

## Worksite visits by guests and external partners

We are preventing the spread of the coronavirus in every possible way. Therefore, we are limiting visits to Valio's worksites only to those visitors who are critical for operations and requiring an onsite presence. These include maintenance visits and delivery truck loading and unloading, for example. All other visits by outsiders will be postponed to a later date unless the meeting can be handled remotely.

### **If you are coming to our worksite, you must meet all the following requirements:**

- ***You, or someone in your close circle, have not travelled abroad during the past two weeks.***
- ***None of the people in your close circle are in quarantine or sick.***
- ***You do not have any symptoms of the flu or other contagious disease.***

A Valio contact person will email or phone visitors before their arrival to a worksite to verify these requirements. The written questionnaires will be destroyed. Any individual who does not meet the above-mentioned requirements is not allowed to enter Valio's premises.

### ***Service providers, companies permanently operating at the site, and distribution, transfer and milk collection transporters and drivers***

- If the individual does not meet the above-mentioned criteria:
  - The supervisor will contact a Valio contact person.
  - A Valio contact person will work with the company to agree on necessary measures.

### ***All other transport activities involving incoming and outgoing goods to and from Valio's sites***

- If the individual does not meet the above-mentioned criteria:
  - The individual is not allowed to enter Valio's premises.
  - A driver can open the loading bay doors and back up the vehicle to the bay, but he/she must remain outside of Valio's premises during loading/unloading.
  - Handling of the transport documents and any other measures related to the handling of the load are to be carried out in accordance with separate instructions from the plant supervisor.

Please contact your Valio contact person for more detailed instructions.