



**Director
Research Contracts & Innovation (RC&I)**

Piet Barnard

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Dear Client,

As you may know Research Contracts & Innovation (RC&I) processes in the order of 2300 contracts per year to the value of approximately R1.5 billion. This is more than double in terms of numbers and value than in 2009, but with the same number of staff. The activities in January already suggest that the pressure is not going to subside. In addition we are currently under-staffed. Marle de Villiers is on maternity leave until July, and Warda Sablay will be going on maternity leave in July 2017. Keval Harie resigned in October last year, but we were only able to advertise in December 2016, due to the embargo on advertising of posts. We hope to have the post filled by April 2017.

Considering our current staffing situation, the turn-around time from the Contracts Office can be anticipated to be slower than usual and I ask for your patience and that you submit your documentation timeously.

Your consideration of the above will be appreciated.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Piet Barnard', written over a horizontal line.

Piet Barnard
Director