

Department of Mineral Resources

SOCIAL AND LABOUR PLAN

IMPLEMENTATION REPORT

END 2022

Cabrico (Pty) Ltd.

Ref No (WC) 30/5/1/2/5/2 (303)MR

Portion 27 of the farm Nooitgedacht 65 and Portion 16 of the
farm Koelenhof 66,

Magisterial District of Stellenbosch

Contact Person: John Volsteedt

Tel: 021 865 2070

Fax: 021 865 2430

Postal Address: PO Box 172

Somerset West

7129

Executive Summary

Cabrigo (Pty) Ltd. was established as a brand in 2015 after purchasing Killarney Bricks in 2011. The company has always been a family business with Carlo Capri as the managing director as from 2017. Cabrigo (Pty) Ltd. has enjoyed close community ties within the area it operates and continually support various causes.

Currently there are no employees on the mine apart from the mine manager. The mine utilises a contractor, namely JKL trust whom operates for approximate two months on the mining site every year. Although there are no employees on the mining site Cabrigo (Pty) Ltd. as a holding company is dedicated to the advancement and growth of their community members at all levels within the company.

With ongoing initiatives internal and external to the mine, this progress report reflects what has been done in the years 2022, as a part of the Social and Labour Plan cycle 2020-2024.

Problematic areas are also presented in terms of the Community Development project. The identified and DMR approved project of the establishment of the Go Kidz Creche has been cancelled by the Municipality and will therefore not be able to be implemented.

During consultations with the community and municipality a new project, namely St Vincent Primary has been identified. The recently lost two classrooms due to a fire and are in dire need.

The full financial expenditure for 2022 as well as planned expenditure in line with the Social and Labour Plan submitted will be presented.

Table of Content

Executive Summary	2
Table Of Content	3
Section 1: Preamble (Regulation 46 A)	4
Section 2: Human Resource Development Programme (Regulation 46 B)	5
2.1 <i>Compliance With Skills Development Legislation</i>	5
2.2 <i>Skills Development Plan (Regulation 46(B)(I)(Aa))</i>	6
2.2.1 Literacy Assessment And Strategy (Regulation 46(B)(I))	7
2.2.2 Illiteracy Level And Abet Needs	8
2.2.4 Core Business Training	8
2.2.5 Learnerships (Internal)	9
2.2.6 Learnerships (External)	9
2.2.7 Artisan Training	9
2.2.8 School Support And Post Matric Programmes	10
2.3 <i>Hard-To-Fill Vacancies</i>	10
2.4 <i>Career Progression Plan (Regulation 46 (B) (Ii))</i>	11
2.4.1 Career Development Matrices	11
2.4.2 Career Development Comprehensive Plan With Targets, Timeframes And Implementation	11
2.5 <i>Mentorship Plan (Regulation 46 (B) (Iii))</i>	11
2.6 <i>Bursary And Internship Plan</i>	12
2.6.1 Bursaries To Be Awarded (Internal)	12
2.6.2 Bursary To Be Awarded (External)	12
2.6.3 Internship	12
2.7 <i>Employment Equity Plan</i>	13
2.7.1 Form S	13
Section 3: Mine Community Economic Development (Regulation 46 C).....	15
3.1 <i>Social And Economic Background Information (Regulation 46 (C) (I))</i>	15
3.1.1 Locality And Positioning	15
3.2 <i>Project Plan Format</i>	16
3.2.1 Background Of Project.....	19
3.2.2 Needs Identified	22
3.2.3 Projects To Be Undertaken By Cabrigo (Pty) Ltd.....	22
3.2.4 Management And Ownership Of Facility And Property	23
3.2.5 Sustainability Aspects Of The Project	23
3.2.6 Exit Strategy After Project Has Been Implemented	23
3.7 <i>Procurement Progression</i>	24
Section 4: Process Pertaining To Management Of Downscaling And Retrenchments	25
4.1 <i>Establishment Of Future Forum</i>	25
4.2 <i>Financial Provision For Retrenchments</i>	25
Section 5: Financial Provision (Regulation 46 (E) (I) (Ii) (Iii)).....	26
Section 6: Undertaking	27
Section 7: Addendums.....	28

Section 1: Preamble (Regulation 46 a)

1.1 Name of the company/applicant	Cabrico (Pty) Ltd
1.2 Name of mine/ production operation	As above
1.3 Physical Address	Bottelary Road, Koelenhof
1.4 Postal Address	PO Box 172, Somerset West, 7129
1.5 Telephone Number	021 865 2070
1.6 Fax Number	021 865 2430
1.7 Location of mine	Portion 27 of the farm Nooitgedacht 65 and Portion 16 of the farm Koelenhof 66
1.8 Commodity	Clay (General and Building)
1.9 Life of mine	30 years
1.10 Financial Year	End of financial year is end of February
1.11 Reporting Year	2022
1.12. Responsible person	John Volsteedt
1.13 Geographic origin of employees (mine community and labour sending areas)	
(a) Mine Community	(b) Labour Sending Area
Province	Province
Western Cape	Western Cape
District Municipality	District Municipality
Cape Winelands District Municipality	Cape Winelands District Municipality
Local Municipality	Local Municipality
Stellenbosch Municipality	Stellenbosch Municipality

Section 2: Human Resource Development Programme (Regulation 46 b)

2.1 COMPLIANCE WITH SKILLS DEVELOPMENT LEGISLATION

Name of SETA	CETA
Registration number with the relevant SETA	L 730 746 122
Confirmation of having appointed a Skills Development Facilitator	John Wright
Proof of submission of workplace skills plan and date of submission	Yes
To which institution have you submitted your workplace skills plan? (i) Department of Labour (ii) Mining Qualifications Authority (iii) Mine Health and Safety	Construction Education and Training Authority

Addendum 1:

Please see the following attached:

- Proof of submission workplace skills plan 2022
- Proof of submission workplace skills plan 2023

2.2 SKILLS DEVELOPMENT PLAN (REGULATION 46(B)(I)(AA))

The skills development plan reflects the Cabrico (Pty) Ltd Mining operation. Currently there is only the mine manager on site. A contractor is utilised as needed for the mining and does not reflect in this plan.

