

Main actions regarding COVID-19

As a responsible manufacturer, Symetal always operates according to the highest Health and Safety standards. Due to the increase of public health concerns over the globally spreading SARS-CoV-2 virus and COVID-19 disease (also known as Coronavirus), Symetal responded immediately, taking precautionary measures to prevent and limit Coronavirus spread.

Main actions taken by both production facilities (Oinofyta and Mandra plants) are the following:

- Visits by external partners are strictly limited. Only utterly necessary visits for the proper operation of the plants are carried out.
- All non-Symetal employees (truck drivers, visitors, etc.) sign a declaration that they have not been infected by any virus or show any respiratory infection symptoms (e.g. fever, cough, etc.), also stating the countries visited within the past 14 days. Anyone who does not sign this declaration is not allowed to enter Symetal's premises.
- If it is necessary for an external visitor to enter Symetal's premises, he/ she is scanned with a thermometer. Medical protective masks and disposable gloves are provided.
- Detailed instructions are provided to transportation companies: all drivers are required to carry and wear medical protective masks and gloves in order to enter our premises. If this is not the case, masks and gloves are provided to the drivers by our plants' gate personnel.
- Our employees working at all Entrance Gates and Shipping Departments as well as any other employee interacting with non-Symetal people (truck drivers or visitors) make use of medical protective masks, disposable gloves and safety glasses.
- Trips and/ or visits have been reduced to minimum, i.e. business critical cases and only upon General Management prior approval.
- All meetings with partners living outside Greece have been transferred to video or teleconferences, when applicable. The number of participants and the duration of internal meetings are reduced to the maximum extent possible, always ensuring that more than two (2) meters distance from each other is kept.
- In-house meetings/ trainings will take place with a limited number of people, in a room that will allow employees to keep a safe distance from each other. Participation in seminars, conferences or other crowded events is forbidden.
- Increased daily cleaning and weekly disinfections have been already implemented and will repeatedly take place according to a specified timetable planning. Instructions on proper hand washing as per WHO guidelines are placed to encourage proper self-hygiene.
- Disinfectants and surface cleaners are distributed to all machine rooms, control rooms and office spaces for employee use.
- Continuous and updated internal communication is carried out, namely a) briefings by Symetal's Occupational Therapist to all employees on COVID-19 precautionary measures b) a document issued by the Occupational Therapist regarding COVID-19 and relevant precautionary measures, also posted on all bulletin boards, etc.
- Working from home is widely applied (i.e. encouraged).
- Under a specific procedure, instructions are set on how to handle any potential case of infection.

For Symetal, Health and Safety comes first and foremost. It is important for all of us to stay calm and respect the guidelines provided by the WHO (World Health Organization) and the Greek Government, in order to overcome the current situation with the minimum possible impact.

Symetal will update its precautionary measures list based on the dynamic developments.

Oinofyta, 18/03/20

Mandra, 18/03/20

