

MAREHO A LEFAPHA
February 2020
(revised terms)

| Term | Sesotho equivalent |
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| Department of Sport, Arts Culture and Recreation | Lefapha la Dipapadi, Bonono, Botjhaba le Bokgathollo |
| MEC (Member of Executive Council) | Letona |
| HOD (Head of Department) | Hlooho ya Lefapha |
| Chief Director | Molaodi e moholo |
| Director: Heritage, Museums and Language Services | Molaodi: Bojalefa Dimuseamo, le Ditshebeletso tsa puo |
| Director: Performing and Visual Arts | <i>Molaodi: Bonono ba sethaleng le tse bonwang</i> |
| Director: Corporate Services | Molaodi: Ditshebeletso tsa Kgwebo |
| Director Human Resource | Molaodi: tsa Basebetsi |
| Director IT Support Services | Molaodi : Ditshebeletso tsa Tshehetso, Leseding la theknoloji |
| Director: Library and Archives Services | Molaodi: Ditshebeletso tsa laeaborari le diakhaefe |
| Deputy Director: Language Services | Motlatsamolaodi Ditshebeletso tsa Puo |
| Chief Language Practitioner | Mosebetsi ka Puo wa Sehlooho |
| Senior Language Practitioner | Mosebetsi-ka Puo e Moholo |
| Assistant Director | Mothusamolaodi |
| Deputy director | Motlatsamolaodi |
| Language Practitioner | Mosebetsi-ka Puo |
| Senior Admin Clerk | Tlelerekekgolo ya tsamaiso |
| Senior Procurement Clerk | Tlelerekekgolo ya Phumantsho |
| Translator | Mofotoledi |
| Interpreter | Toloko |
| Language Developer | Mohlabullapuo |
| Employment Relations Officer | Mohlaka wa dikamano mosebetsing |
| Internal Auditor | Mohlakisi wa kahare |
| Graphic Designer | Seralakrafiki |
| Communications officer | Mohlankapuisano |
| Senior Communications officer | Mohlanakapuisano e moholo |
| Communications Manager | Motsamaisapuisano |
| Manager Human Resource | Motsamaisi: tsa basebetsi |
| Manager :Transport | Motsamaisi: tsa dipalangwang |
| Chief Financial Officer | Mohlanka e moholo wa dijthelete |
| Museum Clerk | Tlelereke ya Museamo |
| Supervisor | Mookamedi |
| Curator | Mohlokomela Museamo |
| Sports Psychologist | Saekholojisti ya dipapadi |
| Manager: | Motsamaisi: dipapadi |
| Manager: Facility | Motsamaisi: dibaka le disebediswa |
| Labour Relations Officer | mohlankadikamano tsa Basebetsi |
| Personal Trainer | Mokwetlisi wa bomong |
| Coach | Mokwetlisi |
| Assistant Coach | Mothusamokwetlisi |
| Development Coach | Mokwetlisi wa tlhabollo |

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| Assistant Development Coach | Mothusamokwetlisi wa tlhabollo |
| Presiding Officer | Motshwaranyewe |
| Manager Corporate Services | Motsamaisi Ditshebeletso tsa Kgwebo |
| Network Controller | Molaodi wa kgokahano |
| IT Administrator | Motsamaisi wa Lesedi la Theknoloji |
| Accounting Officer | Mohlanka ya karabelang |
| Acting Accounting Officer | Mohlanka ya ikarebelang wa mokobobo |
| Personal Assistant | Mothusi wa bo mong |
| Secretary | Mongodi |
| Clerk | Tlelereke |
| Speech Writer | Mongodi wa puo |
| Cultural Affairs Officer | Mohlanka – tsa –botjhaba |
| Sign Language Interpreter | Toloko ya puo ya matsoho |
| Batho-Pele Coordinator | Mohokahanyi wa Batho Pele / Mohokahanya Batho Pele |
| Batho-Pele Principle | Motheo wa Batho Pele |
| Assets: Manager | Motsamais: Thepa |
| Director: Supply Chain Management | Molaodi: taolo ya phepele |
| Head of Arts Centre | Hlooho ya Setsi sa bonono |
| Human Resource Utilisation and Capacity Development | Tlhabollo ya tshebediso ya bokgoni ba basebetsi |
| Deputy Director : Special Programmes | Motlatsamolaodi: Mananeo a Kgethehileng |
| Induction | Tataiso |
| Interview | Inthaviyo |
| Interviewee | Moiketi |
| Candidate | Moiketi |
| Interview Panel | Moifo inthaviyo |
| Post Advertisement | Phatlalatso ya Sekgeo sa mosebetsi |
| Selected Candidate | Moiketi ya hlwailweng |
| Appointment Letter | Lengolo la Khiro |
| Interview Questions | Dipotso tsa inthaviyo |
| Interview Procedure | Motjha wa inthaviyo |
| Letter of Application | Lengolo la Kopo |
| Vacancy Circular | Lengolo la dikgeo tsa mosebetsi |
| Vacancy Notice | Tsebiso ya dikgeo tsa Mosebetsi |
| Contract Renewal | Ntjhafatso ya kontraka/boitlamo |
| Contract Termination | Phediso ya kontraka/boitlamo |
| Internal Post | Sekgeo sa mosebetsi sa bakahare |
| External Post | Sekgeo sa mosebetsi sa bakantle |
| Suspension | Ho kginwa mosebetsing |
| Hearing | Nyewe |
| Code of Conduct | Molao wa boitshwaro |
| Grievance | Tletlebo |
| Grievance Procedure | Metjha ya Tletlebo |
| Letter of Complaint | Lengolo la tletlebo |
| Complaint | Tletlebo |
| Complainant | Motletlebi |
| Hearing Procedure | Motjha wa nyewe |
| Misconduct | Boitshwaro bo Bobe |
| Code of Ethics | Molao wa boitshwaro |
| Insubordination | Tello |

