

Botswana Ash (Pty) Ltd

BOTASH NEWSLETTER

31st August 2020



OUR VALUES

Accountability



Customer Focus



Excellence



Teamwork



Integrity



Editor's Note



QUOTE FOR THE MONTH

"Be One With Your Brand"

It's not enough to say you know our mission statement. it's how that mission is coming to life and how it speaks to you and your customer matters.

With uncertainties caused by COVID-19 continuing to disrupt work environments, this trying time can affect our company's success. While responding to the pandemic in these past few months, we have also learned some important lessons in the process.

One of the key lessons is to respond to crises with limited resources. Hence Botash has been kept safe under the circumstances of having customers from different parts of the world. Besides, in a business of this nature, safety and health of employees is paramount and I believe management have played their cards well.

Though our safety celebration mood was cut short by the two recorded lost time incidents (LTIs) we remain hopeful that we shall end the year with no further incidents.

Let us also encourage all employee and contractors to continue to adhere to safety regulations and protocols.

Also complying to protocols and responding to messages shared will save lives and above all save our business and ultimately our jobs. Our managers are also under pressure to ensure that the company's targets are met, and the business remains profitable. So, let us all take accountability of ours actions, understanding what we need to do and executing it well.

Ndulamo Ntopo
PR and Communications Coordinator

VISION

Africa's **Leading**
Supplier of
Natural Sodium
and Related
Products.

MISSION

We manufacture
and market natural
sodium and **related**
products for
industrial and
human
consumption in the
Sub-Saharan
region, **sustainably**.





PREPARATIONS FOR THE PREMIER LEAGUE GOING WELL

“Clubs should become independent entities rather than surviving on sponsorships.”

BFA TO CONDUCT FOLLOW-UP SESSIONS EVERY THREE MONTHS TO MONITOR PROGRESS



Sua Flamingos FC has been promoted to the elite league following a resolution by the National Executive Committee to end the First Division League before completion due to the Covid-19 pandemic. This decision has seen Sua Flamingos FC promoted to the 2020/21 Premier League. The team is fully sponsored by Botswana Ash (Pty) Ltd since 2013. Recently the Botswana Football Association (BFA) visited Sua Flamingos Football Club to touch base on preparations for the next season. Among the delegation was FIFA Development Officer, Ashford Mamelodi, Acting Botswana Premier League Executive Director Monnakgotla Mojaki and other BFA Technical Team members.

The President of Sua Flamingos Football Club Mr Sabelo Matikiti, gave a historical background on the team’s formation and performance in the 29 years of its existence. One key milestone is the full sponsorship which commenced in 2013. “We really appreciate the sponsorship which does not come easy and maintained, especially during these challenging times of Covid-19 when most businesses and economies are adversely affected”, he added.

Mr Matikiti appreciated the fact that though the team is not relatively new, but it finally made it to the Premier league. He further reassured the meeting that though this league comes with lots of change, the team is ready to compete, bring desirable results and contribute positively in the development of the sport.

Mr Ashford Mamelodi acknowledged the jeers from the stakeholders that the association has not been doing well in managing teams and the association effectively but shared their vision to work with clubs to transform and run football in more sustainable manner. Mr Mamelodi continued to say that in their reformation basket they intended to engage clubs more on issues of management, structuring, governance, finance and brand management to accord clubs to concentrate on the proper rather than sponsorship. This will allow clubs time to become independent entities rather than surviving on sponsorships, he added.

CONTINUED...

With his vast international experience in football, Mamelodi continued to warn the club that Premier league compared to first division and other below leagues comes with more costs necessitated by travels around the country, training for both the players and the leadership, quality players and coaching staff. Therefore, clubs are urged to be ready for the challenge and

perform well to attract more sponsors. In this transformation process teams are also expected to register as corporate entities. Currently teams are registered as societies.

As part of development, clubs are advised to raise solid youth structures that can be exported and to build clubs which sponsors can earn return on investment as well as brand promotion.

