

ANNEXURE A- SPECIFICATION

PROVISION OF INSURANCE SERVICES TO THE SOUTH AFRICAN BUREAU OF STANDARDS

1. Introduction

The South African Bureau of Standards (SABS) is a statutory body that was established in term of Standards Act, 1945 (Act No.24 of 1945) and continues to operate in terms of the latest edition of the Standards Act, 2008 (Act No. 8 of 2008) as the national standardization institution in South Africa, Mandated to:

- Develop, promote and maintain South African National Standards (SANS)
- Promote quality in connection with commodities, products and services
- Render conformity assessment services and assist in matters connected therewith.

The main campus of the SABS is located on a block bordered by George Storrar Drive, Totius street, Dr Lategan road, Sibelius street and Leyds street in Groenkloof. Entrances are provided on Dr Lategan road, Sibelius and Leyds street. The surrounding properties include amongst others Residential dwelling, several educational properties and office/retail properties. All modern amenities are in close proximity including shopping station. The complex has municipal services.

2. Business Description

SABS is a service provider to organizations worldwide, offering a range of services for management system certification, product testing and certification and standardization as detailed below:

- SABS publishes national standards which it prepares through a consensus process in technical committees, provides information on national standards of all countries as well as international standards
- SABS tests and certifies products and services to standards
- SABS develops technical regulations (compulsory specifications) based on national standards, monitors and enforces compliance with such technical regulations
- SABS monitors and enforces legal metrology legislation
- SABS promotes design excellence
- SABS provides training on aspects of standardization.

With a view to maximising its service delivery to the industries it serves, SABS has aligned its activities with seven different industry sectors, each housing the whole range of SABS services pertinent to a particular industry. This ensures easy access to products, faster reaction and turn-around times, and the creation of centres of knowledge excellence that will be easily available to clients.

The seven industry sectors are:

- Chemicals
- Electro technical
- Food and Health
- Mechanical and Materials
- Mining and Minerals
- Services
- Transportation

Additional information regarding the services and activities of the South African Bureau of Standards is available on the SABS website; www.sabs.co.za

3. SABS COMPANIES

SABS comprises of the following companies:

- South African Bureau of Standards and its subsidiary
- SABS Commercial (SOC)Ltd

4. SABS properties

4.1 SABS owned properties

Property Name	Property Description
Groenkloof	Main Campus
NETFA (National Electrical Test Facility)	Land, office and laboratories. Testing Facility: high voltage, high current, materials technology. Consulting section.
Cape Town	Office, Laboratories, Double storey business building (not converted; residential property). Commercial: certification closely related to Groenkloof work. Laboratories: microbiology and water.
Durban	Office (Certification) and Training facility
East London	Office and Laboratory, Testing: drive-by noise, battery (Willards; Telkom stand-by; wind turbine energy storage), emissions (all support for OEMs)
Secunda	Laboratory, Office, Located in industrial area
Saldanha	Offices, Laboratories, Converted double storey residential house (top storey office; ground floor laboratory)

4.2 Rented Properties

In addition to the above properties the sabs rents properties at the following locations;

- Port Elizabeth
- Secunda
- Richards Bay
- Springlake
- Newcastle
- CSIR: C&M
- CSIR: Klopersbos

5. Insurance Required - Scope of insurance required

ASSETS

Loss of or Damage to the Property Insured as a result of Fire, Lightning, Special Perils (Storm, Wind etc.), Explosion, Earthquake and Malicious Damage. Policy is Subject to average.

PROPERTY INSURED	TO BE INSURED (INCL. VAT)	
Buildings	R	1 187 711 487
Contents	R	740 606 467
Laptops	R	41 027 964
Electronic Equipment	R	0
Artworks	R	1 741 575
Golf carts	R	240 763
Theft	R	5 775 000
Theft (Forcible)	R	15 750 000
Money	R	2 625 000
Property in Transit	R	525 000
Locks; Keys and Access Cards	R	25 500
Capital Additions	R	21 000 000
Earthquake & Flood Limit	R	420 000 000
Accidental Damage	R	105 000 000
Goods in Transit	R	2 100 000
Electronic Breakdown	R	21 000 000
Machinery Breakdown	R	10 500 000

BUSINESS INTERRUPTION

Loss following interruption or interference with the Business in consequence of damage occurring during the period of Insurance as a result of a peril insured under the Fire / Material Damage Section of the Policy. Indemnity period 12 months.

RISKS INSURED	TO BE INSURED (INCL. VAT)	
Gross Revenue	R	577 500 000
Prevention of access	R	5 250 000
Additional Increase in Cost of Working	R	105 000 000
Research Re- Establishment	R	5 250 000

COMMERCIAL CRIME

1. Loss of money and/or other property belonging to the insured or for which they are responsible, stolen by an insured employee during the currency of this section.

