

Standard – Update 6 January 2021

BTG Covid-19 Protocol

BTG is committed to the safety and wellbeing of all its employees. We have worked hard during this time to ensure that, as an essential industry, we are able to continue our work safely.

We take the threat of COVID-19 very seriously. Comprehensive procedures and standards have been put in place across our organization to ensure that the safety of our employees is preserved, and we comply with local regulations.

MEASURES

The following key precautionary measures, which are reviewed and updated regularly, are in place across all our sites:

- Local COVID-19 teams, supported by the executive leadership, that manage and respond to COVID-19 related issues, executing a clear and specific plan
- Continuous employee communication and awareness programs, by mail and on production boards
- Promotion of personal hygiene
- Specific awareness campaign to limit contacts, professionally and privately
- Transparent and timely communication with external partners, as per requirements
- Site and people health and safety risk assessments
- Increased and regular cleaning activities
- Provision of hand sanitizers
- Ventilation, in line with local regulations
- Social distancing protocols, in particular in the production sites
- Adaptation of operators shifts to reduce contact to the minimum
- Mask wearing according to local regulations, even when social distancing is observed
- Employees working remotely where practical, and in line with local regulations
- Site access restricted to a needs-only and on essential basis
- Pre-screening questionnaire for visitors
- Defined processes for the management of suspected and/or confirmed employee COVID-19 cases in line with local regulations.
- Stringent travel restrictions, with in particular approval of internal meetings by BTG President
- Virtual communication preferred



Keep distance



Wash your hands carefully



Cough in your elbow



Stay home in case of symptoms



Don't handshake



Wear a mask