albans West Coast
Trouser, white	Bizzah Makhate Breederivier
Vests	Boksburg St Albans





# **PRODUCTION WORKSHOPS CATALOGUE**

**DEPARTMENT OF CORRECTIONAL SERVICES**