According to Acting Botswana Premier League Executive Director Monnakgotla Mojaki a day could not be enough to conduct a full training, however he appreciated that the session gave both the club and the BFA an opportunity to appreciate and reflect on urgent issues of concern. In conclusion the delegation promised to conduct follow-up sessions every three months to monitor progress.

NOTICE FROM SOWA TOWN COUNCIL

WASTE DUMPING

Sowa Town Council (Environmental Health Division) have observed that some Sowa residents **dump** garden waste (tree branches and leaves), general waste, in open spaces.

This makes our town look untidy.

We appeal to all Sowa residents to stop dumping waste in open spaces.

Environmental Health and Roads Divisions are currently embarking on cleaning these open spaces.

Collection of garden waste is charged at **P40.00**

If any controlled waste is deposited on any land or area of a local authority contrary to the Waste Management Act of 1998, the local authority may serve a notice to remove the waste.

Failure to comply, is an offense liable to a fine not exceeding P500.00, and a further fine not exceeding P100.00 daily charge until waste is removed - Section 32 of Waste Management Act, 1998.

WASTE COLLECTION CHARGE

Please be reminded to kindly pay for residential waste collection services.

The service is charged at **P11.00** per month per household.

Defaulters are given up to the end of October to settle their debts.

Failure to pay for the above services council will result in Council taking legal action against defaulters.

BY MANAGEMENT



Contractor Employees at the Fabrication and Machining Workshop Recognized for Work Excellence

Repair works on Botash boilers are a highly specialized activity and comes with risks associated with the heat exchanger circuit which operates at very high temperatures and pressures.

For the past 30 years, all repair works have been carried out by the Original Equipment Manufacturer (OEM), Babcock Africa. However, all that changed this year. The outbreak of Covid-19 provided challenges of travel restrictions, especially cross boarder travel. At the same time the boilers faced a high risk of tube failures due to end of life. The tubes needed to be replaced to keep the plant running.

Botash took the bold decision of recruiting a local team to assist the Botash team in the replacement of the tubes during the 2-week plant shutdown. The constituted team comprised 5 Coded Welders, 6 Metal Fabricators/Boiler Makers and a Machinist.

The team was assigned to replace failed and worn-out in-bed tubes on both boilers resulting in replacement of 82 tubes and 70 tubes

respectively. Ordinarily, the welding of the tubes will be quality checked through x-ray inspections of the welds to ensure their integrity. This time around it was not the case due to covid-19 international travel restrictions coupled with unavailability of the specialized x-ray services in Botswana.

Therefore, the only option available to Botash was to repair the tubes in-house. The Welding team drew on all their expertise and experience and executed the job meticulously. The welds were quality checked by dye-penetration. At the end, pressure tests confirmed the integrity of the welds.

This was an excellent achievement and milestone worthy of note and celebration. It shows that Botash, and by extension, Botswana as a nation, has developed the relevant scarce skills that can be relied upon to help the industry.

To that effect, Botash shutdown Management found it fit to recognize and show gratitude to the 12 contractor employees for exemplary work performance and contributing to relevant industry skills base.

1, 3. TPM & Reliability Plant Engineer, Mr Modise Moora handing token of appreciation to contractors

2. Attendees posing for a group picture after the session

4. Contractors waiting patiently for their appreciation

5. The session ended with finger lunch treat

“Repair works on Botash boilers are a highly specialized activity and comes with risks associated with the heat exchanger circuit.”



BOTASH EMPLOYEES EXTEND A HELPING HAND TO NATA SENIOR SECONDARY SCHOOL



Botash Managing Director, Mr Phatshwane, handing over donations to Nata Senior School Headmaster Ms Sebogodi and Kgosi Ntuane

Insert picture: Deputy District Commissioner Mr Nkarabang

Public sector organizations are established in order to promote the quality of citizen's lives through the provision of public services. However, the demand for public services often outstrip the limited government resources.

The rapid spread of Covid-19 has seen more and devastating disruptions in people's lives, livelihoods, communities and businesses and economies worldwide. The Government of Botswana has since called on the private sector to partner with government in different sectors in any way they can. This includes schools.

