RHODES UNIVERSITY
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INKQUBO ELANDELWAYO YEZEMPILO NOKHUSELEKO YABASEBENZI NEENDWENDWE NGEXESHA LECOVID-19 KWIYUNIVESITHI IRHODES

INTSHAYELELO

Ngomhla we-23 kuApreli 2020, uMongameli wazisa ukuba uMzantsi Afrika uya kuba kumgangatho wesine wokuvaleleka endlini/kamahlaléndlini ukusuka ngomhla wo-1 kuMeyi 2020. Kulo mba watsho ukuba 'ukubuyela kozoqoqosho okungangxamanga nokuhamba ngezigaba' okuphunyezwa ngenkqubo yolungelelwaniso lomngcipheko, kuya kuqaliswa. Ngaphezu koko, le nkqubo ibhekiselele 'kwisicwangciso esinengqiqo nononophelo ukuya kunyenyiso lwezithintelo ezikhoyo ngoku ezingumahlaléndlini'. Nxamnye nesibhengezo sikaMongameli kwakunye nemigaqo yomthetho ethe yalandela ngokumiswe phantsi kweMeko yoNxunguphalo kaZwelonke, iYunivesithi iRhodes yenze ucamgco ngenkqubo yezempilo nokhuseleko, ukukhusela abasebenzi bethu ngeli xesha. Inkqubo elandelwayo inceda imimiselo ngokubekwe nguMongameli, 'yokulandela ngeliso elibukhali esi sifo nokuthintela ukusasazeka kwaso'.

Eyona nto iphambili kwiYunivesithi iRhodes yimpilo nokhuseleko lwabo bonke abasebenzi bethu njengokuba sizama ukuqinisekisa ukuqhubeka kwezifundo nomsebenzi onxulumene nazo ngokwemida kazwelonke yeCOVID-19. Ayinguwo owona mdla weYuniversithi ukuba bonke abasebenzi babuyele emsebenzini, ngokunjalo oku akuvumelekanga kude kube lilixa lomgangatho 1. Kangangoko kunokwenzeka nangelona xesha linokwenzeka kufanele abasebenzi abaninzi bangasondeli ekhampasini. Abasebenzi abakwaziyo ukusebenza bekude emsebenzini kufanele baqhubeke besenza njalo.

Noxa kunjalo, abasebenzi abangekho buthathaka okanye abangenazifo zazekayo okanye abanazifo ezizezinye nezizingeneleli okanye abanazo iimeko ezinokubabeka esichengeni esingaphezulu ukuba bathe bafumana iCOVID-19 abangabo nabasebenzi abanobudala beminyaka engama-60 nangaphezulu, abo balindeleke ukuba babesekhampasini kangangexesha elithile elinikiweyo ukuze bancedise ngokuyela kubuyiselwa kancinci-kancinci ikhampasi kubomi bayo besiqhelo, ngoko balindeleke basebenze ngokwezibophelelo zomsebenzi abanazo neYunivesithi nokuba oko kuthetha ukwenza nomsebenzi ongenguwo lowo ubuwuqashelwe kananjalo/okanye ukusebenza ngendlela eyahlukileyo kwabayiqhelileyo. Ekwenzeni njalo, kufanele babambelele kuzo zonke iinkqubo zezempilo nezokhuseleko ngamaxesha onke. Ukwala ukulandela isicelo esisemthethweni nesifanelekileyo lityala elingadinga ululeko kwaye oku kuya kuphathwa ngohlobo ekwenziwa ngalo kwiNgqokelela yeMithetho eCwangcisiweyo neNkqubo engoLuleko yethu.

ISIZATHU SENKQUBO ELANDELWAYO

Ukwenza isicwangciso senkqubo yezempilo nokhuseleko emasilandelwe ngabasebenzi neendwendwe zakwiYunivesithi iRhodes ngexesha lomvalela-ndlini.

