

SLD/2004/2004/6

2.3.87

NOTICE

NOTICE

TO : HEADS OF DEPARTMENTS
FROM: T.K MASEKO, ADMINISTRATION
DATE: 2/3/1987

THIS IS TO INFORM YOU THAT MARCH 5TH AND 25TH ARE NOT HOLIDAYS, BUT ARE TO BE OBSERVED BY ANC COMMUNITIES IN THE AFTERNOON.

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TO : HEADS OF DEPARTMENTS
FROM: THE CHIEF ADMINISTRATOR
DATE: 2/3/1987

SUBJECT: OUTINGS COMMITTEE

THE COMMUNITY AND SCHOOL SECTORS ARE HEREBY ONCE MORE REMINDED OF THE EXISTENCE OF THE ABOVE COMMITTEE WHOSE MAIN TASK IS TO CONSIDER REQUESTS FOR TRANSPORT FOR SPORTING, EDUCATIONAL AND POLITICAL OUTINGS.

APPLICATIONS ARE DIRECTED TO THE ABOVE COMMITTEE THROUGH THE OFFICE OF THE CHIEF ADMINISTRATOR: EACH APPLICATION MUST BE SUBMITTED THROUGH THE HEAD OF THE SECTION AND MUST BE MADE AT LEAST A WEEK BEFORE THE ACTUAL TRIP. EVERY APPLICATION MUST BE ACCOMPANIED BY A LIST OF NAMES (IN FULL) OF THOSE WHO WILL BE ON THE TRIP.

IN CASE THE OUTING GROUP HAS STUDENTS ON IT, A SEPARATE LIST OF STUDENTS MUST BE FORWARDED BEARING THE APPROVAL OF THE SCHOOL.

THE EARLIER THE APPLICATION, THE LESS LAST MINUTE DISAPPOINTMENTS OF TRANSPORT.