

Hand Hygiene

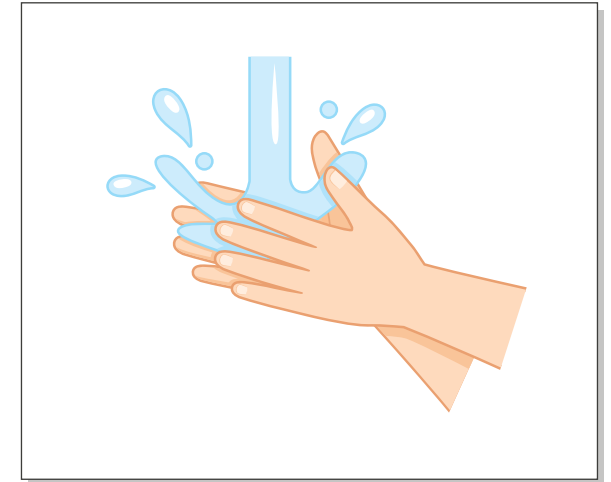
Follow these five simple steps to keeping hands clean.



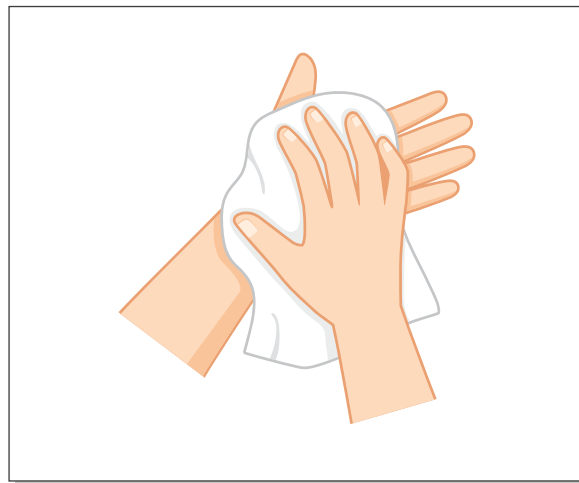
Step 1: Remove hand and arm jewellery and wet your hands with warm (not hot) running water.



Step 2: Add soap, and then rub your hands together, making a soapy lather. Do this for at least 20 seconds, being careful not to wash the lather away. Wash the front and back of your hands, as well as between your fingers and under your nails.



Step 3: Rinse your hands well under warm running water, using a rubbing motion.



Step 4: Wipe and dry hands gently with paper towel. Rubbing vigorously with paper towels can damage the skin.



Step 5: Turn off tap using paper towel so that you do not recontaminate your hands.

Stop The Spread Of Germs

Help prevent the spread of respiratory diseases like COVID-19



Wash your hands often with soap and water for at least 20 seconds.



Avoid touching your eyes, nose or mouth, especially with unwashed hands.



Cough and sneeze into your sleeve and not your hands.



Wave in place of a handshake.



Keep common surfaces sanitized.



Avoid close contact with people who are sick.



Stay home if you are sick to avoid spreading illness to others.

