



Update on Novel Coronavirus (COVID-2019) | March 18, 2020

What has changed since our previous update?

- The United States has declared a national emergency. This is done to secure funding and mobilize Emergency Management Resources.
- Many states, including Texas, Louisiana, Pennsylvania, and Arizona have closed schools. Employees should work directly with their line manager if there are concerns around childcare. Managers will determine if flexible work schedules are allowed based on work responsibilities of the employee.
- The National Institute of Health has begun a clinical trial for COVID-19 vaccine. Detailed information on the investigational trial can be found on the NIH [webpage](#).

Have any Sasol sites been closed?

- No. At this time, all manufacturing sites, offices, and LCCP remain open.
- Site closures will be determined by the OME SVP.
- The Sasol community information line can be contacted for updates on all site and office closures and re-openings. (337) 494-5301.

Can I work from home?

- Remote work plans have been implemented to promote social distancing measures.
- The Medical Department cannot approve remote work. The determination must be made by your line manager.
- Contact the Service Desk at (281) 588-3700 if you need assistance with remote access or other IM issues.

What should I do if I am travelling for business and become ill?

- Contact our Cigna Travel Insurance at (888) 226-4567 if you are traveling in the U.S.
- Contact our Aetna Travel Insurance at (877) 301-5042 if you are traveling internationally

What should I do when returning from travel?

- Individuals returning from high-risk areas (CDC Level 3 Travel Health Notice) or cruises will be required to stay home for 14 days from the day of their return. Employees returning from high risk areas or cruises will be compensated under Paid Personal Business Leave.
- As of 18 March 2020, employees choosing to travel to high risk areas (including cruises) have a responsibility to ensure they do not return to work location for 14 days. If the employee is not able to work remotely in a productive manner, then the employee will be required to take vacation time. If vacation time is exhausted, the employee will take unpaid personal business leave.
- Individuals returning from non-high-risk destinations will be asked to self-monitor and practice social distancing upon return to work.

What should I do if I am feeling sick?

- Contact your doctor. Call ahead and tell them your symptoms.
- Alternatively, use the Telemedicine benefit available to employees: (855) 667-9722 for Amwell or (888) 726-3171 for MDLIVE/register at www.mycigna.com

Who will pay for my COVID-19 test and doctor visit?

- If you are covered on Sasol's Cigna Benefits Plan, your test will be covered as a preventative service for all in-network providers.
- If you pay at point of service, please keep all receipts and file a claim through Cigna as soon as you can. Contact Sasol Total Rewards at SASOL-USA-Total-Rewards@sasol.com if you need assistance.



SASOL

What should I do while I wait for test results?

- COVID-19 test results can take up to 72 hours. Healthcare providers are only offering testing to higher risk individuals. Therefore, we will presume that all individuals who have been tested are positive until the test results are received.

What should I do if I, or a member of my household, have tested positive for COVID-19?

- Inform the Sasol Medical Department at (337) 310-7804 as soon as possible. Sasol Medical will determine when it is appropriate for the employee to return to work.
- Employees who have tested positive or are waiting test results will be on sick leave during this period.
- Employees in quarantine due to a member of their household testing positive will be expected to work remotely. In the case the employee is not able to work remotely, the employee will be compensated through Paid Personal Business Leave.
- For employees, we will manage your sick leave and return to work. We will not disclose your identity to anyone at Sasol.

What should I do if I may have been exposed, but do not have symptoms?

- Work with the Sasol Medical Department at (337) 310-7804 to help you assess the risk, as it depends on the potential exposure and your role. We must continue to maintain a safe work environment to ensure continuation of our operations.

What is the return-to-work criteria if I have been confirmed or suspected with COVID-19?

- Work with the Sasol Medical Department. (337) 310-7804. We will review all aspects of your case to ensure it is safe for you to return.

What additional measures is Sasol taking at this time?

- We have developed an Employee Resource Center to keep up with all the information. You can access the webpage from the Sasol North America [intranet](#) and [internet](#) sites.
- We are executing our response plan (attached for reference) in accordance with public health updates.
- We have identified essential personnel to ensure minimum staffing levels are maintained.
- We have restricted access to control rooms. Only critical operations personnel will be allowed until further notice. Those restricted include maintenance, engineering, service providers, and delivery workers.
- We have restricted the delivery of materials and supplies. Only those critical to operate the plant safely will continue.
- We have postponed most face-to-face training events. The only exceptions are New Hire Onboarding, Pre-Operations Training, and HF Training.
- We are exercising remote work options for functional, technical, and administrative personnel.
- We have suspended annual Medical Surveillance Exams until further notice. All exams will be completed at a future date.
- We have developed Medical Emergency Response Protocols to protect our responders. You may see ERT in N95 respirators. These are intended to protect them during patient care.
- 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...

Ryan Novak
Manager Occupational Health
Sasol North American Operations
ryan.novak@us.sasol.com

Wayne Smith
VP – Safety, Health & Environmental
Sasol North American Operation
wayne.smith@us.sasol.com