



EMPLOYEE WELLNESS SERVICES DIRECTORATE

Steve Vukile Tshwete Complex • Zone 6 • Zwelitsha • Eastern Cape Private Bag X0032 • Bisho • 5605 • REPUBLIC OF SOUTH AFRICA
Tel: 043 702 7401 • Fax: +27 040 608 4700 Enquiries: P. Tabata Email: pula.tabata@ecdoe.gov.za

INSTRUCTION NOTE 52

TO: ALL DDGs
ALL SMS MEMBERS
ALL OFFICE BASED EMPLOYEES
ORGANISED LABOUR

FROM: ACTING SUPERINTENDENT GENERAL

SUBJECT: EXTENTION OF INSTRUCTION NOTE 50 UPTO THE 29TH OF JANUARY 2021

DATE: 21 JANUARY 2021

1. PURPOSE:

The purpose of this instruction is to bring to the attention of all office-based employees that the contents of Instruction Note 50 have been extended to the 29th of January 2021.

2. BACKGROUND:

The Eastern Cape Department of Education could not escape the viciousness of the pandemic in that it has also experienced an unprecedented number of deaths of its learners, educators and non-educators including its managers at all levels. It is therefore imperative for the department to continue putting in place all measures that are meant to prevent the rapid spread of the virus in all its institutions and workplaces.

3. DELIBERATIONS:

Instruction Note number 50 requested all Chief Directors and Directors to adopt remote work arrangements in terms of the employees who do not perform essential services or

critical services from the 11th until 22 January 2021 in line with the circular from the Director General of the Eastern Cape dated 4 January 202.

Way forward to office-based employees.

- The contents of Instruction Note 50 are extended to go beyond 22 January and cover up to 29 January 2021.
- All Chief Directors and Directors must ensure that the contents of this instruction note are brought to the attention of all employees.
- The department is in the process of developing Instruction Notes that will give an outline of how employees with comorbidities and return to work will be dealt with in line with Covid-19 regulations and DPSA circular 1 of 2021.



22/01/2021

MR. R. TYWAKADI

DATE

Act. HEAD OF DEPARTMENT