KNOW THE DIFFERENCE: SELF-MONITORING, SELF-ISOLATION, AND ISOLATION FOR COVID-19

SYMPTOMS OF COVID-19



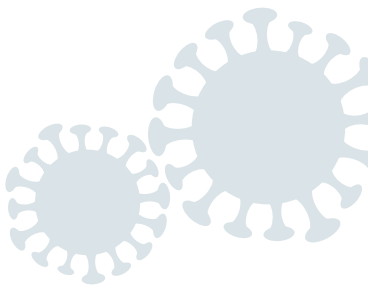
FEVER





COUGH



DIFFICULTY BREATHING



SELF-MONITORING	SELF-ISOLATION	ISOLATION
 <p>You have:</p> <ul style="list-style-type: none">no symptoms <p>AND</p> <ul style="list-style-type: none">a history of possible exposure to the novel coronavirus that causes COVID-19, in the last 14 days	<p>You have:</p> <ul style="list-style-type: none">no symptoms <p>AND</p> <ul style="list-style-type: none">a history of possible exposure to the novel coronavirus due to travel outside of Canada or close contact with a person diagnosed with COVID-19	<p>You have:</p> <ul style="list-style-type: none">symptoms, even if mild <p>AND</p> <ul style="list-style-type: none">you have been diagnosed with COVID-19 or are waiting for the results of a lab test for COVID-19
 <p>SELF-MONITOR means to:</p> <ul style="list-style-type: none">monitor yourself for 14 days for one or more symptoms of COVID-19go about your day but avoid crowded places and increase your personal space from others, whenever possible	<p>SELF-ISOLATE means to:</p> <ul style="list-style-type: none">stay at home and monitor yourself for symptoms, even if mild, for 14 daysavoid contact with other people to help prevent the spread of disease in your home and in your community in the event you become symptomatic	<p>To be ISOLATED means to:</p> <ul style="list-style-type: none">stay at home until your Public Health Authority advises you that you are no longer at risk of spreading the virus to othersavoid contact with other people to help prevent the spread of disease in your home and in your community, particularly people at high risk of severe illness outcomes such as older adults or medically vulnerable people
  <p>You need to self-monitor if:</p> <ul style="list-style-type: none">you have reason to believe you have been exposed to a person with COVID-19 <p>OR</p> <ul style="list-style-type: none">you are in close contact with older adults or medically vulnerable people <p>OR</p> <ul style="list-style-type: none">you have been advised to self-monitor for any other reason by your Public Health Authority	<p>Self-isolate if:</p> <ul style="list-style-type: none">you have travelled outside of Canada within the last 14 days <p>OR</p> <ul style="list-style-type: none">your Public Health Authority has identified you as a close contact of someone diagnosed with COVID-19	<p>You need to isolate if:</p> <ul style="list-style-type: none">you have been diagnosed with COVID-19 <p>OR</p> <ul style="list-style-type: none">you are waiting to hear the results of a laboratory test for COVID-19 <p>OR</p> <ul style="list-style-type: none">you have been advised to isolate at home for any other reason by your Public Health Authority
 <p>If you develop symptoms, isolate yourself from others immediately and contact your Public Health Authority as soon as possible</p>	<p>If you develop symptoms, even if mild, stay home, avoid other people and contact your Public Health Authority as soon as possible</p>	<p>If your symptoms get worse, immediately contact your healthcare provider or Public Health Authority and follow their instructions</p>

WE CAN ALL DO OUR PART IN PREVENTING THE SPREAD OF COVID-19. FOR MORE INFORMATION:

1-833-784-4397

@canada.ca/coronavirus

phac.info.aspc@canada.ca

Vehicle Cleaning Instructions

Help prevent the spread of respiratory diseases like COVID-19

A clean work vehicle promotes a healthy environment. You play an important role in keeping your vehicle clean.

You should sanitize/disinfect the high-touch areas every time you take over a vehicle at the start of your shift/trip and at the end of your shift/trip.

- Keys or FOBs
- Steering Wheel
- Power Windows and Door Locks
- Seat, Seat Adjuster, Seatbelt Clasp, Pads and Armrests
- Starter Button/Ignition
- Shift Lever and Console
- Radio, Climate Control Buttons, and Handheld Devices
- Touch Screen or Dashboard Buttons
- Door Handles (Inside and Outside)
- Inside Door Grab Handles
- Turn Signal and Wiper Stalks
- Any other commonly used area that may have been touched (Glove Compartment, Hood, Trunk, Van Panel Door Handles, Pickup Tailgate Handles, Sleeping Areas)

Carefully dispose of the cloth immediately after use.

Wash your hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer.





