



Hoofdlocatie

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Statement

Bodegraven, 27 March 2020

CORONA UPDATE 27-3-2020

Following the earlier statement hereby new information regarding the outbreak of the new Coronavirus (COVID-19)

General

- Food safety, safety and health together with business continuity are the first priorities of Zijerveld. We currently do not see any immediate problems with deliveries of our products with regard to the Coronavirus.
- In general, food is not considered a possible carrier of the Corona virus. In addition, Zijerveld and all its suppliers demonstrably apply HACCP principles.
- Zijerveld has an autonomous position within FrieslandCampina. At the highest level, FrieslandCampina has installed a steering committee that closely follows all developments that may have an effect on employees and the availability of products. Zijerveld is connected to all information that emerges from this steering group.

Health and hygiene

- Zijerveld adheres to the guidelines of the RIVM with regard to hand hygiene and coughing / sneezing and also informs its staff about this.
- Zijerveld has implemented a stricter visitor policy, in which visitors are asked to declare that they have not been in one of the affected areas and that they have no Coronavirus-related symptoms.
- Upon entering, all persons are asked on a voluntary basis to participate in a body temperature control. It is not allowed to enter the site at a temperature $>38^{\circ}\text{C}$. Staff are then offered the option of working from home.
- In case of an illness of a family member, employees have been asked to report this to their supervisor to discuss a fitting solution.
- Staff have been made especially aware of the importance of personal hygiene. It is encouraged to wash extra hands and if someone has to sneeze or cough, the mouth should be covered with the inside of the elbow or a tissue. Shaking hands is also not allowed.
- Mobile hand washing facilities have been temporarily installed at all locations in order to facilitate staff and visitors as much as possible during hand washing.
- Physical meetings are canceled as much as possible and replaced by digital meetings. Any necessary physical measurements were reduced in terms of attendees from a maximum of 10 people to a maximum of 3 people.

- We advised employees to avoid as many social contacts as possible in the private situation.
- We advised employees to keep a distance of at least 1.5 meters from bystanders. Employees are alerted via various ways to respect this 1.5 meters.
- In the warehouses, as many measures as possible are taken to keep a distance of 1.5 meters. In the canteens, seats have been removed and a plexiglass screen has been placed at the checkout.

Travelling

- Employees have been asked to indicate whether they have recently been in contaminated areas, so that appropriate measures can be taken immediately.
- A complete international travel ban is in place.
- Employees have been asked to avoid traveling by public transport as much as possible.
- It is not permitted for employees to work in locations other than their home or their permanent location.

Drivers

- A specific protocol has been put in place for drivers (both incoming and outgoing). Everything is aimed at minimizing personal contact with the Zijerveld employees.
- Specific rules have been drawn up on how to handle freight documents.
- Own drivers may not enter the canteen simultaneously with other warehouse / packaging employees.

Deliveries

- For products from European countries, we keep in close contact with the suppliers to follow developments. To date, this has not yet led to problems with deliveries of cheese. Now that an emergency situation has been declared in many countries, also laws have been promulgated that make it possible to transport products to other countries. How this develops is monitored and assessed by us every day. To date, most of our deliveries are still being delivered as planned.

Continuity

- Where work permits, employees are requested to work from home.
- Where it is necessary to be present on location, a schedule has been set up in which the employees alternately work for 1 week at the office and 1 week at home.
- Employees in the Supply Chain will continue to work on site as long as they have no illness symptoms. The team shifts have been pulled apart as much as possible to minimize contact with each other.
- Schools and childcare are currently closed, if necessary specific agreements are made with employees, in which the balance between the home situation and continuity at work is sought in the most acceptable manner. Zijerveld has issued a statement to all employees showing that they are in the vital professional group.
- External visitors are no longer allowed to locations, unless business-critical or with MT's permission:
 - *Mechanics for (emergency) repairs*
 - *Inspectors, auditors of authorities*
 - *customers only with permission from Zijerveld MT*
- The above continuity measures apply in any case until 6 April.
- As soon as there are new developments or there is reason for new information, we will inform you further.

We trust that we have sufficiently informed you.
Zijerveld

Johannes Tinga
QSHE manager