



**CAPE BENTONITE MINE SOCIAL AND LABOUR PLAN  
2024-2028**

**IMERYYS Refractory Minerals  
South Africa (Pty) Ltd**

**Ref Number:**

**Farm 593 Kragga**

**Prepared for submission to the  
Department of Mineral Resources & Energy**

## **Acronyms, Abbreviations and Organisations**

ABET	Adult Basic Education and Training
ATR	Annual Training Report
BEE	Black Economic Empowerment
DMRE	Department of Mineral Resources
DoL	Department of Labour
EE	Employment Equity
GGP	Gross Geographical Product
HDSA	Historically disadvantaged South African
HRD	Human Resource Development
IDP	Integrated Development Plans
ISRDR	Integrated Sustainable Rural Development
LED	Local Economic Development
LRA	Labour Relations Act
MQA	Mine Qualification Authority
NPI	National Productivity Institute
RPL	Recognition of Prior Learning
SLP	Social and Labour Plan
SPPAC	Social Plan and Productivity Advisory Council
SMME	Small, Medium and Micro Enterprise
WSP	Workplace Skills Plan

# TABLE OF CONTENTS

## CAPE BENTONITE MINE SOCIAL AND LABOUR PLAN

<b>2024-2028</b> .....	<b>I</b>
<b>SECTION 1: PREAMBLE</b> .....	<b>- 5 -</b>
<b>SECTION 2: HUMAN RESOURCE DEVELOPMENT PROGRAMME</b> .....	<b>- 6 -</b>
2.1. COMPLIANCE WITH SKILLS DEVELOPMENT LEGISLATION .....	- 6 -
2.8. CAREER PROGRESSION PLANS .....	- 11 -
2.9. MENTORSHIP PLAN .....	- 12 -
<b>SECTION 3: LOCAL ECONOMIC DEVELOPMENT PROGRAMME</b> .....	<b>- 17 -</b>
3.1. SOCIAL AND ECONOMIC BACKGROUND. ....	- 17 -
3.3. KEY ECONOMIC ACTIVITIES. ....	- 20 -
3.3.1. IMPACT OF THE MINING OPERATION. ....	- 20 -
3.6. INCLUSIVE PROCUREMENT, SUPPLIER AND ENTERPRISE DEVELOPMENT.....	- 24 -
<b>SECTION 4: PROCESS PERTAINING TO MANAGEMENT OF DOWNSCALING AND RETRENCHMENT</b> .....	<b>- 28 -</b>
4.1. ESTABLISHMENT OF FUTURE FORUM. ....	- 28 -
4.2. MECHANISMS TO SAVE JOBS AND AVOID LOSSES AND A DECLINE IN EMPLOYMENT. ....	- 28 -
4.3. MECHANISMS TO PROVIDE ALTERNATIVE SOLUTIONS AND PROCEDURES FOR CREATING JOB SECURITY WHERE JOB LOSSES CANNOT BE AVOIDED. ....	- 29 -
4.4. MECHANISMS TO AMELIORATE THE SOCIAL AND ECONOMIC IMPACT ON INDIVIDUALS, REGIONS AND ECONOMIES WHERE RETRENCHMENT OR CLOSURE OF THE OPERATION IS CERTAIN .....	- 30 -
4.7. RETIREMENT FUNDS.....	- 31 -
4.8. UNEMPLOYMENT INSURANCE FUND .....	- 31 -
4.9. SERVICE CERTIFICATES.....	- 31 -
4.10. ALTERNATIVE WORK.....	- 32 -
4.11. RE-EMPLOYMENT .....	- 32 -
4.12. MEDICAL EXAMINATION .....	- 32 -
4.13. REPORTING, MONITORING AND EVALUATION.....	- 32 -
<b>COMMITMENT TO TRANSLATE THE APPROVED SLP</b> .....	<b>- 33 -</b>

**SECTION 5: FINANCIAL PROVISION ..... - 33 -**

**SECTION 6: UNDERTAKING ..... - 34 -**

## SECTION 1: PREAMBLE

<b>MINE NAME</b>	Cape Bentonite Mine	
<b>MINE OWNER</b>	Imerys Refractory Minerals South Africa (Pty)Ltd	
<b>MINING RIGHT NO</b>	Farm 593 Kragga	
<b>MINE MANAGER</b>	Helmut Gemurr	
<b>CONTACT PERSON</b>	Ntambu Mahashe 012 643 5880	
<b>LOCATION OF THE MINE</b>	Heidelberg	
<b>LIFE OF MINE</b>	10 years	
<b>POSTAL ADDRESS</b>	P.O.Box 242 Princess Farm Heidelberg 6665	
<b>LOCAL MUNICIPALITY</b>	Hessequa Local Municipality	
<b>NO OF EMPLOYEES (PERMANENT &amp; CONTRACTED)</b>	53	
<b>GEOGRAPHIC ORIGIN OF EMPLOYEES</b>	<b>Western Province Area</b>	
	Heidelberg	51
	Cape Town	02