BAND	NQF LEVEL	OLD SYSTEM	Male				Female				Total	
			African	Coloured	Indian	White	African	Coloured	Indian	White	Male	Female
General Education and Training (GET)	1	No schooling / Unknown										
		Grade 0 / Pre – school										
		Grade 1 / Sub A										
		Grade 2 / Sub B										
		Grade 3 / Std 1 / ABET 1										
		Grade 4 / Std 2										
		Grade 5 / Std 3 / ABET 2										
		Grade 6 / Std 4										
		Grade 7 / Std 5 / ABET 3										
		Grade 8 / Std 6										
		Grade 9 / Std 7 / ABET 4										
Further Education and Training (FET)	2	Grade 10 / Std 8 / N 1										
	3	Grade 11 / Std 9 / N 2										
	4	Grade 12 / Std 10 / N 3										
Higher Education and Training (HET)	5	Diplomas / Certificates				1					1	
	6	First Degrees / Higher Diplomas										
	7	Honours / Master's Degrees										
	8	Doctorates										
		TOTAL				1					1	

2.2.1 Literacy assessment and strategy (Regulation 46(b)(i))

Table below outlines the staff and present levels of competency as well as their potential portability. No staff other than the mine manager is permanently on site. The contractor's employees do not form part of the Human Resource Development initiatives; therefore, they are not reflected in this Social and Labour Plan.

Name of Employee	Current Position	Existing Qualifications / Current Skills	Training needs	Portability
John Volsteedt	Mine Manager	Diploma	None	Construction, Mining, Management,

2.2.2 Illiteracy Level and ABET needs

To date, no ABET training has taken place as the one employee, namely the mine manager is fully literate and has qualifications higher than NQF level 4.

Should additional employees get hired who may need ABET training, the action plan as submitted with the Social and Labour Plan will be implemented.

Addendum 2: ABET

Please see the following attached:

Register of interest.

2.2.4 Core Business Training

Core Business training focused on operational and positive progression needs of the community members as well as contractors. This training was offered to HDSA candidates external to the mine as there are no permanent employees apart from the mine manager.

The financial expenditure can be reflected as follow:

Field / Area of Training	Targets and Timelines											
	2020		2021		2022		2023		2024		Total Budget	Total Expenditure
	Budget		Budget		Budget	Expend.	Budget		Budget			
Machine operator	1 200		1 300		1 400	3 037	1 516		1 633		7 049	3 037
First Aid			750			880	877				1 627	880
Fire Fighting	850				990	580			1150		2 990	580
Health and Safety	0		0		0	580	0		0		0	580
Budget	2 050		2 050		2 390	5 077	2 393		2 783		11 666	5 077

Addendum 3: Core training

Please see the following attached

- Invoice and certification for Heavy machine certification for 5 HDSA community members
- Invoice for First Aid for 7 HDSA community members, Health and Safety for 3 HDSA community members and First Aid for 3 HDSA community members

2.2.5 Learnerships (internal)

No internal learnerships have or will be offered as there are no permanent employees. The budget amount of R 6 700.00 has been utilised to present an additional external learnership.

2.2.6 Learnerships (External)

Two external learnerships was offered to HDSA community members in a field that is critical to a mining operation, namely machine operation.

The two community members underwent a 5-day novice training course with examination and certification. During this time period as well as their 2 months practical thereafter, they received wages.

The expenditure on this initiative is as follow:

Financial Allocation		Number of candidates Proposed versus actual
Total Budget:	R 13 300	2
Total expenditure:	R 19 800 (excludes wages)	2
Residual:	(R 6 500)	

Addendum 4: Learnerships

Please see the following attached

- Invoice and certification for 2 HDSA candidates with CETA accredited service provider

2.2.7 Artisan Training

No Artisan training has or will be offered as per approved Social and Labour Plan

2.2.8 School Support and Post Matric Programmes

There are no staff members at Cabrico (Pty) Ltd. in need of school support for the foreseeable future. Currently Cabrico (Pty) Ltd. supports a local school, St Vincent RC Primary. Cabrico (Pty) Ltd. has set aside a budget of R 48 000 per year for the support of this school in terms of their operational costs. The school is located in the immediate vicinity of the mine and caters to the local community.

The expenditure on this initiative is as follows:

Financial Allocation		Number of candidates Proposed versus actual
Total Budget:	R 240 000	854
Total expenditure:	R 144 000	2
Residual:	R96 000 (to be implemented in 2023 and 2024)	

Addendum 5: School support

Please see the following attached:

- Letter from St Vincent primary confirming receipt of funds.

2.3 HARD-TO-FILL VACANCIES

To date there remains no hard to fill vacancies.

2.4 CAREER PROGRESSION PLAN (REGULATION 46 (B) (II))

2.4.1 Career Development Matrices

No	Current Position	Required Level of competence	Possible Promotion
1	Mine Management	Knowledge of the type of mining operations, monitoring requirements, performance assessment requirements, financial and bookkeeping skills, legal requirements, financial administration, marketing and sales, overall management of the entire mining operations.	None, will stay the same.

2.4.2 Career Development Comprehensive Plan with Targets, Timeframes and Implementation

No career progression targets will be implemented as the one employee, namely Mine Manager, does not qualify.

2.5 MENTORSHIP PLAN (REGULATION 46 (B) (III))

Three mentorship programmes will be implemented in 2023 and 2024 as per the approved Social and Labour Plan.

This will be in the field of Management Skills and Technical In-house training that will be offered to HDSA community members.

2.6 BURSARY AND INTERNSHIP PLAN

2.6.1 Bursaries to be awarded (Internal)

No internal bursaries will be offered as there are no employees apart from the mine manager. All funds have been allocated to external bursaries.

