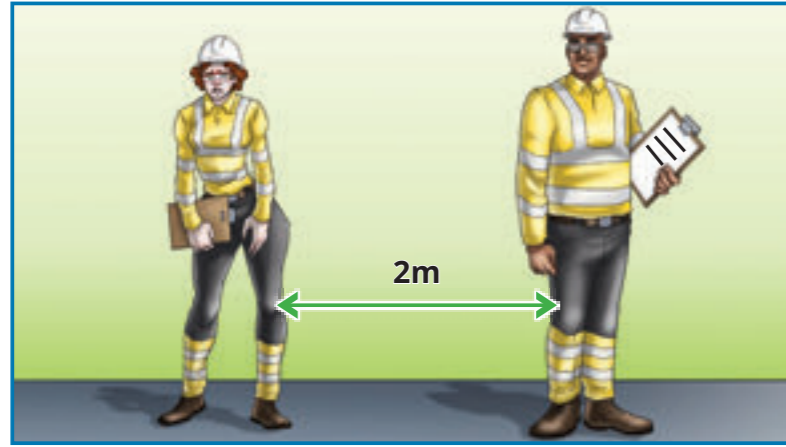


If you feel unwell...

Inform your supervisor, and keep away from fellow workers.



### Emergency contact:

Contact \_\_\_\_\_ :

Contact \_\_\_\_\_ :

Contact \_\_\_\_\_ :

### During these times of change we must stay vigilant at work, which includes:

- Increased communication between worker and supervisor
- Maintaining safe work practices, and
- Keeping our social distance and our hands clean

We must not compromise Health and Safety controls in the workplace.



## Self-Assessment Questionnaire COVID-19 Outbreak



### Self-assessment questionnaire

Each country must align these recommendations with local labor agreements, HR policies, national and local health authorities. Confirm the appropriate actions with country HR before implementing this guidance.

LafargeHolcim is following the development of the COVID-19 (coronavirus) outbreak closely, and in the interest of ensuring a safe and healthy work environment for you and your fellow colleagues, we ask that you carefully complete this self-assessment.

#### Persons who should complete this self-assessment:

1. Employees located in regions with travel restrictions due to coronavirus outbreaks or who have close contact with people with coronavirus symptoms, should review these assessment questions:
  - Before coming to work each day
  - Before traveling for work
  - After returning from work or personal travel
2. Employees returning from outbreak regions/countries within the last 14 days.

Vendors, contractors, sales people and other visitors to LafargeHolcim sites should be given a copy of this assessment upon arrival at a LafargeHolcim site.

#### Assessment questions:

Do ANY of the following currently apply to you?

YES  NO Recently had a fever greater than 38°C/100.4°F?

YES  NO Experiencing one or more symptoms such as:

- Cough, shortness of breath, difficulty breathing
- New confusion or inability to awake
- Persistent pain or pressure in the chest
- Bluish lips or face

YES  NO Contact with a person with confirmed or suspected COVID -19 in the last 14 days?

If the answer to ANY of the above is YES:

- Immediately wear a disposable surgical mask, if you can handle it, and;
- Get immediate medical attention.

If, on the basis of this self-assessment, it is not appropriate for you to enter the LafargeHolcim site, please contact your manager if you are an employee. Non-employees should communicate with their LafargeHolcim contact.