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| Letter of Suspension | Lengolo la ho kginwa |
| Intervention | Bonamodi |
| Dictionary | Bukantswe |
| Machine Translation | Phetolelo ka motjhini |
| Machine Aided Translation | Phetolelo ka thuso ya Motjhini |
| Thesaurus | Thesorase |
| Terminology Development | Qapo ya mareho |
| Terminology Developer | Moqapamareho |
| Translation | Phetolelo |
| Interpreting | Botoloki |
| Consecutive Interpreting | Botoloki ba tatellano/ ba dikgefutso |
| Simultaneous Interpreting | Botoloki bo tswelang |
| Document Design | Thalo ya tokomane |
| Linguistic Resource | sesebediswa sa thuto ya puo |
| Linguistic Imbalance | Ho se lekane ha dipuo |
| Linguistic Balance | Tekanyo ya dipuo |
| Editing | Tokiso ya puo |
| Interpreting Booth | Ntlwana ya Botoloki |
| Interpreting Ethics | Melao ya boitshwaro ya botoloki |
| Translation Ethics | Melao ya Boitshwaro Phetolelo |
| Community Interpreting | Botoloki ba setjhaba |
| Sign Language Interpreting | Botoloki ba puo ya Matsoho |
| Braille Document | Tokomane ya Braille |
| Multilingualism | Botemengata |
| International Translation Day | Letsatsi phetolelo la matjhaba/letsatsi le bofetoledi la matjhaba |
| Monolingual Dictionary | Bukantswe e hlaosang/ ya ditlhaloso |
| Bilingual Dictionary | Bukwantswe ya dipuo tse pedi |
| Trilingual Dictionary | Bukantswe ya dipuo tse tharo |
| Interpreting Coordinator | Mohokahanyabololoki |
| Interpreting Equipment | Disebediswa tsa botoloki |
| Translation Statistics | Dipalopalo tsa Phetolelo/Bofetoledi |
| Interpreting Statistics | Dipalopalo tsa Botoloki |
| Language Rights | Ditokelo tsa puo |
| Language Barrier | Tshita ya puo |
| Terminology Management | Taolo ya mareho |
| Lexicography | Leksikhokrafi |
| Lexicographer | Leksikhokrafa |
| Lexicography Unit | Yuniti ya Leksikhokrafi |
| Interpreting Unit | Yuniti ya Botoloki |
| Translation Unit | Yuniti ya Bofetoledi/Phetolelo |
| Budget | Ditekanyetso |
| Financial Implication | Ditjeho |
| Expenditure | Tshebediso ya tjelete |
| Fruitless Expenditure | Tshenyo ya tjelete |
| Allowance | Ditsiane |
| Subsistence and Travelling Claim | Kopo ya tshehetso ya dijo le Leeto |
| Petty Cash | Tjelete ya Merero e Menyenyane/ petikheshe |
| Financial Administration | Tsamaiso ya tjelete |
| Loss Control Unit | Yuniti ya taolo ya tahlehelo |
| Expedite | Akofisa |