On August 18, 2020 the Botswana Ash Managing Director handed over 2600 toilet paper rolls to the Headmistress of Nata Senior Secondary School, Ms Tebogo Sebogodi on behalf of the school. The toilet paper consignment valued at P84, 500 (being the total amount raised) will be carried out over a period of 10 months. This means that each that each student will be issued with 2 rolls per month. In his remarks the Mr. Phatshwane highlighted that the initiative was made possible by a group of Botash employees who contributed of an amount of P181,244. This amount will be shared with other schools like Nxakato CJSS and Flamingo International School as guided by their needs.

Mr. Phatshwane also shared the 3 Corporate Social Responsibility themes that Botash has chosen to use to reach communities around it. These are Education, Sports and Biodiversity Conservation.

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Mr. Malasa who was leading the Botash Employee Fund Raising Committee said that although the school had shared several challenges which were all critical, the committee had to evaluate the needs of each school that were brought before them. Therefore, following the assessment of the school premises, the committee decided to buy toilet paper as it was a greatest need as failure to provide such a resource may expose students to health risks.

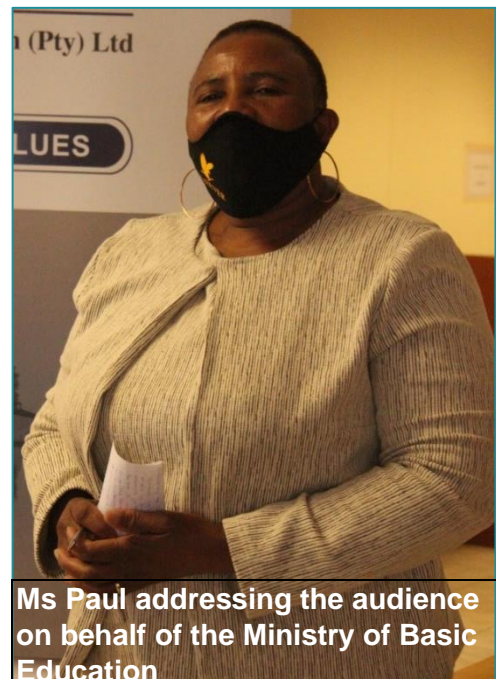
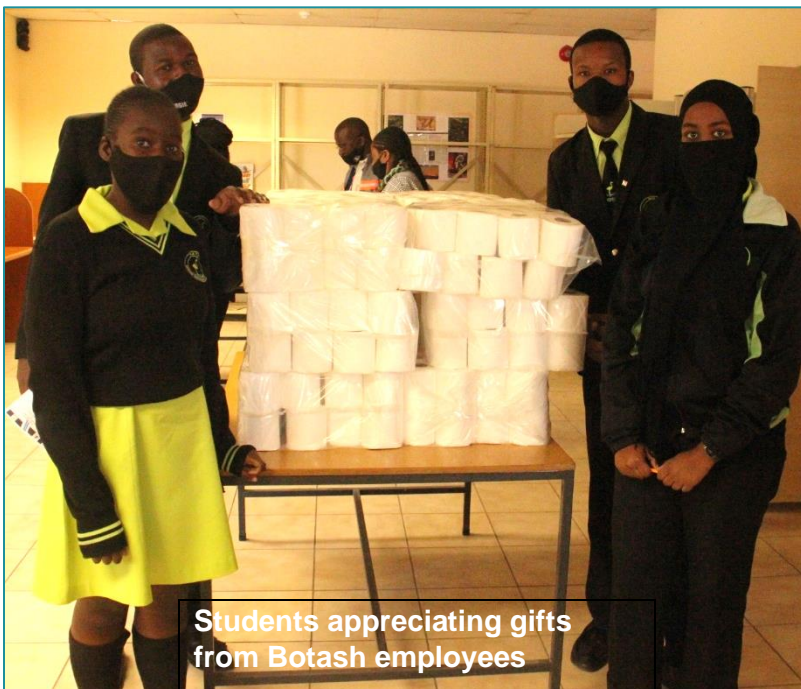
In her welcome remarks the School head Ms. Tebogo Sebogodi gave a background on the school, which has 1290 learners and 95% being accommodated in the boarding facilities. The 36-stream school enrolls students from Parakarungu in the Chobe district up to Marapong in the Central district including other places within the Nata/Gweta Constituency which include students from the Dukwi Refugee Camp making it a multinational school. Due to the closure of the BCL mine in 2017 the school has also assisted students from Selebi Phikwe area.

