



higher education  
& training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



EKURHULENI EAST TVET COLLEGE

"Committed to Excellence"

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## MEMO 3 COVID-19 OF 2020

**TO: DEPUTY PRINCIPALS  
CAMPUS MANAGERS  
DEPUTY CAMPUS MANAGERS  
DEPARTMENTAL MANAGERS  
ALL STAFF MEMBERS**

**FROM: Ms HM SIBANDE  
PRINCIPAL**

**DATE: 19MAY 2020**

**SUBJECT: ADHERENCE TO THE COVID-19 REGULATIONS**

Dear Colleagues

The Office of the Principal would like to inform you that the College has taken extra precautions to ascertain your safety and well-being.

With this, everyone entering the college premises will have to undergo COVID-19 screening (filling in a COVID-19 related questionnaire and temperature reading). One will also be required to sign a register, filling in their personal details and stating their reason/s to be on campus. This will assist with tracking purposes.

HIGHER HEALTH has also put an initiative in place called 'Health Check', where you can do self-screening. You can easily access 'Health Check' using WhatsApp, then after self-screening you will get a code as proof that you have screened and can use it to gain access to enter the college premises. Using 'Health Check' will reduce stampede and delays at the gate, hence you are advised to use it when possible.

The office of the Principal hopes that you will understand the importance of this process and that everyone will comply.

Remember to stay safe and to adhere to all the lock down regulations.

Yours in Higher Education and Training.

Ms HM SIBANDE  
PRINCIPAL  
HMS/hms

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