2.6.2 Bursary to be awarded (External)

Two external bursaries were awarded to two HDSA community members. In collaboration with Staff Training and The Up To ME NPO, two HDSA females were selected to receive a bursary in the field of Generic Management. In addition, both HDSA candidates receive a one-year internship each in this field at an outsourced partner. Therefore, the expenditure reflects the bursaries and internship costs.

Progress and final results of the candidates will be relayed in future progress reports.

The expenditure on this initiative is as follow:

Financial Allocation		Number of candidates
		Proposed versus actual
Total Budget:	R 20 900	2
Total expenditure:	R 30 000	2
Residual:	(R 9 100)	

Addendum 6: Bursaries and Internship

Please see the following attached:

- Invoice from Staff Training and Proof of Payment
- Bursary and internship project implementation plan

2.6.3 Internship

The internship has been implemented in unison with the bursaries as relayed above in section 2.6.2

2.7 EMPLOYMENT EQUITY PLAN

2.7.1 Form S

Cabrico (Pty) Ltd. Is owned by the Capri Family Trust. The trust beneficiaries include 2 white males and 1 white female. In addition to this, the mine manger is a white male.

As per the approved Social and Labour Plan, the target of 10% of females in mining has been achieved on the executive level (board).

As there are no other employees on the mine, apart from the mine manager, all initiatives in the Social and Labour Pla n will be directed towards HDSA community members with preference given to females.

The following table illustrates the Employment equity.

Occupational Level	Male				Female				Total	Disabled	
	African	Coloured	Indian	White	African	Coloured	Indian	White		Male	Female
Top Management (Board)				2				1	3		
Senior Management (Exco)				1					1		
Middle Management											
Junior Management											
Core Skills											
Total Permanent									4		
Non-Permanent Employees											

Section 3: Mine Community Economic Development (Regulation 46 c)

3.1 SOCIAL AND ECONOMIC BACKGROUND INFORMATION (REGULATION 46 (C) (I))

3.1.1 Locality and Positioning

The mine is located on Bottelary Road, approximate 2,5km from St Vincent Primary.

Cabrigo (Pty) Ltd. Identified and presented the Go Kidz creche as their community development programme as per the approved Social and Labour Plan. During 2021 this project was cancelled by the municipality as the land was to be used for alternative services. Therefore, no implementation has been done.

In line with community needs, Cabrigo (Pty) Ltd. Identified St Vincent Primary, whom they share a long-standing relationship with.

3.2 PROJECT PLAN FORMAT

Cabrico (Pty) Ltd. will assist the St. Vincent RC Primary with Infrastructure needs once approval from the DMR is received.

PROJECT NAME	St. Vincent RC Primary	Classification	Infrastructure
BACKGROUND	<p>St. Vincent RC is a Public Primary School started in 1954 and is located within Cape Winelands District Municipality in Western Cape. The school gives expression to the knowledge, skills, and values worth learning as per their mission and values. As a result, St. Vincent RC Primary aims to ensure that children acquire and apply knowledge and skills in ways that are meaningful to their own lives. In this regard, the school curriculum promotes knowledge in local contexts, while being sensitive to global imperatives. Over the years the children catered to have grown from 15 to over 500 from Geographical areas ranging from Kaya mandi, Fisantekraal, Kraaifontein and many more.</p> <p>Within the month of June 2023, two classrooms were destroyed in a fire, and this will be the main focus of the assistance given by Cabrico (Pty) Ltd.</p>		

GEOGRAPHICAL LOCATION OF PROJECT	District Municipality	Local Municipality	Village Name	Project Start Date	Project End Date
Province	Cape Winelands Municipality	Stellenbosch Municipality	Kromme Rhee Road, Stellenbosch, WC, South Africa	2023	2027

OUTPUT	KPA (Key performance area)	KPI (Key performance indicator)	RESPONSIBLE ENTITY (Inclusive Of All Role Players)	QUARTERLY TIMELINE AND YEAR		BUDGET
Documentation	Letter of support from municipality	Cobrico (Pty) Ltd. Stellenbosch municipality				R350 000
	Completion of all documentation.	MOA between St Vincent RC Primary and Cabrico (Pty) Ltd.	Cabrico (Pty) Ltd. St Vincent RC Primary			
Contractors	Appointment and scheduling	Determination if contractor is needed Scheduling of infrastructure activities	Cabrico (Pty) Ltd. St Vincent RC Primary	Third Quarter	2023	
Equipment	Sourcing of all purchases required	BBBEE certified suppliers	Cabrico (Pty) Ltd. Contractor if applicable			
Completion of infrastructure	All infrastructure activities to be approved	Project aspects to be in full working order.	Cabrico (Pty) Ltd. Contractor if applicable	End of Fourth quarter	2023	

CLASSIFICATION OF JOBS	NUMBER OF JOBS TO BE CREATED	MALE ADULTS	FEMALE ADULTS	MALE YOUTH	FEMALE YOUTH	TOTAL	COMMENTS
Short Term	10	10	0	10	0	10	Contractor
Medium Term	2		1			1	Project Manager
Long Term	2	1				1	Maintenance

COMPLETION DATE AND EXIT STRATEGY	The completed structures will handed over to St Vincent RC primary for their continued use and maintenance by end 2023
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3.2.1 Background of Project

In 1954, St. Vincent RC Primary started with only 15 students providing education to children ages 7-17. Today St. Vincent RC Primary School is a public school with around 854 learners, 28 teachers, and Principal Sister Lucie. Catering to children from grade R to grade 7. The student population is around 83% HDSA, 17% white with a breakdown of an average 50% for male and female learners. The Stellenbosch Municipal communities will benefit the most from this project.

With its location on Kromme Rhee Road, approximately 1 km from the mining operation and central location for communities from Khayamandi, Enkanini Fisantekraal and Klipheuwel its service delivery to communities in need also puts financial strain on their operational costs.

