



PHYSICAL RESOURCES MANAGEMENT

Steve Vukile Tshwete Complex • Zone 6 • Zwelitsha • Eastern Cape
Private Bag X0032 • Bisho • 5605 • REPUBLIC OF SOUTH AFRICA
Tel: +27 (0)40-6084323/4239 • Fax: +27 (0)40-6084737/265 • Website: www.ecdoe.gov.za

Enquiries: Z.Z Mnqanqeni Tel: 040 608 4323

MEMORANDUM

TO : SCHOOL PRINCIPALS

FROM : CHIEF DIRECTOR – PHYSICAL RESOURCES MANAGEMENT

**SUBJECT : SUBMISSION OF REPORTS ON INFRASTRUCTURE NEEDS
IDENTIFIED AT SCHOOLS VISITED BY THE PORTFOLIO COMMITTEE**

1. PURPOSE

The purpose of this memorandum is request School Principals to submit reports on urgent Infrastructure needs identified during Portfolio Committee Visit so that SG's approval to initiate procurement process for the infrastructure needs identified per schools can be solicited immediately.

2. BACKGROUND & MOTIVATION

The Eastern Cape Department of Education embarked on the school visits from 17 January 2018 until 26th January 2018. A number of schools was identified and visited to check school readiness as the school re-opened for the first term of 2018. A number of urgent Infrastructure needs have been identified in various schools as one of the major hinderances to school performance.

3. DISCUSSION

The School Principals are urged to immediately lift the urgent infrastructure needs of the schools visited by the Portfolio Committee and communicate them to the Office of the Chief Director Physical Resources Management through email to Mrs Mkaza(babalwa.mkaza@ecdoe.gov.za) or even be by SMS to Mr Mnqanqeni on 0795914590 or Mrs Mkaza on 0837967821.

4. CONCLUSION

School Principals are requested to report per attached template to the Infrastructure Chief Directorate for procurement processes or SMS urgent infrastructure needs identified to Mr Mnqanqeni and Mrs Mkaza on 0795914590 and 0837967821 respectively.

Yours in quality education



Z Z MNQANQENI

CHIEF DIRECTOR: PHYSICAL RESOURCES MANAGEMENT

DATE: 25 Jan 2018