OR

2. Direct financial loss sustained by the insured as a result of fraud or dishonesty of an insured employee all of which occurs during the currency of this section which results in dishonest personal financial gain.

BASIS OF COVER

Annual Aggregate

RISK / EXTENSION	TO BEINSURED (INCL. VAT)	
Aggregate Limit of Liability	R	10 500 000

GENERAL PUBLIC LIABILITY

"Damages which the Insured becomes legally liable to pay consequent upon accidental death or bodily injury or illness to any person, or accidental loss of or physical damage to tangible property which occurred in the course of an in connection with the business, within the territorial limits".

Claims Made Basis: "on or after the retroactive date shown on the Schedule, and which results in a claim or claims first being made against the insured in writing during the period of Insurance".

Territorial Limits: worldwide, excluding USA and Canada.

BASIS OF COVER

Any one occurrence

RISK EXTENSIONS	TO BEINSURED (INCL. VAT)	
Products Liability including Defective Workmanship	R	157 500 000
Product Inefficiency	R	157 500 000
	R	1 050 000
Employers Liability	R	157 500 000
Defamation and Wrongful arrest	R	5 100 000
Statutory Defence Costs	R	5 100 000
Advertising Liability	R	5 100 000
Excess of loss/Motor Liabilities	R	13 125 000

Spread of Fire, Fire, or explosion	Included
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PROFESSIONAL INDEMNITY

The Policy provides Indemnity for Liability for all sums which you may become legally liable to pay arising out of Breach of Professional Duty by reason of any neglect, error, or omission.

TERRITORIAL LIMITS

Worldwide, excluding USA and Canada

BASIS OF COVER

Any one occurrence

RISK / EXTENSION	LIMIT OF LIABILITY(INCL. VAT)	
Professional Indemnity	R	210 000 000
Joint Venture and/or Consortium Agreements	R	210 000 000
Fee Recovery	R	1 050 000
Loss of Documents	R	1 050 000

EMPLOYMENT PRACTICES LIABILITY

This policy covers an employer's legal expenses and the awards made against it by the CCMA, Bargaining Councils and Labour Court for unfair labour practices such as unfair dismissal, sexual harassment, discrimination and failure to employ.

BASIS OF COVER

Annual Aggregate

DETAIL	TO BE INSURED (INCL. VAT)	
EPL	R	2 100 000

DIRECTORS AND OFFICERS LIABILITY

If the company's directors or managers are sued in their personal capacity for not running the company properly, then this policy will pay the Damages as well as the legal costs.

BASIS OF COVER

Annual Aggregate

DETAIL	TO BE INSURED (INCL. VAT)
Policy Limit	R 52 500 000.00

GROUP PERSONAL ACCIDENT

Bodily Injury caused by accidental, violent, external, and visible means to any Principal, Partner Director or Employee of the Insured specified in the Schedule.

BASIS OF COVER

24 Hours and 7-days a week

Executive Directors Employees in Category P1 to P18 including Specialists, Senior Management, Senior Technical Staff and Learnership.

9 X Board Members

RISK / EXTENSIONS	LIMIT OF LIABILITY INCLUDING VAT
Death	R 262 500
Permanent Disability	Such % of R262 500 as is specified for the particular disability
Emergency Expense Shortfall	R 31 500 per insured person

All Employees between levels P1 to P18 of the Insured – 688 Employees

RISK / EXTENSIONS	LIMIT OF LIABILITY INCLUDING VAT
Combined Annual Earnings	R 469 387 045
Death	3 x Annual Earnings
Permanent Disability	3 x Annual Earnings as specified
Temporary Total Disability	100% of weekly earnings or a period not exceeding 52 weeks from the date of the Accident
Temporary Partial Disability	40% of weekly earnings or a period not exceeding 52 weeks from the date of the Accident
Medical Expenses	Up to R 105 000 per insured persons
Emergency Expense Shortfall	R 105 000 per Insured Person

MOTOR FLEET

Loss of or damage to any vehicle described in the Schedule and its accessories and spare parts thereon.

COVER

Comprehensive – Commercial, Business and Personal

DETAIL	values	
Fleet Value	R	9 318 500
Number of vehicles		28
Own Damage Limit of Indemnity	R	650 000

EXTENSIONS

Car Hire – R 500 p/d maximum 30 days		Included
Contingent Liability	R	5 250 000
Passenger Liability	R	5 250 000
Unauthorized Passenger Liability	R	5 250 000
Parking Facilities and Movement of Third-Party Vehicles	R	5 250 000
Windscreen		Included
Loss of Keys	R	15 750
Wreckage Removal	R	31 500
Credit Shortfall		Included
Riot and Strike (excluding South Africa and Namibia)		Included
SASRIA		Included

CYBER RISKS AND/OR DATA BREACH COVER