

the dr&pw

Department:
Roads and Public Works
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DEPARTMENTAL APPLICATION FOR A 3G DATA CARD

Version 2 (Reviewed in March 2015)

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1. REQUIREMENTS

This application must be completed by the applicant, recommended by the responsible Programme Manager and with confirmation from the Management Accounting Unit that there is budget available.

The application must comply with the departmental policy on the utilization of 3G Data Cards.

2. DETAILS OF THE APPLICANT

Name:	
Surname:	
Rank:	
Post:	
Persal number:	
Programme:	

MOTIVATION AND QUALIFYING CRITERIA 3.

	RITERIA	MOTIVATION
1.	Why is the 3G cards vita and necessary for the officials duties?	

CRITERIA					MOTIVATION	
2.	What	will	the	financial		
implications be?						

4. **DECLARATION**

I, the undersigned declare that I have read and undertake to fully comply to the Departmental Policy regarding the utilization of 3G Data Cards.

agree that the 3G Data Card can be withdrawn immediately if found that the 3G Data Card is not being used according to the policy.

SIGNATURE	 	
DATE	 	

5.	APPROVAL AND RECOMMENDATIONS
5.1	RECOMMENDED/ NOT RECOMMENDED
	PROGRAMME MANAGER
	DATE
5.2	BUDGET AVAILABLE/NOT AVAILABLE
	DEPUTY DIRECTOR: MANAGEMENT ACCOUNTING
	DATE
5.3	APPROVED/NOT APPROVED
	HEAD OF DEPARTMENT
	DATE

This policy is Approved / Not Approved Comments:	