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| Salaries | Meputso |
| Wages | Meputso |
| Financial Assets | Thepa ya tjelete |
| Subsidy | Tshehetso |
| Persal Number | Nomoro ya Khiro |
| Financial Control System | Mokgwa wa taolo ya tjelete |
| Budget Vote | Kabo ya ditekanyetso |
| Budget Allowance | Moedi wa ditekanyetso |
| Payment Method | Mokgwa wa Tefo |
| Remuneration Level | Boemo ba moputso |
| Notch | Notjhe |
| Quotation | Khotheishene |
| Claim | Tseko |
| Unit Business Plan | Moralo wa yuniti wa tshebetso |
| Departmental Budget | Ditekanyetso tsa lefapha |
| Financial Records | Direkoto tsa tjelete |
| Cost Cutting | Phokotso ya ditjeho |
| Compensation of Employees | Tefo ya basebetsi |
| Lease Payments | Tefello ya Khiro |
| Librarian | Laebrariene |
| Book Shelf | Shelfe ya dibuka |
| Book Mark | Letshwao la buka |
| Book Selection | Kgetho ya dibuka |
| Book Selection Committee | Komiti ya kgetho ya dibuka |
| Author | Mongodi/sengodi |
| Book Club | Sehlopha sa babadi |
| Reading Corner | Sekgutlwana sa babadi |
| Reading Circle | Potoloho ya babadi |
| Online Library | Laebrari ya inthanete |
| Archives | Dipokello/akhaeve |
| Archives Services | Ditshebeletso tsa akhaeve/dipokello |
| Library Staff | Basebetsi ba Laebrari |
| Library Clerk | Tlelereke ya laebrari |
| Writer's Association | Mokgatlo wa bangodi |
| Reading Club | Sehlopha sa babadi |
| Biography | Pale ya bophelo |
| ISBN Number | Nomoro ya ISBN |
| Publishing Company | Khampani ya bophatlalatsi |
| Access Number | Nomoro ya phumano |
| Library Card | Karete ya Laebrari |
| Library Monitor | Modisa wa Laebrari |
| Book Cover | Lekoko la buka |
| Book Title | Lebitso la buka |
| Library User | Mosebedisi wa Laebrari |
| Toy Library | Laebrari ya dibapadiswa |
| Library Isle | Kgang ya laebrari |
| Library Records | Direkoto tsa laebrari |
| Book Lending | Kadimo ya dibuka |
| Library Fine | Kotlo ya Laebrari |
| Library Access Card | Karete ya ho Kena laebrari |
| Fiction Books | Dibuka tsa boiqapelo |
| Non Fiction Books | Dibuka tse eseng tsa boiqapelo |
| Reference Section | Karolo ya direferense |

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| Mobile Library | Laebrari e tsamayang |
| Library Project | Projeke ya Laebrari |
| Reading Campaign | Letsholo la ho bala |
| Book Index | Tshupo ya dikahare buka |
| Book Review | Tekolobotjha ya buka |
| Assistant Librarian | Mothusa laebrariene |
| Requisition | Kopo |
| Acquisition | Phumantsho |
| Logistics Assets and Transport | Tlhophiso ya Thepa le dipalangwang |
| Demand Acquisition Planning | Moralo wa phumantsho ya tse Hlokwang |
| Goods and Services | Thepa le ditshebeletso |
| Service Provider | Mofani wa ditshebeletso |
| Invoice | Invoice |
| Authentication | Nnetefatso |
| Quotation Invitation Form | Foromo e memang dikhotheishene |
| Motivation to Purchase | Kgothaletso ya ho reka |
| Asset Management form | Foromo ya taolo ya thepa |
| Assets Inventory | Rekoto ya thepa |
| Asset Division | Karolo ya thepa |
| Asset Distribution | Kabo ya thepa |
| Unique Asset Number | Nomoro e ikgethehileng ya thepa |
| Fund Shifting | Kabo botjha ya matlole |
| Adjudication | Boahlodi |
| Pricing | Peho ya theko |
| Fixed Assets | Thepa e tsitsitseng |
| Intangible Assets | Thepa e sa tshwareheng |
| Tangible Assets | Thepa e tshwarehang |
| Sports Coach | Mokwetlisi wa dipapadi |
| Training Centre | Setsi sa boikwetliso |
| National Colors | Mebala ya Naha |
| Provincial Colors | Mebala ya Provense |
| A Team | Sehlopha sa pele |
| Team Selection | Kgetho ya sehlopha |
| Disability Games | Dipapadi tsa ba sa ltekanelang |
| Sports Framework | Moralo wa Dipapadi |
| Sport and Recreation | Dipapadi le Boikgathollo |
| Soccerex Programme | Lenaneo la Soccerex |
| Provincial Coach | Mokwetlisi wa Provense |
| National Coach | Mokwetlisi wa Naha |
| Art Gallery | Moaho wa tsa Bonono |
| Art Store Room | Polokelo ya tsa Bonono |
| Art Restoration | Ntjhafatso/Tokiso ya tsa Bonono |
| Art Preservation | Polokelo ya tsa Bokgabo |
| International Museum Day | Letsatsi la Matjhaba la Musiamo |
| Museum Records | Dorekoto tsa Musiamo |
| Museum Archives | Diakhaeve tsa Musiamo |
| Fossils | Difosele |
| Literature Museum | Musiamo wa Dingolwa |
| Basotho Cultural Museum | Musiamo wa Botjhaba ba Basotho |
| Museum Storyteller | Mopheti wa Dipale wa Musiamo |
| Afrikaans Museum | Musiamo wa Seafrikanse |
| Manuscripts | Dingolwa tse so Phatlalatsweng |
| Museum Collection | Pokello ya Musiamo |

