

Letter of Appointment: Health and Safety Manager/SHE rep

Date: 30 July 2025

To: Rose Mabunda

Job Title: Occupational Health and Safety (OHS) Manager/SHE Representative

Department/Division: Training and Development

Subject: Appointment as Occupational Health and Safety Manager/SHE representative

Dear Rose Mabunda

In terms of **Section 17(1)** of the **Occupational Health and Safety Act (Act 85 of 1993)**, you are hereby appointed as the **Occupational Health and Safety (OHS) Manager and SHE Representative** for SAPSI with effect from 1 August 2025.

As the OHS Manager and SHE Representative, your responsibilities will include:

- Conducting regular workplace inspections and identifying potential hazards.
- Reporting unsafe conditions to the employer or designated Health and Safety Officer.
- Participating in incident investigations and risk assessments.
- Promoting a culture of safety among employees.
- Attending Health and Safety Committee meetings when required.

You are expected to perform these duties during your normal working hours and are entitled to adequate training, time, and resources to fulfil your responsibilities. Your term of appointment shall be for a period of **1 year**, unless otherwise agreed or terminated in writing.

Please sign and return the attached copy of this letter to confirm your acceptance.

Yours sincerely,



Kerry De Jager

Chief Executive Officer

SAPSI

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Acknowledgment and Acceptance

I, Rose Mabunda hereby accept my appointment as an Occupational Health and Safety Manager/SHE representative in accordance with the provisions of the OHS Act. I understand and agree to fulfil the duties as described above.

Signature: 

Date: 31 July 2025