Le nkqubo ilandelwayo kufanele ifundwe ngokuhlangeneyo nezi zilandelayo:-

- IsiKhokelo seZiko seRU ngeCOVID-19
- IsiCwangciso seZiko seRU ngeCOVID-19
- UVavanyo loMngcipheko lweRU ngeCOVID-19
- INkqubo eLandelwayo yeKhefu kuLawulo lwemiCimbi yaBasebenzi yeRU ngeCOVID-19
- INkqubo eLandelwayo yokulawula ukuNgena/yofikeleleko yeRU ngeCOVID-19

ISIGAMA

Iindawo zokungena
Iindawo zokungena ekhampasini.

Kukho iindawo ezintlanu zokungena ekhampasini ezizezi zilandelayo:-

1. ISitalato iPrince Alfred (PA) 07h00 ukuya ku- 16h00;
2. ILucas Avenue 07h00 ukuya ku- 16h00;
3. ESangweni 07h00 ukuya ku- 17h00;
4. ISouth Sitalato 07h00 ukuya ku- 17h00; kunye
5. neCPU (Kubasebenzi abatshintshiselanayo ngamaxesha awohlukeneyo, nabo beza ekhampasini ngamaxesha angaphandle kwalawo ezi ndawo zingentla zokungena ezivulwe ngawo.)

Bonke abasebenzi neendwendwe kufanele badlule kwiindawo zokungena xa befuna ukuza kwindawo yomsebenzi. Abasebenzi neendwendwe abazi kuvunyelwa emsebenzini ngaphandle kokuba bangene kwenye yeendawo zokungena kwaye banikwe imvume yokungena yolo suku nebonisa umhla. Oku kuya kwenziwa xa lithe iPhepha leMibuzo yoVavanyo lokuziHlola leMihla ngemihla lazaliswa laze lanikezelwa kwindawo yokungena.

Abasebenzi abahlala ekhampasini (umzekelo iiwadeni) ziya kunikwa ileta kwaye abayi kulindeleka ukuba bazalise iPhepha leMibuzo yoVavanyo lokuziHlola leMihla ngemihla ngaphandle kokuba baya kwindawo yokusebenza.

Ukungena kwindawo yokusebenza
Ukungena ekhampasini nakwindawo yokusebenza.

Izigulo ezenzeka xeshanye neziba zizingeneleli
Izigulo ezenzeka xeshanye okanye ngokuvumelanayo kuthetha izigulo ezahlukeneyo nezibakho kunye, xa sukuba izigulo zenzeka xeshanye ziye zingenane esinye sibe neempembelelo kwesinye nokuba intsusa okanye izizathu zokwenzeka kwazo kunganxulumani. Imeko yempilo ingaba yileyo ihlangene nezigulo zemeko yokuziphatha okanye okwengqondo.

UMlungelelanisi weCOVID-19
Ngumntu onoxanduva lokujonga kwisebe ngalinye ukuba umsebenzi ngamnye unephephamvume lolo suku elifakwe umhla kwaye unxibe imaski kananjalo uzibhalisile ukuba ukhona emsebenzini.

UMphathi weCOVID-19
NgokwakwiPhephandaba loMbuso elikhutshwe liSebe lezabaSebenzi neNgqesho, iZiko ngalinye kufuneka linyule uMphathi weCOVID-19. UMphathi owonyulelwe iCOVID-19 kwiYunivesithi iRhodes nguMlawuli oliBambela weHR. Nayiphina imicimbi kufanele ithunyelwe kuMlawuli oliBambela oya kuthi ayihoye. AmaSebe ezeMfundo namaCandelo amakhulu anokonyula umntu oya kuba noxanduva lokuhlanganisa naziphi na iinkxalabo okanye imibuzo efuna impendulo kwiBambela loMlawuli weHR, ukuba bona banqwenela ukwenza njalo.

UQeqesho lokuQhelaniswa neCOVID-19
Luqeqesho oluya kunikwa bonke abasebenzi njengenkqubo yoVavanyo lokuQala loMngcipheko. Olu qeqesho luquka ucoceko, impilo neenkqubo zokhuseleko ezifunekayo emsebenzini.

