



Dear Lhoist Contractor,

At Lhoist, we are concerned about the possible impact of the Coronavirus and its disease COVID-19, to our families, employees, customers and communities. We are closely monitoring the situations and in contact with local authorities where we are located to take the necessary precautions.

Like for our employees, Lhoist is requesting the following of our contractors:

Contractors should be aware of local instructions related to Coronavirus for the Lhoist site(s) to which they are providing goods or services as a contractor.

They should take contact with their Lhoist correspondent before coming to any Lhoist location.

Contractor employees who were travelling in affected areas (even for private reasons):

- As precautionary principle prevails, persons who were travelling, even for private reasons in affected areas, should inform their Lhoist site contact;
- Should not be on a Lhoist site for 2 weeks following their return and not return unless they are symptom free.
- They should monitor their health condition (check for flu-like symptoms (fever, cough, difficulty to breathe,...), and seek medical care early in case of doubts

Contractor employees in contact with affected relatives who are confirmed cases (living under the same roof):

- As precautionary principle prevails, persons who have close relative affected, should inform their Lhoist site contact;
- Should not be on a Lhoist site for 2 weeks, following contact with individual(s) with a confirmed case and not return unless they are symptom free.
- They should monitor their health condition (check for flu-like symptoms (fever, cough, difficulty to breathe,...), and seek medical care early in case of doubts.

Contractor employees in contact with potentially affected persons (frequent travelers, people who have attended conventions with potentially affected people,...):

- If they are experiencing flu-like symptoms, they should seek medical care and follow quarantine measures;
- If they do not experience any symptoms following their potential exposure, business as usual. They should however closely monitor their health condition (like taking body temperature 2x/day and check for flu-like symptoms) and apply strict hygiene measures.

Please be careful and apply these **precautions** to help avoid the spread of flu viruses, coronaviruses or other viruses:

- Wash your hands frequently or use hand sanitizer when soap and water are not readily available
- When coughing and sneezing, cover mouth and nose; ideally in the crease of your elbow
- Avoid handshakes, courtesy kisses, ... as long as the corona virus remains a threat
- Always use paper tissues, dispose of the tissues immediately after use and throw them away in a closed dustbin
- Avoid close contact with anyone showing symptoms of a respiratory illness such as coughing and sneezing

Thank you for your support.

Lhoist Procurement