Cabrigo has been involved in supporting the school over the years with an average of R84 000 spent per year in school support to assist in the salary of one teacher and ongoing operational costs. The community development project was identified based on a community participation meeting conducted on 09 June 2023, where the school was identified as in urgent need. Two classrooms were destroyed by fire in May 2023 and this has had detrimental effects on the service delivery of the school. Additionally, an asbestos building on the school premises also suffered damages that has led to a great health and safety risk for all the learners.

Based on this Cabrigo aims to assist the school with the construction of two classrooms as well as the safe removal of the asbestos building to be replaced with a staff room.

The overall budget for the community development project is R350 000, which the mine will allocate to these projects. Cabrigo will continue with its financial support of the school through their school support programme regardless of the expense of the community development project.

On completion of this project, the school will have ongoing needs and future initiatives to archive, including but not limited to a sports field, ease of access for disabled as well as paving to ensure the safety for those using footpaths as well as drug and substance abuse training, with possible social work intervention to raise awareness, as this is an ongoing problem within the area that may affect the children. Additional needs of the community that the school would like to address includes an E-centre for community members to allow them access to resources for job search as well as hosting adult classes at night. However, these needs will only be able to be addressed in future community development initiatives.

The Stellenbosch municipality was consulted on 03 July to finalise the support for the project.

Pictures: Fire



Pictures: Asbestos building to be removed and rebuild



Pictures: Sports field upgrade



Pictures: Pavers around outside of classroom floor



Pictures: Container classroom area



3.2.2 Needs Identified

During a meeting with **Sister Lucie, Principal of St. Vincent**, on **09 June 2023**, the needs of the school was discussed as well as all aspects related to it.

The following needs were identified by St. Vincent RC Primary School

- i) Removal of fire damage building
- ii) Building of new classroom building
- iii) Removal of Asbestos staff building
- iv) Building of new staff building
- v) Purchasing of additional equipment (books, stationary, learning material)
- vi) Sports field upgrade
- vii) Pavers for ease of access for handicap or disables learners
- viii) General maintenance of existing structured including ceilings, floors, lights and shelving.

3.2.3 Projects to be undertaken by Cabrigo (Pty) Ltd.

Cabrigo (Pty) Ltd. would like to assist in fulfilling the needs identified by project by undertaking the following:

- i. Assistance in the construction of two classrooms to replace those lost in a fire.
- ii. Removal of asbestos structure and replacement thereof with a staff room

Future endeavours could include the following, should the mine be allowed to assist the school beyond the 5 year span.

- i. Purchasing of additional equipment (books, stationary, learning material)
- ii. Sports field upgrade
- iii. Pavers for ease of access for handicap or disables learners
- iv. General maintenance of existing structured including ceilings, floors, lights and shelving.

Reasons for undertaking these projects include:

- i. The funds available will have the greatest impact as it has been identified as an immediate need with two classrooms less for a growing number of children
- ii. The school does not have full funding to address these needs

3.2.4 Management and Ownership of facility and property

The school will remain under the directorship of the current principle, Sister Lucie, as well as continue to operate within the Department of Education and Social development.

3.2.5 Sustainability aspects of the project

The school has been successfully in operation since 1954, with communities surrounding it growing. The need for educational facilities will continue to rise and the school will continue to function under the guide of the Department of Education.

3.2.6 Exit strategy after project has been implemented

After the completion of this project, the mine will remain involved in terms of school support; however, the facilities will be managed by St Vincent RC primary as well as the department of Education.

Addendum 7: Community Development

Please see the following attached:

- Community participation advertisement (notice boards and newspaper)
- Community participation attendance records and minutes of the meeting
- Letter of endorsement from municipality

3.7 PROCUREMENT PROGRESSION

Cabrico (Pty) Ltd. has in the past and will continue to support local service providers, especially those with an accredited BBBEE status.

This initiative is implemented as per the best outcomes for the mine in terms of the operational costs being the main focus.

The following procurement targets as per the mining charter has been achieved as per targets set in approved Social and Labour Plan.

Item	Target %	% Achieved
Capital	30%	29%
Services	30%	88%
Consumables	30%	32%

Addendum 8: Procurement

Please see the following attached:

- Full procurement report for the year 2022
- BBBEE certificates of service providers

Section 4: Process pertaining to Management of Downscaling and Retrenchments

4.1 ESTABLISHMENT OF FUTURE FORUM

Date of Establishment	2017
Number of Planned Meetings per Annum	2

No future forum meetings have been held to date; however, Cabrigo (Pty) Ltd. Will be implementing this in the future.

Addendum 9: Future forum

Please see the following attached:

- Undertaking to hold future forum meetings

4.2 FINANCIAL PROVISION FOR RETRENCHMENTS

Cabrigo (Pty) Ltd. has made financial provisions for downscaling and retrenchments and continue to do throughout the life of the mine.

Addendum 10: Retrenchment

Please see the following attached:

- Bank statement reflecting balance of downscaling and retrenchment funds.

Section 5: Financial Provision (Regulation 46 (e) (i) (ii) (iii))

Cabrigo has in line with the submitted Social and Labour Plan adhered to the following financial obligations.

Field of training	Targets and timelines											Total Budget	Total Expenditure
	2020		2021		2022		2023		2024				
	Budget	Expend.	Budget	Expend.	Budget	Expend.	Budget	Expend.	Budget	Expend.			
ABET	500		540		584		630		680		2 934,00	0,00	
Core business training	2 050,00		2 050,00		2 390,00	5 077,00	2 393,00		2 783,00		11 666,00	5 077,00	
Learnerships					13 400,00	19 800,00					13 400,00	19 800,00	
School support	48 000,00	48 000,00	48 000,00	48 000,00	48 000,00	48 000,00	48 000,00		48 000,00		240 000,00	144 000,00	
Bursaries					13 400,00	20 000,00					13 400,00	20 000,00	
Internships					7 500,00	10 000,00					7 500,00	10 000,00	
Total HRD	50 050,00	48 000,00	50 050,00	48 000,00	84 690,00	102 877,00	50 393,00	0,00	50 783,00	0,00	288 900,00	198 877,00	
Local Economic Development	100 000,00		100 000,00		100 000,00		50 000,00				350 000,00	0,00	
Management of Downscaling	1 000,00	1 000,00	1 000,00	1 000,00	1 000,00	1 000,00	1 000,00		1 000,00		5 000,00	3 000,00	
Total for SLP	151 050,00	49 000,00	151 050,00	49 000,00	185 690,00	103 877,00	101 393,00	0,00	51 783,00	0,00	643 900,00	201 877,00	

Section 6: Undertaking

I, **John Volsteedt**, the undersigned and duly authorised thereto, as Mine Manager, by **Cabrico (Pty) Ltd.** undertake to adhere to the information, requirements, commitments and conditions as set out in the Social and Labour plan.