Imibuzo yoVavanyo lokuziHlola lweMihla ngemihla
Liqela lemibuzo ekufuneka abasebenzi bayiphendule yonke imihla bayingenise kwindawo yokungena xa bengena ekhampasini. Uluhlu lwemibuzo luya kuba kwiwebhusayithi yeHR nakwiindawo zokungena ukuvumela abasebenzi bayizalise emakhaya endaweni yokuyizalisa kwindawo yokungena. INkqubo yoHlolo eyi-*Higher Health Integrated Digital COVID-19 Screening System* (“uHlolo lwezeMpilo”), ingasetyenziswa

Uhlolo lweMihla ngemihla
Yinkqubo yemihla ngemihla apho abasebenzi bafanele bangene emsebenzini ngokusebenzisa enye yeendawo zokungena kusenzeka oko kuphela xa bathe balizalisa iPhepha leMibuzo yoVavanyo lokuziHlola leMihla ngemihla kananjalo babe baxolile ukuba bakulungele ukuba semsebenzini okanye ukwazi ukubonisa ukuba iNkqubo yoHlolo eyi-*Higher Health Integrated Digital COVID-19 Screening System* (“uHlolo lwezeMpilo”) iye yagqitywa kwaye baqinisekiselwa umsebenzi wolo suku.
Luxanduva lomsebenzi ukuba angezi emsebenzini ukuba uzifumanisa enalo nokuba lunye uphawu olubekiweyo kwezo zeCOVID-19 kananjalo/okanye ungomnye wabasebenzi abakuluhlu lwababuthathaka. Ukuba iphepha-mvume lokungena lolo suku ulunikiwe umsebenzi angaqhubeka aye emsebenzini.

Ukudibana ngqo/ukusondelelana
Ukudibana ngqo/ukusondelelana kuthetha ukuba ukhe wadibana ubuso ngobuso kangangemitha enye okanye kwindawo evalelekileyo ngaphezu kwemizuzu engama-15 nomntu one-COVID -19. Oku kudibana kwenzeke ngelixa lowo uneCOVID-19 “esosulela’’, ukutsho oko ukusuka kwiintsuku ezi-2 ngaphambili ukuya kweziyi-14 emva kokuqala kweempawu zesifo. Umzekelo, ungangumntu:-

1. Ohlala kwindlu enye nomntu oneCOVID-19
2. Usebenza kufutshane, kwindawo enye nomntu oneCOVID-19
3. Uye wahlala kwigumbi lokufundela elinye nelomntu oneCOVID-19
4. Ube kwindibano enye nomntu oneCOVID-19
5. Uye wanakekela ngqo umntu oneCOVID-19 kwindawo yezempilo ngaphandle kokusebenzisa izixhobo ezifanelekileyo zokuzikhusela (*PPE*)
6. Uhleli kwizitulo zesibini (1 imitha) nakweliphi na icala lomntu oneCOVID-19 nakoluphi na uhlobo lwesithuthi, kuquka iibhasi, ookhwela-khwela, njalo-njalo.

IziXhobo zakho zokuziKhusela (PPE)
Iimpahla nezixhobo zokuzikhusela ezimiselwe ukukhusela lowo uzinxibileyo ekonzakaleni okanye ekusulelweni sisifo.

Inkqubo yoVavanyo loMngcipheko kunye nefomu
Bonke abasebenzi kufanele bahlolwe liziko lezeMpilo bafumane uQeqesho lokuQhelaniswa neCOVID-19 oluyinxalenye yenkqubo yoVavanyo lokuQala loMngcipheko. Abasebenzi kananjalo bathi bazalise ifomu yoVavanyo loMngcipheko bayingenise kwiZiko lezeMpilo nesiqinisekiso sokuba bayibukele iVidiyo yoQeqesho lokuQhelaniswa neCOVID-19. Iziko lezeMpilo liya kumfaka umsebenzi kwirejista yoqeqesho xa elugqibile uqeqesho. Ifomu yoVavanyo loMngcipheko ikhona kwiwebhusayithi yeHR nakwiZiko lezeMpilo.

