ID Smart Card Activities

Key Activity List			
Number	**Activity**	**Responsibility for Each Activity**	**Evidence for Each Activity**
1	Capture applications electronically at local offices (limited to those offices where live capture for IDs was implemented).	Provincial Managers	Application forms on request
2	Finalised Smart ID Card applications referred to back office.	Chief Director: Back Office ID Processing	Statistics of referrals from Service Manager
3	ID smart cards received at relevant local offices for collection by clients.	Provincial Managers	Live capture data on Smart ID Cards issued