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| Museum Collection Register | Rejistara ya Pokello ya Musiamo |
| Museum Visitors Book | Buak ya Baeti ya Musiamo |
| Museum Assets | Thepa ya Musiamo |
| Heritage Day | Letsatsi la Bojalefa |
| Literary Heritage | Bojalefa ba Dingolwa |
| Heritage | Bojalefa |
| Heritage Promotion | Tlotlomatso ya Bojalefa |
| National Heritage Site | Setsha sa Naha sa Bojalefa |
| Heritage Site | Setsha sa Bojalefa |
| Heritage Site Curator | Mohlokomedi wa Setsha sa Bojalefa |
| Provincial Heritage Site | Setsha sa Provense sa Bojalefa |
| Heritage Building | Moaho wa Bojalefa |
| Heritage Programme | Lenaneo la Bojalefa |
| Artist | Sekgabi |
| Stage | Sethala |
| Stage Management | Bolaodi ba Sethala |
| Group of Artists | Sehlopha sa Bakgabi |
| Performance | Ho Bapala |
| Audio Visual Equipment | Thepa ya Kutlo le Pono |
| Performing Artist | Sebapadi |
| Dancers | Ditantshi |
| Art | Bonono |
| Drawings | Methalo |
| Paintings | Metako |
| Sculpture | Sebetlwa |
| Sculpture Artist | Sebetli |
| Crafts | Mesebetsi ya Matsoho |
| Crafts Market | Mmaraka wa tsa Matsoho |
| Poetry | Bothothokisi/Boroki |
| Poet | Sethothokisi/Seroki |
| Drama | Tshwantshiso |
| Drama Props | Disebediswa tsa Tshwantshiso |
| Community Arts Centre | Setsi sa Bokgabo sa Setjhaba |
| Cultural Facilitator | Morupelli wa tsa Bokgabo |
| Performing Arts Coordinator | Mohokahanyi wa Dipapadi tsa Bokgabo |
| District Cultural Facilitator | Moatlehisi wa tsa Botjhaba wa Setereke |
| Cultural Festival | Mokete wa Botjhaba |
| Public Servant | Mohlanka wa Setjhaba |
| Basic Public Administration | Tsamaiso ya Motheo ya Setjhaba |
| Stakeholder | Moamehi |
| Senior Managers | Motsamaisi e Moholo |
| Employee | Mosebetsi |
| Employer | Mohiri |
| Internal Communications | Kgokahano ya Kahare |
| Public Service Week | Beke ya Tshebeletso ya Setjhaba |
| Redress | Tokiso |
| Consultation | Ho Nonya Maikutlo/Puisano |
| Information Distribution | Phepelo ya Lesedi/Tlhahisoleseding |
| Service Level Agreement | Tumellano ya tse Lebeletsweng Tshebetsong |
| Organizational Culture | Setso sa/Tlwaelo ya Tshebetso ya Mokgatlo |
| Action Plan | Moralo wa Tshebetso |

