

18th January 2022

NOTICE TO ALL VENDORS COVID 19 – MANDATORY VACCINATION POLICY

Dear Valued Shaves Supplier, Contractor and Service Provider

As directed by the government, Shaves conducted a Covid-19 Risk Assessment. The results of our Covid19 Risk Assessment led Shaves to introduce a mandatory vaccination policy for ALL employees.

This notice is to inform all Shaves staff, suppliers, contractors and service providers of the above Policy, effective 31st January 2022, as it pertains to contractors and service providers :

- Shaves requires all suppliers, contractors and service providers to be **fully vaccinated*** prior to coming on to any Shaves property, store, site or meeting.
- Unvaccinated and partially vaccinated suppliers, contractors and service providers will be managed in accordance with their employer's process and Shaves requirements.
- No supplier, contractor or service provider or any person employed by or connected with any supplier, contractor or service provider to Shaves, may enter or be present on any site, or interact with Shaves staff unless that person is fully vaccinated.
- In accordance with the Shave's Policy, any person failing to abide by this notice will be barred from any Shaves site on either a temporary or permanent basis.
- All drivers, representatives and vendors visiting our sites must carry a copy of their vaccine certificate with them at all times. As there are people who visit Head Office and the stores on a regular basis, they are welcome to email their certificate to moira@shaves.co.za and they will receive accreditation to visit all sites.

This accreditation in no way obviates the requirement that all current Covid-19 protocols are followed eg : the wearing of masks and hand sanitising remains compulsory.

Additionally, it is Shave's expectation that each supplier, contractor or service provider will be accountable to collate their staff's proof of vaccination and will provide this information to Shaves as required.

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DIRECTORS

N.E. Shave | M.K. Shave | H.A.J. Shave | C.E.P. Lifford | M.J. Lynch | D. Reddy | Z. C. Nene | S. Ragaven | A.G. King | K. N. Nkosi

KWAZULU-NATAL: Head-Office 41 Josiah Gumede Road, Union Main Centre, Pinetown, Tel: 031 702 6315 | Ballito Home Improvement Centre, Moffatt Drive, Tel: 032 946 2855 | Bluff 142 Archary Road, Tel: 031 459 0736 | Durban 106 Intersite Avenue, Umgeni Business Park, Tel: 031 263 0220 | Umhlanga Millenium Home Centre, 2 Tetford Circle, Tel: 031 566 5020 | Hillcrest 45 Old Main Road, enter off Crooked Lane, Tel: 031 765 7490 | Pinetown Union Main Centre, 39 Josiah Gumede Road, Tel: 031 702 6315 | GAUTENG: Sandton 202 Dartfield Road, Lower Kramerville, Tel: 011 262 5090.



ShavesTM
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For further information or any questions, you may contact me at Head Office by phone or email nick@shaves.co.za . If you are not the right person to receive this notice, please forward to the most appropriate person in your organisation.

Yours sincerely



NE SHAVE
MANAGING DIRECTOR

***fully vaccinated - A person is considered fully vaccinated 14 days after receiving a complete course of a Covid-19 vaccination with Pfizer/Comirnaty, or Astra-Zeneca/Vaxzevria vaccines (or combination thereof) or one dose of vaccine by Johnson & Johnson's Jansen (or others approved by World Health Organization (WHO)).**

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