## SECTION 2: HUMAN RESOURCE DEVELOPMENT PROGRAMME

### 2.1. Compliance with Skills development legislation

Name of SETA	Mining Qualification Authority
Registration number with SETA	L080745930
Confirmation of having appointed a Skills Development Facilitator	Veneshan Veramuthu
Proof of submission of work place skills	Confirmation from MQA is attached

Cape Bentonite Mine is committed to skills development through a focus on education, training and development. The training and development system is geared to facilitating a general increase in the skill levels of all employees. In order to identify employees' skill needs and implement a skills development plan, employees are assessed by accredited and registered assessors. Skills Development Plan includes ABET provision, Portable Skills Plan, Bursary Plan, Learnership Plan, Internship Plan, Career Progression Plan, Mentorship Plan, Core Mining Skills training, HDSA in Management and Women in Mining Plan.

### 2.2. ABET Provision Plan

The mine will not implement ABET training as all ABET targets were met in the previous Social and Labour Plan. Therefore, there are no employees who need ABET training. It is the intention of the mine that all new recruits will have matric as minimum requirement for employment.

### 2.3. Bursary Plan

Cape Bentonite Mine will implement a Bursary Scheme for employees. The Bursary Plan will benefit **4 bursars** and cost the mine **R126, 500.00** to implement over a five year period. Bursary allocations for the different disciplines over the next five years will be as follows:

Table No 1: Bursary Plan targets

Study Programme	2024		2025		2026		2027		2028	
	Target	Budget	Target	Budget	Target	Budget	Target	Budget	Target	Budget
Business Administration	1 (int)	R11 000	1 (cont)	R11 500	1 (cont)	R12 000	0	R0	0	R0
Office Administration Diploma	0	R0	0	R0	1 (int)	R12 000	0	R0	0	R0
MSc Mining Teaching	0	R0	1 (int)	R30 000	0	R0				
	0	R0	0	R0	0	R0	1 (inta)	R30 000	1 (cont)	R30 000
<b>Total</b>	<b>1</b>	<b>R11 000</b>	<b>2</b>	<b>R31 500</b>		<b>R24 000</b>	<b>1</b>	<b>R30 000</b>	<b>1</b>	<b>R30 000</b>

### 2.4. Internship Plan

The table below shows that Cape Bentonite Mine will ensure that one internship programme is implemented annually. Therefore, **5 interns** will undergo training at the mine over a five year period. The identified fields are Geology and Mechanical Engineering. The number of interns per

annum and the fields have been identified in terms of the mine's capacity and needs.

**Table No 2: Internship Plan targets**

Internship Programme	2024		2025		2026		2027		2028	
	Target	Budget	Target	Budget	Target	Budget	Target	Budget	Target	Budget
Geology	1	R43 000	0	R0	1	R44 000	0	R0	1	R45 000
Mechanical Engineering	0	R0	1	R43 500	0	R0	1	R44 500	0	R0
<b>Total</b>	<b>1</b>	<b>R43 000</b>	<b>1</b>	<b>R43 500</b>	<b>1</b>	<b>R44 000</b>	<b>1</b>	<b>R44 500</b>	<b>1</b>	<b>R45 000</b>

In situations where there are no students from the bursary plan, students from Universities and Technical colleges who are on their final year of study for degree or diploma will be encouraged to apply. The budget of the internship programme over a five year period is **R220, 000.00**.

### **2.5. Learnership Plan**

The Mine will implement Diesel Mechanic, Mechanics, Fitter and Electrical Learnership Programmes over a five year period. A total of 2 learners per annum will participate in the programmes, which means over a five year period **7 learners** will benefit from the Learnership Programme. The company has budgeted an amount of **R230, 000.00** over a five year period to implement the learnership programme.

Table No 4: learnership plan targets

Learnership Programme	2024		2025		2026		2027		2028	
	Target	Budget	Target	Budget	Target	Budget	Target	Budget	Target	Budget
Diesel Mechanic RPL	1	R25 000	0	R0	0	R0	0	R0	0	R0
Mechanic RPL	0	R0	1	R25 000	0	R0	0	R0	1	R45 000
Electrician RPL	2	R60 000	1	R35 000	0	R0	1	R40 000	0	R0
<b>Total</b>	<b>3</b>	<b>R85 000</b>	<b>2</b>	<b>R60 000</b>	<b>0</b>	<b>R0</b>	<b>1</b>	<b>R40 000</b>	<b>1</b>	<b>R45 000</b>

## 2.6. Portable Skills Training

Portable Skills Training will be aligned with the employee's current occupation and the commitment will be to concentrate on unskilled and semi-Skilled employees. This training will be, as far as reasonable practical, presented by accredited training providers. Portable Skills Training will benefit a total of **28 employees** and the company has committed a budget of **R205,000.00** to implement over a five year period.