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| Workplace | Mosebetsing |
| Key Elements | Tsa Sehlooho |
| Complaints Box | Lebokoso la Ditletlebo |
| Compliments Box | Lebokoso la Dithoholetso |
| Service Beneficiaries | Ba Folang/Baamohedi ba Tshebetso |
| Official Duty | Mosebetsi wa Semmuso/Molao |
| Official Trip | Leeto la Mosebetsi/Semmuso |
| Official Driver | Mokganni/Moqhobi wa Mmuso/Molao |
| Approval | Tumello/Kananelo |
| Remunerative Work | Mosebetsi o Lefshwang |
| Strategic Objective | Maikemisetso a Mawala |
| Management Strategy | Tsamaiso e Mawala |
| Main Service | Tshebeletso ya Mantlha |
| Directorate | Bolaodi |
| Sub- directorate | Bolaodi bo Tlaase |
| Public Service Regulation | Molawana wa Tshebeletso ya Setjhaba |
| Management Guide | Tataiso ya Bolaodi |
| Public Finance Management Act | Molao wa Tsamaiso ya Ditjhelete tsa Setjhaba |
| Public Finance | Ditjhelete tsa Setjhaba |

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| Injunction | Taelo |
| Outsource | Tshebeletso ya/Bokgoni ba Kantle |
| Compliance | Ho Latela Taelo |
| Safety Act | Molao wa Polokeho |
| Dispute Resolution | Tharollo ya Kgohlang |
| Project Committee | Komiti ya Projeke |
| Steering Committee | Komiti e Tataisang |
| Project Management | Tsamaiso ya Morero/Projeke |
| Directive | Taelo |
| Adjustments | Tokiso |
| Leave Form | Foromo/Fomo ya Lifi |
| Leave Register | Rejistara ya Lifi |
| Indemnity Form | Foromo/Fomo ya Boitshireletso |
| Pull-up Banner | Bena e Hulelwang Hodimo |
| Banner | Bena |
| Marketing Material | Disebediswa tsa Boithekiso/ho Maketa |
| Component | Karolo |
| Performance Appraisal | Tlhahlobo ya Tshebetso |
| Annual Performance Plan | Moralo wa Selemo wa Tshebetso |
| Performance Development Plan | Moralo wa Ntshetsopele/Kgodiso ya Tshebetso |
| Policy | Leano |
| Provincial Language Policy | Leano la Puo la Provense |
| National Language Framework | Moralo wa Puo wa Naha |
| National Language Summit | Seboka sa Puo sa Naha |
| Permanent Employee | Mosebetsi wa Moshwelella |
| Contract Employee | Mosebetsi wa Kontraka |
| State Resources | Mehlodi ya Naha |
| Spot Checks | Tlhahlobo ya Kapele |

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| Glossary | Tlotlontswe |
| Inventory Controller | Molaodi wa Thepa |
| Exit Strategy | Mawala a ho Tswa |
| Exit Interview | Inthaviu ya ho Tswag |
| Quality Assurance | Netefatso ya Boleng |
| Moratorium | Thibelo/Morathoriamo |
| Erratum | Phoso |
| Internal Newsletter | Lesedinyana la Kahare |
| Intranet | Inthranete |
| Internet | Inthanete |
| Departmental Organogram | Moralo wa Maemo Lefapheng |
| Management Organogram | Moralo wa Maemo Botsamaising |
| Central Database | Dathabeisi e Bohareng |
| Legacy Project | Morero/Projeke ya Bojalefa |
| Multi Purpose Centre | Setsi sa Merero e Mengata |
| Indigenous Game | Papadi ya Maswetso |
| Scarce Skill | Boitsebelo bo sa Qaphakang |
| Archive Facility | Sebaka sa Akhaeve |
| Bi-directional Dictionary | Dikshinari e Lefeto |
| Accompanist | Moletsetsi |
| Brass Instrument | Phala ya Borase |
| Composer | Seqapi |
| Composition | Boqapi |
| Concert | Konsarete |
| Conducting | Mmeshara |
| Drum | Moropa/Sekupu |
| Duet | Mmino wa ba Babedi/Juete |
| Ensemble | Ensambole |
| Pianist | Seletsi sa Piano |
| Soloist | Wa Mosollane |
| Tempo | Sekgahla |
| Tone | Thounu |
| Trio | Mmino wa ba Bararo/Thriyo |
| Orchestra | Okhestra |
| Music Conductor | Khondaktara ya Mmino |
| Music Instructor | Seruti sa Mmino |
| Music Score | Dinoto |
| Music Sheet | Leqephe la Mmino |
| Music Theory | Thiori ya Mmino |