

**Botswana Ash (Pty) Ltd**



# **BOTASH Bulletin**

**30 May 2022**



**Flam Boys Finish Top Half of the Premier League**

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

# MD's Message

## 1. Strategy:

### 1.0 Strategy

In 2018, the business started a strategic journey expected to span the period 2018 - 2022. The strategy now comprises 4 pillars; 'reliable & predictable production', 'defend & grow market share', community impact as well as 'grow product offering'. Continuing this journey in 2022 [the final year of the strategic window], Below is how the business performed under each pillar in Quarter 1 of 2022:

### 2.1 Reliable & predictable production

Following the significant mismatch between soda ash supply versus demand in the previous year [2021] efforts are aimed at improving soda ash production as well as continuing to increase fine salt output specifically:

- Soda ash run rate to 270 kt for the year [Forecast 284 kt].
- Improving fine salt production to 94.8 kt for the year [95.1 kt].



### 2.2 Defend and grow market share

The market impetus for the year are geared to growth and the following performance is forecasted:

- Grow fine salt sales to 94.8 kt [95.1 kt]
- Grow food grade coarse salt sales to 141 kt [139 kt]
- Grow soda ash sales to 290 kt [300 kt]
- Reduce overheads by P20m [P5m]
- Reduce soda ash train turnaround [Sua Pan - Natalspruit] from 23 to 10 days



It is critical that all employees participate in the manufacturing effectiveness programme because it is through this programme that all units/sections will generate sustainable improvement ideas thus allowing the business to lower its cost.

### 2.3 Grow Product Offering

Under this pillar the following objectives were pursued:

- Finalise the potash project feasibility study
- Finalise the bicarbonate project basic design

Overall performance will likely be undermined by low soda ash stock and continued unplanned downtime at Sasol.



### 2.4 Community Impact

It is planned that a pilot community project be implemented in the course of 2022 as part of the Towards Sustainable Mining [TSM] programme.

As strategy implementation is very much dependent on the people within the business, significant focus will continue to be placed on performance management to enable all employees to perform at their best.

## Osupile Omphile demonstrates Botash's value of excellence



*Botash Process Engineer, Mr Onkabetse Lekgwere handing over a token of appreciation to Mr Osupile Omphile*



*Omphile posing for a picture at his work station*

Osupile Omphile, currently based at the Utilities Plant demonstrate one of our values 'excellence' by delivering a solution that reduced a circuit problem at the Supplementary Salt Crushing unit .

During coarse salt crushing, finer salt particles have a tendency of forming a build up around the screw casings and eventually drying off. Over time these lumps fall off and get conveyed with the recoverable product to the Fluidized Bed Dryer. Since the lumps are heavy, they accumulate on the fluoplate causing drier chokes and loss of production. A horizontally fixed grizzly screen was installed at the Supplementary Crushing Circuit at the bottom of the Intermediate hopper to prevent lumps from entering the Fluidized bed dryer but did not work as intended.

Mr Osupile proposed an installation of a grizzly screen, extended and slanting backwards of the hopper to allow gravitational force to continuously discharge lumps onto the floor (or some receptacle) for disposal. Based on his initial proposal to continuously discharge lumps from the screen without human intervention, this sparked an innovation to modify the vibrator pan feeder and installed a 15 x 15mm square aperture wire mesh. This made the pan vibrations to continuously convey, and discharge lumps, hence reducing the crusher hopper chokes and human intervention.

We celebrate Osupile for being a true ambassador and demonstrating one of our values 'excellence'. Osupile has been with the company for six years. He is inspired mostly by the engineering field as it has dynamic activities with new challenges which he enjoys particularly when faced with finding solutions, he is a result oriented young man who derives joy in inventing new things. During his rest time he plays football and reads novels to relax.



### Appreciating students Excellence

Botash, through the Managing Director Mr Kangangwani Phatshwane has an initiative to motivate and award students who excel in Mathematics and Science. The appreciation is strictly to students who scored 85% and above in the two subjects. This is intended to develop skill as well as creating a pool of skilled labour relevant to the Botash business in future. The initiative is part of Botash's Corporate Social Responsibility programme, to continually give back to the community of Sowa and surrounding areas

In the month of May Botash appreciated students in Madawu JSS, Nxakato JSS, Thini, and Sowa Primary schools. Students received school Botash branded merchandise in appreciation of their good performance. Madawu teachers also received token of appreciation for the Junior Certificate (JC) exceptional results in Tutume Sub region.

To date six schools have benefitted from the programme. including Denjebuya Junior School and Selolwane Primary School.



Employees and students receiving gifts from Botash



## Botash scoops position 1 under mining category at the Business Botswana Northern Trade Fair



*Ms Ntoto receiving an award from Business Botswana CEO, Mr Nortman Moleele for Position 1 under Mining Category*

Botash continues to build and improve interactions with stakeholders and prospective customer to foster business sustainability.

