



Enquiries: Mr K van Staden
Extension: 2224
Reference: T6/17/P

06 APR 2004

**TO: ALL HEADS OF DEPARTMENT
ALL MEMBERS OF THE MOTOR TRANSPORT ADVISORY COMMITTEE
ALL DEPARTMENTAL TRANSPORT OFFICERS**

MOTOR TRANSPORT SERVICES CIRCULAR 14 OF 2004

PAYMENT OF OUTSTANDING REGISTRATION AND LICENSING FEES

1. As you are aware, official vehicles that have been identified for Board of Survey (BOS) are subsequently de-registered on the National Traffic Information System (NaTIS), prior to the auction thereof. The de-registration of the vehicles must be effected immediately upon notification from the user Department and all outstanding licence fees, if any, held against these vehicles must be paid.
2. Please note that all Provincial vehicles are registered on the NaTIS with the KwaZulu-Natal Provincial Administration (KZNPA) as "title holder" and the user Departments as "owner". Identification of the user Departments as owner on the NaTIS is by means of a Traffic Register Number. In this way all vehicles belonging to a specific user Department are linked by means of this Traffic Register Number. Therefore should one or more vehicle(s) belonging to the user Department be in arrears with outstanding licence fees, this would reflect against the statement of account of the user Department (entity) on the NaTIS.
3. In view of the large number of unlicensed vehicles and associated outstanding fees due, the NaTIS will not allow any transaction from taking place if an entity has any outstanding fees reflected on their statement of account which originated on or after 1 June 2003. The NaTIS will also not generate licence discs for vehicles under these circumstances. New vehicles will also not be able to be registered and licensed until all outstanding licence fees are paid.
4. Furthermore, should only part payment be made in lieu of the outstanding licence fees, these would be deducted from the entity's statement of account on the NaTIS settling the smallest value transactions. This would, however, not allow further transactions until the entire debt is settled. Therefore, Departments are urged to settle all outstanding amounts to enable registration and licensing of province-owned vehicles and not hamper service delivery.

MOTOR TRANSPORT SERVICES DIRECTORATE

Street Address: 230 Prince Alfred Street, Pietermaritzburg, 3201, Republic of South Africa
Postal Address: Private Bag X9013, Pietermaritzburg, 3200, Republic of South Africa
Tel: (27) (33) 345-3321 - Fax: (27) (33) 345 2796

5. However, Departments who have incurred outstanding licence fees and penalties as a result of late de-registration of vehicles, are requested to submit copies of the letter of request for de-registration of BOS vehicles, to Mr K van Staden, Motor Transport Services for investigation and possible waiver of outstanding licence fees.
6. Departments incur monthly transactions for registration and licensing for the provincial fleet. To facilitate the recovery of these costs via the interdepartmental account, kindly forward the following details to Mrs U N Maikoo, Motor Transport Services at the address quoted below:
 - 6.1. Name of Institution
 - 6.2. Name of the IDA officer accepting the debit for registration and licensing.
 - 6.3. The telephone and fax numbers of the said IDA officer.
 - 6.4. The postal address for the said IDA officer.
7. Kindly ensure that the content of this circular is brought to the attention of all staff within your Departments as a matter of urgency.



04-01-06
For HEAD: TRANSPORT

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