

Notice No: 2021/49

10 July 2021

To: All members  
**JOHANNESBURG SOCIETY OF ADVOCATES**

Dear Colleagues

**Re: CLOSURE OF SECRETARIAT OFFICES UNTIL 19 JULY 2021**

1. On Thursday, 8 July 2021 the chair of the library committee informed members that the libraries were forced to close as a result of library staff having been exposed to Covid-19 positive cases and that a library staff member has fallen ill to the disease.
2. Unfortunately, a secretariat staff member has also tested positive for Covid-19 on Friday, 9 July 2021.
3. In consultation with the chair of the Society, the Covid-19 compliance officer and the administrative officer, it was decided that the secretariat offices are to be closed from Monday, 12 July 2021 and will reopen on Monday, 19 July 2021.
4. All staff members, who have already been working on a rotational basis, have been requested to work from home for the next week.
5. The employees' health will be reassessed and the secretariat offices will be thoroughly sanitized before reopening.
6. The decision to interrupt services to members was not taken lightly, but the alarming trend of infections in Gauteng Province requires the prioritization of the health and safety of the Society's employees.
7. Members in need of any services by the secretariat are kindly requested to contact Ms Maria Ferreira on the general contact number of the secretariat (see adjacent) and she will direct the enquiry to the relevant staff member.
8. I sincerely appreciate your cooperation and understanding.

Yours faithfully

**Adv C F van der Merwe SC**  
**Chair: Human Resources Committee**



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