



OFFICE OF THE DIRECTOR: E-TEACHING AND LEARNING

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032, Bhisho, 5605 REPUBLIC OF SOUTH AFRICA:
Enquiries: **Mrs L. Kota-Mgwali/Mrs S.N. Mzamo** Tel: 040 608 4389/0406084301 Email: lutho.kota@ecdoe.gov.za
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MEMORANDUM

TO : CLUSTER CHIEF DIRECTORS
DISTRICT DIRECTORS
CMC HEADS AND CIRCUIT MANAGERS
DCES E-TEACHING AND LEARNING
SES E-TEACHING AND LEARNING
FET SCHOOL PRINCIPALS

FROM : L.S. KOTA- MGWALI
DIRECTOR – E- TEACHING AND LEARNING

SUBJECT : VERIFICATION OF LOSSES FOR GR 12 LEARNER TABLETS

DATE : 19 JANUARY 2022

The above matter has reference:

1. The HOD applauds your efforts in retrieving learner tablets, however, there is still outstanding gadgets not accounted for.
2. Instructions notes signed by HOD were sent to schools – putting emphasis on retrieval of tablets
3. Engagements and active discussions with the districts and service provider, use of media – radio and print to recall un-returned devices and retrieval of tablets to ensure tracking of lost devices had taken place, but there are still gadgets not accounted for.
4. In the light of the above, the Provincial Education Department (PED) has to look at other strategies to retrieve and get more information on the status of un-retrieved tablets.



5. Principals are therefore urged to furnish the data for un-retrieved tablets to date.

6. The data should be processed as follows:

6.1 Number of unretrieved tablets

6.2 Number of Lost tablets

6.3 Indicate if reported to police or not, if reported provide case number too.

6.4 Submit a separate list of learners that have not submitted the tablets with serial numbers of those devices- this will assist the tracking process. Present the list as follows: Name & Surname of Learner, School. Districts, case number if available, Serial number for the tablet- check this information against the excel list that was shared with the schools in 2020/21.

7. This information must immediately be submitted to District E-Learning Office for collation through Circuit Managers.

8. The Head Office requests district consolidated lists to be submitted to Provincial E-Learning Office on or before Wednesday the 26th January 2022- submit to Mrs Mzamo and Ms Nkwezane Sikelelwa.mzamo@ecdoe.gov.za/ Nomonde.nkwezane@ecdoe.gov.za

9. The matter on the tablets is still a sub judice matter and once court clears the case the department will share a plan on how to re-distribute the tablets. Advocacy on the process of re-distribution of tablets will communicated with all affected schools.

10. Attached to this correspondence is the spreadsheet to populate and send back to head office on or before **Wednesday 26th January 2022**- MS form link will be shared with districts so as to ease the collection of this data and quick submission.

NB. Two sheets have been created in the spreadsheet- sheet 1- indicate tablet losses, sheet 2 indicate list of learners that lost tablets.



Looking forward to your positive assistance in this request.

Yours in Quality Education

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MS. L. S. KOTA-MGWALI
DIRECTOR: E-TEACHING AND LEARNING

19/01/2022

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DATE