



3 May 2020

Dear Valued Supplier/Service Provider,

GABRIEL OPERATIONS – LEVEL 4

On Thursday evening 23 April 2020 President Cyril Ramaphosa announced that the national lockdown will move from a level 5 to a level 4 effective 1 May 2020. Subsequently on Wednesday evening 29 April 2020 Dr. Nkosazana Dlamini-Zuma issued the Risk Adjusted Strategy Regulations that defines the permissions and restrictions for Level 4.

Gabriel SA is not an essential service and was therefore not allowed to operate under level 5, but under level 4 all automotive manufacturers and related component manufacturers will be allowed to scale up to 50% of full employment.

The regulations stipulates the following:

Persons in the designated industries will be permitted to perform work outside the home, and to travel to and from work, under Level 4, subject to-

- a) *strict health protocols, and social distancing rules;*
- b) *return to work to be phased in to enable measures to make the workplace COVID-ready; and*
- c) *return to work to be done in a manner that avoids and reduces risks of infection.*

The regulations also stipulates that a detailed Workplace Plan must be developed prior to reopening. This Workplace Plan must include all the health protocols and a detailed plan of how the company will return to work in a controlled manner. On Monday 4 May 2020 we will start with the implementation of the specified health protocols at our facilities in Retreat and City Deep.

In support of this and in the best interest of all our employees, suppliers and service providers we are going to implement the following preventative measures at our facilities:

1. The wearing of a cloth facemask is compulsory.
2. Hand sanitizer will be available at all entry points and will be administered by the security personnel.
3. Mandatory screening will be conducted at all entry points. This screening will involve:
 - a) a temperature check,
 - b) a check for any other visible COVID-19 symptoms, and
 - c) the completion of a basic COVID-19 related questionnaire.
4. Any person with a high temperature, other COVID-19 specific symptoms, possible contact with a COVID-19 patient, history of attending a high risk area, or without a cloth facemask will not be allowed on site.

Sales Marketing & Distribution:
59 Merino Avenue, City Deep, South Africa
P.O. Box B6222, City Deep, 2049, South Africa
Tel: +27 11 627 2571

Manufacturing:
76 White Road, Retreat, 7945, South Africa
P.O. Box 30214, Tokai, 7966, South Africa
Tel: +27 21 710 6800



5. All non-essential supplier & service provider engagements will be conducted via telephone or video conferencing facilities until further notice.
6. All essential supplier & service provider engagements will be conducted on-site observing all social distancing measures as defined in the COVID-19 OCCUPATIONAL HEALTH AND SAFETY MEASURES IN WORKPLACE directive.
7. Face-to-face meetings will be limited to the absolute essential with no more than 4 participants.
8. Supplier deliveries will be limited to the minimum & only after prior confirmation.
9. All delivery documentation to be e-mailed prior to delivery, no manual delivery documentation will be accepted on site.
10. Additional cleaning rosters and sanitizing procedures will be implemented.
11. Breathalyzer tests will be suspended until further notice.

Our re-opening will follow the successful implementation of these health protocols. Gabriel SA will then re-open in phases at a reduced operational capacity in line with market demand. We will then gradually ramp up in accordance with the guidelines stipulated by the government.

Our procurement department will engage with you during the course of the next couple of weeks to share our requirement going forward. It is anticipated that the startup will be slow and protracted.

We thank you for your support and understanding during these very challenging times.

Yours sincerely



Johan le Roux
Managing Director