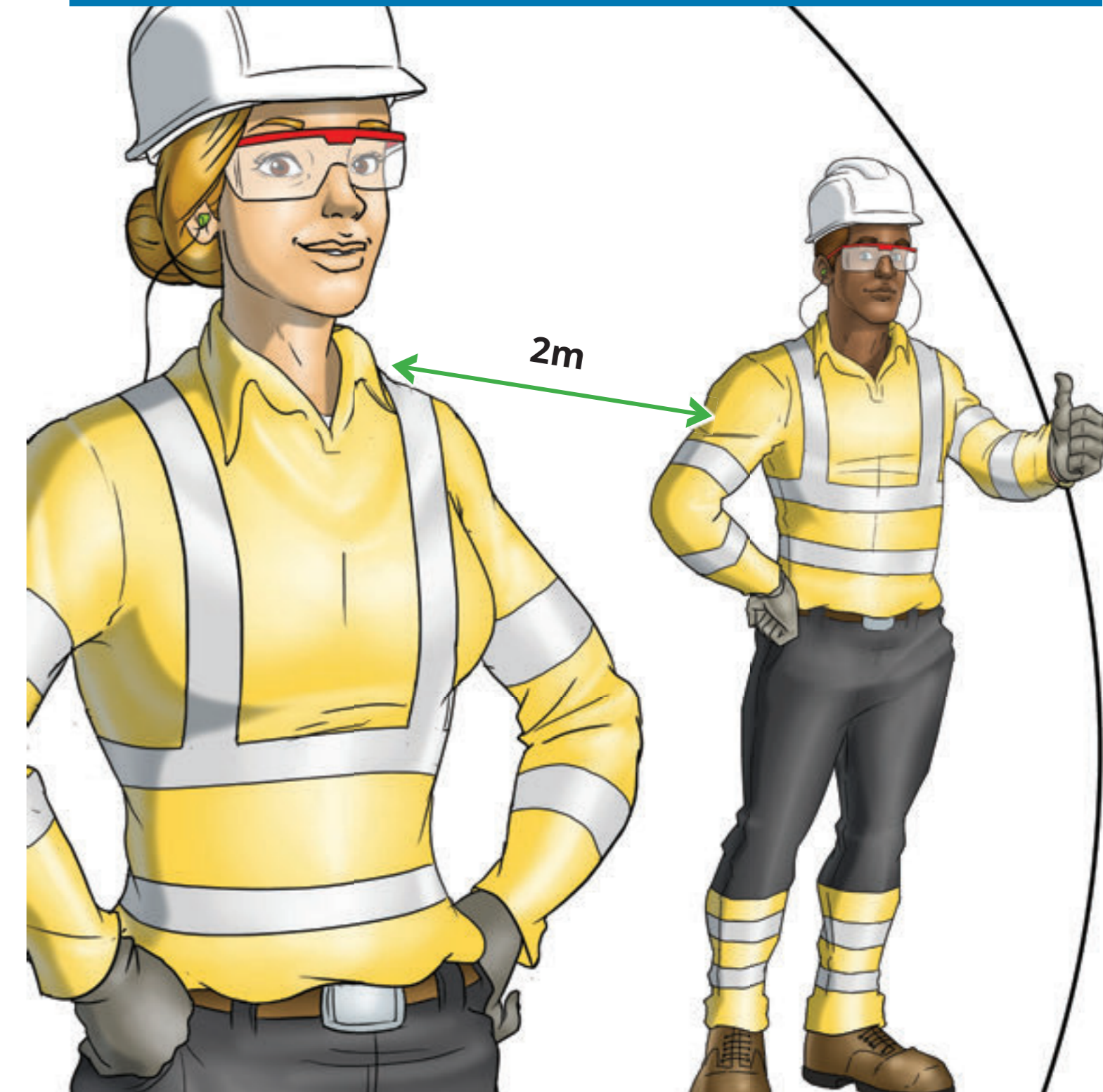
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Group Health and Safety  
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## Protect yourself mentally and physically during COVID-19 pandemic

Keeping our mind on task



# Ensure proper hygiene

Wash your hands frequently with soap and water or with hand sanitizer:\*

- after contact with others
- after removing masks or gloves
- before eating



\* Use properly formulated sanitizers

Avoid touching your nose, mouth and eyes

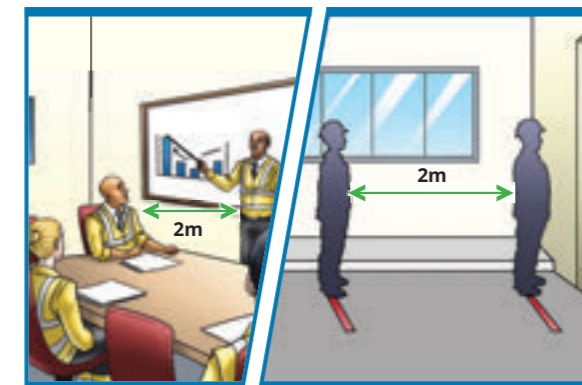


Cover your mouth and nose when you cough or sneeze



Practice social distancing

During your usual work and especially during meetings.



Avoid shaking hands

Greet using other gestures.



Sanitize tools or equipment

Before use or use gloves where appropriate.



Keep your immune system strong

Live a healthy lifestyle, including staying hydrated, eating nutritious foods, exercising and getting proper sleep.



