



Province of the
EASTERN CAPE
EDUCATION

Office of the Chief Director: SCM

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**TO : DDG'S, CHIEF DIRECTORS
DIRECTORS HEAD OFFICE AND DISTRICT OFFICE
RESPONSIBILITY MANAGERS
ALL DEPARTMENT EMPLOYEES HEAD OFFICE AND DISTRICTS**

FROM : OFFICE OF THE HEAD OF THE DEPARTMENT

SUBJECT : APPLICATION FOR SUBSIDIZED VEHICLES.

DATE : 07 DECEMBER 2023

The purpose of this communication is to formally provide guidance on the application of subsidized vehicles for Programme managers with available budget.

The Department is currently facing significant financial constraints, and as a result, application for subsidised vehicles in the current year will be only be considered for Programmes with sufficient budget for the suitable qualifying officials.

Only officials from the following target groups will be considered for employment (EDOs, and work inspectors).

Prior to submitting the application, the Relevant Programme Manager must ensure the following:

- Funds are available to pay for the subsidies
- The officials' duties meet the qualifying criteria for subsidy vehicle (nature of the officials' duties requires use of subsidized vehicle with 70% of responsibilities on the field)
- Satisfied that the official will meet the minimum official kilometers required
- The vehicle requested is the most economical and suitable for the relevant duties

It therefore requested that the above-mentioned qualifying target group EDOs and Works Inspectors who have a budget for their vehicles may submit their application forms for subsidized vehicles.

DR. A.S. NUKU
ACTING HEAD OF THE DEPARTMENT

08.12.2023
DATE