Table No 5: Portable Skills targets

Training Programme	2024		2025		2026		2027		2028	
	Target	Budget	Target	Budget	Target	Budget	Target	Budget	Target	Budget
Quality Management System	1	R6 000	0	R0	0	R0	0	R0	2	R12 000
Supervisory Course	2	R17 000	2	R18 000	0	R0	2	R20 000	0	R0
Driver's License (C1)	2	R12 000	2	R12 000	0	R0	0	R0	0	R0
PDP	1	R6 000	0	R0	0	R0	0	R0	0	R0
Welding	1	R15 000	1	R15 500	1	R16 000	0	R0	0	R0
Plumbing	1	R15 000	1	R15 500	1	R16 000	0	R0	0	R0
Basic Computer	1	R3 000	1	R3 500	1	R4 000	2	R8000	2	R9000
Advanced Computer	1	R3 000	1	R3 500	1	R4 000	0	R0	0	R0
<b>Total</b>	<b>10</b>	<b>R78 000</b>	<b>8</b>	<b>R38 000</b>	<b>4</b>	<b>R40 000</b>	<b>4</b>	<b>R28 000</b>	<b>2</b>	<b>R21 000</b>

### 2.7. Core Mining Skills Plan

Core Mining Skills Training Plan is intended to provide employees with relevant trade skills pertaining to their employment positions. Core Mining Training will benefit a total of **17 employees** and the company has budgeted an amount of **R63, 000.00** to implement the training over a five year period. The plan below list identified Core Mining Skills Training to be implemented over a five year period.

Table No 6: Core Mining Skills Training targets

Training Field	2024		2025		2026		2027		2028	
	Target	Budget	Target	Budget	Target	Budget	Target	Budget	Target	Budget
First aid level 1 & 2	1	R6 500	1	R7 000	1	R7 500	3	R8000	3	R9000
ISO Improvement training	1	R6 000	0	R0	0	R0	0	R0	0	R0
Practical Switching	0	R0	1	R9 000	0	R0	0	R0	0	R0
Front End Loader	0	R0	0	R0	0	R0	3	R5000	3	R5000
<b>Total</b>	<b>2</b>	<b>R12 500</b>	<b>2</b>	<b>R16 000</b>	<b>1</b>	<b>R7 500</b>	<b>6</b>	<b>R13 000</b>	<b>6</b>	<b>R14 000</b>

## 2.8. Career progression plans

A Career Progression Strategy and Plans are crucial to the mine's strategy for staff development. Roles and responsibilities will ensure an understanding and application of career progression plans. This will enable development strategies to address competency gaps in order to establish a workforce which is correctly resourced with competent, capable, innovative and committed employees.

Career Progression Plan will be reviewed annual but will target the following positions at the mine: Health and Safety, Administration and Plant Operators. Career Progression Plan will benefit a combined total of **5 employees** over a five year period. The plan below clearly shows entry

position and the targeted position the employees involved will be prepared to attain when there are vacancies at the mine.

**Table No 7: Career Progression targets**

Department	Core mining occupation	Entry position	Targeted position	2024	2025	2026	2027	2028
				Target	Target	Target	Target	Target
Health & Safety	Health & Safety Rep	Health & Safety Representative	Health & Safety Coordinator	0	1	1	1	1
Health & Safety	Plant Operator	Health & Safety Representative	Health & Safety Officer	0	1	1	1	1
Production	Plant Operator	Plant Attendant	Plant Foreman	0	0	1	1	1
Production	Senior Plant Operator	Plant Operator	Plant Foreman	0	0	1	1	1
Office admin	Plant Operator	Administration Clerk	Administration Clerk	1	1	0	0	0
<b>Total</b>				<b>1</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>

The identified career paths will enable employees to progress within disciplines as well as between disciplines. It is the intention of the process to facilitate and address the career progression needs of both the individual employee and the operation. Career progression plans and related roles and responsibilities will therefore provide the means to manage employees and competencies to meet both the needs of the individual and the company.

