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REPUBLIC OF SOUTH AFRICA * Website: www.ecdoe.gov.za

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TO: DDG-CM & D
ADDG-DC & IOM
ACFO
ALL CHIEF DIRECTORS AND DIRECTORS
ALL PRINCIPALS
ALL SGB'S
ALL SCHOOLS
ALL OFFICIALS OF THE ECDOE

FROM: SUPERINTENDENT-GENERAL

SUBJECT: INSTRUCTION NOTE 18- PREVENTION AND MANAGEMENT
OF CORONAVIRUS (COVID-19) – PROVISIONING OF PPE'S
AND AMENDMENT TO INSTRUCTION 17

DATE: 23 MAY 2020

1. This Instruction must be read in conjunction with all instructions previously issued in this regard, Regulations in terms of the Disaster Management Act published on 29 April 2020, and the Health and Safety Measures in Workplaces published on 29 April 2020.
2. It must also once again be appreciated that we are dealing with a very fluid situation, which can change at any minute.
3. It is also further confirmed that the safety of all employees and learners are of paramount importance, and that the spread of the COVID-19 virus may lead to the amendment of all plans.

PROVISIONING OF PPE'S


4. ECDOE have appointed a number of service providers, and is in the process of vetting and appointing more service providers to immediately deliver PPE's to all schools.
5. Principals will be informed by the district office of the particulars of the service providers, and principals are urged to contact the service providers and assist and cooperate with the delivery and receiving of PPE's.
6. Schools can expect delivery of the following PPE's:

- 6.1. 500ml hand sanitiser per teacher.
 - 6.2. 2 x Visors per teacher.
 - 6.3. 2 x cloth mask per person.
 - 6.4. 2 x thermometer per school.
 - 6.5. 1 x box Disposable apron — 2 per Food handlers, Cleaners, etc.
 - 6.6. Germ killer 251- (for cleaning).
 - 6.7. 1 x box Disposable glove — 1 pair per cleaner.
7. Principals are instructed to check the items against delivery notes, to receive only what has been described above, and to only sign for goods and quantities actually received.

AMENDMENT OF INSTRUCTION 17

8. **In circumstances where schools have not received their PPE's**
- 8.1. **Principals and SMT's shall only be expected to report to schools once these PPE's, or the minimum requirement, has been received.**
 - 8.2. **48 Hours after the principal has confirmed that PPE's have been received, the rest of the educators and non-educator staff will be expected to report to school.**
9. In circumstances where schools have procured their own PPE's, and the PPE's are available at school, principals, SMT's, educators and non-educator staff must report to school forthwith.
10. **District Directors are hereby instructed to ensure that this communication reaches all officials and public schools immediately.**

Yours faithfully



T. KOJANA
SUPERINTENDENT-GENERAL

23/05/20
DATE