



To provide greater clarity and singular direction to its employees during this unprecedented time, Sasol North America is collating and distributing relevant information related to the coronavirus pandemic into this bi-weekly (as warranted) email newsletter incorporating the latest news and information from Safety, Health & Environment, Human Resources, Information Management and other groups with important information about Sasol's response and employee actions.

LATEST NEWS & INFORMATION

Sasol reported its first confirmed positive case for Covid-19 in a U.S. employee, who works at the Lake Charles West Plant. The employee is isolated at home. Workers in the employee's unit have been informed of the situation and given direction on next steps.

To date, in the United States, six additional Sasol employees have been placed in home isolation and 17 others have been placed in home quarantine.

Isolation means separating a sick person from others. Quarantine means separating a person who was potentially exposed to a contagious disease prior to the onset of symptoms.

Both methods are intended to prevent the spread of infection or contamination. The difference is whether the individual is already sick (isolation) or has an increased risk of becoming sick (quarantine).

The U.S. Centers for Disease Control and Prevention define close contact as a) being within approximately 6 feet of a COVID-19 case for a prolonged period of time; or b) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).

The state of Louisiana has issued a statewide stay-at-home order, effective Monday, March 23 at 5 p.m.



Safe Workplace Habits

- Wash your hands often for at least 20 seconds
- Maintain social distancing - keep six feet distance
- No group meetings
- Sneeze or cough into your elbow
- If you feel sick, go home

Harris County, Texas (where Houston is located), has issued a Stay Home-Work Safe Order, effective Wednesday, March 25 at midnight.

The state of Arizona has not yet issued stay-at-home orders; the Tucson plant remains fully operational.

The Commonwealth of Pennsylvania has issued stay-at-home orders for specific counties; however, the order does not pertain to the Oil City (Venango County) plant at this time.

Sasol's US-based Operations are exempt from stay-at-home orders because chemical manufacturing is a critical infrastructure sector as defined by the U.S. Department of Homeland Security. Nonetheless, all workers who can do their jobs from home should do so; supervisors will determine who can work from home and who cannot.

South Africa has been placed under a temporary lockdown for 21 days, effective midnight, March 26 to midnight, April 16. Sasol's operations are essential to the South African economy. Sasol is working with the South African government to ensure our ability to continue operating.

SAFETY, HEALTH & ENVIRONMENT

If you are sick or if you have been in close contact with someone who is sick, immediately contact the Sasol Medical office at (337) 310-7804. It is important the medical team knows as soon as you know so that we can track this very closely.

This applies to all Sasol employees working in the United States.

We are actively monitoring all confirmed and suspected cases, as well as individuals under home quarantine for precautionary reasons.

Additionally, we have donated N95 respirators to local healthcare providers in Lake Charles to support community response actions.

For additional information, including the latest frequently asked questions, [please click here](#).

HUMAN RESOURCES

All managers and supervisors are tasked with creating guidelines for their own teams to work from home, work in shifts, or other necessary approaches that would restrict unnecessary interactions. Whenever possible, the emphasis should be on creating work-from-home solutions.

Employees working from home must:

- Demonstrate the maturity, temperament and discipline to work from home responsibly

Know the Symptoms

Fever

Dry cough

Shortness of breath

Federal & State Health Departments

[U.S. Centers for Disease Control and Prevention](#)

[Louisiana Office of Public Health](#)

[Texas Department of State Health Services](#)

[Arizona Department of Health Services](#)

[Pennsylvania Department of Health](#)

- Have access to the systems that they require to do their work
- Understand the expectations of their line managers in terms of what work needs to be completed while they are not working at the office

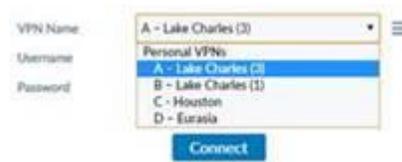
INFORMATION MANAGEMENT

IM has increased the number of Fortinet VPN connection points to provide greater remote working capabilities. To accomplish improved workload balancing connection, IM is modifying your choice of Fortinet VPN connection options.

Impact to users:

Your list of Fortinet VPN options will change. Where you may be used to connecting to Dallas or Lake Charles, your new list will have four options. This may or may not include Dallas or Lake Charles as options.

The default option at the top of the list, option A, should be the best VPN connection. If you are having connection difficulties please use option B, then option C.



NOTE: One connection isn't necessarily better than another. Lake Charles (1) is not any faster than Lake Charles (3). The better we can balance the connections everyone will experience a higher performance level.

Please [click here to access](#) the IM Remote Working support site. If you encounter any issues, please contact the Service Desk for assistance:

- US phone: 281-588-3700
- Email: <mailto:24helpsnasmc@us.sasol.com>

SNA CORONAVIRUS UPDATE