

## Operational concept for temporary measures to protect against SARS-CoV-2

Dear Ladies and Gentlemen,

at the Regensburg site of OSRAM Opto Semiconductors, special work safety measures are in force during the SARS-CoV-2 pandemic (in accordance with the SARS-CoV2 Health and Safety at Work Directive, among others). We have introduced them with the aim of protecting the population by interrupting chains of infection, safeguarding the health of employees, but also of external staff and employees of external companies at the site, and ensuring economic activity.

**You, as an external person or employee of an external company, must also implement these regulations in the course of your work at the Regensburg-Burgweinting site and adapt your behaviour to these measures.**

As part of the concept of measures, this information informs you about the current measures for infection protection at the site.

### 1. What we expect from you

**For all people working at the site, the 3G principle applies to access:** You may only enter the site if you have been fully vaccinated, are considered recovered or have received a negative test result (validity after test swab: for PCR test max. 48h, for antigen rapid test or self-test under supervision max. 24h) **and prove your 3G status to the site security.**

In addition, please adhere to the following rules of conduct:

- At the entrance, answer our self-disclosure questions via paper questionnaire or web app at <https://corona.osram-os.com/selfassessment/>.
- In case of symptoms such as fever, dry cough, scratchy throat, cold, headache, loss of sense of smell/taste, shortness of breath or general feeling of illness, do not enter the site or leave it immediately if these symptoms occur.
- Keep a minimum distance of 1.5 m from other people indoors and outdoors, including in manufacturing, canteen and common areas. Avoid forming queues and use lifts only for load transport and in case of walking disability!
- Wear a medical mouth/nose cover ("surgical mask") at all times on the site. This does not apply to clean rooms where other equally effective measures are used in accordance with §1 Section 3 of the SARS-CoV2 Occupational Health and Safety Ordinance.
- Pay attention to hand hygiene and cough etiquette: Wash your hands regularly with soap, for example after contact with people or touching objects that may have been touched by people with the disease. Avoid unnecessary hand and body contact, e.g. greeting or hugging. Refrain from habitual touching of eyes, mouth and nose if possible. Cough or sneeze into the crook of your arm and use disposable paper tissues.
- You also pay attention to hygiene in your vehicle: use your vehicle alone if possible and limit the group of people who share a vehicle. Make sure your vehicle is stocked with hand hygiene and disinfection utensils as well as paper towels and rubbish bags. Clean the interior of your vehicle regularly!

## 2. What we do to prevent infection on site

### 2.1 General information

- Site task force controls the infection protection measures by means of a traffic light concept, in particular taking into account the 7-day incidence in the area around the site and the vaccination rate of the working population in Bavaria - Contact: feedback@osram-os.com
- Self-disclosure at the entrance leads to the exclusion of potentially infected employees and non-employees from the site after close contact with an infected person, in the event of a suspected case in the domestic community, after a stay in risk areas and in the event of symptoms of disease
- Management of suspected cases in accordance with the requirements of the Robert Koch Institute/Health Department.
- Minimise psychological stress in the pandemic by providing comprehensive information and assistance.
- Recommendation to staff to use the self-test offer at least twice a week, especially on working days with attendance appointments, irrespective of individual 3G status.
- Vaccination campaign at the site in summer and winter 2021 by external vaccinator

### 2.2 Minimum distance

- Work in home office except for production staff and operationally necessary staff. Meetings are held virtually where possible.
- Expectant mothers work in the home office or are prohibited from working where this is not possible.
- External visits are strictly regulated.
- Maintaining a minimum distance of 1.5 m from each other indoors and outdoors, including in production, canteen and common rooms; avoiding queues; use of lifts exclusively for load transport and by the disabled.
- Possibility of using staggered working hours/breaks to reduce the occupancy density of work areas.
- Incidence-dependent regulation on the wearing of surgical masks for employees, permanent obligation to wear a surgical mask for external and contractor employees.
- Personal use of PPE and protective clothing
- Installation of partition walls and spit guards at locations with corresponding personal contact.

### 2.3 Hygiene

- Disinfectant dispensers at building entrances, skin-friendly liquid soap and towel dispensers in sanitary rooms.
- Disinfectant cleaning of the tables in the canteens, cafeteria and break rooms without food service as well as the frequented areas on the entire site, especially door handles, handrails, toilets.
- Regular ventilation in rooms without mechanical ventilation systems (appropriate notices in the access areas).
- Ventilation system converted to outside air operation, i.e. exclusive use of fresh air
- Installation of air purifiers (UVC air disinfection) in canteens L2 and L4, cafeteria C05, individual office zones, the company nursery and the company kindergarten.
- Information and motivation of employees on hand hygiene and cough etiquette

### 2.4 Regulations for transports/deliveries

- Form small, fixed teams, also restrict the number of people who use a vehicle together. If possible, no simultaneous use of vehicles by several employees!
- Facilities for hand hygiene near the workplace, in addition, company vehicles should be equipped with utensils for hand hygiene and disinfection as well as with paper towels and rubbish bags, and the interiors of the vehicles should be cleaned regularly.