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5 July 2021

Greetings from HIGHER HEALTH

Dear CEO (PHEI)

**RE: VACCINATION OF PSET STAFF UNDER A PRIORITY ROLLOUT PLAN**

Workers in the education sector have been identified as high risk and high economic contributors and therefore qualify for priority vaccination in phase 2 rollout. Department of Health (DoH) has committed to support priority vaccination of PSET staff and the final authorisation is awaited and expected to be imminent from the Inter-Ministerial Committee and the National Command Council.

In preparation for this national priority vaccination of PSET staff; the identification of number of staff per age category and at subdistrict level is key. **The purpose of this exercise is to secure the number of required vaccines for your institutional staff per accredited location and mapping each accredited location with the closest DoH vaccination centre and assisting further with the allocation of required vaccines to the vaccination centre**.

For HIGHER HEALTH & DoH to fast-track this process, we kindly request information from yourselves for **ALL staff** that are employed at your institution.

Please see attached excel sheet template where we request the following information to be provided:

1. Indication of the province, district and subdistrict under which the campus falls in
2. Number of staff, per campus, within each age category (we do not need individual information for each staff member, just the total number in each age band)
3. Number of staff in 4 categories:
   1. Full time staff
   2. Part time staff
   3. Post graduate students who teach
   4. Contract staff (outsourced staff, security, cleaning and residences). Only those contract staff that directly deal with students and staff

**Please submit your information to ………..** on e-mail …………………………

**by 12pm on Wednesday 7 July 2021.**

HIGHER HEALTH thanks you for your support and commitment to mitigating the impact of burgeoning epidemics, as well as student health, wellness, and development challenges, among our students in the Higher Education sector.

Thank you for your continued support. Your urgent response is appreciated.

**Dr (Professor) Ramneek Ahluwalia**

**Chief Executive Officer**