

Leaving Site Protocol

CEMEX Protocol	Protocol for screening workplace before leaving any site due to ongoing measures related to the COVID-19 scenario.
Purpose of the Protocol	This protocol provides recommended preventive measures for screening at the workplace during a Pandemic scenario of COVID-19, and measures that should be taken upon employees, contractor or any other person's leaving the site.
Who does this protocol apply to	This protocol applies to every CEMEX employees and contractors. The Plant RRT/managers/employees should take responsibility for implementing it.
Disclaimer	This guideline was prepared by CEMEX based on the recommendations of several construction associations, health authorities including the World Health Organization (" WHO "), external consultants and the experience of the CEMEX worldwide teams. CEMEX is not responsible for the result of the implementation of the guidelines and in no way guarantees the effectiveness of this material to prevent or reduce CORONAVIRUS (COVID-19) infections among its employees or officials. Authorization to use this material is exclusively and limited to consultation. No person or entity will be able to use this material, in whole or in part, for publicity, advertising and/or promotion in any material or media, for any company, products or services. Copyright ©2020 Cemex Innovation Holding AG.

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I. Screening and Controls before leaving a facility	
1	If possible and legally allowed, measure body temperature with a non-contact thermometer to all personnel and visitors leaving the site.
2	If body temperature is greater than 37.3 ° C [99.1° F] the person will be asked to wait before leaving the site to go through some precautionary measures.
3	Receptionists, Security, Medical/HR personnel, or Plant/Operation lead person in smaller sites such as Readymix plants should be trained and/or briefed to recognize visible epidemic-related disease symptoms. If available, security or Health and Safety staff could help coordinate the preventive screening procedures.

I. Screening and Controls before leaving a facility	
4	The reception area, Security staff or person in charge of the operation for smaller sites should screen people for COVID-19 related disease symptoms based on a visual inspection, screening equipment and/or questionnaire before people leave the site.
5	<p>Anyone who meets one of the following criteria should not leave the facilities until further actions stated in this protocol have been implemented:</p> <ul style="list-style-type: none"> • Fever (higher than 37.3 ° C [99.1° F]) and/or any of these symptoms: New or continuous cough or shortness of breath.

II. What if someone has fever or respiratory symptoms at the time of leaving a site	
1.	If any individual at the time of leaving a site or anywhere in the workplace has fever or respiratory symptoms or any two other symptoms mentioned above, then s/he should be asked to wear a facemask immediately and direct him or her to the isolation room.
2.	Set up an isolation room close to the reception area with close-by communications, stocked with masks (inside and outside the room entrance), tissues and a hand sanitizer and dedicated to this purpose only.
3.	Once in the isolation room, and where available, a doctor or medical professional wearing appropriate Personal Protective Equipment for COVID-19 (COVID-PPE could include: gloves, medical masks, goggles or a face shield, and gowns) should perform a medical evaluation, or arrangements to be picked up by an ambulance (if needed because of very high fever or strong shortness of breath) should be made, especially if the individual is too ill to leave the office. In any case please notify your local HR of any suspected or confirmed cases.
4.	With the person's agreement contact their family to let them know their relative has presented some of the symptoms.
5.	Review if there are local COVID-19 testing facilities and arrange with local HR and the supervisor the possibility for the person to be tested.
6.	If the employee or visitor is able to leave the office on their own, should avoid public transport. Whether a family member or third person picks them up or public transportation is used, the employee or visitors should wear a face mask to minimize the exposure of other individuals. The employee should contact medical public system.
7.	The employee's workstation should be cleaned and disinfected, along with any public areas where s/he has spent significant time.
8.	<p>The employee's contacts in the company should be notified of a suspicious or potential case:</p> <ol style="list-style-type: none"> a. Contacts include those individuals with close contact since the time that the individual started to develop flu symptoms, as well as the preceding days.

II. What if someone has fever or respiratory symptoms at the time of leaving a site	
	b. The local manager should evaluate along with HR if the people in close contact with the suspicious case should also be quarantine until the case is confirmed as a precautionary measure.
9.	The person should be quarantined and keep his line manager and HR updated on the evolution of his health condition and If tested Inform the result to the company.
10.	If necessary and with confirmed cases, local management could close required facilities until a determination has been made that there are no more infections.