Ifomu yokuziVavanyela uMngcipheko
Ifomu ezaliswe ngumsebenzi yaze yangeniswa kwiZiko lezeMpilo njengenkqubo yoVavanyo lokuQala loMngcipheko. Ifomu iya kufumaneka kwiZiko lezeMpilo kananjalo nakwiwebhusayithi yeHR.

Umgama wokusondelelana
Umgama ofanelekileyo wokusondelelana yinkqubo yokugcina umgama ongaphezulu koqhelekileyo phakathi kwabantu okanye ukuphepha ukudibana ngqo nabantu okanye izinto kwiindawo zikawonke-wonke ngexesha lokuqhamka kwesifo esisulelayo ukucutha ukuvuleleka nokusasazwa kwesifo. Kwimeko yeCoronavirus (COVID-19), kucetyiswa umgama kummandla obuncinane buyi-1m ubude.

Abantu ababuthathaka nabantu abaphila nezinye izifo ezibakho xeshalinye nezizingeneleli
Abantu abahleli <u>benezigulo abanazo</u> ezihlangene namajoni omzimba abuthathaka, ukutsho oko sele imizimba yabo ingamelani nezifo (njengokuba kuchaziwe yiNgxelo ka-2019 yoMbutho wezeMpilo weHlabathi.

<u>INKQUBO YEZEMPILO NOKHUSELEKO YABASEBENZI NEENDWENDWE EZIZA EKHAMPASINI NASEMSEBENZINI</u>

IYunivesithi inoxanduva kubasebenzi ekufanele baye nabo bavumelekileyo ukuya emsebenzini ngoku kulandelayo:-

