

27 September 2024

Dear Rescom,

**NOTICE: VILLAGE STAFFING RESOURCES – EVERGREEN BERGVLIET**

In our commitment to continuously explore ways to optimize resources and reduce labour costs without compromising the residents' experience, we are going to implement the following on a trial basis.

Just like the Village Manager's salary is proportionately shared between the Bergvliet and Diep River Villages, we are going to allocate a portion of one Duty Manager's salary to the Diep River Village and adjust the Bergvliet operating schedule accordingly. To implement this, the Duty Manager's hours will need to be reduced from 07:00 – 21:00 during weekdays to 07:00 – 19:00. Coverage for events will be scheduled as needed. Weekend coverage will remain as is.

Additionally, we will assign a maintenance resource from Evergreen Bergvliet to be based at Diep River for one day every two weeks, focusing on resident and general village tasks as required. All recoveries for work done will show as an income in the Bergvliet management accounts. If there are no tasks to address, the team will keep to their regular schedule at Bergvliet and not go to Diep River.

We will proceed to roll this out as of 1 October, and monitor it for 3 months.

Regards,  
Riaan Gouws  
Village Manager