## 2.9. Mentorship Plan

All employees are mentored by their supervisors on an ongoing basis. Supervisors do task observation and risk assessments on each member of their teams. The supervisor notes and takes steps to address problems and training gaps in conjunction with the accredited training officers and

assessors. MQA accredited training officers do quality of learning checks to ensure that training gaps have been adequately addressed. Mentorship Plan will benefit a combined total of **8 employees** over a five year period. The identified positions include Geology, Mechanical Engineering, Machine Operators and Diesel Mechanic.

Table No 8: Mentorship Plan targets

Department	Core mining occupation	Entry position	Training Programme	Targeted position	2024		2025		2026		2027		2028	
					Target	Target	Target	Target	Target	Target	Target	Target		
Mining	Geologist	Geologist trainee	Geology	Geologist	1		0	1	1		1	1	0	0
Mechanical Engineering	Mechanical Engineering	Mechanical Engineer Trainee	Mechanical Engineering	Mechanical Engineering	0		1	0	0		0	0	1	1
Health & Safety	Health & Safety Rep	Health & Safety Rep	Health & Safety Management	Health & Safety Officer	0		0	1	1		1	1	1	1
Workshop	Diesel Mechanic	Mechanic Assistant	Management Development	Workshop Supervisor	1		1	0	0		0	0	0	0
Laboratory	Lab Assistant	Lab Assistant	Total Quality Management	Lab Manager	1		2	2	2		2	2	2	2
Production	Machine Operator	Machine Operator	Management Development	Machine Supervisor	3		3	3	3		3	3	3	3
Production	Diesel Mechanic	Mechanic Assistant	Mechanic Supervisor	Plant Operator	1		1	1	1		1	1	1	1
<b>Total</b>					<b>7</b>		<b>7</b>	<b>7</b>	<b>8</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

### **2.11. HDSA in Management**

IRMSA will ensure that Mining Charter targets on Black Persons representation in the management are met and maintained. Currently Black Persons in Management representation is above targets on all the categories except on senior management due to the flat structure of the company and the mine.

The Mine commits to achieve and maintain not less than 10% female participation in mining and all targets for Black Persons in management as per the requirements stipulated by the Mining Charter.

The above table presents projected Black Persons and overall total inclusive of Black Persons in management needed to achieve and maintain DMRE targets until 2028. The Mine has projected its own targets, which will annually be measured against the DMRE targets to ensure compliance.

**Table No 10: HDSA in Management**

<b>BLACK PERSONS IN MANAGEMENT</b>														
Occupational Level	No of Black Persons	Overall Total	DMRE Target		Company Percentage Target									
			Black Persons	Black Females	2024		2025		2026		2027		2028	
Board	1	3	50%	25%	33%	10%	33%	10%	33%	10%	33%	10%	33%	10%
Top Management (Exco)	0	0	50%	25%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Senior Management	2	9	60%	30%	22%	0%	22%	0%	22%	0%	22%	0%	22%	0%
Middle Management	0	0	75%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Junior Management	0	0	88%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Core and Critical Skills	0	0	60%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
People with Disabilities	0	0	3%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

## **SECTION 3: LOCAL ECONOMIC DEVELOPMENT PROGRAMME**

### **3.1. Social and economic background.**

#### **3.1.1. Location of the district and major labour sending areas.**

Cape Bentonite Mine is located in the Hessequa Local Municipality, under the Eden District Municipality in the Western Cape Province. It includes a large farming community and a number of relatively underdeveloped rural settlements. The Municipality has inherited service as well as infrastructural backlogs from the previous structures, particularly in the rural areas. The large municipal area complicates service delivery, communication and public participation activities.

The greater Hessequa has a diverse population of approximately 45 000 people and the main languages spoken are Afrikaans, English and Xhosa. The population varies from illiterate and unskilled to highly qualified and skilled. While the town has a relatively fast-growing economy, poverty is rife in certain areas.

Hessequa lies at the foot of the Langeberg Mountains with her boundaries stretching along the southern Cape coast from the Breede River in the west to Gouritsmond in the east. The total area of Hessequa is approximately 5 730 square kilometres. The National Road N2 connecting the three inland towns of Albertinia, Riversdale and Heidelberg forms the main transportation conduit across the municipality.

The Municipality has 16 settlements, of which 15 are urban and 1 rural. Hence, there have access to most basic services such as water, sanitation and electricity.

Cape Bentonite Mine is located next to Heidelberg town, which is the second biggest inland town in the Hessequa region and its economy has been heavily dependent on commercial agriculture. Heidelberg has enjoyed a rich cultural heritage in the performing arts and continues to deliver to national audiences. Heidelberg is currently challenged with a large backlog in housing.

### **3.2. Municipal challenges and priorities**

The IDP of Hessequa Hani Local Municipality has prioritised the following areas of development:

#### **3.2.1. Proper water supply system:**

Water infrastructure is sufficient for current requirements while the water resources are currently utilized to full capacity. Coastal towns regularly experience shortages in summer holiday season.

