

COMPANY REGULATORY PROTOCOL FOR MEASURES TO COMBAT AND CONTAIN THE SPREAD OF THE COVID-19 VIRUS IN THE WORKPLACE

In consideration of Decree-Law no. 24 dd. 24 March 2022 "Urgent provisions to overcome the measures to combat the spread of the COVID-19 epidemic, in consequence of the termination of the state of emergency and the advice issued by the Superior Health Council on 24/08/2022, following Circulars no. 60136 dd. 30/12/2021 "Update on quarantine and isolation measures due to the global spread of the new VOC variant SARS-CoV-2 Omicron (B.1 .1.529)" and to Circular no. 19680 dd. 30/03/2022 "New methods for the management of COVID-19 cases and close contacts", and in view of the current evolution of the clinical picture of COVID-19 disease cases, the management's guidelines for COVID-19 cases have been updated.

ISOLATION AND SELF-SURVEILLANCE

Covid-19 cases

Persons who test positive in a molecular or antigenic diagnostic test for SARS-CoV-2 are subjected to the following isolation measure:

- For cases that have always been asymptomatic or have been symptomatic at first but have been **asymptomatic for at least two days**, isolation may end after five days, **provided a negative antigenic or molecular test is performed** at the end of the isolation period.
- In the event of **persistent positivity**, isolation may be discontinued at the end of the **14th day after the first positive swab**, regardless of whether the test was carried out.

The employee of Forgiatura Morandini will be allowed to return to work with the obligation to wear the FFP2 mask until he/she tests negative.

Close contacts

For close contacts of cases of SARS-CoV-2 infection, the indications contained in the Circular dd. 30 March 2022 “New ways of handling cases and close contacts of COVID-19 cases” still apply, namely:

- Those who have had close contact with confirmed SARS-CoV-2 positive individuals are subject to the self-surveillance regime of wearing FFP2 respiratory protective equipment, indoors or in crowds, **until the tenth day after the date of the last close contact**.
- If during the self-surveillance period symptoms suggestive of possible Sars-Cov-2 infection occur, immediate antigenic or molecular testing for SARS-CoV-2 is recommended, and, if negative, should be repeated on the fifth day following the date of last contact if symptoms are still present.

CORPORATE ORGANIZATION

As of 1 May 2022, access to Forgiatura Morandini is permitted without checking the Green Pass, but body temperature control remains active after clocking in with a personal badge.

The restrictions in canteen rooms, changing rooms and meeting rooms are REVOKED, but the use of respiratory protective equipment is still strongly recommended, if the distance between people is less than one metre.

Where feasible, Forgiatura Morandini envisages agile working arrangements for activities that can be carried out at home or remotely, guaranteeing the workers involved adequate support conditions for their activity in the assistance for the correct use of equipment and the modulation of working time and breaks.

INFORMATION

- Forgiatura Morandini brings to the attention of its employees and third parties (customers, suppliers, etc.), through written notes and by e-mail to all those who have a company e-mail address, all the information necessary to protect the health and safety of persons in the company contained in this protocol.

- Forgiatura Morandini acquaints, through computerized tools, all those (customers, suppliers, etc.) who are going to occasionally or systematically enter the company, with a specific note or integrated DUVRI specifying the obligations arising from the Covid-19 prevention and containing all the indications applicable to the externals of this protocol.
- No one may enter Forgiatura Morandini's premises unless having received the specific informative note and having undersigned its contents. By entering the company he/she certifies to have understood its contents, shows adherence and undertakes to comply with the provisions contained therein.

Admission of DRIVERS AND COURIERS

- Access for drivers or couriers to our reception is limited to one person at a time.
- External operators shall maintain a distance of at least one meter from all company personnel.
- The driver or courier limits his stay in the premises to the time needed for loading/unloading of the goods.
- The driver or courier, before entering the various areas of the premises, is requested to go to the reception desk and check his or her body temperature.

Admission of EXTERNAL VISITORS

- All visitors, before entering the various company areas, in any case always accompanied by a Forgiatura Morandini representative, must first of all go to reception, show their identification and check their body temperature.

Admission of EXTERNAL COMPANIES

The admission to Forgiatura Morandini of personnel from external companies is subject to the following conditions:

- The personnel in charge of the activities to be carried out at Forgiatura Morandini are not positive for Covid-19, are not in quarantine status, and have no flu symptoms or fever above 37.5°.

- In the event of access to Forgiatura Morandini with registered presence through our reception desk, the personnel in charge will have to enter in a strictly limited manner (one person at a time) and wait for their colleague to leave.
- Every worker is obliged to alert **WITHOUT DELAY** the person in charge of the work at Forgiatura Morandini or the internal Prevention and Protection Service if he/she finds a person with flu-like symptoms such as cough or fever in the place where he/she is expected to work.
- Access to the changing rooms at Forgiatura Morandini is prohibited for external companies, except for companies that have a continuous collaboration (ICM), who have dedicated changing rooms.
- The activities of the staff of external companies shall be carried out exclusively in the department indicated in the DUVRI; any internal movement is only allowed with the permission of the person in charge of the work in compliance with the company's instructions.
- Forgiatura Morandini reserves the right to exclude or interrupt the activity of the contractor in the event of non-compliance with the company or agreed procedures contained in this protocol.
- Each worker must register at the company reception desk if he/she does not have a personal badge.

Otherwise, if clocking in is required, he/she shall bypass validation at the reception and go to the designated stations to undergo sequential verification as follows:

- 1. Clock in with his/her personal badge**
- 2. Check his/her body temperature.**

CLEANING AND SANITIZING

- The company ensures the daily cleaning of the offices, changing rooms, cafeteria and canteen areas and the periodic sanitization of all common areas and workstations on Saturday afternoons when no staff are present.
- If a person infected with COVID-19 is present in the company premises, they will be properly cleaned, sanitized and ventilated.

HEALTH SURVEILLANCE - COMPETENT DOCTOR - RLS

- Health monitoring of employees is carried out in compliance with all the hygiene measures contained in the Ministry of Health's instructions (the so-called 'decatalogue'). Through the MC, it can identify possible cases and suspected symptoms of contagion and can enhance information and training for employees to prevent the spread of contagion.
- The competent doctor collaborates with the employer, the RSPP and the RLS in integrating and proposing all regulatory measures related to COVID-19.

MONITORING

- The RSPP, during weekly monitoring, verifies that the guidelines contained in this annex are correctly applied in all company activities, shares the results with the RLS and, if necessary, may define further practices in order to improve performance of employees' protection levels against Covid-19 contagion.

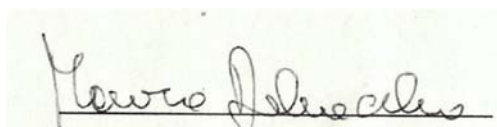
The Employer



The Security Delegate and RSPP



The competent physician



The RLS



Cividate Camuno – 17 October 2022