The school had a colourful history since 2016 which was demonstrated by improved academic results making it made it to the top 13 in the country. The Headmaster assured the attendants that though the school did not perform to expectation in the previous year they are adamant that the 2020 results will be better even amid Covid-19 challenges.

Although the school has state of art facilities, it still faces other challenges such as vandalism of hostels, misuse of limited resources as well as pipe blockages caused by the saline water in the region. It has also have been reported that students use foreign material in the restrooms which also deteriorates blockages in the sewage line.

Speaking at the donation event on behalf of Ministry of Basic Education (MoBE), Principal Education Officer Ms. Paul said the government has urged companies to partner with it in areas where its efforts are limited. She said such a gesture was a great honour to Nata Senior School, which was struggling due limited resources. She said they believe the relationship will go a long way in improving the education system considering education is one of the key tenets of the Botash CSR themes. She further encouraged Botash to continue playing a leading role in the development of the country.

The event was graced by the Deputy District Commissioner for Sowa Town Mr. Nkarabang, Kgosi Ntuane, Chief Education officer Ms. Paul, Heads of departments from the school as well PTA and SRC representatives.



INTEGRATED MANAGEMENT SYSTEM AUDITORS TRAINING

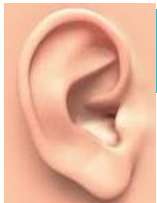
Botash conducted a compliance Integrated Management System Auditors Training (ISO 45001;2018) for its Internal Auditors.

The objective of the training was to capacitate Internal Auditors with skill to carry out audits of the implemented Integrated Management System. This is more important in the light of the transition of the Occupational Health and Safety Management from OHSAS 18001 to IMS (ISO 45001:2018) which the operation required for the renewal of the certificate that was about to expire.

The training was conducted by DQS, a South African training provider that offered a virtual training for the management systems being implemented at Botash.

Virtual trainings are essential considering the current coronavirus (**Covid-19**) where contact and travel from high risk Countries is prohibited as guided by the Health protocols.

Ten employees from different departments attended this training following which they will carry out internal audits which prepares the organization for External Audits. The internal audits are also pre-requisites for external Audits.



CODE OF CONDUCT

Confidentiality

FAMILIARISE YOURSELF AND ADHERE
TO THE COMPANY POLICY AND
AVOID DISCIPLINARY PROBLEMS

Employees shall remain faithful and loyal to the Company in the performance of their duties. It is an offence to intentionally disclose confidential information on trade secrets where such disclosure is or is likely to be detrimental to the interests of the Company. This includes disclosure of payroll, personal file, customer details and any other information about the Company and its employees that is not normally available or accessible to the general work force or the public. If in doubt, employees should consult their section heads in the first instance.

(Ref: Disciplinary Code and Procedure)

2020 SHUTDOWN HIGHLIGHTS

The 2020 shutdown preparations and execution were not an easy one because of the current Covid-19 pandemic. Initially the shutdown was planned to start in April 2020 and upon realising that some of the spares were not going to be ready it was postponed to 22nd June, even this date was not honoured due covid-19 pandemic disruptions. Availability of the critical spares like boiler in-bed tubes were only realised in July 2020. The inability to freely mobilize required skills from South Africa coupled to extreme social distancing on site means only a scaled down shutdown using largely internal resources was possible. Among the challenges that caused delay was the unsuccessful waiver to import skills direct to the plant without undergoing quarantine. The shutdown commenced on the 10th August to allow salts sales. All the works during the shutdown were executed using local labour. The total of 433 temporary personnel was recruited during the shutdown.

