

OVERBERG WATER BOARD

Corporate

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Dear Colleagues,

1. On 23 April 2020 (yesterday), His Excellency President Ramaphosa made another address to the South African nation. The message is clear as a South African nation; it remains essential to continue taking aggressive action against the COVID-19 disease. In his own words the disease "...is an invisible enemy that threatened our lives and the lives of our loved ones." Overberg Water as a responsible employer has joined hands with the efforts aimed at combating the rapid spread of the coronavirus which is responsible for the COVID-19 disease.
2. In the fight against the coronavirus infection spread, Overberg Water Board is working with the Ministry of Human Settlements, Water & Sanitation. In collaboration with the Department of Water and Sanitation, Overberg Water Board has delivered a total of four hundred and one (401) water tanks to all the municipalities falling under the following districts: Cape Winelands, Overberg, Garden Route, West Coast and Central Karoo. The responsibility comes with the installation of those tanks. This is to ensure water access and availability as part of the overall hygiene.
3. Also, we have our own internal Overberg Water COVID-19 team that provides regular updates and feedback regarding the disease with a set of insightful information.
4. Following from President Ramaphosa's national address, as from 01 May 2020, the lockdown will be moved from Stage 5 to Stage 4 but all South Africans are required to adhere to the following as communicated in my email dated 26 March 2020 (for ease of reference see below):
 - a) *In person consultation has been postponed and staff will be working remotely until further notice depending on the scheduled lockdown period as announced by His Excellency, President Ramaphosa.*
 - b) *Overberg Water shall continue services to our internal and external customers via email and telephone. Water provision remains an essential service .*
 - c) *Please take every precaution as the COVID-19 outbreak poses a grave and real threat to the lives and livelihoods and prosperity of our colleagues, South Africans and fellow human being around the globe.*

- d) Hence, Overberg Water has ordered the sanitizers, gloves and awaiting the delivery of masks as well as encouraging the washing of hands on a regular basis including maintaining a 1 m to 1.5 recommended distance away from each other.
- e) We shall be communicating via various means such as the emails, WhatsApp and telephone calls.
- f) Finally, at the schemes colleagues must liaise with the scheme managers regarding the operating hours.
5. The announcement of Stage 4 by the President comes in with some relaxation of business activities but the coronavirus remains not just a national challenge instead a global one.
6. Considering that there is ample scientific evidence that the coronavirus is passed from person to person in small droplets from the nose and the mouth. The transmission happens by direct contact on surfaces we are exposed to such touching or when an infected person coughs or sneezes when are close to another person; Overberg Water has to ensure that all our working stations, schemes, premises and general surfaces protect all of us against the infections.
7. Therefore, we are working towards developing a working from home strategy, ensuring that all our working places are safe and hygienic and that none of us is carelessly exposed to the infections.
8. I have therefore instructed our internal Overberg Water Covid-19 Team to develop a plan which will make sure that the working spaces are ready and safe but importantly we have the right personal protection equipment (PPE). We need everyone's support in our collaborative efforts for the safety and well-being of all our colleagues.
9. We shall be communicating the plan and the working from home conditions so as to save the lives of everyone.

Yours sincerely


MR PHAKAMANI BUTHELEZI
CHIEF EXCEUTIVE OFFICER

DATE: 24 / 04 / 2020