

ORGANISATIONAL COVID-19 : PREVENTATIVE MEASURES PLAN FOR STAKEHOLDERS

On Sunday, 15 March 2020, the President of South Africa, declared a National State of Disaster.

In light of the measures being put in place by Government and organisations, which we should all be aware of, EWSETA has put in place measures that pertain to the welfare of our employees and stakeholders. The following are the measures in place at all EWSETA offices in regards stakeholder interaction with immediate effect.

It is to be noted however, that each and every one of us carries the responsibility in our own personal capacity, to ensure we take the necessary precautions for our own health and safety and for those who we are in contact with on a daily basis. By working together we will be stronger.

All Stakeholders are to please note the following:

- **Hand hygiene** is a key preventive strategy. Sanitisers have been placed outside our reception and on the reception desk for the use of all stakeholders before entering the offices.
- A strict '**no handshake**' rule has been implemented.
- **Face-to-face meetings** with stakeholders, unless absolutely necessary, are discouraged. Skype/Zoom or the use of tele/video conferencing is being encouraged as an alternative.
- To control traffic at reception, the practice of **walk-ins** by stakeholders without making an appointment is discouraged.
- To protect stakeholders, a limited number of stakeholders at a time will be allowed into the reception area. Appointments will be prioritised.
- Stakeholders who are showing any **flu-like symptoms are requested to refrain from face-to-face meetings and use other means of communication.**
- EWSETA staff have been strictly prohibited from **attending gatherings** where there will be more than 100 people.

We thank you in advance for your cooperation, understanding and patience in the implementation of these precautionary measures.

Please find below **useful contact details** that you should keep on hand:

- Coronavirus Whatsapp line – 0600 123 456 (call and follow the prompts)
- Download the Mpilo app which is available on all operating systems. This app allows you to answer a questionnaire to assess your symptoms. Should your scores indicate that you may need testing, health assessors will come to you.
- National Institute of Communicable Diseases (NICD) – 011 386 6400 or their toll free number 0800 029 999
- National Emergency Line 10111
- World Health Organisation website – www.who.int