#### **3.2.2. Upgrading and provision of sanitation and sewerage system:**

All formal households have access to a basic level of service and the sewage treatment works have sufficient capacity for the present demand as well as for the future demand till 2025. Backlog in access to sanitation of informal households, households with shared services and backyard dwellers that do not meet basic service criteria is 3,623, and expected to increase by a further 1,360 by 2025. The average daily volume of sewage treated is 5,52MC.

### **3.2.3. Road and storm water:**

Poor condition of gravel roads and total lack of proper main, access and internal roads. Also insufficient road system catering for a vast area.

### **3.2.4. LED projects:**

Lack of enough job opportunities and skill development to combat the high rate of unemployment.

### **3.2.5. Environmental management:**

Natural terrestrial ecosystems have been over-utilised for various commercial activities, but an innovative plan for the management of the existing and sustainable use of this resource, needs to be developed and implemented.

### **3.2.6. Land Use Management system**

- Establishment of township and formalisation of community settlement.
- Develop Geographic Information System GIS.

### **3.2.7. Building of community, sport & recreational facilities and parks:**

No access or poor condition of community halls and related facilities in most of the wards.

### **3.2.8. Road:**

To eradicate the backlogs on road maintenance it is estimated that some R15, 6 million will have to be spent on resurfacing over the next two years and some R30, 4 million on rehabilitation.

### **3.2.9. The upgrading of existing and provision of additional health services and facilities:**

Lack of sufficient and proper health facilities and insufficient access to the available health services. To improve access to comprehensive primary health care services.

### **3.2.10. The upgrading of existing and provision of additional schools and educational facilities:**

Need to improve community libraries and provide internet accessibility. There is also a need to support pre-schools infrastructure as part of community development.

## **3.3. Key economic activities.**

### **3.3.1. Impact of the mining operation.**

The following types of impacts can usually be quantified:

- **Direct impacts**, which may be calculated from macro-economic aggregates occurring as a direct result of the project.
  
- **Indirect impacts**, which may be calculated from the activities of suppliers. Indirect suppliers include those industries who deliver goods and services to the activity under discussion (first - round suppliers), as well as those suppliers who on their part deliver goods and services to the first-round suppliers.
  
- **Induced impacts**, which are the impacts on goods and services demanded due to increased expenditure by households from income earned at the project. Examples include the income of employees and shareholders of the project, as well as the income

arising through the backward linkages of this spending in the economy.

The main economic activities in the municipal area are agriculture, construction and tourism. Mining only contributes about 25% of the local economy.

### **3.3.2. Tourism**

Tourism, in particular, is a fast-growing sector of the economy as the town is well-suited to becoming a prime tourist destination because of its location on the world-famous Garden Route, its particular scenic beauty, biodiversity, mild climate and rich cultural history.

Tourism development is of vital importance to the local economy because of the uncertainty of the agricultural industry and declining fish resources. Tourism development has therefore been identified as a priority by Council. Tourism marketing, and to an extent, therefore, promotion of the town's overall image, is done by the Tourism Bureau.

### **3.4. Mine Community Development project**

The Hessequa Local Municipality has identified construction of low cost housing in Diepkloof; which will accommodate 5 destitute families. The project is in partnership with the local municipality as part of low cost housing in the area. The local municipality has already provided serviced land (erf) next to the Diepkloof the hub. The main project is in the implementation as some of the units have been built in the area by the municipality.

Project Details		Name: Diepkloof low cost housing construction		Project classification: Infrastructure development	
Project Background	The Municipality is involved in the provision of social housing programme to accommodate destitute Diepkloof residents. Diepkloof area is a township that has RDP houses and low income households. The agreement was reached with Cape Bentonite mine to contribute towards the construction building of 6 low cost housing to accommodate 5 destitute families who are in need of shelter. The cost for one unit is R180, 000.00, which means the total cost for 6 units will be <b>R1, 860, 000.00</b> over a five year period.				
Geographic Location of the Project	District Municipality: Eden District Municipality	Local Municipality: Hessequa Local Municipality	Town: Heidelberg	Project start date: 2024	Project End Date:2028
Project Output	Key Performance Areas Build low cost housing	Key Performance Indicators Built low cost housing	Project Partners Hessequa Local Municipality	Project Beneficiaries Diepkloof community residents	Project Budget: <b>R1, 860, 000.00</b>
Classification of jobs	Total direct number of jobs to be created: 21	Adults Male: 10	Adults Female: 5	Youth Male: 3	Youth Female: 3
Annual Targets (KPA's & Budget)	Year 1 Construction <b>Budget: R410 000</b>	Year 2 KPAs Construction <b>Budget: R900 000</b>	Year 3 KPAs Maintenance <b>Budget: R450 000</b>	Year 4 KPAs Maintenance <b>Budget: R50 000</b>	Year 5 KPAs Maintenance <b>Budget: R50 000</b>
Quarterly Timelines	Year 1 Quarterly KPAs Quarter 3: Construction Quarter 4: Construction	Year 2 Quarterly KPAs Quarter 1: construction work Quarter 2: construction Quarter 3: construction.	Year 3 Quarterly KPAs Construction.	Year 4 Quarterly KPAs Maintenance.	Year 5 Quarterly KPAs Maintenance. Hand over.
Short term Impact	Job creation during construction.				
Medium term Impact	Job creation and skills transfer.				
Long term Impact	Provision of low cost housing.				
Project Exit Strategy	Hand over to the municipality for maintenance.				

