



**sanedi**

South African National Energy  
Development Institute

ENERGY INNOVATION FOR LIFE

SANEDI, PO Box 9935, Sandton, 2146

A: CEF HOUSE, Block C, Upper Grayston Office Park, 152 Ann Crescent, Strathavon, Sandton, 2146

T: +27 [11] 038 4300 E: [information@sanedi.org.za](mailto:information@sanedi.org.za) W: [www.sanedi.org.za](http://www.sanedi.org.za)

## IMPORTANT NOTICE TO ALL SANEDI STAKEHOLDERS AND CLIENTS

### 1. REMOTE OPERATION DURING ADJUSTED COVID LEVEL 3 REGULATORY PERIOD

This is a challenging time for all of us, and our hearts go out to everyone affected by the outbreak of COVID-19. We're monitoring this situation, and we strive to comply with guidance and regulations from our government. **Our number one priority is the safety of our employees, stakeholders and clients** and we are constantly working to help everyone stay safe while continuing to serve you and your business.

In light of the continuing rise in Covid-19 infections, SANEDI will continue to provide services to stakeholders/clients remotely. For any emergency regarding **Procurement** related matters, please feel free to contact Ms Fikile Manganyi on 011 038-4316, [fikilem@sanedi.org.za](mailto:fikilem@sanedi.org.za) and for **Communications** contact Barry Bredenkamp on 0836556991, [BarryB@sanedi.org.za](mailto:BarryB@sanedi.org.za) .

### 2. NO PHYSICAL MEETINGS OR WALK-INS

Please note that no **physical meetings** will be held with a stakeholder/client in relation to any matter at the SANEDI office, until further notice. All meetings will be held virtually, including through teleconferences and no walk-in enquiries will be permitted.

### 3. SUBMISSION/ DELIVERY OF CORRESPONDENCE AND DOCUMENTS

To minimise the risk of Covid-19 infection, please note that SANEDI will not be able to accept hand-delivery of documents physically through its Registry. All documents must be sent electronically to the central email [information@sanedi.org.za](mailto:information@sanedi.org.za) Please send large files in batches to avoid returned/undelivered emails.

**THIS NOTICE APPLIES WITH IMMEDIATE EFFECT and UNTIL FURTHER NOTICE.**

We will like to sincerely apologise for any inconvenience caused in this regard and urge you to stay safe and abide by all the COVID Regulations and recommended protocols.

*Issued by SANEDI Communications on 19 January 2021*