Maintenance took advantage of high soda ash warehouse levels to work on some the planned shutdown works during the month of July 2020. These included replacing 82 in-bed tubes on boiler 1, changed boiler 1 induced draught fan rotating assembly, replaced flue gas booster fan 1 rotating assembly and refurbished both soda ash incline chain conveyors. Baghouse compressor 2 was removed and sent for overhaul. This helped to decongest the shutdown.

During the shutdown, apart from the normal works that are usually done the following were carried out:

- Replaced 70 in-bed tubes on boiler 2
- Replaced flue gas booster fan 2 rotating assembly
- Replaced carbon dioxide stripper trays
- Cleaned the MEA system
- Replaced two off Anion vessels
- Installed new pre-carbo feed pump
- Carried out corrosion protection on Filtration building structure
- Overhauled B Compactor
- Overhauled coarse salt centrifuge
- Carried out corrosion protection on Milling building structure
- Replaced coarse and fine salt bagging silos

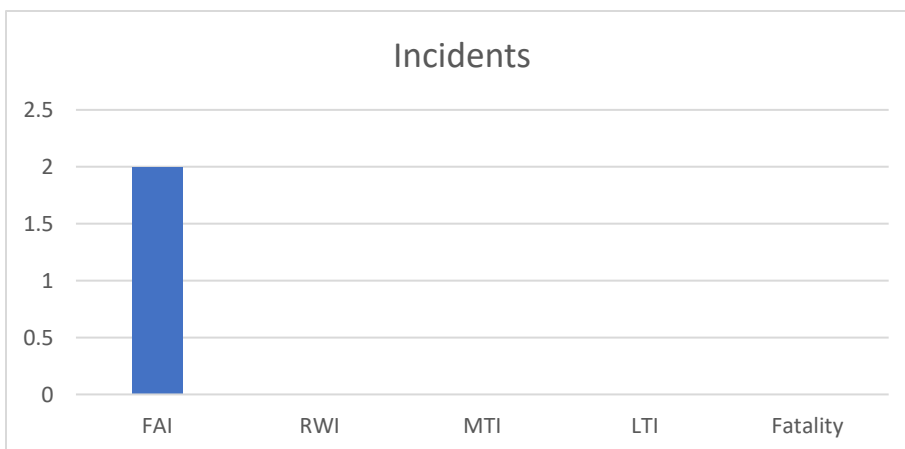
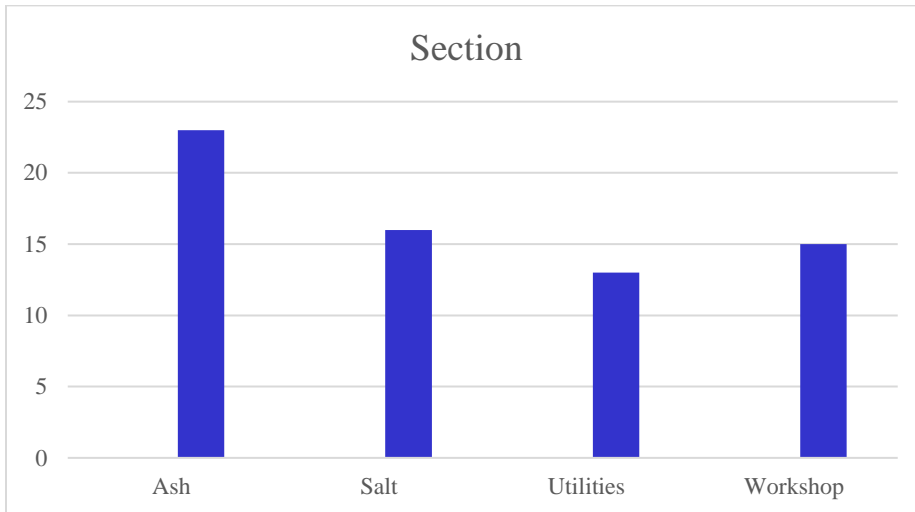


Staff at work during the shutdown

By the 27th August 2020 most plants among them the coarse salt bagging, Boiler 1 and the salt wash plant were back to operation. Soda ash plant remained behind due to unfinished works on the filtrations.

