



anglogold

SOUTH AFRICA REGION

HUMAN RESOURCES POLICY – SA REGION	
MATERNITY LEAVE	
CUSTODIAN: REMUNERATION AND BENEFITS	
REFERENCE NUMBER: HRdep005	REVISION DATE: 20 MAY 2002

Policy

AngloGold respects and is supportive of the various roles that each employee plays in society. This policy covers the support that the Company offers to female employees who take time off in order to bear children.

1. PERIOD OF MATERNITY LEAVE

In accordance with the terms laid out in the Basic Conditions of Employment Act (BCEA of 1997), an employee will be entitled to take a minimum of four months of maternity leave.

An employee may take up to 12 months of maternity leave by arrangement with her departmental manager and Human Resources Manager. The discretion to grant maternity leave beyond the minimum period of four months rests with the employee's departmental manager.

2. QUALIFYING SERVICE

An employee is required to work for the Company for a minimum period of 12 months in order to qualify for each period of paid maternity leave as detailed in this policy.

3. PAYMENT DURING MATERNITY LEAVE

An employee who qualifies for paid maternity leave will receive the equivalent of four months basic salary. However, if she takes more than four months maternity leave, she may elect to have the four months basic salary paid over a longer period, for example, she may decide to receive 66% of her basic salary over a period of six months.

4. PENSION FUND/PROVIDENT FUND AND MEDICAL AID CONTRIBUTIONS

Membership of the pension fund/provident fund and medical aid scheme (where applicable) is compulsory during all periods of leave. Both employer and employee contributions are determined by the individual's basic salary. During all periods of leave, whether paid or unpaid, both the employee and employer contributions are required to be maintained. The Company will continue to pay the employer contribution to these funds for the entire leave period.

Where an employee takes maternity leave for longer than four months, the Company will pay the full contribution to these funds on her behalf. The portion of her contribution that is not deducted from her salary, but paid on her behalf, will be recovered from the employee when she returns to full time employment. Should the employee not return to full time employment, she will be liable to reimburse the Company for any contributions paid on her behalf to funds as stated above.

5. SALARY ADJUSTMENTS

An employee on maternity leave will be eligible for a general salary increase or adjustment to conditions of employment granted in her absence.

6. ANNUAL BONUS

An employee's rate of accrual of an annual bonus will be unchanged during maternity leave and she will be regarded as being at work for annual bonus calculations.

7. RECOMMENCEMENT OF WORK

It is incumbent on the employee to maintain contact with the Company during her maternity leave.

The Company guarantees the following:

- When maternity leave is granted to an employee and she returns to the Company on the agreed date after confinement, she will be placed in the same or similar position that she occupied prior to her going on maternity leave.

- When an employee returns, her remuneration will not be less than that which she earned before going on maternity leave. If circumstances require of an employee to change the approved leave period, she must do so timeously and in writing to the Company. If she fails to report to work at the end of the approved leave period without obtaining permission from the Company or without good reason, normal AngloGold disciplinary code and procedures will be applied.

8. ALTERNATIVE WORKING HOURS

If an employee wishes to work flexible hours when she returns to work, and provided that her immediate supervisor has approved this, her remuneration will be adjusted accordingly.

9. SAFETY AND HEALTH

When safety and health reasons necessitate the transfer of a pregnant employee, she will be transferred to a more suitable position where possible, for the duration of her pregnancy.

10. LEAVE

Leave will accrue at the normal rate for the full period of maternity leave.

11. SERVICE

The maternity leave period will be recognised for purposes of service awards and will be taken as continuous service for the calculation of severance pay.