

Subject: Occupational Health Update on COVID-19

Date: March 25, 2020

Stay Informed:

Please visit the [Employee Resource Center](#) to access this and all previous communications about the Novel Coronavirus (COVID-19).

What has changed since our previous update?

- Confirmed cases have doubled in the past week, surpassing 300,000 globally.
- 25% of Americans are under a 'stay-at-home' order.
- Some states, including Pennsylvania and Louisiana, have closed non-essential businesses. The chemical industry is considered an essential part of the supply chain and all Sasol North American manufacturing locations and offices remain open at this time.

What can I do to minimize the spread of this illness?

- Assume that you are contagious. If everyone does this, and we all continue to exercise respiratory etiquette, hand hygiene, and social distancing, the transmission will slow. If not, it will not.
- Remain mindful. Do not treat others as though they are contagious - this creates a stigma and can lead to a hostile work environment.
- Remain vigilant. Speak up if you see anyone who is not behaving in a safe manner.

When should I inform Sasol Medical?

- Immediately. Contact the Sasol Medical office at (337) 310-7804 if you are sick or if you have been in close contact (<6 feet) with someone who is sick. We are actively monitoring all confirmed, presumed, and suspected cases, as well as individuals under home quarantine for precautionary reasons.
- There seems to be some confusion on this. During normal circumstances, employee are required to be returned by Medical if they have missed more than two days of work. These are not normal circumstances. We need to know as soon as you know.

Where can I get tested?

- Drive through testing centers are being set up in communities around the country. Check with your local health department.

How will I know if a risk is present in my work area?

- Privacy laws remain in place which prohibit us from sharing personal medical data. But we also have a right to maintain a safe work environment for our entire workforce. This can be a delicate balance, but trust that we will not withhold information needed to protect our workforce.
- Managers will be notified whenever a suspected, presumed, or confirmed case is identified within their area of responsibility. Individual names will not be provided.

Someone on my unit has tested positive. Now what?

- Work with the Sasol Medical Department to assess your risk.
- Keep calm. We have already implemented several response measures (hygiene, cleaning/disinfection, social distancing) in the workplace, so your risk is likely lower than you think.

What is social distancing?

- Social distancing is a strategy used to minimize human to human transmission. It is based on the ability of virus particles to travel up to six feet when expelled (coughing or sneezing).

- Sasol has restricted access to control rooms; has limited all face-to-face interactions, trainings, and events; and has required that everyone maintains a minimum distance of six (6) feet from others at all times. These measures are not optional.
- Social distancing is *not* social isolation. Employees may (and should) continue to work together, just within the context of the prescribed distancing measures.

What is the difference between isolation and 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).

What is the difference between suspected cases and confirmed cases?

- An individual is suspected of being positive for COVID-19 when they exhibit certain medical symptoms which are not explained by other diagnoses.
- An individual is confirmed positive for COVID-19 when a test result is positive.
- Employees meeting either of these criteria will be isolated until cleared to return by the Medical department.

What additional measures is Sasol taking at this time?

- We continue to work with our employees, supervisors, and managers to maintain a safe work environment for the entire work force.
- We have further increased remote work capabilities for non-essential personnel. Your supervisor will determine if you should stay home or report to work.
- Our maintenance teams have developed shift schedules to limit interactions while continuing to support operations.
- We have mobilized our Behavior Based Safety teams to help us monitor and measure ‘at-risk’ behaviors in the workplace. *If you see something, say something.*
- We have donated N95 respirators to local healthcare providers to support community response actions.
- We are communicating frequently and addressing your collective questions and concerns as they are received. *Please continue to let us know what’s on your mind.*
- Additional safeguards will be implemented as appropriate.

Stay tuned, and stay well...

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