**TABLE 5: MINE COMMUNITY DEVELOPMENT PROJECT**

Approved Project Description	Construction of social low cost housing in the Diepkloof township to benefit 6 destitute families. The Hessequa Local Municipality has made available serviced erfes on which the houses will be built.		
Project Duration	2024-2028		
Work done to date vs Work Planned	The procurement and construction phase of the project will begin in 2024 and it is envisaged that the construction work will be completed by 2026 and the remaining years will be for the maintenance of the structures.		
Project Review Timeline	Year 5		
Total Budget for the over 5 years	R1,860,000.00		
Total Actual spend for the year	R0.00		
Capped project management & consultancy fees	R300, 000.00		
	<b>Mine Community Developed</b>	<b>Adjacent Community Developed</b>	<b>Labour Sending area developed</b>
Diepkloof Township, Heidelberg, Hessequa Local Municipality	None	None	None
<b>Name of the project</b>	<b>Municipality</b>	<b>Total Project Budget</b>	
Heidelberg Business Hub	Hessequa LM	R 2, 160, 000. 00	

### **3.5. Measures to address housing and living conditions**

Cape Bentonite Mine does not have hostels accommodation. Provision has been made through house allowance paid monthly to the employees. Moreover, there is a policy that allows employees to access their provident fund to build, acquire or renovate their houses. This shows the commitment ECCA Holdings has in improving housing and living conditions of the employees.

### **3.6. Inclusive Procurement, Supplier and Enterprise Development**

Cape Bentonite Mine has adopted the following preferential approach strategies to implement its procurement progression programme over the next 5 years in terms of:

#### **3.6.1 Increase HDP, Women and Youth Owned suppliers:**

The company has developed a preferential procurement policy that puts emphasis on the support for HDP, Women and Youth Owned companies to increase the number of suppliers who comply with the mining charter targets.

The programme aims to increase the number of new local black owned enterprises in the province by identifying and assisting those small newly local established suppliers. The supplier and enterprise development programme aims at assisting and accelerating the development of operational, market and financial capacity of entrepreneurial enterprises in the province that will contribute towards broad-based BEE. The primary beneficiaries of enterprise development will be black owned and qualifying small enterprises

owned and controlled by black people from the Province. The support measures may range from direct financial assistance to non-monetary support provided to entrepreneurial enterprises.

In order to keep on track or adjust where and when needed to obtain the best results for the above mentioned targets, Cape Bentonite Mine needs to analyse and communicate all activities related to the transformation and growth of the Local HDP, Black woman Owned and Youth Persons Owned as well as level 1 to 5 ranking BBBEE suppliers.

The company will continuously communicate its inclusive procurement, Supplier and Enterprise Development approach to existing, potential local suppliers through the local municipality and business forums. The communication will include all existing and coming procurement opportunities in order to ensure maximum participation by HDP, Women and Youth Owned companies.

The company will procure goods in line with the standard product identification coding system of the Department of Trade and Industry, which will be confirmed by certification from South African Bureau of Standards.

### **3.6.3. HDP, Women and Youth Owned suppliers support environment**

Cape Bentonite Mine will follow the company procurement that has under of mechanisms to support HDP, Women and Youth Owned companies:

- Tender process, Request for proposal, Request for quotation with emphasis on HDP, Women and Youth Suppliers wherein the scoring mechanism will favour them.
- Were appropriate, build in security in contracts on a supplier to maintain BEE statuses or improve.
- Where appropriate, divide contracts or projects into smaller components to enable emerging DP, Women and Youth Owned companies to qualify.
- Negotiating favourable terms of payment of DP, Women and Youth Owned companies.
- Setting realistic targets within acceptable timeframes to increase purchases from HDP, Women and Youth Owned suppliers.
- Measuring the percentage of the value of services, consumables and capital purchased from DP, Women and Youth Owned companies in a continuous basis, quarterly.