Workplace Cleaning Instructions

Help prevent the spread of respiratory diseases like COVID-19

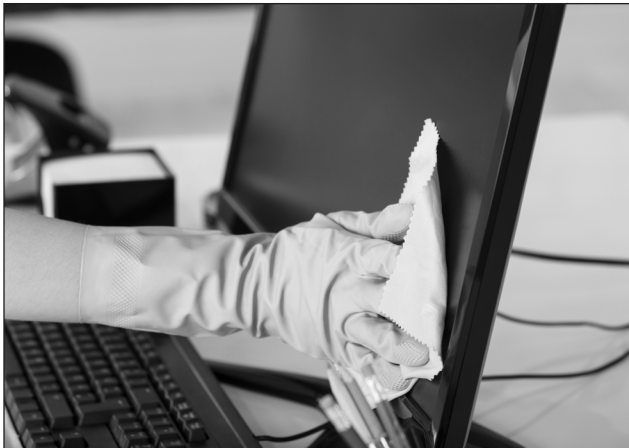
A clean office promotes a healthy environment. You play an important role in keeping your workstation clean.

You should sanitize/disinfect high-touch areas regularly.

- Keyboard
- Mouse
- Phone
- Desktop
- Armrests on Your Chair
- Cabinet Door/Drawers

Carefully dispose of the cloth immediately after use.

Wash your hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer.



Dock Cleaning Instructions

Help prevent the spread of respiratory diseases like COVID-19

A clean dock promotes a healthy environment. You play an important role in keeping your work area clean.

You should sanitize/disinfect high-touch areas regularly.

- | | | |
|------------------|----------------------|------------------------|
| Forklift: | - Tools | - Trailer Door Handles |
| - Seatbelt | - Door Knobs | |
| - Lever Controls | - Dock Door Buttons | |
| - Steering Wheel | - Pallet Jack Handle | |

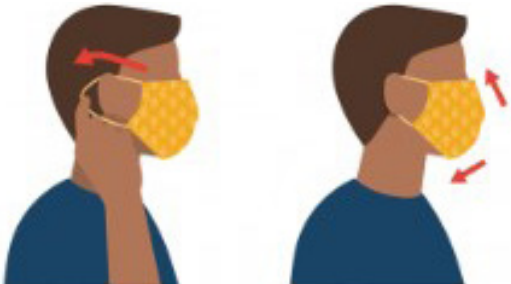
Carefully dispose of the cloth immediately after use.

Wash your hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer.



How to Wear Non-Medical Masks

From the Centers for Disease Control and Prevention



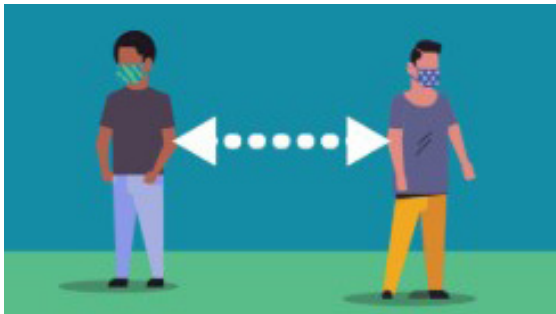
Wear your Non-Medical Mask Correctly

- Wash your hands before putting on your non-medical mask
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily



Wear a Non-Medical Mask to Protect Others

- Wear a non-medical mask that covers your nose and mouth to help protect others in case you're infected with COVID-19 but don't have symptoms
- Wear a non-medical mask in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart
- Wear a non-medical mask correctly for maximum protection
- Don't put the non-medical mask around your neck or up on your forehead
- Don't touch the non-medical mask, and, if you do, wash your hands or use hand sanitizer to disinfect



Follow Everyday Healthy Habits

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



Taking Off Your Non-Medical Mask When You Are Home

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.



Siemens Transportation Group Inc. continues to closely monitor the COVID-19 outbreak and is taking all necessary precautions to ensure the health and safety of our Employees/Contractors while continuing to provide essential services to our communities.

It is mandatory that a non-medical mask be worn when entering the building.



