

Prevention Measures against COVID-19

UNION TOOL CO. expresses our deepest sympathies to those affected by the spread of COVID-19 and those who have fallen ill to COVID-19. We would also like to express our deep gratitude to all the medical and health institutions who are making daily efforts to prevent the spread of infection and treat patients.

We keep taking the prevention measures against coronavirus as below. We would like to ask all those involved for their understanding and cooperation.

<Request to visitors >

- Restricting to enter the office
- Measuring temperature by thermography
- Wearing a mask and using hand sanitizer
- Meeting in the conference room with acrylic sneeze guards

The above will be implemented as appropriate according to the scale of each branch and the infection status of said location.

<Prevention measures in the office>

1) Measures on infection prevention and health management

- Wearing face masks and carrying out proper manners for coughing at the workplace is required
- Frequent hand wash and disinfection of hands is required.
- Shared places(door knobs, handrails, light switches, etc.) are regularly disinfected.
- Social distancing and ventilation in the workplace
- Employees must check their body temperature every morning (Employees with a fever of over 37.5°C or any other symptoms related to COVID-19 will be ordered to stay at home)
- The workplace of the employee ordered to stay at home will be disinfected.
- If a family member of an employee is suspected of showing symptoms of COVID-19, the employee will be ordered to stay at home.
- Placed a barrier at each conference room and office desk to prevent droplet infection
- Taking lunch break separately and no chatting while eating

2) Measures on commute and work

- Working from home and flexible work hours is enforced to lessen the risk of being infected during commute.
- Utilizing web conference systems is enforced.

3) Measures on business trips

- International business trips are prohibited.
- Attending online lectures and seminars are encouraged.

We will continue to take measures to prevent infection with the highest priority on ensuring the safety of all employees.