

# Security measures due to COVID-19 (Corona virus)

As a precautionary measure against COVID-19, the following regulations apply to visits and goods deliveries to Hammelmann GmbH from now until further notice:

## - Visits to suppliers at Hammelmann GmbH

Visits to suppliers are only possible if there is a signed visitor self-disclosure which is not older than 14 days and for which all questions have been answered with „No“. Your contact person will send you the visitor information by email in advance and ask you to fill it in and sign it and send it back. Bring the original with you when you visit and hand it in at the headquarters. Please note that all visitors without a signed visitor self-declaration must unfortunately be denied access to the Hammelmann company premises.

## - Deliveries of goods

A simplified procedure applies to deliveries of goods in order to continue to ensure the smoothest possible process.

Suppliers do not have to send or bring the visitor information in advance, but can also fill it in at the respective access control (forms are available there). Unloading on the company premises is only possible if all questions in the visitor self-assessment can be answered with „No“. In order to reduce the risk of infection for our employees, we expressly reserve the right to refuse deliveries where this is not the case. The same procedure applies for pick-ups.

Please forward this information to the responsible person in your company and ensure that it is followed consistently.

If you have Hammelmann GmbH supplied by forwarding agents, we ask you to inform them in advance and instruct them to comply.

Thank you for your understanding and support.

If you have any questions, please contact your contact person.

Mit freundlichen Grüßen,

  
Burkhard Helmig  
CEO -