Signed at Durbanville on 23 August 2023.

Signature of responsible person: _____

Designation: Mine Manager

Section 7: Addendums

Addendum 1: Compliance with skills development legislation

Please see the following attached:

- Proof of submission workplace skills plan 2023



CABRICO PRODUCTION (PTY) LTD
L440813048
PO BOX 765
STRAND
STRAND
7139
Tel: 0218652070
Fax: 0218652070
E-mail: info@cabrico.co.za

7 August 2023

Dear Mr Wright

APPROVAL OF MANDATORY GRANTS (WSP/ATR) APPLICATION FOR 2023

Please be advised that your application for Mandatory Grants as submitted by 30 April 2023, has been assessed and found to meet the criteria as outlined by CETA in line with the CETA Grant Criteria for approval. The Mandatory Grants amount, subject to the CETA Grant Regulations shall be paid out to qualifying levy paying employers at 20% of the total levies paid by the employer and received by CETA in terms of Section 3(1) read with Section 6 of the Skills Development Levies Act during each financial year.

The below payment schedule for Mandatory Grants per Quarter applies where approval has been granted:

30 September 2023
31 December 2023
31 March 2024
30 June 2024

Should you have queries, please contact the Research Planning and Reporting Department: •Mr. Tau Malatji – taum@ceta.co.za or 010 595 7378

- Mr. Thomas Zitha – thomasz@ceta.co.za or 010 595 7312
- Ms. Dieketseng Maphela – dieketsengm@ceta.co.za
- Ms. Molebogeng Thobela – molebogengt@ceta.co.za

Yours in Skills Development,

CETA

Strategic Research, Planning and Reporting Unit

Addendum 2: ABET

Please see the following attached:

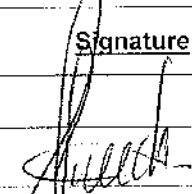
Register of interest.



ABET REGISTER OF INTEREST

Date of meeting: 24 FEB 2023.

Cabrico Production has contracted all its mining operations to JHL; therefore, there are no core, junior or middle managers appointed. There is no staff who required ABET at this stage, as the only dedicated senior manager has full qualifications which makes him exempt as represented below. Should these circumstances change in the future, the initiative will be made available in the third cycle Social and Labour plan.

<u>Employee name</u>	<u>Position</u>	<u>Highest Grade</u>	<u>Interested in ABET</u>		<u>Signature</u>
			Yes	No	
John Volsteedt	Mine Manager	National Higher Diploma		X	

Addendum 3: Core training

Please see the following attached

- Invoice and certification for Heavy machine certification for 5 HDSA community members
- Invoice for First Aid for 7 HDSA community members, Health and Safety for 3 HDSA community members and First Aid for 3 HDSA community members

2

Social and Labour
Rolindy Wright
083 276 1707
rolindy@outlook.com



Competencies
Jacob Wright
067 154 1843
jacobpwright@outlook.com

INVOICE

NO. 0003

FROM:
SOLACO (PTY) LTD
13 Rouge
Villa Rouge
Uitzicht
7550

TO
John Volsteedt & Talita du Plessis
Cabrico
Bottelary Road
Purchase order: PPO06145

DATE 2023-02-26

NO	SERVICES RENDERED	COST	NUMBER	DISCOUNT	SUB-TOTAL
	Heavy Machine competency re-certification				
1	<u>Front End Loader</u> Albert Franke Trymore Tenga Johnnay Tobie Leon Malan	750,00	4	25%	2 250,00
2	<u>Excavator</u> Andre Esterhuizen	750,00	1	25%	562,50
3	Transportation - R4,50 per kilometer (2 days)	4,50	50	0%	225,00
			TOTAL	R	3 037,50

BANKING DETAILS

BANK Capitec
ACCOUNT NAME Rolindy Wright
ACCOUNT NUMBER 1139808484
BRANCH CODE 470010

Please note

We are not VAT registered
Invoice payable within 5 days of receipt, determined by date of invoice
Invoice may be payable in advance for services to be rendered
Cancellations of attendance on site must be made 3 working days in advance to avoid charges as per hour rate
Depending on delivery adress, additional charges may apply for delivery of documents as per courier costs
Transportation is charged seperately at R4,50 per km calculated from company adress to site
Accommodation will be charged as an additional expense
Discounts could apply at the discretion of SOLACO (PTY) LTD
Rates invoiced are applicable for 2022 - 2023 only.
Proof of payment must be sent to rolindy@outlook.com
All additional administrative duties will be charged at R380,00 per hour.

We are available on weekends as well as Public holidays.

Addendum 4: Learnerships

Please see the following attached

- Invoice and certification for 2 HDSA candidates with CETA accredited service provider

Addendum 5: School support

Please see the following attached:

- Letter from St Vincent primary confirming receipt of funds.