Please do not enter if you:

1. Are experiencing any of the following symptoms:

- *Fever or chills*
- *Difficulty breathing or shortness of breath*
- *Cough*
- *Sore throat, trouble swallowing*
- *Runny nose/stuffy nose or nasal congestion*
- *Decrease or loss of smell or taste*
- *Nausea, vomiting, diarrhea, abdominal pain*
- *Not feeling well, extreme tiredness, sore muscles*

2. Have travelled outside of Canada in the past 14 days.

3. Have been in close contact with a confirmed or probably case of COVID-19.

4. Have traveled to a province or territory that's enforcing 14 day quarantine for all inter-provincial travellers.

5. Have been diagnosed with COVID-19 or are waiting to hear the results of a lab test for COVID-19.

6. Have been told by the Public Health Authority that you may have been exposed to COVID-19 and need to quarantine or isolate.



Please call or email the person you intended to visit today or contact us at **1.800.667.8557** or

www.siemenstransport.com.

STOP

Read Before Entering

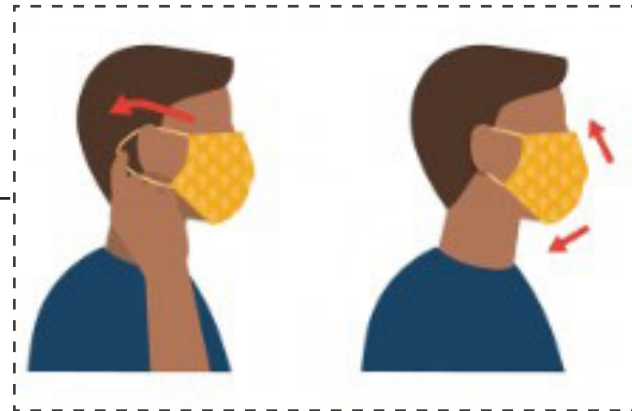
As per the Governor's Executive Order 20-81, all persons including workers, customers, and visitors are required to wear a face covering.

Suitable Face Coverings Include:

- Articles made of a paper or disposable mask, a cloth mask, a neck gaiter, a scarf, a bandanna, or a religious face covering.
- Articles must cover the nose and mouth completely without being overly tight or restrictive.

Wear your face covering correctly

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily



NOTE: A face covering is **NOT** a substitute for social distancing, but is especially important in situations when maintaining at least a 6-foot distance from other individuals not who are not members of the same household is not possible.

Thank you for helping to ensure we are all operating in a safe and healthy community.

COVID-19: How to safely use a non-medical mask

Do's



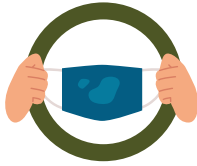
Do wear a non-medical mask to **protect yourself and others**.



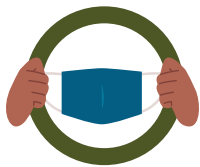
Do ensure your nose, mouth, and chin are fully covered.



Do ensure the mask is made of **at least 3 layers, including 2 layers of tightly woven fabric**, with a filter or filter fabric between layers.



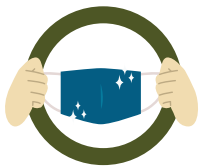
Do replace and launder your mask after each use, or whenever it becomes damp or dirty.



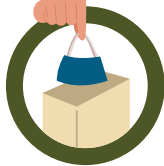
Do inspect the mask for tears or holes.



Do wash your mask with hot, soapy water and let it dry completely before wearing it again.



Do ensure the mask or is clean and dry.



Do store re-usable masks in a clean paper bag until you wear it again.



Do **wash your hands** or use **alcohol-based hand sanitizer** before and after touching the mask.



Do discard masks that cannot be washed in a garbage bin after use.



Do use the ear loops or ties to put on and remove the mask.

Don'ts



Don't wear masks with exhalation valves or vents.



Don't hang mask from your neck or ears.



Don't wear a loose mask.



Don't share your mask.



Don't touch the mask while wearing it.



Don't leave your used mask within the reach of others.



