

Feedback: COVID-19 teleconference meeting

The meeting took place on 2 May 2020 and the following issues were discussed:

Communication during lockdown

Multiple communication points that have potential of causing problems. WhatsApp communication was questioned as some employees who do not have access can miss critical information. It was resolved that only authorised officials should issue communication with regards to official information. All officials to be issued with official mobile devices to facilitate communication when away from the office.

Applications: Permits

The HOD directed that the old template must be used thus the permit will not be amended as proposed by the Committee.

State of readiness for return to work as prescribed by DBE Minister

Upon discussion of state of readiness and the need to comply with the Directive regulating level-4 lockdown restrictions, it was resolved that:

- The implementation of flexi-hours approach should be considered in pursuit of social distance compliance wherein the Department will ease the burden of dealing with a high number of employees. Branch Heads in consultation with Unit Heads should manage such process;
- All cleaners should be recalled to clean offices before officials can return to work;
- Wellness unit should provide the names of screeners to be trained by the Department of Health by 3 May 2020;
- The two latest regulations, COVID-19 checklist and all non-negotiables should be consolidated into one document.

Concern was raised that although there is an option of working at home for certain categories of employees, officials supposedly working at home are not working at all hence the solution of flexi hours was preferred.

Appointment: Steering committees

The establishment of sub-committees was deferred to a later stage after clarity is obtained about the continued existence of the committee since its functions were to be taken over by the OHS committee.

The next meeting will be on 4 May. Members are urged to submit concerns regarding non-compliance with COVID-19 Regulations through WhatsApp on 083 538 8214 or 076 603 0070.

GENERAL MANAGER