



**DEPARTMENT OF TRANSPORT
UMNYANGO WEZOKUTHUTHA**

Enquiries : Mrs D Webb
Extension : 033 3951951
Reference : T6/17/P

10 DEC 2007

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

PROVINCIAL TRANSPORT MANAGEMENT (PTM) CIRCULAR NO 12 OF 2007: LOCATION OF VEHICLES: PROVINCE OF KWAZULU-NATAL

1. As per the discussion at the Departmental Transport Officers (DTO's) Forum held on 16 August 2007, Wesbank Auto requested Departments to assist in obtaining the exact location of where KZN vehicles are stationed, as this will enable them to update their system with the information.
2. The information of the location of the vehicles will assist WesBank with the allocation of work, as they are, in terms of the provisions of the fleet management contract, to allocate 80% of work for repairs/maintenance for vehicles out of warranty to BEE companies, with special preference to African owned companies. WesBank further advised that the Turndown staff are requesting the exact location of the vehicle whenever it is booked in for repairs/maintenance. Departments are requested to advise Wesbank whenever changes occur with the location of vehicles, including exact locations of new vehicles added to the system.
3. A schedule of all vehicles per Department is included herewith. Departments are requested to complete these schedules with the location of the vehicles, and to advise whether vehicles are in/out of warranty, for the vehicles within your Department.
4. Once these schedules are completed, please return to the Department of Transport (MTS) for onward transmission to WesBank. Departments are urged to ensure that these completed schedules are returned to Department of Transport (MTS) **by no later than 3 January 2008** for the attention of Mrs Orsmond or Mrs Webb.
5. Submitted for your further attention, please.

For Head: Transport

H: policies/circ/circ 2007/PTM Circular 12 of 2007. Location of vehicles

MOTOR TRANSPORT SERVICES DIRECTORATE

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