The company participated in the just ended Business Botswana Northern Trade Fair in Francistown during the week of 25-29<sup>th</sup> May at Gerald Estate grounds. The exhibition was held under the theme "Accelerating The Rise Of A Digital Economy". The trade fair provided exhibitors with an opportunity to actively promote businesses,

network and engage with other stakeholders. Botash gave its visitors a thrilling moment of demonstrating its production process to an ordinary Motswana especially now when plant tours have been put on hold due to Covid restrictions.

We received a lot of feedback and enquiries around business opportunities at the mine. The exhibition was wrapped up with a prize giving event where Botash scooped position one under the mining category.



*Customers visiting the Botash stall*





**ZIBANANI CHABULULA** joins Botash as Semi Skilled Fitter. He was previously by Botash for the same position on a temporary basis.

His new role as Semi-Skilled Fitter entails overall maintenance for the plant and general house keeping.

Mr Chabulula comes from Sebina and enjoys playing football, reading novels and going to church. He has a two year son.

**AGNES MOSEKGWA** has joined Botash as Semi Skilled Machinist. . She has been serving in the same office on a temporary employment. Her role entails Machining, drilling, milling and boring.

Mosekgwa comes from Selibe Phikwe and was born on 18<sup>th</sup> June. Her hobbies include jogging and watching soccer. She has a four year oldson.





**Best Practices for Email Etiquette in the Workplace****Part 1**

When sending or replying to emails, here are some best practices for email etiquette to keep in mind:

**1. Use standard formatting**

Standard fonts, such as Times New Roman or Arial, as well as standard colors and sizes are appropriate for business emails. If you use bold or italics, never use them on more than one word or a string of words in a single email.

If you're copying and pasting text, make sure you clear the formatting before sending the email, as it could appear different than the rest of your text. To clear formatting, you can use "Command + \\" on a Mac or "Ctrl + Shift + N" on a PC.

**2. Include a clear subject line**

Title your email in a way that the recipient immediately knows what the message is about. For example, if you're emailing to follow up on a presentation, you might write, *"Quick question about your presentation."*

**3. Email from a professional email address**

Use your company email address if possible. However, if you are self-employed or using a personal email address for work-related correspondence, make sure that your email address doesn't contain any words that would be considered unprofessional. If so, then consider setting up a work-only email address.

**4. Use professional greetings**

Choose a salutation that is appropriate for the relationship you have with the recipient. If you are sending an email to a coworker, a casual greeting such as "Hello" may be appropriate. If you're contacting someone for the first time or if they are a professional acquaintance, use a more formal greeting like *"Dear Sarah Atkins."* It's recommended to use the person's name exactly as it's shown in their email signature line. In other words, don't assume that Jennifer goes by Jen unless you've seen them sign their emails that way.

**5. Use an introduction**

Depending on who you are emailing, it's best to introduce yourself by your first and last name, as well as the company you are representing, in the first few lines. This is especially important when emailing new contacts, clients, potential customers or employers. Let them know how you received their contact information.

**Example:** *"My name is Jessica Franklin and I'm with White Label Agency. Mark Gregston gave me your name and suggested I reach out to you regarding your amazing printing services."*

**6. Be cautious with "Reply All"**

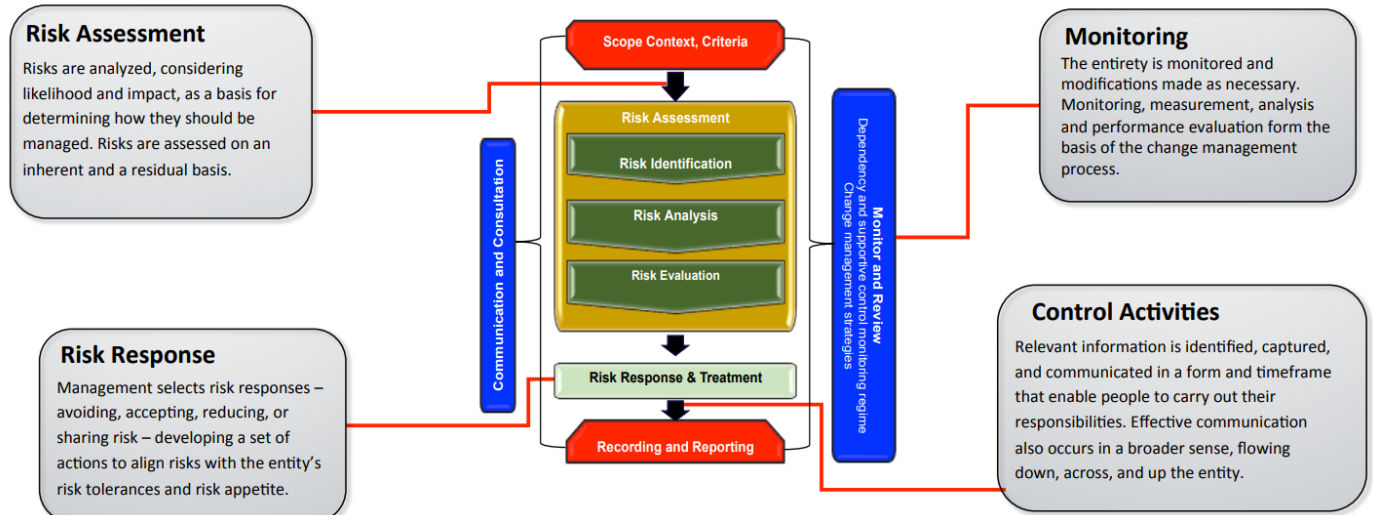
The benefit of using "Reply all" is that you can respond to everyone at once to let them know an issue has been addressed. However, when in doubt, use "Reply" to avoid inundating a list of people with unnecessary emails.

