



Date: 8 May 2020
To: All Staff
From: Group CEO Mr. Thulani Majola & COO Mr. Sham Maharaj
Subject: LTE COVID-19 Testing
Ref: M120/05/2020

Colleagues

It is not news that we had a Positive Case at LTE Head Office for COVID-19 testing.

The possibility of any member of staff being symptomatic was always a concern for Management, which is why we not only observe COVID-19 protocols, but we elected to have every member of staff tested at LTE expense.

We staggered the testing across three days to avoid crowding and, very importantly, we insisted that staff practice social distancing, make use of the hand sanitizers at the doors, and wear masks; to this end we even purchased masks for staff. We released memoranda relaying our operating procedures, and put up clear and concise signage at the main entrances.

You will also recall that LTE opted for the Work-From-Home policy even before it became legally enforced. The above measures were put in place for the safety of all.

I note that staff are now panicking. May I remind everyone that you have as much of a risk of exposure at the mall, the pharmacy or the supermarket, if not greater?

If however you feel that you may have been exposed, we advise that you remain in quarantine, as per Department of Health. *Please free-dial Government's HealthCheck *134*832#, or visit <https://sacoronavirus.co.za>. Monitor the symptoms: Cough, Fever, Sore throat, Shortness of Breath.*

Please do not panic. Stay home, isolate yourself from other members of your family if you are living in the same household, and after 10 to 14 days please get retested to confirm that you do not have the virus.

As a family we are responsible for each other, this extends to the physical and emotional wellbeing of all staff.

Please stay safe by staying clean, we cannot over-emphasize this point. Use face masks and hand sanitizers outside of the house, refrain from wearing the same shoes inside your homes, eat healthy to boost your immunity and avoid unnecessary travel.

Remember, we're in this together.

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