



**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**

26 MAY 2006

**PROVINCIAL TRANSPORT MANAGEMENT (PTM) CIRCULAR NO 8 OF 2006: ADDITIONAL AMENDMENT TO APPLICATION FOR SUBSIDISED MOTOR TRANSPORT: PMT/PROF/0015**

1. As you are aware, the application for Subsidised Motor Transport was recently amended and forwarded to Departments undercover of PTM Circular 7 of 2006. At the training sessions on Scheme A held on 3-4 May 2006, the representative from Kgwerano Financial Services expressed concern that officials often request the Financial Service Provider to change their initial vehicle order to a more expensive vehicle without the Manager's knowledge and/or approval. This is extremely problematic as the Department would have approved an application in terms of the benchmark that the official qualifies for based on his duties and the nature of the terrain he/she travels on.
2. In order to alleviate the above problem and prevent future disputes arising from the incorrect vehicle ordered, it was proposed and agreed that the application form be amended to include the signature of the applicant and Manager immediately after the details of "Vehicle Required" on Page 3 of the application for subsidised motor transport.
3. The representative from Kgwerano Financial Services also indicated that it is crucial that the name of the dealership to which the vehicle is to be delivered must be completed on the application as well as the city/town where the dealership is situated as a number of dealerships have the same name. Provision has been made on the form to accommodate this requirement.
4. The amended Application for Subsidised Motor Transport: PMT/PROF/0015 is accordingly submitted for your information and immediate implementation.
5. Please also find attached hereto, a copy of Wesbank's application for finance form which must be completed simultaneous to the completion of the application for subsidised motor transport and attached thereto. A copy of this form can be found on the Subsidised Vehicle Web Page of the Department of Transport's Intranet site. Please also ensure that this form is signed by the applicant.
6. Kindly ensure that the contents of this circular is brought to the attention of all relevant officials within your Department as a matter of urgency.

**For Head: Transport**

h: policies/circ/circ 2006/PTM Circular 8 of 2006. Additional amendment to Application for Subsidised Motor Transport

**CC: Mr Dean Verster**  
**Kgwerano Financial Services**

***MOTOR TRANSPORT SERVICES DIRECTORATE***

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