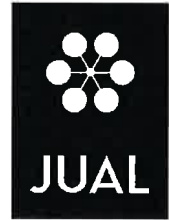


06/09/2020



## UPDATED GUIDELINES REGARDING COVID-19

**FOREIGN TRAVEL – NOTICE!** It is strongly recommended that JUAL employees comply with the Ministry of Foreign affairs' travel advises. In case employees choose not to comply, they are not allowed to enter the workplace until 14 days after returning home. If the 14-days quarantine takes place outside of an agreed vacation period, the absence is considered a non-approved absence from work.

Deliberate circumvention of the above may result in expulsion without further notice. These statements are put forward in a very direct manner for the sake of avoiding misunderstandings and in order to protect all employees and visitors.

**General advices –** Anyone who is present in the workplace must comply with the following advices from the Danish Health Authority:

- Wash your hands often or use rubbing alcohol.
- Cough or sneeze into your sleeve.
- Avoid handshakes, hugs and cheek kisses – keep physical contact to a minimum.
- Pay attention to cleaning at home and in the workplace.
- Keep your distance and request others to act with consideration.

**Distance –** Keeping distance is defined by the Danish Health Authority as AT LEAST 1 METER measured from nose tip to nose tip. If possible, you are encouraged to keep more distance.

**Visitors –** Visitors at JUAL's premises must be informed of these guidelines before visiting JUAL.

**Cleaning –** Our service team continues to focus on increased cleaning which unfortunately makes it difficult carry out all cleaning work at optimal times. Everyone must show flexibility in relation to cleaning work at various times during the day.

**Gloves –** Everyone involved in production work must wear gloves.

**Illness –** If you are ill and consider whether or not the illness is caused by COVID-19 you must consult your doctor and not return to work unless the doctor has confirmed that you do not carry the COVID-19 virus.

**Canteens –** The maximum number of persons present at any time in the canteen on Industrivej is 40 persons. In the canteen at JUAL 2 the number is 16 persons. It is temporarily accepted that employees eat at their workstation. However, it is recommended that canteens are still used at the greatest extend possible.

Best Regards

JUAL A/S

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