#### **3.6.4. Supplier and Enterprise Development**

Cape Bentonite Mine will implement supplier and enterprise development programme targeted at local suppliers who have captured in the mine database and local municipality LED supplier database. This will be guided by a preferential procurement policy of the company, that ensures that there is targeted sourcing of goods and services from suppliers owned by Historical Disadvantaged Persons, Black female, Youth Persons as well level 5 and above BBBEE compliant suppliers. The mine is directed by the policy will identify all available procurement opportunities that will

be shared with all local potential suppliers through the local municipality and local business structures.

**Table No 13: Procurement Mining Goods targets**

DMREE Mining Goods	2024		2025		2026		2027		2028	
Sub-category	10% of total spend		20% of total spend		35% of total spend		50% of total spend		70% of the total spend	
Historical Disadvantaged Persons Owned	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target
		21%	21%	21%	21%	21%	21%	21%	21%	21%
Black Female Owned or Youth Persons Owned	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
BEE complaint (level 1-5)	44%	44%	44%	44%	44%	44%	44%	44%	44%	44%

**Table No 14: Procurement Mining Service targets**

DMREE Services	2024		2025		2026		2027		2028	
Sub-category	70% of total spend		80% of total spend		80% of total spend		80% of total spend		80% of total spend	
Historical Disadvantaged Persons Owned	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target	DMREE Target	Mine Target
		50%	50%	50%	50%	50%	50%	50%	50%	50%
Black Female Owned	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Youth Persons Owned	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
BEE complaint (level 1-5)	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%

## **SECTION 4: PROCESS PERTAINING TO MANAGEMENT OF DOWNSCALING AND RETRENCHMENT**

### **4.1. Establishment of future forum.**

A Future Forum was established in 2009 at the mine, comprising representatives from mine management and the labour unions. The purpose of the forum is to promote on-going discussion with employees about the mining operation and its future, and to provide early warning of potential circumstances which may trigger retrenchment, with a view to advising on the restructuring of operations so that the mine is capable of absorbing such contingencies. The Future Forum will meet 4 times annually and whenever it is necessary.

### **4.2. Mechanisms to save jobs and avoid losses and a decline in employment.**

In the event that retrenchments and a decline in employment are threatened, the mine, in consultation with the workforce, will consider mechanisms to save jobs. These may include:

- Short time;
- redeployment;
- voluntary retrenchment;
- cessation of recruitment;
- productivity improvement;
- changes in shift cycles.

#### **4.3. Mechanisms to provide alternative solutions and procedures for creating job security where job losses cannot be avoided.**

Where job losses are inevitable, in consultation with the Future Forum, job security measures will be taken to ensure post-mine employment by investing in the development of portable skills for employees and ensuring the readiness of employees to undertake self-employment or apply entrepreneurial skills. The training for these skills will be done in partnership with the relevant stakeholders i.e. Department of labour, NPI, etc. If necessary, a skills audit will be undertaken as a first step. Further procedures may include:-

- Entrepreneurship training;
- training in non-mining skills for vulnerable employees;
- MQA processes of training and development;
- mine courses for upgrading and development;
- using the Department of Labour's (DoL) placement and labour bureau services; and
- investigating job availability on other mines.

##### **4.3.2. Implementing section 189 of the Labour Act, 1995**

These mechanisms will include due and careful satisfaction of the procedures of section 189 of the Labour Relations Act (LRA), the forward planning processes of the Future Forum, and the assistance of the Social Plan and Productivity Advisory Council (SPPAC) of the National Productivity Institute (NPI) together with the Social and Labour Plan (SLP) processes for training, local and rural economic development, etc. SPPAC may be called upon to assist in the search for alternative solutions to job losses, to do desk studies to

determine appropriate responses to challenges, and to help to devise a turnaround strategy when needed.

#### **4.3.4. Communicating possible retrenchments**

An effective communication strategy will be followed to:

- Inform employees of possible retrenchments;
- Inform other affected parties of the possible retrenchments at the operations;
- Inform outside parties of the possible retrenchments at the operations.

#### **4.4. Mechanisms to ameliorate the social and economic impact on individuals, regions and economies where retrenchment or closure of the operation is certain**

The employee to be retrenched has an option of two alternatives, namely an income alternative or a cash package.

##### **4.4.1. Income alternative**

The employer will, upon agreement being reached with the employee to be retrenched, discharge its severance pay obligations under the Basic Conditions of Employment Act by purchasing a pension (income alternative) for retrenched employees with an approved assurer. The capital utilised for this pension is determined as being one week (1) salary for every completed year of service, which shall in total be not less than four (4) weeks. The employee has a choice to reduce the capital for the pension and take 1/3 in cash.