Addendum 6: Bursaries and Internship

Please see the following attached:

- Invoice from Staff Training and Proof of Payment
- Bursary and internship project implementation plan

Tax Invoice 5036

Vat Number 4150237966

Invoice To: Cabrico (Pty) Ltd

Invoice Date: 2023-07-26

Attention: John Volstedt

Vat Number: 4430290454

Telephone: 021 865 2070

PO / Ref: PPO07509

Email Address: rolindy@outlook.com

Vendor No:

Address: PO Box 172, Somerset West, 7129

Invoice Details

Description	Price
Qualification: Generic Management 2 x learners	
Sub-total	R 26086.96
V.A.T.	R 3913.04
Total	R 30000.00

Please note: All payments are due 21 days before the commencement of the workshop or within 7 days of placing the order whichever comes first.

Cancellations or postponements within 48 hours prior to the workshop will carry a 100% penalty fee, within 72 hours a 50% cancellation fee will apply (excluding weekends).

Staff Training reserves the right to alter workshop dates at their own discretion.

Banking Details

Account Name: Trilennium CC t/a Staff Training

Bank Name: Standard Bank

Branch: Parow Center, Cape Town

Account Type: Cheque/Current Account

Account Number: 271 001 402

Branch Code: 031 110

SWIFT Code: SBZAJJ

Please send any queries to payments@StaffTraining.co.za

Project Plan - Up To Me NPO Collaboration

FET CERTIFICATE:

57712 Generic Management Learnership Programme 74630
NQF Level 4

18 Aug	Pre-Assessment
21 Aug	- Meeting with Project Manager of Up To Me
22 Aug	- Appointment and meeting of workplace mentors at Up To Me
22 Aug	- Assessment of Learners
22 Aug	- Signing of Learnership Contracts with all parties
22 Aug	- Registration of all Learners
24 Aug	Feedback Report and Pre-Assessment
04 Sep	Induction Leading: 242824 Apply leadership concepts in a work context 242821 Identify responsibilities of a team leader in ensuring that organisational standards are met
11 Sep	Leading: 242812 Induct a member into a team 242819 Motivate and Build a Team
18 Sep	Controlling: 242829 Monitor the level of service to a range of customers 242817 Solve problems, make decisions and implement solutions
25 Sep	Progress Report
26 Sep	POE Building Day 1
27 Sep	POE 1 Submission Deadline
02 Oct	Planning: 242820 Maintain records for a team 242822 Employ a systematic approach to achieving objectives 242816 Conduct a structured meeting
09 Oct	Organising: 242815 Apply the organisation's code of conduct in a work environment 242810 Manage Expenditure against a budget 242811 Prioritise time and work for self and team
16 Oct	Ethics 13915 Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace 242813 Explain the contribution made by own area of responsibility to the overall organisational strategy 242818 Describe the relationship of junior management to other roles
22 Oct	Progress Report, Feedback on POE Submissions and Remediations
23 Oct	POE Building Day 2
24 Oct	POE 2 Submission Deadline
30 Oct	Fundamentals 119472 Accommodate audience and context needs in oral/signed communication 119457 Interpret and use information from texts
06 Nov	Fundamentals 119467 Use language and communication in occupational learning programmes 119465 Write/present/sign texts for a range of communicative contexts
10 Nov	Progress Report, Feedback on POE Submissions and Remediations
13 Nov	Fundamentals 119462 Engage in sustained oral/signed communication and evaluate spoken/signed texts 119469 Read/view, analyse and respond to a variety of texts

16 Nov	POE Building Day 3
20 Nov	Progress Report, Feedback on POE Submissions and Remediations
21 Nov	POE 3 Submission Deadline
27 Nov	Fundamentals 12153 Use the writing process to compose texts required in the business environment 119459 Write/present/sign for a wide range of contexts
04 Dec	Fundamentals 9015 Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems
11 Dec	Fundamentals 9016 Represent analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts
2020/01	Fundamentals 7468 Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues
24 Aug	
15 Dec	Progress Report, Feedback on POE Submissions and Remediations
15 Dec	POE Building Day 4
15 Dec	POE 4 Submission Deadline
21 Jan	Final POE Feedback and Remediations Submission of Results to Services SETA LMIS Learner Feedback
Unkown	Services SETA external moderation and verification Services SETA cannot give any estimation for a date for external moderations and verifications.
Unkown	Certification



Payments Status Report

Thu, Aug 3, 2023 at 02:25:25 PM

Transaction Type **Transfer**
Date **230728**
Amount **30,000.00**

Status **Successful**

Nominated Account
Beneficiary Code
From Account **CABRICO PRODUCTION (PTY) LTD - 4098540884**
To Account **TRILENIUM CC - 271001402**

Transaction Number **79164**

Payment Confirmation Details:

Beneficiary Payment Confirmation None
Internal User Payment Confirmation None
Additional Payment Confirmation None
Additional Comments

Status	Cost
None	0.00
None	0.00
None	0.00
None	

Addendum 7: Community Development

Please see the following attached:

- Community participation advertisement (notice boards and newspaper)
- Community participation attendance records and minutes of the meeting
- Letter of endorsement from municipality



COMMUNITY DEVELOPMENT PROJECT

Minutes of the meeting

Date: 08 June 2023
Time: 18:00 – 20:00
Location: St Vincent Primary School Hall

Attendees:

Please see the attendance register attached.

Introduction and presentation of agenda.

SOLCAO (PTY) LTD. Consultants for Cabricco (Pty) Ltd for the submission and where applicable for the amendments on their Social and Labour Plans.

Topics to discuss:

1. Background and requirements of a Social and Labour Plan
2. Comprehensive Human Resource Development plans
3. Housing and Living Conditions Plan,
4. Processes to save jobs and manage downscaling and/or closure
5. Employment Equity Plan and
6. Mine Community Development Plan

Topic 1: Background and Requirements of a Social and Labour Plan:

Mining operations in South Africa must adhere to the Mining Petroleum and Resource Development Act 28 of 2002 (MPRDA).

Mines applying or in possession of a mining right must submit a Social and Labour Plan every 5 years for the purpose of ensuring that the Department of Mineral resources can oversee and audit the mines on their implementation of required initiatives.