1. IsiCwangciso seZiko esiya kubonisa ukuba ngabaphi abasebenzi abafunekayo nabavumelekileyo ukuba semsebenzini.

2. Ukunxibelelana nabaPhathi nabaLawuli malunga noluhlu lwabasebenzi abangundoqo ekufanele baphangele nabavumelekileyo ukuba semsebenzini. Uluhlu lungohluka kumgangatho nomgangatho nangokutshintsha kweemeko.
3. Ukugqiba ukuba ngabaphi abasebenzi abaya kunikwa ileta yemvume yokuhla besenyuka phakathi kwamakhaya abo nomsebenzi nokuba bavumelekile ukusebenza phantsi komgangatho ofanelekileyo nokubanika ileta.
4. Ukunikezela ngeendawo zokungena ekhampasini nakwindawo yomsebenzi.
5. Ukufuna ukuba abasebenzi bazibonakalise zonke iintsuku nakweyiphina iNdawo yokuNgena nokuqinisekisa ukuba bafaka iPhepha leMibuzo yoVavanyo lokuziHlola leMihla ngemihla babe neleta etshoyo ukuba bavumelekile ukusebenza.
6. Ukunika abasebenzi abanokuvumeleka baye emsebenzini iphepha-mvume lokungena elifakwe nomhla.
7. Ukuhlola iindwendwe/abaniki zinkonzo abafika nakweyiphi na indawo yokungena nabavumelekileyo ukuhambisa iinkonzo ezisisiseko/ezibalulekileyo/kunye/okanye izinto, abanePhepha leMibuzo yoVavanyo lokuziHlola leMihla ngemihla apho elowo kuya kufuneka alizalise aze alisayine. Abantu abavunyelwe bangene ekhampasini baya kunikwa iphepha-mvume lokungena elinomhla elibavumela bahambise iinkonzo ezisisiseko/ezibalulekileyo/kunye/okanye izinto.
8. Ukuqinisekisa ukuba abasebenzi neendwendwe ezivumelekileyo zingena emsebenzini zinxibe iimaski.
9. Ukuqinisekisa ukuba amaSebe namaCandelo anabasebenzi abasisiseko abasebenzela emsebenzini ayababhalisa abakhoyo iintsuku zonke nokuba abasebenzi baneempepha-mvume zokungena ezinomhla.
10. Ukuqinisekisa ukuba iirejista zamaSebe namaCandelo zokubakhona emsebenzini ziyathunyelwa kwi-imeyile iveki neveki kubo bobabini uInno Toto (i.toto@ru.ac.za) noAnelisa Matakane (a.matakane@ru.ac.za).
11. Ukuqinisekisa ukuba onke amaPhepha eMibuzo yoVavanyo lokuziHlola leMihla ngemihla asiwa eCPU yonke imihla kwaye aqokelelwe nguHR ukuze babe nobungqina bawo.
12. Ukunikezelwa kwePPE eyimfuneko apho kudingekayo.
13. Ukulungiselela ngokuyimfuneko ukusebenzisa izibulala zintsholongwane nokucoca ngesibulala zintsholongwane kwindawo yokusebenza ngamaxesha afanelekileyo.
14. Ukubeka uhlobo oluthile oluyimfuneko lwezibulala ntsholongwane zezandla kwiindawo ezifikelelekayo zomsebenzi nakwiindawo zokungena.
15. Ukusebenza neeNtloko zamaSebe nabaLawuli ukuqinisekisa kangangoko banako inani labasebenzi kwindawo yokusebenza ngalo naliphina ixesha liya kucuthwa ngokutshintshisana ngamaxesha okusebenza, ngamalungiselelo okungasebenzeli emsebenzini kodwa wenze umsebenzi kude kuwo okanye naziphina ezinye iindlela ezifanayo ukuze kuzokuphunyezwa ukungasondelelani. Inani labasebenzi abakhoyo alinakudlula isinye kwisithathu senani labasebenzi bebonke kuMgangatho 3 no-4 ngokunjalo iipesenti ezingama-66 kuMgangatho we-2. KukuMgangatho woku-1 kuphela apho abasebenzi baya kuvunyelwa ukuba babuyele emsebenzini.
16. Ukuqinisekisa ukuba indawo yokusebenza inomoya ongena uphuma ngokufanelekileyo.
17. Ukunxulumana neSebe lezeMpilo ukuba kuthe kwenzeka ukuba naliphi na ilungu lomsebenzi lafunyaniswa lineCOVID-19 emva kovavanyo kwiZiko lezeMpilo ukuze kukwazi ukuba kubekho inkxaso yokufunwa kwabo ebehlangene nabo lowo unentsholongwane.

18. Ukwazisa iSebe lezabaSebenzi neNgqesho ukuba ilingu lomsebenzi okanye abasebenzi baye bafunyaniswa beneCOVID-19.
19. Ukukhumbuza abasebenzi ukuba lityala elidinga ululeko ukungananzi imithetho yeYunivesithi.

