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Reference: T6/17/P

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

20 OCT 2004

MTS CIRCULAR NUMBER 67 OF 2004: SUBSIDISED MOTOR TRANSPORT: PERSAL VALIDATIONS AND PROCESSES TO FOLLOW IN THE CANCELLATION AND TERMINATION OF SUBSIDISED VEHICLES

1. The attached Transport Circular No 7 of 2004 received from the National Department of Transport (NDOT) dated 16 September 2004 is attached for your information and attention, where necessary.
2. The attached circular highlights the procedures followed by PERSAL to validate transactions relating to the subsidised motor transport scheme, which would assist in dealing with audit queries etc. In addition hereto, Addendum A to Transport Circular No 7 of 2004 details the procedures to be followed in the cancellation/termination of a subsidised motor transport deduction.
3. Kindly bring the contents of this circular to the attention of all officials dealing with subsidised motor transport as well as PERSAL users in your Department.



For HEAD: TRANSPORT

h:policies/circ/circs2004/MTS Circular 54 of 2004: Subsidised motor transport: PERSAL validations etc

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