



DEPARTMENT OF TRANSPORT
UMNYANGO WEZOKUTHUTHA

Enquiries : Miss A Singh
Extension : 2237
Reference : T6/17/P

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

PROVINCIAL TRANSPORT MANAGEMENT (PTM) CIRCULAR NO 28 OF 2005: OFFICIALS CAPTURED AGAINST THE INCORRECT DEPARTMENTS

1. At the Departmental Transport Officers Forum held on 07 October 2005, a concern was raised by the representative from Wesbank Auto that officials who have relocated to other Departments fail to notify Wesbank hereof.
2. The representative from Wesbank requested that the DTO's examine the report that was handed out at the abovementioned meeting and if any official was no longer employed at their Department, to advise Wesbank accordingly, in order to update their records. He also requested that if offices have moved, the new addresses must be forwarded to him.
3. Departments that have such cases and have yet not submitted this information to Wesbank are requested to do so by no later than 30 November 2005 to :

WESBANK CORPORATE

Contact Person: Mr D Verster
Tel No: 033 - 3426419
Fax No: 033 - 3429767
E-mail: dverster1@wesbank.co.za
Postal Address: P O Box 3068
PIETERMARITZBURG
3200

4. In addition to the above, updated specimen signatures of DTO's who accept quotations on behalf of Departmental officials, must also be submitted to Mr Verster by no later than 30 November 2005.
5. Kindly ensure that the contents of this circular is brought to the attention of all relevant officials within your Department.

A. Singh

For Head: Transport

2005/11/22

h: policies/circ/circ 2005/PTM Circular 24 of 2005.specimen signatures

cc: Mr D Verster – Wesbank Corporate

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 5325
Internet: <http://www.kzntransport.gov.za/home.htm>