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During the shutdown a couple of incidents and violations were noted. These are shown below:



New receptions

New Receptions



Weston Chola Mwape joins the Botash family as Head of Sales and Marketing, responsible for the overall sales and marketing of Botash products in Southern and Central Africa. He was born on the 23rd November in Kitwe, Zambia. Mr. Mwape was previously employed by Handyman's Lime Ltd, Ndola, Zambia as Head of Sales, Marketing and Business Development for the SADC/COMESA region.

Mr. Mwape likes hiking, travelling and is an ardent soccer fan and looks forward to supporting Sua Flamingos. He is married with 5 kids (3 boys and 2 girls).



Stella Keletso Dube joined Botash as a Sales and Marketing Assistant, responsible for prepack salt orders and accounts payables in related to transporter invoices. She was previously employed by Cleanico Services as an Accounts Officer. Ms. Dube was born on 2nd July in Francistown.

Her hobbies include reading and networking. Ms. Dube has 4 children (2 boys and 2 girls).



Pius Tshidiso Lesetlhe joins Botash as a Distribution Supervisor, responsible for ensuring that distribution operations are completed efficiently as well as coordinating delivery as per Botash policies and customer requirements. He was previously employed by Botswana Railways as an Operations Planning Officer.

Mr. Lesetlhe was born on the 23rd August in Mahalapye and enjoys watching soccer. He is married and blessed with 2 sons.

BOTASH DONATES MASKS TO COMMUNITIES AROUND THE SUA PAN

Since the outbreak of Covid-19, the Government of Botswana joined the global fight against the coronavirus by putting in place protocols and regulations to contain and curb the further spread of the disease in the country. One of the protocols is the use of face masks in public or common areas. While many individuals did not prepare for such change, equally many were found wanting as they did not have the necessary resources to comply to these crucial health protocol.

Observing this gap, Botash employees mobilized themselves and contributed funds to assist communities around the operation. A total of 700 masks were donated to the communities of Simuwani, Dukwi, Malelejwe, Tshwaane, Njuutsha, Nata and Sowa as one of the identified critical need.

The Botash Covid-19 response team had observed that some community members who came to Sowa

Township for services at the clinic, shops and other government services, did not use masks in public areas as required by the Protocols, consequently presenting a risk to the Botash operations and community.

Face masks coupled with other preventive measures, such as frequent hand-washing and social distancing, help slow the spread of the virus. Therefore, asking everyone to wear a mask will definitely help reduce the spread of the virus by people who have Covid-19 and are not aware they have it.

Though Covid-19 protocols demand for behavioral change which might be a challenge to many, we also need to take cognizance of the fact that it is every individual responsibility to act appropriately to drive this change to the 'New Normal.'



Nxakato CJSS students and community members receiving masks donated by Botash employees to comply with health protocols.



Botash employees and stakeholders attend Aviation Security Training



Botash employees drawn from Security and SHE departments successfully completed a training programme on Aviation Security (AVSEC) held from August 6-17, 2020. The training was facilitated by International Security Defense Systems (ISDS) and was aimed at ensuring compliance by the Sua Pan Airfield as required by the Civil Aviation Authority of Botswana.

The programme was offered in two parts: Basic and Advanced AVSEC. Advanced AVSEC was extended to other stakeholders which included the Sowa Police, Town Council Fire department, Botswana Unified Revenue Service (BURS) as well as the Immigration department.

The participants were equipped with skills on:

- protection and safety of passengers, crew, ground personnel, the general public, aircraft
- facilities of an airport serving civil aviation,
- acts of unlawful interference perpetrated on the ground or in flight.

The training programme was conducted online through Microsoft teams following which participants were examined and issued with certificates.

