<b>Acting</b>	for	Cover
HRF04	7	

Division:

FQMO KMP KPL



Appointment Type	Senior I	ocal 🗸		Local U	nionized			
1. Employee Out								
Name	SOLOM	SOLOMON KATETE						
Employee number		029679						
Department	STRAT	STRATEGIC PROJECTS						
Section		ICT						
Title		LEAD DEVELOPER						
Period out		Start date: 24-07-2023 End date: 18-08-2023						
Reason for out period	ANNUA	ANNUAL LEAVE						
2. Employee nominated								
Name	MARK	MARK MANDO						
Employee number	034176							
Department		STRATEGIC PROJECTS						
Section								
Title		SPECIALIST DEVELOPMENT AND INTEGRATION						
Start date with FQM								
Years of relevant experience	-	5 YEARS						
Qualifications								
Statutory appointment transfer	required?	ed? Yes				No		
Acting allowance required			Yes			No		
Identified understudy			Yes			No		
Acting notification required		Yes		No				
3. Approval	_							
Supervisor	Dep	Department Manager		General Manager				
4. Administration								
HR Processed Pa		ayroll Processes (where applicable)		Executive PA				
				(Supervisor level and above)				
Form name: Acting for Cover		Date of print	: 01/08/2023		Page: 1			
Form number: HRF047		Author: HR Supt		Rev: 02				



