



Health and Safety at BUTTING

Protection against the Corona virus

Dear Sir or Madam

In the context of the Corona virus (CoVID-19) outbreak and the latest developments we at BUTTING do our utmost to safeguard the health of our employees. We want to keep our operational capability in order to finalize your orders and projects in due time and to cope with our high quality production standards even in the recent and in the upcoming times.

For being able to reach our targets we initiated diverse internal and preventative measurements within our company such as:

- Establishing a pandemic task force
- Continuous evaluation and risk assessment on the basis of current information
- Hygiene precautions
- Increased and intensified cleaning intervals
- Sensitizing our employees

In addition to the above we rely on your support and your understanding concerning the following measurements and regulations:

- Visitors and guests who travelled through or into the official risk areas within 14 days prior to their visit to BUTTING are not allowed to enter the BUTTING premises at the moment
- Please find the official risk areas under the following link:
https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogebiete.html
<https://www.who.int/news-room/q-a-detail/q-a-coronaviruses>
- Visitors and guests with influenza-like symptoms are not allowed to enter the BUTTING premises

Please do not hesitate to contact your BUTTING contact person should you have any kind of questions in this context or concerning the cooperation with us.

Many thanks for your support, your assistance and your understanding.

With best regards from Knesebeck

Your

H. BUTTING GmbH & Co. KG