



REF: CL.FORMS.001/LFB/av

2012-10-18

TO:

ALL HEAD OFFICE STAFF

UPDATED DOCUMENTS

Please take note of all the different UTATU SARWHU documents that have been updated accordingly.

You can access these documents via the M Drive on the Forms folder > **Forms UTATU SARWHU 2012** for example:-

- A. Utatu Sarwhu Letterhead – Reference Update Number, USL001E (electronic version).
- B. Utatu Sarwhu Fax Transmittal Form – Reference Update Number, **USFAX001F** (Fax version).

Please ensure that all the relevant documents are utilized with the **updated reference number** that will be displayed at the bottom right hand corner of all documents as shown in example A and B above.

Any further/future amendments to these or any other documents will be inclusive of a *reference update number* and will be updated and distributed to all by Ms Annemarie Vosloo who has been tasked with this responsibility.

Your co-operation will be highly appreciated.

UTATU SARWHU greetings,

A handwritten signature in black ink, appearing to read 'LF Brockett', is written over a white rectangular area.

LF Brockett
ACTING GENERAL SECRETARY

Non-profit Organisation – Ref: Number 036-913

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USL001E