*Source: Indeed Editorial Tech*

*June 25, 2021*

## Botash' Risk Management Training Ongoing

The company has completed the baseline risk assessment process ,including identification of top priority unwanted events. The graph below shows the risk assessment steps:



## SHE PERFORMANCE

## SHE PERFORMANCE SUMMARY

- ⇒ The Total Recordable Injury Frequency Rate (TRIFR) for the month is 0,
- ⇒ Year to Date stands at 0.48.

## SHE INCIDENTS FOR THE MONTH

| FIRST AID<br>INJURY (FAI) | MEDICAL TREAT-<br>MENT INJURY (MTI) | RESTRICTED WORK<br>INJURY (RWI) | LOST TIME<br>INJURY (LTI) | FATALITY (FA) |
|---------------------------|-------------------------------------|---------------------------------|---------------------------|---------------|
| 1                         | 0                                   | 0                               | 0                         | 0             |



### Flam Boys finish premier league on position seven

Sua Flamingoes FC have completed their maiden appearance in the Botswana Premier League. Bafana Ba Letswai finished the league on position 7 with 47 points from 30 games. The Flam Boys managed to register 12 wins, 11 draws and 7 losses.



Sua Flamingoes FC, wrapped up the season on, Thursday 26 May 2022 by hosting Players Awards in

| AWARDS   |  |
|--|--|
| Player of the season<br><b>Mcebisi Moyo</b> (P7,500.00)                      | Player's Player of the season<br><b>Mcebisi Moyo</b> (P 5,000.00)        |
| Top Goal Scorer<br><b>Tendai Nyumasi</b> (P5,000.00)                         | Goalkeeper of the Season<br><b>Kenneth Mmoko</b> (P5,000.00)             |
| Supporter's Player of the season<br><b>Ronald Ramokgathadi</b> (P5,000.00)   | Most Disciplined Player of the season<br><b>Mpho Stephen</b> (P5,000.00) |
| Most Improved Player of the Season<br><b>Ronald Ramokgathadi</b> (P5,000.00) | Young Player of the season<br><b>Kenneth Mmoko</b> (P500.00)             |
| Supporter of the Season<br><b>Godfrey Mongweemang</b> (P1,500.00)            | Chairman's Award<br><b>Allen Rahman Gumbo</b> (P5,000.00)                |

Sowa Town where outstanding players were rewarded for their hard work. Flam Boys are now on some time off and will report back for preseason mid July. The team is expected to launch new players and the team bus in July 2022.



*Congratulations 'flameboys' !!!*

## Schools open for second term

**T**he new term is finally underway with all students back after staggered return that was required to comply with Covid-19 protocols.

Looking to a specially productive and positive term.



Here are a few house-keeping points to help get the term off to a smooth start:

### Extra-mural Programme

There is great excitement as we prepare to implement our first extra-mural programme. The programme will run from Monday through to Thursday, with the High School Art Club continuing on a Friday afternoon. Please note that schools are not currently permitted to play sport against other schools until restrictions are lifted.

### Lunchboxes

Please continue to support our efforts to teach our children about respecting their bodies and growing their understanding of healthy eating habits through carefully planned lunchboxes. The improvement in this area has been fantastic and we are very grateful to our parents for working with us in this regard. A sandwich (some students need two), fruit and water are what we recommend with healthy snacks added if needed. (E.g., meat, yoghurt, nuts, dried fruit strips, etc.)

### Uniform

Please ensure that your child wears the correct uniform in Term 2. Queries regarding uniform should be directed to Mrs. Motsumi. (Phone: 6214049)

### School Fees

Thank you to all parents who have paid their school fees and PTA Levy! Your commitment to meeting this obligation on time, and to your child's education, is valued. We are currently busy with a project where some of the PTA funds will be used to purchase new outdoor seating for the students. We will keep you updated!

# **Stop Think and Fix**



## **WORK SAFETY**

### **Avoid Workplace Injuries**

- ◇ Use appropriate tools, equipment and machinery.
- ◇ Report any unsafe acts and conditions.
- ◇ Wear all required safety gear.
- ◇ Keep your work area clear from clutter.
- ◇ Stay hydrated.
- ◇ Practice good posture when sitting or lifting.
- ◇ Inform yourself of safety policies and procedures.
- ◇ Be aware of changes in your surroundings.