



Province of the
EASTERN CAPE
EDUCATION

CHIEF DIRECTORATE: EXECUTIVE GOVERNANCE & SUPPORT
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OFFICE OF THE HoD INSTRUCTION CD01 / 2024

**TO: DEPUTY DIRECTORS-GENERAL, CHIEF DIRECTORS, HEAD OFFICE
DIRECTORS AND DISTRICT DIRECTORS, CHIEF EDUCATION SPECIALISTS;
EDUCATION DEVELOPMENT OFFICERS, DEPUTY CHIEF / SENIOR
EDUCATION SPECIALISTS, PRINCIPALS OF PUBLIC AND INDEPENDENT
SCHOOLS, TEACHER UNIONS AND SCHOOL GOVERNING BODIES**

DATE: 22 JANUARY 2024

**DIRECTOR GENERAL'S PROVINCIAL ENGAGEMENT WITH THE EASTERN CAPE
DEPARTMENT OF EDUCATION ON 06 FEBRUARY 2024**

1. It is a standard operating procedure of the Director General (DG) from the Department of Basic Education (DBE) Mr H Mweli, to meet and engage provinces twice annually to address critical issues impacting education from school to provincial level. The first meeting is usually held at the beginning of a new year to address the results of the previous year and key objectives for the year ahead and the second meeting is held mid-year to assess and reflect on progress of the plans set for the year.
2. This notice serves to notify all District Directors, Circuit Managers, Subject Advisors, ECD Officials and Principals of Schools of the First Annual Provincial Engagement Meeting that is scheduled as follows:

DATE	TIME	TARGET AUDIENCE
06 February 2024	8:00 – 12:00	- All District Director - CMC /Circuit Managers - Subject Advisors - ECD & ESSS
	13:00 – 16:00	- All Principals of Primary, High and Special Schools

3. It is imperative that all who have a stake in the managing and leading of Institutions, Circuits, Districts and Policy Directives attend the meetings which is led by the DG.
4. Kindly find the link for the meeting as follows: [Click here to join the meeting](#)
5. All officials of the ECDoE are requested to log into the meeting 15 minutes before the time to ensure that they have dealt with any possible connectivity challenges before the meeting have started as DG does not take kindly to late attendance or no attendance to his meetings.
6. The agenda for the meeting is attached for your perusal.



7. District Directors are kindly requested to ensure that all CMC Heads, Circuit Managers, Subject Advisors and ECD Officials are informed of the meeting with the General of the Department of Basic Education (DBE) indicated above.

SIGNED:

MS G KOOPMAN
CHIEF DIRECTOR: EXECUTIVE MANAGEMENT AND SUPPORT
DATE: 22/01/2024