The budgetary allocation of Social and Labour plans is governed by the Mining Charter and is calculated as follow in three sections:

HRD: 5% of total HDSA salaries paid.

Community Development: 2% of NPAT

Downscaling and Retrenchments: 1 week salary per year worked for each employee.

Topic 2: Comprehensive Human Resources Development plans:

This initiative is focussed on the upliftment and future employment development of employees as well as the community members.

Only applies to HDSA candidates and all initiatives must be mining related.

Initiatives included are:

- Adult Basic Education and Training (ABET)

To assist HDSA employees who does not have their matric certificate to complete their schooling.

This applies only internally and if employees are not interested, the funds are allocated to other HRD initiatives.

- Core training

Refers to the operational and upliftment training of HDSA employees on the mine.

- Artisan training

Applied internally or externally depending on the needs and interest of HDSA employees. Only given to an HDSA community member if not able to implement internally.

- Learnerships (internal and external)

Two learnerships, one internal and one external to HDSA employee or community member.

Consists of the obtainment of certification with working experience.

Based on size, operational aspects as well as budgetary allowance, the mine can apply to only implement one; and approval for such application lies with the Department of Mineral Resources.

- Bursaries (internal and external)

Two bursaries, one internal and one external to HDSA employee or community member.

Consists of the obtainment of a tertiary diploma, degree, or certification

Based on size, operational aspects as well as budgetary allowance, the mine can apply to only implement one; and approval for such application lies with the Department of Mineral Resources.

- Internship

One year work experience for an HDSA community member.

This initiative has proven the most difficult for some, especially small mining operations to implement due to operational aspects and ability to accommodate an intern in a meaningful way on the mining operations.

- School support

Implemented as follows:

Support of HDSA employees in the payment of their children's school fees, if not applicable THEN support local school.

The aim is to assist a school who is in need, the mining operation makes this selection based on their own discretion.

Topic 3: Housing and living conditions plan:

Relates to on-site living accommodation for employees, as per Mine Health and Safety Act 29 of 1996

This is not applicable to the mines as neither one has employees living on the mining sites or in hostels.

Topic 4: Processes to save jobs and manage downscaling and/or closure.

Only applicable to employees. Mining right holders must provide for instances where the mine might face closure or needs to downscale their employees due to various reasons.

It is ameliorated by sister companies and retrenchment fund.

Topic 5: Employment Equity Plan:

All mining operations must adhere to specific EE and women participation in mining targets as set by the Department of Mineral Resources and in line with the MPRDA and Mining charter.

This for internal processes only; however, the community is made aware of the representation or plan to ensure adherence to these targets once a Social and Labour Plan is published and distributed to local libraries, schools etc.

Topic 6: Mine Community Development Plan:

The focus is on a project that will address a community need as identified by the community.

Procedure for identification of projects

- Community participation meeting
- Analysis of IDP reports from local municipality, if the need is not in the IDP report, the municipality must ensure that measures are taken to include the needs and avenues of addressing it.

Procedure for approval of project

- Approval / Endorsement from community and municipality
- Compilation and submission of project plan to the DMR
- Approval from DMR in the form of a letter.

The final decision does lie with the DMR in terms of approval.

Specific aspects that must be reported on, addressed and/or can be adhered to in a project include:

- Background of the project
- Needs of the project
 - As closely aligned to restriction of the projects
- Projects to be undertaken by mines
 - Does not have to necessarily be the addressing of all the needs, it can also be in assistance role or partial addressing certain needs.

- Management and ownership of the facility and property
Although preference is given to municipal owned property, it does not necessarily have to be located on government property; however, this must then be assessed that no private dwelling or individual will gain from the assistance given, only the project needs are addressed with all benefits going to the project.
- Sustainability aspects of the projects
Factors that will ensure that the project undertaken has a high success rate of being self-sustainable or have a feasible plan to ensure their sustainability.
- Role-players and their responsibilities
- Exit strategy on completion of project.
The mine cannot remain involved beyond the five years as a new project must be identified to be supported in the required Social and Labour Plan after every five years.

Floor opened to community to answer and address the following:

- What do you view as needs within the community?
- What projects would you support?

Feedback as per needs identified by community:

1. Better roads in and out of Kayamandi
2. Safety initiative for children crossing roads at Bottelary Road.
3. New classrooms for St. Vincent after fire
4. Local sports field for children.

Based on attendance and “voting” of participants, St Vincent was selected to receive the funds

Questions from attendees:

1. When will project start?

As soon as approval from DMR is received.

2. How will money be allocated as the trust in government is limited.

Cabrico (Pty) Ltd, will allocate the funds directly to various service providers and the project initiative itself. No money will be moving through any government body in the allocation thereof.

Closing:

Feedback will be given once all final decisions by all parties have been made and the Social and Labour Plan which entails the details of the community development project will also be presented and advertised.








ATTENDANCE REGISTER

ONLY USE PRINT SCRIPT TO COMPLETE FORM

Meeting Agenda: Community Development project

Company: Cabrico







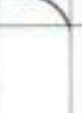



Date: 08 June 2023

Full Name and Surname	Address	Contact information (telephone and e-mail)	Signature
KHAMA NGOSHE	KAYAMAAUAI, STEEL	063017 0146	
G.M. Kaye Detodwana	Kayamandl	0735701555/0737316589	
N. Rhode	St. Vincent RC Primary	062 813 4196	
S. Lucie Hennessee Saul	Kromme Rhee Road, Koelentog	07874006385	
Eric Magutiyana	25767 Ntlaletshi Street, KwaMafuho	0786570299 / 0634428711	
Ndlovu Kofe Magutiyana	25767 Ntlaletshi Street, KwaMafuho	0634428711	
Sibongile Gama	Kayamandl 886 11 th class	084 693 7957	

ATTENDANCE REGISTER

ONLY USE PRINT SCRIPT TO COMPLETE FORM

Meeting Agenda: Community Development project Company: Cabrico Date: 08 June 2023

