

## Declaration on measures to prevent infections with the new Corona virus at BMW Group

Health and safety of our employees and those of our external suppliers and service providers are of the highest priority for us. At the same time we need to ensure business continuity as well as possible also in times of crisis, with the inevitable restrictions. We would therefore like to inform you what we do in order to prevent infections during work on BMW Group premises and thus manage to continue our business activities, also in cooperation with suppliers and service providers that have to work on BMW Group premises.

All measures are taken on the basis of the recommendations of the Robert-Koch-Institut and similar institutions in other countries with BMW Group facilities. Measures aim at information about, and intensification of, general hygiene, the observation of the recommended safety distance of 1,5m, as of August 24<sup>th</sup> the general use of face masks as of entering BMW Group Munich premises, for work that does not allow the observation of the safety distance, and the breaking of infection chains by avoiding contacts between employees, confirmed infection cases and their close contacts ([see RKI contact person management](#)) and persons, who stayed in the officially designated [risk areas](#) within the last 10 days. The general use of face masks all over the BMW Group Munich premises applies until further notice. Due to tightening of legal regulations, as of January 27<sup>th</sup> 2021, it is forbidden to wear community or cloth face masks at BMW Group Munich premises. As of this date it is allowed to wear medical masks only. A detailed classification of the different mask types can be found [here](#).

Managers are instructed to organize the work such that the recommended safety distance of 1,5m can be observed during work. Employees are instructed to adhere consequently to the safety distance in all situations, e.g. work, meetings and breaks.

Employees whose work does not allow the observation of the necessary safety distance of 1,5m even after consideration of all possible organizational and technical measures are instructed to wear FFP2 masks during work. Furthermore, the BMW Group requires all persons to wear face masks all over the BMW Group Munich premises, except places of work or meeting rooms where safety distance of 1,5m can be guaranteed. The BMW Group provides face masks for its employees in sufficient quantity and quality.

Employees with symptoms of respiratory diseases are instructed to stay at home. Employees with typical Covid-19 symptoms are instructed to seek medical advice. Confirmed Covid-19-cases are to be reported to the local health authorities. The affected employees are instructed to leave their workplace and the BMW Group premises immediately and to observe the instructions of the local health authorities. The BMW Group will identify close contacts ([see RKI contact person management](#)) at the workplace as far as this is possible with the information available to the BMW Group, contact them and instruct them to stay at home for at least two weeks. If necessary, the workplace will be evacuated, cleaned and professionally disinfected.

Employees are urged to avoid travelling to designated risk areas. For regulations regarding entering BMW premises from a designated [international risk area](#) (e.g. obligation to testing and/or quarantine), regulations for vaccinated and recovered persons as well as for further legal regulations, please refer to the [FAQs](#) of the German Federal Foreign Office.

There no longer are additional BMW requirements. Solely the legal regulations apply (see [FAQs](#)).

Managers and staff are informed continuously through the BMW Group Intranet, the WE@BMW GROUP-App and Management-Info-Mails about the rules and procedures and are instructed to observe them closely.

We cannot exclude that these procedures caused by the Corona virus epidemic necessitate an adjustment to our planning and our contract. In that case please get in touch with your contacts at the BMW Group in order to agree on the further proceedings.