Subsequently, a committee will be formed between SHE and Security departments and other stakeholders to continuously manage security risks at the airfield and develop an action plan to mitigate against the identified risks.



Representatives from Botash, BURS, Botswana Police Services, Fire and Immigration departments posing for a group picture after receiving their Advanced AVSEC certificates

SUA FLAMINGOS NEWS

Associate with your team; 'The Flamboys'

Grab your own jersey and promote the big brand!!

Members Price: P250

Non-Members Price: P300



Contribute to the success and growth of Sua Flamingos FC

What is Hot Work and Do I Need a Permit?

Hot work can create significant hazards that put workers, those around them, and the premises itself in danger. It can pose a major fire risk. A stray spark from certain hot work, such as welding or soldering, can easily ignite combustible materials and cause serious harm to the building and people involved.

Therefore, Botswana Ash has a suitably tailored safe working system for hot work in the Plant called Hot Work Permit.

For you to get a Hot Work Permit, you must understand the risks that it poses and what control measures are necessary for mitigating these risks. This is crucial, as the safety precautions for hot work require consistent application and proper training. A permit for hot work ensures that everyone fully understands their responsibilities and that the work does not proceed without proper authorisation and safe systems in place.

What is Hot Work?

Hot work refers to any work that requires using open flames, applying heat or friction, or may generate sparks or heat.

Common types of hot work include:

- Welding, brazing, and soldering.
- Grinding and cutting.
- The use of open flames and torches.
- The use of hot air blowers and lead heaters.

This is not an exhaustive list, but it does include the most common examples of hot work and those that can pose significant risks without proper safety precautions.

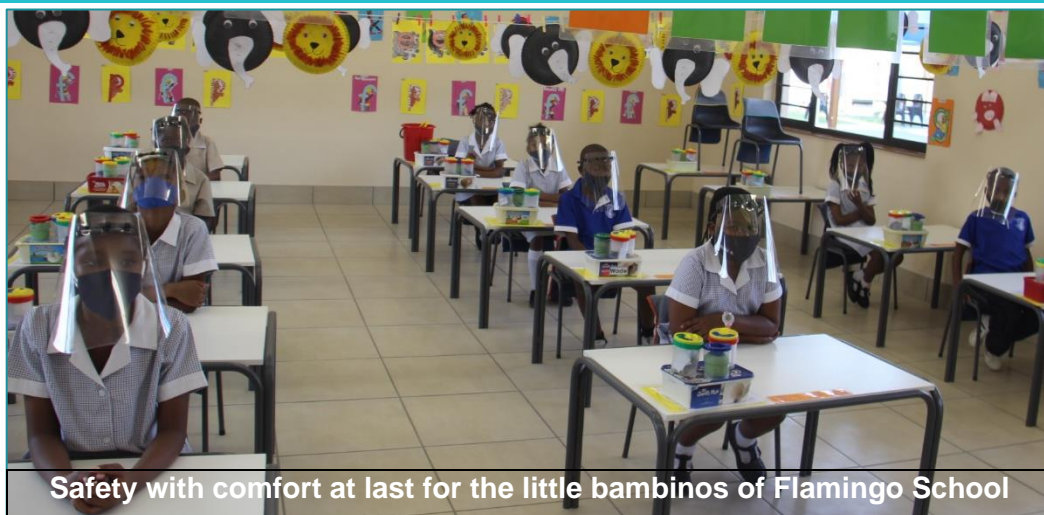
No matter who carries it out, they must know what kind of hazards hot work presents and how to prevent them from causing harm.

BOTASH EMPLOYEES DONATES FACE SHIELDS TO FLAMINGO INTERNATIONAL SCHOOL

Organizations and individuals around the world are coming together and inventing ways to mitigate the impact on people's lives of Covid-19. Likewise, Botash employees also contributed by undertaking fundraising initiatives. Thus, the company was able to once again impact for the better the community in which the company operates.

