



NGAKA MODIRI MOLEMA DISTRICT MUNICIPALITY

C 06/11/2018 CLOSURE OF OFFICE FESTIVE SEASON RECESS – NMMDM

PURPOSE

To request Council to deliberate on the Recess Period for the 2018 Festive Season.

BACKGROUND

Ngaka Modiri Molema District Municipality on annual basis closes municipal offices, except for **Essential Services**, for the Festive Season to enable employees to have a well deserved rest. Provision is made to have uninterrupted services delivery to our communities particularly for essential services officials

Based on the above background, it is proposed that Council be on recess and Municipal Offices, except for Essential Services, be closed with effect from **14th of December 2018 at 16:30** and re-open on the **07 January 2019 at 07:45**. Or alternatively closing on the 21 December 2018 and re-opens 7th January 2019

RECOMMENDATIONS

1. That the offices of Ngaka Modiri Molema District Municipality be closed on the 14th December 2018 at 16H30pm and re-open again on the 07th January 2019.
2. Essential services workers (Fire Services) is business as usual.
3. Water Services & Disaster Management employees to be on standby and turn out only when there is a need during the closing of municipal office.
4. Sanitation, Finance, HR, ICT, fuel attendants & Disaster Management employees should be on standby (overtime will only be claimed per reported incidents);
5. Salaries shall be paid on the 21st December 2018.





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The hereunder mentioned Departments and contact persons be contacted for any Emergency or Assistance.

SERVICES	CONTACT PERSON	CONTACT NUMBERS
Water and Sanitation	Mr Senwedi	083 377 6543
	Mr Manonyane	071 857 4987
	Mr Tshekiso	071 857 4983
Fire and Emergency Services	Mr Appolos	083 377 6545
	Mr Kwena	083 468 5884
Disaster Management Services	Mr Lesenyego	083 282 0640
	Mr Stemmer	076 727 6281

DATE OF MEETING	RESOLUTION	RESOLUTION NUMBER
06 DEC 2018	<p>Council resolved that the offices of Ngaka Modiri Molema District Municipality be closed on the 14th December 2018 at 16H30pm and re-open again on the 07th January 2019.</p> <p>Council resolved that Essential services workers (Fire Services) be business as usual.</p> <p>Council resolved that Water Services & Disaster Management employees to be on standby and turn out only when there is a need during the closing of municipal office.</p> <p>Council resolved that Sanitation, Finance, HR, ICT, fuel attendants & Disaster Management employees should be on standby (overtime will only be claimed per reported incidents);</p> <p>Council approved that Salaries shall be paid on the 14th December 2018.</p> <p>All employees should submit their leave application forms from the 17th December 2018 to 06th January 2018.</p>	C103/2018



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CLLR Y SECHOARO
COUNCIL SPEAKER

MS. M. K. MAHLOBO
ACTING MUNICIPAL MANAGER