#### **4.4.2. Cash package**

If the employee does not want the pension (income alternative) he/she is entitled to a severance package calculated on (1) week's salary for every completed year of service, which shall in total be not less than four (4) weeks.

#### **4.4.3. Leave calculation**

The value of leave for the two alternatives will be calculated at present pensionable earnings.

#### **4.4.4. Notice period for the two alternatives**

The employee is entitled to one (1) months' notice (or alternatively the employee can be released from duty during his/her final month of service, at management discretion).

#### **4.7. Retirement funds**

Benefits will be paid out according to the rules of the various pension, provident or retirement funds.

#### **4.8. Unemployment Insurance Fund**

UIF information will be made available on a monthly basis to the UIF via an electronic database submission.

#### **4.9. Service certificates**

Service certificates will be issued to each employee.

#### **4.10. Alternative work**

Employees will be given the opportunity, where possible, to find alternative employment if they are not released from duty in the final month.

#### **4.11. Re-employment**

Employees with comparable qualifications, who have been retrenched by the employer, will be as far as it is practicable and in compliance with inherent job requirements, be given preference for re-employment.

#### **4.12. Medical examination**

Employees to be retrenched that have worked in terms of the applicable health legislation in risk positions will, prior to being retrenched, be taken for exit medical examination. The costs for this examination shall be borne by the mine.

#### **4.13. Reporting, monitoring and evaluation**

A senior manager will be accountable for the on-going monitoring and evaluation of the SLP and for the annual report.

## COMMITMENT TO TRANSLATE THE APPROVED SLP

In terms of the Mining Charter iii (Section 2.5.2) Imerys Refractory Minerals SA hereby commit that once the DMREE has approved the SLP, it will be translated into the local language which is Afrikaans and be made available at the local library.

## SECTION 5: FINANCIAL PROVISION

Table No 14: Financial Provision

Description	Budget allocation					Total
	2024	2025	2026	2027	2028	
HRD	R242, 000	R189, 000	R115, 500	R155, 500	R155, 000	R857, 000.00
Mine CD	R410, 000	R900, 000	R450, 000	R50, 000	R50, 000	R1, 860, 000.00
Management of Downscaling	The total cost of retrenchment and downscaling currently is R2 779 520.					
Total Provision for SLP	R652, 000	R108, 000	R565, 500	R205, 500	R205, 000	R2, 717,000.00

IRMSA is committed to achieve the targets presented in this Social and Labour Plan. The company has budgeted an amount of **R857, 000.00** for the implementation of the HRD section for the five year period. Mine Community Development budget for the five year period is **R1, 860,000.00**. Therefore, the total committed budget for the implementation of this Social and Labour Plan for the five year period is **R2, 717, 000**.

## **SECTION 6: UNDERTAKING**

As Imerys Refractory Minerals South Africa hereby confirm that the information, commitments and conditions set out in the Social and Labour Plan are a true reflection and the mine is responsible to execute the commitments accordingly. Furthermore, upon the issuing of the mining right, Imerys Refractory Minerals South Africa will publish the approved SLP in English and a dominant language(s) commonly used within the mine community within 30 days of approval through the following avenues:

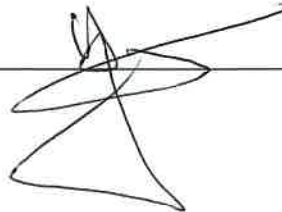
- Company website, local newspaper(s);
- Hard copies of the approved SLP will be placed in local libraries, Municipal offices, traditional authority offices or mine offices; and
- Announcements will be made, where feasible, in local radio stations and relevant news outlets about the availability and content of the approved SLP.

**Undertaking by Operations Director**

I, the undersigned, HENDRIK JONES, in my capacity as the Operations Director and duly authorised thereto by Imerys Refractory Minerals South Africa (Pty) Ltd, undertake that I will ensure that Refractory Minerals Mine adheres to the information, requirements, commitments and conditions set out in the above Social and Labour Plan.

Signed at CENTURION on this the 01 day of MARCH 2024

Signature of the Operations Director \_\_\_\_\_



**Undertaking by Executive Director**

I, the undersigned, XOLISA MVINJELWA, in my capacity as Executive Director and duly authorised thereto by IMERY'S Refractory Minerals South Africa (Pty) Ltd, undertake that I will ensure that Cape Bentonite Mine adheres to the information, requirements, commitments and conditions set out in the above Social and Labour Plan.

Signed at CENTURION on this the 01 day of MARCH 2024

Signature of Executive Director \_\_\_\_\_

