



PROCEDURES TO FOLLOW FOR TRUCK LOADING / UNLOADING

Due to the rapidly escalating health concerns relating to the spread of coronavirus disease (COVID-19) and the global health threat identified by the World Health Organization, LDC is taking preventative measures to minimize the potential health risk to employees and visitors associated with this pandemic.

Please do not enter LDC Norfolk site if you:

- Are currently experiencing flu like symptoms including fever, cough, sore throat or shortness of breath.
- If you have had contact with someone who is sick or has been exposed to COVID-19.
- If you recently returned from travel outside the country.

In addition, LDC is implementing the following safety procedures to limit access to our facilities:

- Truck drivers should remain in their cabs at all times if possible during the loading / unloading process.
- Truck drivers may leave their cabins for the opening of the hoppers or tarps of their trucks, as well to check in/out weights.
- All personnel must wash their hands when entering the facility or area of the loading / unloading areas with the hand sanitizer distributed all around the facility.
- Use the restrooms designated for visitors and drivers.
- LDC employees will avoid whenever possible the face-to-face contact with external visitors as part of our safety measures; we appreciate your cooperation as we greatly value our visitors and employees' health and wellbeing.

Thank you for your understanding and continuous contribution to our business.

LDC Management