TRANSPORT CIRCULAR NO.2 OF 2014

AD-HOC ANNUAL PHYSICAL VERIFICATION EXERCISE 2014/2015

1. Kindly be advised that Department of Transport will be conducting the Annual Physical Verification exercise of the official vehicle fleet. The main aim is to maintain the accuracy and integrity of the Provincial Vehicle Asset Register. The exercise will resume during the period 30 June 2014 to 18 July 2014 to coincide with the school holidays.

2. The province will be divided into various inspection centers so that vehicles can be inspected as close as possible to their respective locations. All vehicles belonging to the department which are located in the Empangeni, Ulundi, Eshowe, Mtubatuba, Richards Bay and Surrounding Areas will be inspected during the week of 14 to 18 July 2014 to coincide with Technical Compliance Officer scheduled date for such areas. Qualified technicians with a full technical assessment of vehicles will be provided during inspections.

3. All Head Office Directorates, Service Centers and Districts Officers must ensure that all KZN state vehicles under their control are brought to the respective inspection centers between 08h00 am to 15h00 pm as per attached Annexure A. The technicians will issue inspection sheet to drivers. It is therefore important that Transport Officers keep the inspection sheets and forward them to Head Office Transport Section for audit purposes.
ANNUAL PHYSICAL VERIFICATION EXERCISE 2014/2015

4. Any queries or concerns may be directed to Ms NP Simelane on 033 846 5250 or Ms MH Zwane on 033 846 5210.

5. Kindly ensure that the content of this circular is communicated to all officers concerned.

Nkosinathi SP Sishi, PhD
Head of Department: Education

20/05/14
DATE
The Departmental Transport Officer
Department of Education and Culture
Private Bag X 9137
PIETERMARITZBURG
3200

Enquiries : J Moodley
Telephone : 033 395 1857
Reference : T6/17
Your Ref. : -

Attention: Mrs Simelane

SUBJECT: DEPARTMENT OF TRANSPORT ANNUAL VEHICLE PHYSICAL VERIFICATION REPORT 2014

Kindly be advised that the annual Physical Verification Exercise inspections for the Department of Education will be undertaken on an ad-hoc basis during the period 30 June 2014 to 18 July 2014 to coincide with the school holidays when vehicles should be available for inspection/verification.

Cognizance must be taken of the fact that all vehicles belonging to the Department of Education which are located in the Empangeni, Ulundi, Eshowe, Mtubatuba, Richards Bay and Surrounding Areas will be inspected during the week of 14 to 18 July 2013 to co-incide with Technical Compliance Officer scheduled dates for such areas.

Kindly be advised that the inspectors will inspect vehicles that are at the merchants once they have concluded the inspections at your premises, provided the LTO furnishes them with the correct relevant information. Also if the inspectors are inspecting in Pietermaritzburg and the vehicle is at the merchant in Durban; it goes without saying that they will not visit the merchant on that same day, but when they are in the Durban area.

Should you have any queries in this regard, you are kindly requested to revert to the writer hereof.

Forwarded for your further attention.

HEAD: TRANSPORT