



Health and Safety at S&W

COVID-19 Safety Plan

What are we doing at S&W to reduce the risk of COVID-19 transmission?

A. To our valued customers:

- Our workers are wearing masks when physical distancing is not possible, and we encourage you to do the same
- Please call in advance to schedule your purchase pickup or delivery drop off.
- To ensure physical distancing, we ask that you pick up and drop off at the front door of the office.

B. To our valued employees:

- Physical distancing guidelines are to be followed throughout the mill and office, with a minimum of two meters apart, with wearing of masks when not applicable
- Clear information on preventative hygiene methods to minimize the risk of transmission is posted and communicated
- Frequent sanitation and cleaning of units and surfaces is carried out daily
- Hand sanitizer and washing stations are located in various locations

C. To our policy manual readers:

- See this link for our detailed COVID-19 Safety Plan:
<http://www.swforest.com/wp-content/uploads/2020/07/COVID-19-Safety-Plan-Detailed-Version.pdf>