

Sandy Point

BEACH ESTATE
ST HELENA BAY
HOME OWNERS ASSOCIATION

Registration of Housekeepers and Gardeners

In order to manage the pedestrian traffic and labour movement in the Estate, Management will be implementing a registration and identification system to which all home owners and contractors must adhere.

1. **Contractors** (includes builders, plumbers, electricians, other sub-contractors, HOA contractors, Landscapers, Cleaning Services, etc.) must
 - Supply the admin office with the names and ID numbers of all staff allocated to work on a particular site
 - If multiple sites are in operation, the contractor must indicate which site the staff member is allocated to
 - If staff members are found wandering around the estate, then the contractor will be fined R500 and the staff member will be escorted off the estate
 - Contractors have agreed to drive their staff onto site and keep them on site. Contractor staff may not walk into the Estate

2. **Housekeeping Staff** must
 - be registered at the Admin Office with Name and ID No.
 - Indicate which house the staff member works at
 - If the staff member works at multiple houses on different days, the days and address for each day must be indicated
 - The staff member must wear an orange fluorescent vest at all times when not on the private home property
 - If the staff member is found not wearing their vest, the resident/owner will be fined R500
 - Domestic staff may use the Public Pedestrian Gate behind the Admin Office

3. **Gardening Staff** must

- Be registered at the Admin Office with Name and ID No.
- Indicate which house the staff member works at
- If the staff member works at multiple houses on different days, the days and address for each day must be indicated
- The staff member must wear an orange fluorescent vest at all times when not on the private home property
- If the staff member is found not wearing their vest, the resident/owner will be fined R500
- Garden staff may use the Public Pedestrian Gate behind the Admin Office

Implementation of this system will commence on 14 December 2020. Details of where to obtain vests/bibs will be made available at the Admin office from 7 December 2020.

Registration and bibs will cost R150 each. Cleaning services and other contractors who service residents can hire the bibs @ R10 each per day, and must be returned when leaving the Estate.

Applications and registrations can be done at the Admin office between 8H30 AND 12H00 daily.