Abasebenzi abangena emsebenzini banoxanduva loku:-

1. Ukuqinisekisa ukuba benze uVavanyo lokuQala loMngcipheko nokuba kukwiZiko lezeMpilo okanye bazenze ngokunokwabo. UVavanyo loMngcipheko othe wazenzela ngokwakho kufanele luthunyelwe nge-imeyile kwiZiko leZempilo.
2. Ukuya kuqeqesho lokuQhelaniswa neCOVID-19 elenziwa liZiko lezeMpilo kwaye/okanye ukumamela uqeqesho lweCOVID-19 kwi-intanethi usebenzisa iwebhusayithi yeYunivesithi.
3. Ukuqinisekisa ukuba banxiba imaski ngamaxesha onke, bangasondelelani, baqinisekise ukuba bagcine umgama obuncinane bungu-1.5m ubude phakathi kwabo nabanye. Oku kuquka ukuqinisekisa ukuba kukho ukudibana okucuthekileyo phakathi kwabo nabanye. Oku kuquka ukungabi neentlanganiso zobuso ngobuso.
4. Ukuya rhoqo kuyo nayiphi na indawo yokungena ukuze wenze uhlolo lwemihla ngemihla nokungenisa iMibuzo yoVavanyo lokuziHlola lweMihla ngemihla.
5. Ukuya eCPU ukungenisa iMibuzo yoVavanyo lokuziHlola lweMihla ngemihla ukuba basebenza ngamaxesha atshintshiselanayo, ukuba bathe babizelwa imeko engxamisekileyo nemandundu okanye bangabasebenzi abavumelekileyo ukuba sekhampasini emva kweeyure zokusebenza.
6. Ukuhlala ekhaya ngenxa yekhefu elithathelwa ukugula ukuba banalo olunye lweempawu ezikhoyo kwiMibuzo yoVavanyo lokuziHlola lweMihla ngemihla. Kumaxesha anjalo umsebenzi kufuneka axelele umPhathi wakhe ngqo ukuba akakwazi ukusebenza njengoko kubekiwe kuMgaqo-Nkqubo wokuThatha iKhefu wabaSebenzi abaXhasayo.
7. Baya emsebenzini xa beneleta esayinwe nguSekeka Ngqonyela okanye ommeleyo. Abasebenzi abavunyelweyo baye emsebenzini bayohluka ngokwemigangatho eyahlukileyo nangokutshintsha—shintsha kweemeko.
8. Ukuzizisa kumntu onyuliweyo kwiSebe okanye kwiCandelo ukuze ukubakhona kwabo emsebenzini kubhalwe kananjalo nephepha-mvume lokungena libe nokuqinisekiswa.
9. Ukungabelani ngezixhobo zokutya nokusela.
10. Ukulahla inkunkuma yabo kumgqomo owenzelwe oko nocacileyo kwindawo ekufuphi nabo.
11. Ukufaka iimaski zabo kwiingxowa ezimiselwe impahla eya kuhlanjwa, ukuba basebenzisa iinkonzo zokuhlamba iimpahla zeYunivesithi.
12. Ukuqinisekisa bagoduka baze baphinde babuyele emsebenzini ngokwenkqubo yomthetho olawulayo ongokuhamba.
13. Ukuxela kwiHR nayiphina ingozi ekhoyo okanye enokubakho emsebenzini ukuze kuthatyathwe amanyathelo okuyihoya.
14. Ukuxela namphina umsebenzi ongamameliyo, kwiHR ukuze kuthatyathwe amanyathelo okuthetha nomsebenzi lowo.

EMINYE IMICAMANGO

- Le nkqubo kufanele ifundwe kunye nesiKhokelo seZiko leMfundo ePhakamileyo iRhodes kunye neNkqubo yeCandelo lokuLawula imiCimbi yabaSebenzi nokuThatyathwa kweKhefu ngexesha leCOVID-19.
- Uninzi lwabasebenzi abanakho ukusebenza ngokunemveliso bekude nomsebenzi kufanele bavunyelwe benze njalo. Iintloko zamaSebe nabaLawuli kufanele bayinanze indaba yokwandisa ukukwazi ukusebenza kwabasebenzi babo kude nomsebenzi.
- Abasebenzi abanobuthathaka kufanele bahlale emakhaya kwaye apho banokwazi ukwenza njalo basebenze bekude emsebenzini. Isatifiketi okanye iphepha likagqirha elibonakalisa ukuba umntu unezifo ezizezinye nezizingeneleli liya kufuneka.
- Le nkqubo nendlela eyenziwa ngayo ihlala isisigunyaziso ukuba nje isibhengezo sentlekele kazwelonke epapashwe kwiPhephandaba likaRhulumente u-43096 ngomhla we-15 ngenyanga yoKwindla ngomnyaka wama-2020 ihlala igunyazisa.

ULUHLU LWABO KUNOKUNXITYELELWANA NABO

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Ukuhlaziywa kokugqibela – 14 Juni 2020