

23. März 2020  
CM/PB

## Information regarding Coronavirus (SARS-CoV-2)

To whom it may concern,

Due to the current development regarding the coronavirus we all have to take preventive measures for contributing to the general safety.

Because of that, we at Siempelkamp have agreed to several actions in order to reduce the internal danger of infection to a minimum and, thereby, reduce the speed of dispersion. Herewith, we want to protect the health of every single person and also try to hold the operational capability upright

Therefore, we need the help and support of all our employees and partners.

This is why we would kindly ask you to adopt the measures that are currently valid for Siempelkamp so that the effect can multiply:

- a. Jointly, we want to reduce **personal meetings** down to an absolute **minimum**. For the time being, meetings therefore should be conducted through phone or videoconference whenever possible.
- b. If a **personal meeting** is unavoidable, all participants are asked to stick to the current **hygienic actions** recommended by the German “Rober Koch-Institut” in order to keep the risk as low as possible.
- c. Please take care of your own employees and ensure that everybody with corresponding **symptoms** stays at home and avoids the personal contact with other people.
- d. If employees of your company are currently working on our sites we also kindly ask them to stick to the current hygienic recommendations. If you detect a **suspected case in your own company** and a connection to Siempelkamp can be retraced, we expect an **immediate and open communication**. In this way only we can guarantee a quick and appropriate reaction.
- e. In case of **impending delays** for any deliveries to Siempelkamp, we also expect an **immediate and transparent communication** so that the consequences on both sides can be maximized.



We hope that by doing so, the negative impact on our society can be reduced and that the operational capability can be hold uprightly. However, the health condition of our employees and partners has top priority. Let us jointly make all the efforts that are necessary in order to keep the overall impact of the virus as small as possible.

A handwritten signature in blue ink, appearing to read "C. Michel".

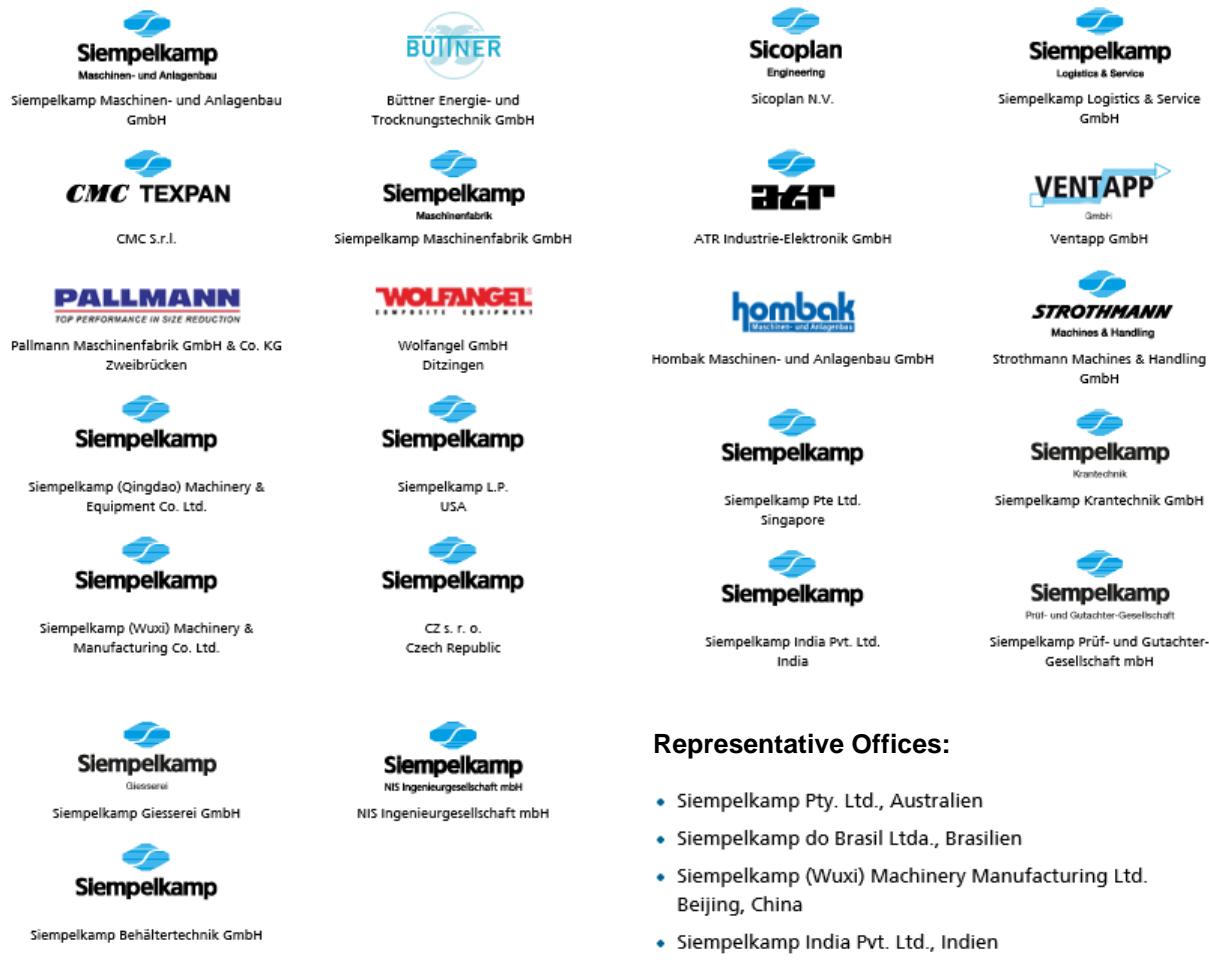
**C. Michel**  
CEO  
Siempelkamp Group

A handwritten signature in blue ink, appearing to read "J. M. Meyer ter Vehn".

**Dr. M. Meyer ter Vehn**  
Head of the Strategic Procurement  
Siempelkamp Group



## Siempelkamp Group



### Representative Offices:

- Siempelkamp Pty. Ltd., Australien
- Siempelkamp do Brasil Ltda., Brasilien
- Siempelkamp (Wuxi) Machinery Manufacturing Ltd., Beijing, China
- Siempelkamp India Pvt. Ltd., Indien
- Siempelkamp OOO, Russland
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