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## CRITERIA FOR THE ALLOCATION OF UNDERCOVER PARKING AT FACULTY OF MEDICINE AND HEALTH SCIENCES CAMPUS

### Background

Undercover parking is limited and is allocated to individuals according to certain criteria. The individual pays a monthly fee for the use of the parking bay or an annual amount in the case of non-SU employees. The fee is revised annually. The income generated is utilized to maintain the undercover parking bays.

### Qualifying criteria

The following staff qualifies for undercover parking:

- ❖ Permanent staff employed by Stellenbosch University.
- ❖ Joint staff (Chief Specialists, Principal Specialists, Specialists, Pathologists (NHLS) and Scientists (PGWC, MRC and NHLS)) appointed on conditions of service of the partner employers (PGWC, NHLS, and MRC). **Medical Officers and Registrars are not regarded as joint staff and thus do not qualify for undercover parking.**
- ❖ UWC Staff as per agreement.

### Application process

- ❖ Permanent staff employed by Stellenbosch University must complete the online application form.
- ❖ Non-SU Staff must complete the waiting list application form which is available from the Administrative Officer, Clinical Building room 0049.

### Allocation criteria

- ❖ Management and staff (on job level 6 and higher) will be given first preference and will always be on top of the waiting list.
- ❖ If an employee is allocated a parking bay and he / she does not accept the parking bay, he / she retains the spot on the waiting list. This refers particularly to employees who want to have a parking bay in a particular area.
- ❖ If staff is allocated parking and does not accept or respond within 10 working days, the parking will be allocated to someone else on the waiting list.