



Address all correspondence to the Municipal Manager

Dipaleseng Municipality

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**TO : HON COUNCILLORS
ALL STAFF MEMBERS
COMMUNITY MEMBERS**

FROM : OFFICE OF THE MUNICIPAL MANAGER

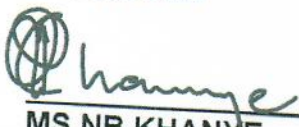
DATE : 20 DECEMBER 2021

SUBJECT : NOTICE ON THE RECESS OF MUNICIPAL OFFICE

The above matter refers.

1. The Office of the Municipal Manager wishes to inform all its residence, councilors, stakeholders and municipal employees that the Municipality will be on recess as from the **23rd of December 2021 till the 31st December 2021**. This is due to an increase of positive covid 19 cases experience within the institution.
2. The essential services will be in place to attend to any urgent and emergency work that may arise during the recess of the Municipal Offices.
3. The office of the Municipal Manager wishes all its employees a safe and joyous holidays and look forward to meeting all of you again in the New Year.!!!!
BE SAFE

APPROVED


MS NB KHANYE