Don't remove the mask to talk to someone.



Don't reuse masks that are damp, dirty or damaged.

Remember, wearing a non-medical mask alone will not prevent the spread of COVID-19. Stay at home if you're sick, wash your hands often and practise physical distancing.



Do your part to protect yourself and others

Wear a non-medical mask:

- › when you're in shared indoor spaces
- › when you can't maintain a 2-metre physical distance from others
- › as advised by your local public health authority

Be kind

Some people may not be able to wear a mask.

Non-medical masks are **not recommended** for:

- › people who suffer from an illness or disabilities that make it difficult to put on or take off a mask
- › those who have difficulty breathing
- › children under the age of 2 years

Be environmentally responsible

- › Wear reusable masks whenever possible.
- › Washable and reusable masks are more environmentally friendly than disposable masks.
- › If you must use a disposable mask, dispose of it properly.
- › Don't litter.

Non-Medical Masks Notice

Help prevent the spread of respiratory diseases like COVID-19

It is strongly recommended that Employees wear a non-medical mask or face covering when not able to maintain a consistent physical distance (6 feet/2 meters) from others or when walking through common areas (i.e. arriving at work and walking through the building to your work area/desk).

Employees are welcome to wear their own non-medical mask or request one through their supervisor. Masks should reflect a professional image and not have any offensive decorations, logos, or language.

Ensure you are using a non-medical mask that meets the standards established by the Public Health Authority.



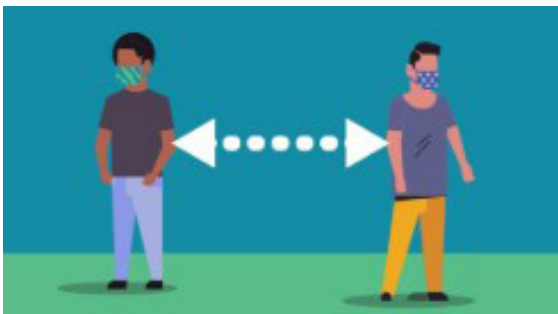
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Wear a Non-Medical Mask to Protect Others

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- Wear a non-medical mask in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart
- Wear a non-medical mask correctly for maximum protection
- Don't put your mask around your neck or up on your forehead
- Don't touch the mask, and, if you do, wash your hands or use hand sanitizer to disinfect



Follow Everyday Healthy Habits

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available

Non-Medical Masks Notice

Help prevent the spread of respiratory diseases like COVID-19

It is mandatory that Employees wear a non-medical mask at all times when in the workplace (with the only exception being for eating and drinking). Non-medical masks are also mandatory outside if not able to maintain a consistent physical distance of 6 feet/2 meters.

Employees are welcome to wear their own non-medical mask or request one through their supervisor. Masks should reflect a professional image and not have any offensive decorations, logos, or language.

Ensure you are using a non-medical mask that meets the standards established by the Public Health Authority.



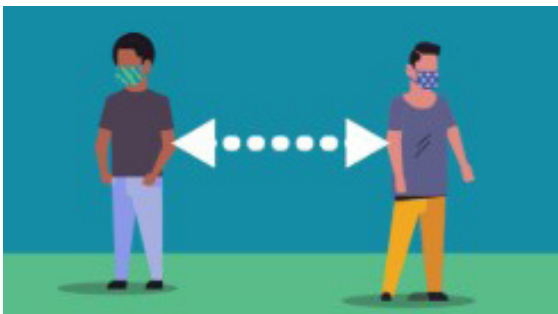
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COVID-19 VACCINE

*STICK IT TO COVID,
GET YOUR VACCINE!*



With increasing availability and accessibility to new age groups, our Company recommends we all do our part in receiving the COVID-19 vaccine. When your age limited is allowed, book your appointment online or by phone with your local Health Authority. Reduce the risk for yourself and those around you. Let's do our part and stick it to COVID.

Thank you for helping to ensure we are all operating in a safe and healthy community.

