

Information for Visitors and External Companies Guidelines regarding COVID-19

L. Brüggemann GmbH & Co. KG
Guide for questioning of visitors and external companies

Dear Visitor,

We kindly ask for your understanding that we will have to ask you the following questions every day before you start your journey to L. Brüggemann GmbH & Co. KG or before you enter our factory premises.

1. Do you currently have symptoms of a flu infection (coughing, cold, fever, diarrhoea)?
2. Within the last two weeks, have you had contact with a person who has verifiably been taken ill with COVID-19?

Due to the current situation we have enacted the following rules of conduct and expect you to follow them when entering our facilities:

- I. Refrain from any form of physical greeting (e.g. hand shaking, etc.).
- II. Practise good personal hygiene (in particular regular, thorough washing of your hands with soap, good hygiene when coughing and sneezing).
- III. Disinfect your hands after using the toilet and after touching door handles.
- IV. Maintain a distance of 2 metres from other people.
- V. If the minimum distance cannot be maintained, a full-face mask must be worn.

Thank you for your understanding and cooperation.

I hereby confirm that I cannot answer any of the questions presented in Point 1 and 2 with “yes” and confirm that I have understood the rules listed under No. I to No. IV and will abide by them.

If either question 1 or 2 has been answered with “yes”, you will not be able to enter our factory premises.
Thank you for your understanding.