

To whom it may concern

due to the current situation (COVID-19) the following rules of conduct and hygiene apply to the United Initiators GmbH site in Pullach:

1. **You may only enter our company if you are in good health. If you have any signs of an infection** (running nose, cough, cold, gastrointestinal infection or similar symptoms):



Schnupfen



Husten



Fieber



Übelkeit / Erbrechen



Durchfall

→ **no access**

2. Before entering the company, please use the available washing facilities to wash your hands with soap (washing containers or wash basins are signposted). Wash your hands regularly throughout the day.



Wet your hands

by holding them under running water



Apply soap thoroughly



Take your time,

adequate soaping takes
20-30 seconds



Rinse your hands

thoroughly under running water



Dry your hands

carefully with a clean cloth



Apply cream repeatedly to

help skin remain healthy

3. Make sure you keep sufficient distance between you and other people → at least 1.5 m distance from your neighbor / person opposite
4. If you cannot keep the distance of at least 1.5 m, it is mandatory to wear a KN-95 mask. Masks are available from our site security and must be kept with you at all times.
5. Read and follow the instructions signposted at every office or meeting room concerning the use of wearing masks.
6. Please follow the rules of correct coughing / sneezing → Sneeze / cough in the crook of the arm.
7. Keep hands away from your face
8. Should you fall ill after your visit (any kind of infection), we kindly ask you to report this to our first aid center (Tel. +49 89 744 22 0) so that we can take protective measures for our employees if necessary.

These rules serve to protect yourself, your family and all colleagues at the Pullach site against diseases, including the corona virus.

Please help to slow down the spread of the corona virus.

Thank you for your understanding and your cooperation.

Signed: Pandemic crisis team of site