

## For the protection of our customers and employees, Birmingham Freightliner has implemented the following temporary policies until further notice.

- Over the next two weeks Birmingham Freightliner will begin installing wall mounted hand sanitizing stations. Employees are encouraged to use these multiple times a day.
- Meetings of three or more employees in an enclosed space are suspended until further notice.
- Janitorial services will immediately increase the cleaning efforts of all community touchpoints; including but not limited to break rooms, door knobs, reception desks, cashier desks, common coffee areas and service and parts counters.
- A "No touch" policy has been implemented and remains in effect until further notice. Employees will avoid handshakes, fist pumps, or other casual and socially acceptable forms of greetings that require physical, person to person, contact with customers or other employees while in the workplace.