



Province of the
EASTERN CAPE
EDUCATION

SCM MANAGEMENT

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032, Bisho, 5605
REPUBLIC OF SOUTH AFRICA, Website: www.ecdoe.gov.za

Ref. No. 2/7/1/2

Enquiries: Ms XL. Shasha

Tel: 040 608 4558

Fax: 086 759 8521

TO : OFFICE OF THE MEC
OFFICE OF THE SG
ALL DDGs
ALL CHIEF DIRECTORS
ALL DIRECTORS AT H/O AND DISTRICTS
ALL SCHOOL PRINCIPALS AND TEACHERS
ALL GOVERNMENT EMPLOYEES

FROM : SCM PERFORMANCE

SUBJECT : REMINDER TO SUBMIT SIGNED DECLARATION OF RELATIVES

DATE : 23RD JULY 2019

1. The above matter dated 4ht April 2019 bears reference.
2. All employees of DoE are reminded to disclose their family members who are Service Providers and those who are employees of DoE in the form provided in order to ensure that there is no conflict of interest in the procurement process. Anyone found not disclosed their relatives will be forwarded to Risk Management and Labour Relations to implement disciplinary action as this will be regarded as misrepresentation and non- compliance of the prescript . All employees that didn't return the completed forms are requested to submit signed forms with the accurate information to their respective District office in SCM Office by not later than 15th August 2019.
3. All Head office officials must submit their fully completed forms per Directorate by the said date to the SCM Compliance office for attention of Ms Shasha or Mr Abongile Gilili contact no. 040 608 4311/4314. Districts are requested to file their forms and submit the list of officials who signed the forms.
4. Your co-operation and understanding is appreciated.


L LUPONDWANA
DIRECTOR: DEMAND AND ACQUISITIONS

23/07/2019
DATE

