

Note from Rosh



15 April 2020

Covid-19 update to Corporate Office

Dear Colleagues

As you will no doubt be aware, South African President Cyril Ramaphosa has extended the current 21-day lockdown by another two weeks until the 30th of April. For the duration of the extended lockdown, employees will continue to receive their salaries, whilst working from home.

Your health and safety is our Number 1 priority. All Covid-19 protocols will remain in place **even if the extended lockdown is lifted.**

International and local travel:

The international travel ban for business purposes has been extended indefinitely. Local travel during the lockdown is also not permitted and will be discouraged if the lockdown is lifted.

Remote work:

We would encourage you to continue working remotely even if the lockdown is lifted at the end of the month by the South African government. We have requested executives and heads of departments to schedule regular virtual meetings with their teams to ensure that we remain in contact with each other. A small number of employees may be required to return to the office on 4 May 2020, if the lockdown is lifted. Your line manager will be in contact with you should you fall into this group. The hygiene protocol, which requires all employees to disinfect their hands prior to entering the building, will remain in place.

Visitors to Corporate Office:

No visitors will be allowed. Please continue to use technology to interact with relevant service providers. This will remain in place for some time even if the extended lockdown is lifted.

Your health and wellbeing

Please practice social distancing so that you don't unwittingly expose yourself. While some of you have made the transition to working from home easily, we know that for others this has been difficult. We assure you that you are not alone, and that support is available from your line managers and the human resources team. We have also arranged for Kaelo to offer virtual counselling during this time. Their experts are on hand to assist. Please visit www.kaelo.co.za/coronavirus/#makingadifference.

Testing protocol reminder

As we approach winter, keep monitoring your and your family's health. Here are some practical steps in line with our published protocols:

- If you are feeling unwell, contact your medical practitioner telephonically before you visit your medical centre.
- If you have Covid-19 symptoms, contact your medical practitioner as above. They may recommend you go for testing. There are various centres that have been specifically set up for this. Discovery Medical Aid lists all the testing centres, including the drive through centres, at <https://www.discovery.co.za/corporate/covid19-testing-for-covid-19>.
- If you have mild symptoms, self-isolate and continue to practice the hygiene standards that we have previously communicated.
- Please remember to notify your line manager and seek approval for any leave you may need to take.

Access our Covid-19 web portal

We strongly recommend that you visit our Covid-19 web portal on the Gold Fields home page at <https://www.goldfields.com/covid-19.php>. It houses all the communication we have published to date, as well as a wealth of useful information for employees. We continue to update it on an ongoing basis.

We ask that you continue to respond with patience and endurance - these drastic measures are essential to prevent the spread of Covid-19 and to 'flatten the curve'.

We are continuing to monitor the situation and we will keep you informed accordingly.

Yours in health and safety

Rosh Bardien

EVP: People and Organisational Effectiveness

As always, please do not hesitate to email us with any thoughts that you may have at rosh.bardien@goldfields.com



safety



integrity



respect



responsibility



innovation



delivery



GOLD FIELDS