

Name: Matthew North
Tel.: +49 (0)9441 / 99 368
Fax: +49 (0)9441 / 99 1368
E-Mail: matthew.north@kelheim-

fibres.com

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## Kelheim Fibres GmbH – Update SARS-CoV-2

As a producer of fibres used in hygiene and personal care products, Kelheim Fibres recognises its responsibility towards our customers, to visitors to its factory and for its employees. Their health and safety are a matter of the highest priority.

Kelheim Fibres has therefore been closely monitoring the increased level of detected cases of the SARS-CoV-2 virus both in Germany and globally and has extended its response beyond the restrictions to travel announced at the end of January.

- A Task Team has been implemented with the responsibility of monitoring the spread of SARS-CoV-2 infections and defining and coordinating Kelheim Fibres' response;
- The restrictions to business travel already implemented have been extended to include regions of risk (as defined by the Robert Koch Institute);
- Employees who expect they may be at risk or have been infected, or who have recently visited a region of risk are required to inform the Company immediately; they will be informed whether they should return to work;
- Existing hygienic measures and cleaning routines applying on the Kelheim site will be reviewed in respect of their effectiveness against the possible spread of the SARS-CoV-2 virus and if necessary extended:
- External visitors including truck drivers are be required to state relevant information (travel to regions of risk, state of health) when registering to enter the factory and may voluntarily undergo a temperature check. Records will be kept in accordance with the requirements of the GDPR;
- If appropriate, any person who represents a risk may be refused entry to the site;
- Suppliers are required to inform Kelheim Fibres what measures they have taken to comply with the requirements of local authorities, to safeguard the health of their employees and to protect the continuity of supply to Kelheim Fibres.

The spread of the SARS-CoV-2 virus outside China and specifically in Europe presents a number of challenges to industry.

Kelheim Fibres GmbH

Regensburger Straße 109 D-93309 Kelheim Postfach 1165 D-93301 Kelheim

Tel.: +49 (0) 9441/99-0 Fax: +49 (0) 9441/5664 E-Mail: info@kelheim-fibres.com

http://www.kelheim-fibres.com

At the current time, supplies of raw materials to Kelheim Fibres and the availability of transport for the despatch of finished goods have not been disrupted. The management of Kelheim Fibres will continue to monitor the developing situation and will take all necessary measures within their control to ensure continuity of supply to customers.

Yours sincerely,

Kelheim Fibres GmbH

Matthew North Commercial Director Tobias Westner Head of HR