



be your
own
BOSS

Back on Site Safely

Everyone working or visiting this WABCO site is required to comply with the following procedures for staying healthy and stopping the spread of COVID-19.



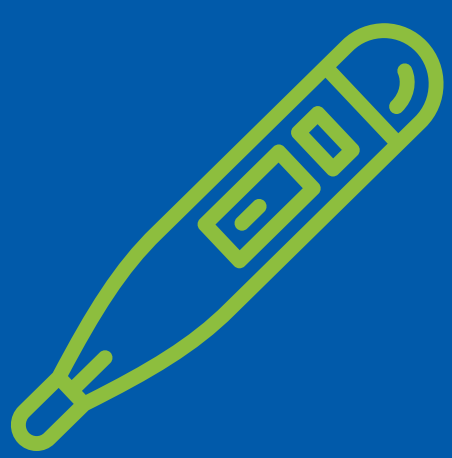
CHECK FOR SYMPTOMS

Stay home if you have a cough, fever, shortness of breath or other symptoms such as body aches, chills, or loss of smell or taste.



ANSWER ACCURATELY

Answer screening questions honestly and let us know if you suspect you might have been exposed to COVID-19, have a family member who is sick, or have traveled recently.



SCAN YOUR TEMP

Temperature scans are mandatory for anyone entering the building. If your temperature is above 100.4, you must be cleared by a medical professional before returning.



WEAR A MASK

You must wear the mask provided at all times while on-site. The mask must cover your nose and mouth.



KEEP YOUR DISTANCE

Maintain 6 feet of space between yourself and others at all times.



WASH YOUR HANDS

Wash often with soap and water; use the hand sanitizer provided between hand washings.



REGISTER VISITORS IN ADVANCE

Visitors must be cleared by SHE before being allowed on sit. Contact your local SHE leader for more information.



VISIT @PACE FOR MORE ON
COVID-19 PRECAUTIONS

10 GOLDEN RULES TO HELP SAFEGUARD WABCO EMPLOYEES

Following the World Health Organisation's (WHO) declaration of COVID-19 Coronavirus as a pandemic, the WABCO Safety and Health Council and the SHE Team have issued the following guidelines to help safeguard WABCO employees during these challenging events.

TRAVEL BAN

- All business travel, including international and domestic (all transportation modes), for all WABCO regions are banned.
- This travel ban is valid until 30 March 2020. Travel restrictions will be re-assessed on a weekly basis by the Safety and Health Council.
- Business critical travel must be approved by the Regional Presidents, on an exceptional basis.

OFFICE WORKING

- Face-to-face meetings are discouraged. We should maximise the use of digital communication solutions.
- When meeting people, observe a minimum distance of 1.5 metres between two individuals.

ALL EMPLOYEE TEMPERATURE CHECKS

- Temperature check at the entrance of the facility for all employees engaged in production sites.
- Employees with fever will be sent home

VENTILATION

- Constant ventilation of production hall with fresh air from outside.
- For offices, wherever possible, windows must be opened for 30 minutes every 3 hours to circulate fresh air.
- For air conditioning; where possible, shut it down or injected with 30% fresh air circulation in the system.

DAILY SHE CHECKS BY SITE LEADERS

- Site Leaders will perform a daily site walk, by themselves, to check the effectiveness of measures and devices in place.
- The purpose is to increase employees' awareness and understanding of the ongoing situation.
- They will report on deviations versus defined processes in place.

COMMUTING TO WORK

- Public transportation is discouraged. When possible, employees are requested to use personal vehicles and travel alone.
- WABCO shuttle buses will require a temperature check of each employee to be performed before entering the bus.
- The shuttle buses will have to be disinfected every day.

DISINFECTION CHECK POINT

- Disinfection gel together with hygiene procedures is systematically put in place at all reception/visitor centres in offices, production sites, distribution centres and headquarters.
- Disinfection stations are also in place at docks for drivers.
- All visitors must go through the disinfection corner and follow WABCO's hygiene procedures prior to entering any of our facilities.

PROTECTING OUR PRODUCTION LINES

- Any individual who is not engaged in production, must not enter the production and logistics areas.
- Clear allocation of people to a given production line. Avoid mixing of personnel from one line to another.
- Any individual going in or out of production lines needs to be recorded by signing in/out.

WABCO CANTEENS AND BREAK OUT ROOMS

- Canteens and break out room visits should be organised in shifts.
- Employees should maintain a distance of one empty seat between themselves and another employee.
- Employees should not face one another at the lunch table.
- Cutlery (forks and knives) will be distributed on an individual basis by canteen personnel.
- Salad bars and self-service food will be suspended

IF YOU OR A COLLEAGUE DO NOT FEEL WELL

- Immediately contact your HR and/or SHE Leader via phone.
- Proceed to a ventilated and isolated room to await further instructions.