



# Omaheke Regional Council

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Our Ref:

## INTERNAL MEMORANDUM

**TO: All Honourable Councillors  
All Management Cadres  
All Staff Members**

**Date: 27 August 2019**

**RE: MEETINGS SCHEDULE FOR SEPTEMBER 2019**

Dear Honourable Councillors/Colleagues

1. Kindly see the attached meeting schedule for September 2019.
2. Please note that this is a tentative meeting schedule for notification, subject to change while the official invitation per item shall follow in due course.

Yours sincerely

**MARIA M. VAENDWANAWA  
CHIEF REGIONAL OFFICER**



**Cc. Honourable Festus Ueitele, Governor of Omaheke Region**

## MEETINGS SCHEDULE FOR SEPTEMBER 2019

DATE	MEETING	TIME	WHO IS TO ATTEND	VENUE
04/09/2019	Procurement Management Unit Meeting	09H00	All Procurement Management Unit Members	ORC Boardroom
05/09/2019	7 <sup>th</sup> Heads of Department Meeting	09H00	All Heads of Department All Supervisors	ORC Boardroom
10/09/2019	Directorate Meeting: Planning and Development Services	09H00	All Staff of Planning and Development Services	ORC Boardroom
11/09/2019	Procurement Committee Meeting	09H00	All Procurement Committee Members	ORC Boardroom
17/09/2019	7 <sup>th</sup> Ordinary Management Committee Meeting	09H00	All Management Committee Members	ORC Boardroom
25/09/2019	Procurement Committee Meeting	09H00	All Procurement Committee Members	ORC Boardroom
	Regional AIDS Coordinating Committee	09H00	All Regional Councillors, Stakeholders	TBC
26/09/2019	4 <sup>th</sup> Ordinary Regional Council Meeting	09H00	All Regional Councillors	ORC Chamber