



REPUBLIC OF ZAMBIA

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A/Dir-HRA

Facilitate. CO 7/6/2

OFFICE OF THE PRESIDENT
CABINET OFFICE
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17th August, 2020

CABINET OFFICE CIRCULAR MINUTE OF 2020

- TO:** Secretary to the Treasury
National Coordinator, Smart Zambia Institute
Permanent Secretaries
Deputy Auditor General (A)
Clerk of the National Assembly
National Coordinator, Disaster Management and Mitigation Unit
Director General, Office of the President (Special Division)
- Chief Administrators:** The Judiciary
National Prosecution Authority
- Secretaries:** All Service Commissions,
Public Protector, and
Anti - Corruption Commission
- Directors:** Electoral Commission of Zambia
Human Rights Commission
Drug Enforcement Commission
- All Heads of Department
All Board Chairpersons: State Owned Institutions and Statutory Bodies

ENHANCEMENT OF GOVERNMENT RESPONSE TO THE OUTBREAK OF THE CORONAVIRUS DISEASE (COVID-19)

At the 18th Meeting held on Monday, 10th August, 2020, Cabinet raised concern about the escalating number of COVID-19 infections in the country. You may recall that Zambia declared COVID-19 outbreak on 18th March, 2020 when the first two imported cases were confirmed. However, the COVID-19 cases have increased with an established local person to person transmission of the infection. Most Ministries and Spending Agencies, including non-state actors, have reported COVID-19 cases amongst the workforce. As at 16th August, 2020, Zambia recorded a total of 9,343 confirmed cases and a total of 260 deaths.

The rising number of infections is largely attributed to low levels of adherence to public health measures. There is, therefore, a very high risk that the situation could worsen if adherence to the prescribed public health guidelines is not heightened.

In view of the foregoing, the following measures shall apply forthwith:

- (a) Ministries and institutions directly dealing with the issue of COVID-19 are directed to heighten enforcement of adherence to the prescribed public health measures in line with Statutory Instruments 21, 22, and 62 of 2020. Among others:
 - (i) Ministry of Health should enhance surveillance, case finding, case management and infection prevention and control activities;
 - (ii) Ministry of Health to collaborate with the Local Authorities, Zambia Police Service and other relevant agencies to ensure compliance to public health measures and Presidential directives;
 - (iii) Ministry of Local Government to coordinate the enforcement of public health measures and Presidential directives in public places particularly markets, trading places and bus stops. This includes ensuring that all bars, night clubs and any other drinking places remain closed;
 - (iv) Ministries of General Education and Higher Education to ensure that non-examination classes remain closed until further notice; and
 - (v) Ministry of Transport and Communications to disseminate guidelines for public transport operators and users to assure public safety and

facilitation of COVID-19 prevention measures in public transport vehicles;

- (b) Ministries and Spending Agencies to effect work arrangements which will ensure adherence to public guidelines in the workplace without compromising on service delivery;
- (c) Supervising officers should:
 - (i) ensure strict adherence to the public health guidelines in the workplace by providing face masks, hand washing/sanitizing facilities and regular fumigation of work premises as guided by health officials;
 - (ii) ensure strict observance of masking-up and social distancing;
 - (iii) ensure that the workstations are not overcrowded by allowing provision of services and some work tasks to be performed remotely using Information and Communication Technologies (ITCs) platforms;
 - (iv) devise mechanisms for monitoring the productivity of the employees who are performing work tasks remotely;
 - (v) encourage employees to take leave;
 - (vi) ensure that meetings and other interactive activities are executed on virtual platforms;
 - (vii) ensure that travel outside the station is restricted and only authorised under special circumstances; and
 - (viii) maintain a database of the COVID-19 cases.
- (d) all employees are strongly urged to strictly adhere to preventive measures prescribed by the Ministry of Health such as wearing of face masks correctly, regular hand washing/hand sanitising, cough etiquette, observance of good hygiene practices and maintenance of social distance;
- (e) all employees should minimise discretionary travel to places such as shopping malls and attendance of social events such as parties, weddings

and other marriage gatherings, funerals, sporting events and worship places;

- (f) an employee who experiences symptoms of COVID-19 should seek immediate medical attention. In an event of a positive result, the employee should inform the supervising officer immediately;
- (g) all stakeholders should be fully engaged in the multi-sectoral contingency response in implementing and enforcing the Presidential directives to combat the pandemic;
- (h) in implementing the above measures, addressees should adhere to the Government's policy of ensuring that economic activities continue while observing public health guidelines under the "New Normal."

Addressees are advised to urgently bring the contents of this Circular Minute to the attention of all the employees under their supervision, including Statutory bodies. Kindly note that this Circular minute is complementary to the earlier Cabinet Circular minutes on the subject.



Simon K Miti (Dr.)
SECRETARY TO THE CABINET

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