Full Name and Surname	Address	Contact Information (telephone and e-mail)	Signature
Andrew Zelinu moyu	S6 Sokuqula / Khayamandi	078 065 2777	
Dadireti Gardiwa	9 Sesibhoza Koyamandi	0749394168	
Antonia Muller	5 Bouwland Plaas	0642298522	
Sr. Antonia Gattringer	St. Vincent Convent	0828430273	
Don MAZENBERG	886 11 th close KAYAMANDI	0660216499	
STAKOBUS . NERO		0713073884	
Leticia Pretorius	791 Smanetsi Road	083 9873597	
Taryn Coyn	Hartenberg WE	076 1591201	
CL Coetzee	Aureburg WE	0731202631	
Torela Ntsoche	Aavia Koyamandi	0630170146	



04-07-2023

To whom it may concern

**RE: Social and Labour Plan community development initiative of Cabrico (Pty) Ltd.
Mining ref number: (WC) 30/5/1/2/2 (267) MR**

Letter of support / endorsement towards St Vincent RC Primary.

St Vincent RC primary is located on the Kromme Rhee Road, Stellenbosch, approximately 1km away from Cabrico (Pty) Ltd., where the mining activities take place.

Resulting from the consultation with Stellenbosch Municipality on 03-07-2023, the municipality acknowledge the intent of Cabrico Mining to support St Vincent RC Primary through their social investment project. We further note and support the planned initiatives, including:

1. Rebuilding of two classrooms that was destroyed in a fire
2. Removal of asbestos building on the school premises.

The municipality was informed that the community was consulted, and due process followed in the identification of the project and confirms that the project is in line with the ward priority of youth development as identified by the community of wards 13, 18 and 19 from where St Vincent RC Primary attract learners.

It is hereby understood that the municipality may be further consulted to ensure the project is completed within the planned timeframe as well as in accordance with regulatory laws and regulations.

The mining operation must ensure to:

1. Notify the municipality on the approval of the project by the Department of Mineral Resources (DMR)
2. Inform the municipality on the commencement and completion of the project
3. Supply any relevant or requested information.
4. Comply with any municipal application and approval processes for building works.

Kind regards

M Aalbers
Manager Community Development
Stellenbosch Municipality

Addendum 8: Procurement

Please see the following attached:

- Full procurement report for the year 2022
- BBBEE certificates of service providers

Procurement Progression for Cabrigo (Pty) Ltd. for year 1 March 2022 to 28 February

Registered Company Name	% Black ownership	% Female Black ownership	Compliance Level	Commodity name	Capital Amount	Services amount	Consumables amount	Total Amount	Contract duration	Contact details
Non-Discretionary										
ESKOM			1	ELECTRICITY	-		103 630,00	103 630,00	N	Miriam van den Heever - HeevM@eskom.co.za
Discretionary										
JHL			4 (Exempt)	PLANT & SERVICES	-	101 622,00		101 622,00	D	Hannes Laurence - hannes@jhlgrp.co.za
MOOV			4	FUEL	-		683 061,00	683 061,00	D	Rene Pretorius - rene@moovfuel.co.za
JOHN WRIGHT			4 (Exempt)	CONSULTANT	-	31 500,00		31 500,00	D	John Wright - jrbwright@outlook.com
DTM SURVEYS (DES DOYLE)			4 (Exempt)	CONSULTANT	-	14 835,00		14 835,00	D	Des Doyle - dtmsvy@hotmail.com
SOLACO			4 (Exempt)	CONSULTANT	-	22 837,00		22 837,00	D	Jacob Wright - jacobpwright@outlook.com
								-		
Total Spending					0,00	170 794,00	786 691,00	957 485,00		
Total non-discretionary spending					0,00	170 794,00	683 061,00	853 855,00		
Total Discretionary spending					0,00	170 794,00	683 061,00	853 855,00		
Total non-BBBEE Discretionary spending					0,00	0,00	0,00	0,00		
Total BBBEE Discretionary spending					0,00	170 794,00	683 061,00	853 855,00		
Non- BBBEE percentage					0%	0%	0%	0%		
BBBEE percentage					0%	100%	100%	100%		

Addendum 9: Future forum

Please see the following attached:

- Undertaking to hold future forum meetings

FUTURE FORUM MEETINGS:

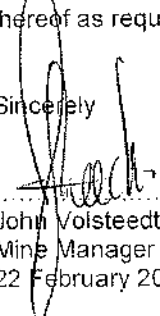
To whom it may concern,

Please take note that all mining operations on the Cabrico Production mine are contracted out to JHL. There is only one designated employee, namely the mine manager John Volsteedt. There are no other permanent employees on the mine.

Future forum meetings will be conducted in the future should additional staff be appointed to the mining operation; however at this time it is not applicable to the operation.

All Social and Labour initiatives are implemented externally to the community, whom is made aware thereof as required.

Sincerely


.....
John Volsteedt
Mine Manager
22 February 2023

Addendum 10: Retrenchment

Please see the following attached:

- Bank statement reflecting balance of downscaling and retrenchment fund.



GL Detailed Ledger 01/03/2022 to 28/02/2023 - Last Year

Date	Entry Type	Reference	Contra Acc. (if Avail)	Description	Debit	Credit	Cumulative
0945/000 : Provision for Management of Downscaling							
Opening Balance as at 01/03/2022					0.00		
01/03/2022	JOURNAL	MOD20	0410/001	Prov Management of Downscaling 2020		1 000.00	-1 000.00
01/03/2022	JOURNAL	MOD21	0410/001	Prov Management of Downscaling 2021		1 000.00	-2 000.00
01/03/2022	JOURNAL	MOD22	0410/001	Prov Management of Downscaling 2022		1 000.00	-3 000.00
28/02/2023	JOURNAL	MOD23	0410/001	Prov Management of Downscaling 2023		1 000.00	-4 000.00
Closing Balance as at 28/02/2023						<u>4 000.00</u>	

----- End of Report -----