



CENTRAL GAUTENG AQUATICS

(AFFILIATED TO SWIMMING SOUTH AFRICA)

18th November 2018

To: All CGA Clubs

cc: All CGA Club Chairmen, Secretaries, Treasurers, Gala Administrators, Officials, E&T Coordinators and Members

Retirement from Central Gauteng Aquatics (CGA) – Mrs. Susan Crawford

Dear All,

The above subject refers.

As you may be aware, the Executive Committee of Central Gauteng Aquatics (CGA) recently received a letter from Mrs. Susan (Sue) Crawford in which she expressed her wish to retire from CGA at the end of this year (December 2018). The CGA Executive would like to express its sincere thanks to Sue for her many years of hard work and dedication to Central Gauteng Aquatics and the aquatics community in general – we wish her all the very best for a happy and healthy retirement.

At this point we feel that it is important to inform all our members as follows:

- Documentation is being prepared to effect handover to other CGA staff, Executive and TC members in order that the handover is as seamless as possible.
- Transfer of certain duties will happen over the coming months and will involve aspects of training and a thorough evaluation of work processes to ensure that the CGA office functions as smoothly and effectively as possible into the future.
- Going forward, all swimming gala administration will be managed by the Swimming TC – all gala communication will be handled using the galas@centralgautengaquatics.co.za e-mail address. Please use this e-mail address for swimming gala-related matters only.
- All CGA gala entry information (closing dates, rules, entry files etc.) for the remainder of this season will be sent to the clubs before end December 2018.
- The info@centralgautengaquatics.co.za e-mail address will be monitored daily for other aquatics-related communication. Please use this e-mail address for general queries.
- All queries relating to Registrations are to be directed to registrations@centralgautengaquatics.co.za
- All queries relating to Education & Training are to be directed to edutrain@centralgautengaquatics.co.za
- In an effort to streamline communications, each club will be asked to submit a list of e-mail contacts for the various types of communication, for example financial-related issues, E&T-related issues, Officials-related issues etc. This communication will be issued by e-mail before the end of November 2018 so that the CGA contacts lists can be updated before end December 2018.

We trust that the above is self-explanatory however should you have any queries in this regard, please forward these in writing via e-mail to the CGA President, Mr. Marco Marchi at snakemancga@outlook.com, the CGA Vice-President Ms. Marion Hughes at cgavpres@gmail.com or the CGA Treasurer, Mr. Dave Dodge at treasurer@centralgautengaquatics.co.za and we will do our best to assist you.

Yours Sincerely,

For and on behalf of Central Gauteng Aquatics

Marco Marchi
CGA President

Marion Hughes
CGA Vice-President

Dave Dodge
CGA Treasurer

