



human settlements

Department:
Human Settlements
North West Provincial Government
REPUBLIC OF SOUTH AFRICA



OFFICE OF THE HOD

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**TO : ALL OFFICIALS
SENIOR MANAGERS**

FROM : HEAD OF DEPARTMENT

DATE : 21 SEPTEMBER 2020

**SUBJECT : IMPLEMENTATION OF LEVEL ONE LOCKDOWN
REGULATIONS**

On the 15th September 2020, the President of South Africa has announced lockdown level one, where operation of economic sector will be opened with majority of businesses to be operational as of the 21 September 2020. In implementing clause 78 of the Government Gazette No. 43096, an extended by Government Notices No. 995 of 14 September 2020.

- Department will cancel day / weekly shifts, and operate only with hourly shifts (8:00-12:30 and 13:00 -16:30).
- Those who will be working from home, **must utilise and adhere to the Provincial Working from Home Policy. (Attached Annexure A).** Managers are requested to ensure that officials adhere to their allocated shifts using corporate shift time-table. **(IT to publish Corporate Shift schedule)**
- **Officials who are 60 years and older and those with co-morbidities as** outlined in the Provincial Work from Home Policy, will still be allowed to work from Home.

You are therefore requested to continue to;

- wear a face mask;
- Sanitize and wash hands;
- maintain a distance of least one and a half metres from each other; and
- adhere to any other health protocols
- Avoid overcrowded spaces in and outside work
- Protect yourself and protect others"

More enquiries please contact RModisakeng@nwpg.gov.za at 018 388 4818

Regards;

ADV. N SEPHOTI
HEAD OF DEPARTMENT