Mask disposal or cleaning

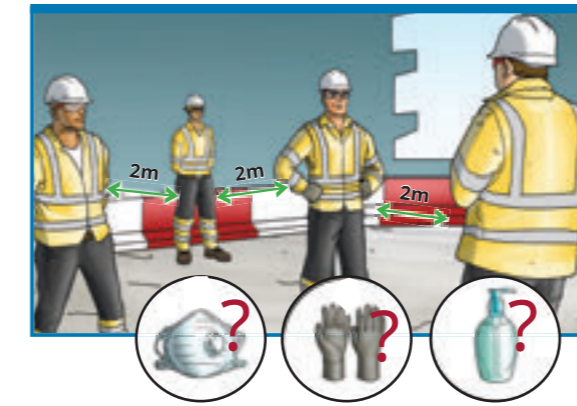
1. If using a disposable mask, throw it away in a designated bin.
2. If using a cloth face covering, launder it after each use.
3. For respirators, please follow the Respirator Protection Guidance.

# Have a brief conversation...

...with your co-workers before beginning any tasks. Discuss the high-risk hazards and ensure everyone is well prepared and trained for the job.

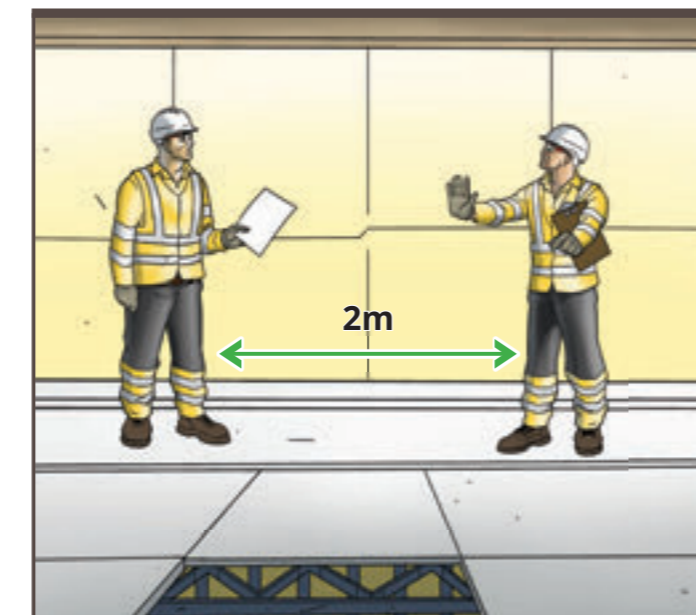
Monitor your health, including fatigue, before starting work.

Wear additional PPE according to the local guidelines and instructions from your supervisor.



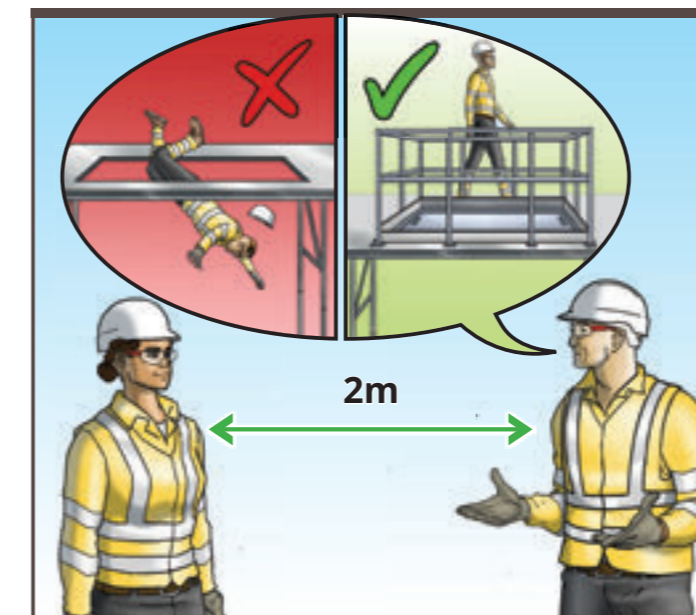
Step 1:

Identify hazards, i.e. anything that may cause harm.



Step 2:

Identify who may be harmed, and how.



Step 3:

Assess the risks and take action.



Step 4:

Ensure the controls are in place.



Step 5:

Review the risk assessment.



Be aware of recent changes in the workplace and their effect on Health and Safety.

Take breaks to step away from your task, re-hydrate and refocus when needed.



Maintain housekeeping to ensure fewer distractions in the workplace.



Do not take shortcuts in your work; inform your supervisor of any unforeseen changes or hazards.



For any high-risk job, ensure that you have the work permits approved by a competent person so that all risks have been controlled, and emergency contacts are available.



Control lone working colleagues and monitor remote areas. Keep regular communication.



Stop any unsafe work and report any unsafe situation to your supervisor. Now more than ever we must speak up.

