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**OFFICE OF THE HEAD OF DEPARTMENT**

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**INTERNAL MEMORANDUM**

**TO:** ALL DDG'S  
ALL SMS MEMBERS  
ALL EMPLOYEES OF THE ECDoE  
ORGANIZED LABOUR

**FROM:** HEAD OF DEPARTMENT

**DATE:** 9 FEBRUARY 2022

**SUBJECT:** FULL TIME RETURN TO WORK AND RESUMPTION OF  
FULL TIME DAILY ATTENDANCE IN SCHOOLS AND OFFICE

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**1. INTRODUCTION**

- 1.1 In a special cabinet meeting held on 31 January 2022 some changes to the Adjusted Risk Alert Level 1 Covid-19 regulations were approved.
- 1.2 These changes have an impact on the operations in the Education sector. The following documents have been issued over the past few days to give direction to learners, parents, SGB's and all employees:
- a. DBE Circular No. S1 of 2022:  
**Measures for the resumption of full time daily school attendance**
  - b. DPSA Circular No. 5 of 2022:  
**Changes to adjusted Alert Level 1 Covid-19 regulations**
  - c. Minister of Basic Education Directions on full time return of learners to schools as published in Government Gazette No. 45877 of 6 February 2022.

**2. PURPOSE**

- 2.1 The purpose of this memorandum is to communicate to all employees the working arrangements that emanate from the documents mentioned in the introduction above.



### **3. WORKING ARRANGEMENTS DURING ALERT LEVEL 1**

- 3.1 It should be noted that Covid-19 precautionary measures still remain in place and as such the workplace will continue to adhere to established safety protocols in line with the revised regulations.
- 3.2 A new feature in the revised regulations is that people who test positive with no symptoms do not have to isolate.
- 3.3 Those who test positive with symptoms have to isolate for a period of 7 days. Contacts do not have to isolate unless they have developed symptoms.
- 3.4 All employees are now expected to return back to work with immediate effect.
- 3.5 All teachers, non-teaching staff and officials who were vaccinated using the Johnson & Johnson vaccine in June/July 2021, are now eligible for a booster vaccination and are encouraged to visit their nearest health facility, pharmacy or vaccination site for this purpose. Those who received the Pfizer double dose vaccine will qualify for the booster dose 6 months after the second dose.

Yours in education,

**DR N. MBUDE**  
**HEAD OF DEPARTMENT**

11/02/2022

**DATE**