

To: All Branches/ All Notice Boards
Attn: All Staff
Date: 13th December 2021
From: Mike Blom

Subject: **Vaccination Requirements**

KOMATSU

Komatsu South Africa (Pty) Ltd

INTER-OFFICE
CORRESPONDENCE

Please be advised that several of our clients have expressly indicated that they will not permit persons who are unvaccinated to enter their premises from the beginning of January 2022. This directive from many of our clients requires Komatsu to comply.

Komatsu support the notion of a mandatory vaccination policy for all its employees and will also be communicating our Mandatory Vaccination policy early in the new year.

In the interim where such requirements are made by customers, Komatsu likewise calls upon its employees to vaccinate in the fight against this very serious pandemic.

Should any employee refuse to vaccinate, we require that the employee formally apply for an exemption which must set out a substantial justification for such a refusal.

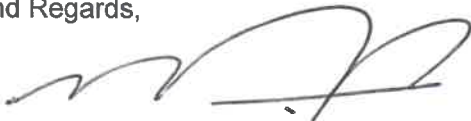
Komatsu will consider the exemption motivation received and will attempt to seek out alternatives for the employee if the reason for non-vaccination has sufficient merit. However, with careful consideration if alternatives cannot be found, the Company reserves its right to commence appropriate consultative processes that could result in the employee's dismissal.

Accordingly, the company will henceforth not allow recruitment and / or new appointments into the workforce without proof of full vaccination being produced prior to any offer approval or employment contract being awarded.

Based on the above, I wish to take this opportunity to implore all unvaccinated employees to ensure that they vaccinate before the commencement of the new year.

Please join me in the fight against COVID-19!

Kind Regards,



Mike Blom
President and Managing Director