



COVID-19 EMERGENCY: INFORMATION FOR WORKERS AND VISITORS

In order to counteract and contain the spread of COVID-19 in the workplace, ENDURANCE has implemented a series of technical and organizational measures collected in a corporate document drawn up in accordance with the Protocol shared between the Italian Government and the social partners of 14 March 2020 (and its subsequent amendments and additions).

In particular, ENDURANCE requires all persons entering the plants to scrupulously comply with the following provisions to prevent contagion from COVID-19

- Obligation to stay at home in the presence of fever (over 37.5°) or other flu symptoms and to call your family doctor and the health authority.
- Inform your supervisor in good time of the presence of any flu symptoms during the performance of work, taking care to stay at a suitable distance from the people present.
- Prohibit anyone who has had contact with people who have tested positive for COVID-19 in the last 14 days or come from areas at risk according to WHO instructions to enter or stay in the company. Please give timely information to your family doctor and the Health Authority.
- Prohibition to enter or remain in the company in case of virus positive or under quarantine or trustee isolation measures.
- Comply with the indications provided by Endurance on the preventive measures to be taken (e.g. communications, information, procedures, posters, etc.).
- Once within the company, comply with all instructions given regarding personal hygiene and behaviour:
 - maintain a distance of at least one meter from the others;
 - use the prescribed PPE;
 - wash your hands often with soap and water and hydroalcoholic disinfectant solutions;
 - avoid touching the nose, mouth and eyes with your hands;
 - avoid entering other colleagues' offices and closed rooms unless strictly necessary;
 - limit "face to face" meetings to what is strictly necessary, ensuring in any case that there is at least one-meter distance between people and adequate ventilation of the rooms.
 - avoid being in the coffee area/print area for more than two people, remaining only as long as is strictly necessary for the consumption of the drink or the picking up of the snack or the picking up of the prints;
 - access the toilets one person at a time;
 - avoid unnecessary gatherings of people, even outdoors;
 - comply with the criteria for the use of the common areas (reception, lift, kitchen, toilets...);

This guide has been prepared to be distributed to all workers and visitors of ENDURANCE, in order to offer easily understandable information in compliance with art. 36 of Legislative Decree 81/08 and with the provisions of the shared Italian Government/Social Partners Protocol of 14 March 2020 (and its subsequent amendments and additions).