

KAMULI DISTRICT LOCAL GOVERNMENT

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OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
P. O. BOX 88
KAMULI - UGANDA.

Your Ref:

Our Ref: CR/201/1

Thursday, November 26, 2020

INTERNAL MEMO

COVID-19 PRECAUTIONARY MEASURES

1. This is to inform Kamuli District Local Government Service that as of today 26th November 2020, we have registered a cumulative total of 49 positive cases for COVID-19.
2. Out of the 119 samples taken on 22nd and 23rd November 2020, 27 turned positive. Over 75% are health workers and the rest are contacts including boda-boda riders and students. The most affected departments in Kamuli general hospital are OPD, theatre and Pediatric ward. This trend is just happening in one and half months.
3. Given this clear case of COVID-19 community transmission and as guided by Circular Letter No. 7 of 2020 "POST-LOCKDOWN STANDARD OPERATING PROCEDURES FOR OFFICE OPERATIONS IN THE PUBLIC SERVICE OF UGANDA" I hereby issue the following instructions for the strict compliance of all those concerned:
 - a) Service delivery in Kamuli General Hospital is hereby scaled down with immediate effect. Only medical emergencies will be attended to at OPD, Maternity, Laboratory and ART Clinics.
 - b) Services at Pediatric ward, Female ward, Male ward, ANC and Special clinics are suspended for the next 14 days starting today 26th November 2020 to Thursday 10th December 2020 and services at the theatre are suspended for 7 days as more precautionary measures are under taken that will include among



others contact tracing & testing and fumigation/disinfection of all premises.

- c) In the meantime the suspended services at Kamuli General Hospital will be managed in the peripheral health facilities or referred to Jinja Regional Referral Hospital as need arises.
- d) Mandatory testing of all health workers in Private Clinics within Kamuli District will be undertaken not later than 28th November 2020 and adherence to COVID-19 SOPS will be monitored by the District, Municipal & Sub-county Authorities. Noncompliance will lead to consequent closure.
- e) All staff of Kamuli District Local Government including political leaders who are on fulltime employment must undertake mandatory screening & testing for COVID-19 with immediate effect.
- f) The Deputy Chief Administrative Officer Kamuli District is hereby requested to identify essential staff [30%] who should remain at the District/Municipal & Sub-county Offices to ensure that critical services are provided promptly. The rest of the workforce [70%] will continue to offer their services remotely in line with Circular letter No. 6 of 2020 **"GUIDELINES FOR WORKING REMOTELY/TELECOMMUTING OR WORKING FROM HOME FOR THE UGANDA PUBLIC SERVICE"**
- g) Only essential meetings with 5 - 20 people observing SOPS will be allowed. All other meetings will be conducted via zoom.
- h) From 26th November 2020 to 10th December 2020 [14 days] visitors/clients will not be allowed entry into office premises with exception of services where personal presence is inevitable. The public is encouraged to drop their mails in the central registries or send scanned copies of their mails to mawejjeandrew@gmail.com or WhatsApp +256790810133. Clients may also visit www.kamuli.go.ug to get updates on service delivery.



- i) The District Health Officer is hereby directed to fumigate/disinfect Kamuli General Hospital and all the offices at the District Head quarters with immediate effect.
4. By copy of this MEMO, the District Health Officer, Health Facility In-charges and Sub-county Chiefs are hereby directed to ensure strict compliance to the SOPs in all service delivery units.
5. Inconveniences that may be caused through the implementation of these directives are hereby regretted and I count on the compliance of all those concerned to ensure the safety of our people.



Maweje Andrew

**CHIEF ADMINISTRATIVE OFFICER/ACCOUNTING OFFICER VOTE- 517
KAMULI DISTRICT**

Distribution:

- The Resident District Commissioner/Kamuli
- The District Chairperson/Kamuli
- The District Health Officer/Kamuli.
- All Sub County Chiefs/ Kamuli