



12 March, 2020

Dear Valued Customer,

There is growing concern and uncertainty following the outbreak and rapid spread of Coronavirus (COVID-19) across the globe. As your service provider, we wanted to update you on the measures that we have taken to minimise the potential disruption to our operations and most importantly to prevent the spread of infection. This is a live situation and is developing by the hour globally, we will therefore continue to monitor the situation closely and will introduce additional measures as they become necessary to ensure the health and safety of our people and our customers.

As a business we have adopted various measures introduced by our international partners, DPDgroup, for the handling of freight or parcels coming from China, Hong Kong and other affected areas.

All business trips to affected countries have been suspended until further notice and we are discouraging all non-essential business travel for all DPD Laser employees. Any employee travelling to any affected countries on holiday will be required to self-quarantine for a minimum of 14 days on their return to South Africa.

In the workplace, we are providing all our people with practical guidance and tools to protect and reassure them, our customers and the wider community. We will continue to hold health and safety briefings in all our hubs and depots to create awareness, reinforce preventative behaviours and provide updates as the situation develops.

These are the measures we have adopted thus far:

	<ul style="list-style-type: none"> • Installation of hand sanitiser stations in all key entry and exit points in our hubs and depots, including reception areas. • Providing our drivers and van assistants with hand sanitiser which they are required to use before and after every delivery.
	<p>We are actively working on contingency plans in order to reroute parcels in the event that certain hub operations are affected due to high levels of staff absenteeism or infection.</p>

0861 223 224

www.dawnwing.co.za

DAWN WING - A division of DPD Laser Express Logistics (Pty) Limited

Head Office | Tel: +27 11 961 4800 • Fax: +27 11 974 5738 • Email: info@dawnwing.co.za
107 Andre Greyvenstein Road, Isando, Johannesburg, Gauteng

Directors P-MLJ Chavanne**, FGP Copigneaux**, C Favre-Lorraine**, ZN Kubukeli, PJ Hayes*, (*British, **French)
Company Registration No. 2006/033353/07 • VAT Registration No. 4690235280

a division of



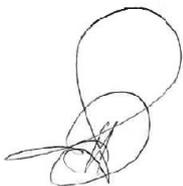


   	<p>From an employee behaviour perspective, we are recommending the following preventative measures:</p> <ul style="list-style-type: none">• Refrain from touching their face – particularly eyes, nose and mouth.• Refrain from shaking hands as a form of greeting.• Encourage washing of hands before leaving their home and on arrival in the workplace, similarly on their return journey.• Avoiding close physical contact with people who are sick.• When sneezing or coughing - to cover the nose and mouth with a bent elbow or disposable tissue, and ensuring that used tissues are immediately disposed of.• Regular and thorough hand-cleaning with soap and water or hand sanitiser.
---	--

Obviously this is a situation where we are hoping for the best but preparing for the worst and you can rest assured that we will continue to take all necessary precautions to assist in the prevention of the spread of COVID-19, and will continue to update you as the need arises.

Should you have any concerns, please do not hesitate to contact us via your Account Manager or through our 24-hour 'Be-heard' reporting service on FreeCall 0800 000 112.

Best regards,



Hilton Eachus
CCO