Recently the Managing Director for Botswanan Ash (Pty) Ltd Mr. Kangangwani Phatshwane donated 155 face shields to Flamingo International School for the lower classes' students in standards 0 to 4. Certainly, this gesture will go a long way in the fight against coronavirus, protecting our youngest members of society and easing parents' concerns about the potential health risk in schools. Like many other organizations across the country, learning institutions that are open for classes are equally expected to comply with the Covid-19 Protocols set by the Ministry of Health and Wellness, UNICEF and the World Health Organization.

Mr. Phatshwane highlighted that the school is at the heart of Botash's Corporate Social Responsibility programme as one of its flagship long term project which takes the largest component of social spend. He cited safety as an imperative aspect in the business and as such the donation of face shields naturally complimented well with this valued business notion. The Managing Director further underscored the importance of



education as an endeavor in both human and economic development with primary schools playing a critical part as the foundation of education. As such it was imperative to protect and nurture these young minds lest they are exposed to bad vices and this could negatively impact on the entire education system and the country's economy.

Mr. Malasa informed the audience that in response to the call by the Government of Botswana to companies and individuals to assist in the Covid-19 fight, Botash employees contributed from their pockets in response to this call. Subsequently a committee formed to manage the donated funds and to facilitate activities around the national response and cumulated funds, he added. Following this a needs assessment was carried out on the school and it was observed that there was a dire need for face shields, which are a viable alternative to face masks as they allow for more comfortable breathing particularly that students have to wear them for extended periods of time during school time, said Mr. Malasa.

In accepting the donation, the School Head Mr. Rebagamang Sekgekge expressed gratitude for the unwavering support to the school receives from Botash. He revealed that the school has a SHE Committee that met regularly to assess the school's compliance to Covid-19 protocols and other regulations set by the World Health Organization, UNICEF as well as the Ministry of Health and Wellness in conjunction with the Ministry of Basic Education. The committee ensured that the safety, health and wellbeing of children took precedence over all other activities of the school.

A grateful Mr. Sibangani who is the Acting Senior Teacher from the High School, explained that the face shields would go a long way in helping to protect both teachers and learners against Covid-19. Representatives of the teachers and students present at the event could not hide their joy at the donation of face shields from Botash executive management and that they also got o appreciate other areas where the school needed help.

Continued...

After the hand-over of the donation, Botash Management had an opportunity to tour the school facilities to appreciate their condition. It was pleasing to

observe that the school had complied with Covid-19 health protocols and ensured social

distancing were observed in the school at all times.



1. Flamingo School Head- Mr Sekgeke welcoming guest at the event
2. Mr Phatshwane handing over donation to Mr Sekgeke and PTA Rep Mr Thekiso
3. Pupils showing off their new look

USE AND CARE OF CLOTH MASK

1. How to Put the Mask On

- **Wash** your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer. **Dry your hands** with a clean paper towel and throw the paper towel away.
- Make sure the exterior side of the mask is facing out, away from your face.
- Using ties place the mask on your face with the exterior side facing out and tie the **upper ties first** then lower tie behind your head with a **bow**. Try to and avoid touching the inside/outside of the mask.
- Make sure the mask is **completely secure**. Make sure it covers your nose and mouth so that the bottom edge is under your chin
- Wash your hands.

- Do not touch the inside of the mask (the part over nose and mouth). It may be contaminated from your breathing, coughing or sneezing.

- Untie or remove the head by the straps/ties.

- Wash your hands.

4. Cleaning the Mask

- At the end of the day, take the mask off from the straps (not touching the front), loosely knot the ties together, place in a laundry bag.
- Wash it with warm water and soap and allow it to completely dry. Where possible ironing it on medium or high heat will be recommendable.

2. While Wearing the Mask During the Day

- **Do NOT** pull the mask down or hang it around your neck or tie it around your head.

- **Adjustments** should be made using the ties or cord at the neck or on top of the head.

- **Avoid** touching your face even when the mask is in place.

- **Wash your hands** with soap and water immediately after accidentally touching your mask.

3. Removing the Mask

- Wash your hands before removing the mask.

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