

## COVID-19 Residents' update – December 2020

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### Employees and Contractors

SMG has designated Ashley Morkel (021 424 7529/ [ashley@stmartinigardens.co.za](mailto:ashley@stmartinigardens.co.za)) as our COVID-19 Compliance Officer, and has a COVID-19 compliance workplace plan in place. This plan is available on [stmartinigardens.co.za](http://stmartinigardens.co.za) and from the Building Manager's office.

**All SMG and sub-contracted staff are required to wear a cloth mask covering their mouth and nose at all times while working: failure to do so will result in disciplinary action being taken.**

**Residents' and owners' staff and contractors must also comply with the SMG COVID-19 compliance plan while they are on common property.**

As usual, owners and residents wishing to perform renovation and maintenance work must apply for trustee permission. (No renovation or maintenance work is permitted until 18 January 2021 and, bearing in mind that many residents are still working from home, noisy work will only be permitted from 9:00 – 12:00 on weekdays.)

### General

In terms of the **Adjusted Alert Level 3 regulations** most movements of people are now permitted, except during the night-time curfew and where it involves large gatherings of people. However, all people – especially older ones, those with health risks, and anyone who feels unwell – are still advised to stay at home and to minimise their interaction with others.

**While SMG common property is not a “public place”, all residents and their guests must wear a cloth face mask covering their mouth and nose at all times (except when in the pool), and should maintain social distancing and frequent hand sanitising.**

**We recommend that lifts are only occupied by one household at a time.**

Residents are still asked to collect any deliveries at the gates instead of letting the delivery people into the building, unless they are **genuinely** unable to do so.

Please note that high-touch areas of common property (handrails, lift buttons etc.) are being sanitised frequently, and hand sanitiser dispensers are installed at the buildings' entrances and in the laundry, but residents must still take responsibility for their own hygiene by washing their hands frequently and using masks.

### Updates and complaints

This plan will be updated by the COVID-19 Compliance Officer when considered necessary. Suggestions and complaints may be submitted to him, or to [trustees@stmartinigardens.co.za](mailto:trustees@stmartinigardens.co.za).

The trustees and management thank the staff who have been working regularly and diligently during this difficult and extended period, and appreciate the continued cooperation of residents.

**Ashley Morkel**  
**SMG COVID-19 Compliance Officer**  
**29 December 2020**

**IF YOU FEEL SICK DO NOT LEAVE YOUR FLAT - call the Coronavirus Hotline  
0800 029999. (If you cannot get through, call SMG security on 062 733 1193.)**