



**AUTHORISATION CHECKLIST  
FOR PUBLISHER OF INTRANET/  
INTERNET WEBSITE**

**JOB REQUEST FOR INTRANET/ INTERNET WEBSITE BRIEF FORM**

NAME		INFORMATION TO BE USED FOR	
Department:	Procurement	(General Communication/ Content/ Express/ News/ Gallery/ Events)	
Contact No:	( 021 ) 417 9325	Expected date:	08 AUGUST 2022
Approver::	Nomvula Manaba	Approver Signature:	
Position:	Corporate Supervisor		

Intranet Content

Internet /Website Content

Other

Define other:

\_\_\_\_\_

Content: Written or attached

**For office use:**

Requested Date and time: \_\_\_\_\_

Date and time Published: \_\_\_\_\_

DATE	TIME	SIGN FOR EDIT

All completed forms to be e-mailed to [james.mabaso@nhls.ac.za](mailto:james.mabaso@nhls.ac.za)

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