



24 March 2020

Dear Staff

NATION-WIDE LOCKDOWN: STAFFING ARRANGEMENTS BEFORE AND DURING THIS 21-DAY PERIOD

Following the President's announcement last night of a 21-day lockdown from midnight on 26 March 2020, MANCO agreed on the following:

1. Subject to approval from their line managers, staff (excluding essential services staff) may leave campus from 12:00 noon, 25 March 2020.
2. Security staff will continue to work throughout the lockdown period as essential services staff. Updated work schedules will be provided by their line managers.
3. Maintenance staff need to be available on standby during the lockdown period.
4. Line managers will make arrangements with their staff to continue with work and stay on track during this shutdown period.

Whilst this is a challenging time, we hope that staff will find ways to stay safe and healthy with their families.

Sincerely

Professor Sakhela Buhlungu
Vice-Chancellor and Principal