

Drivers Waiting Area Protocol

CEMEX Protocol	Protocol for Drivers Waiting Areas due to ongoing measures related to COVID-19 scenario.
Purpose of the Protocol	This protocol provides a recommended preventive measures for managers and drivers to follow during a Pandemic scenario of COVID-19.
Who does this protocol apply to	This protocol applies to all CEMEX's sites where waiting areas are provided for truck drivers. The Plant RRT/managers/employees should take responsibility for implementing it.
Disclaimer	This protocol was prepared by CEMEX based on the recommendations of the World Health Organization (" WHO "), external consultants and the experience of the company itself. CEMEX is not responsible for the result of the implementation of the protocol and in no way guarantees the effectiveness of this material to prevent or reduce CORONAVIRUS (COVID-19) infections among its employees or officials. Authorization to use this material is exclusively and limited to consultation. No person or entity will be able to use this material, in whole or in part, for publicity, advertising and/or promotion in any material or media, for any company, products or services. Copyright ©2020 Cemex Innovation Holding AG.

I. Preventive Measures for Driving Waiting Areas	
1.	Avoid any physical contact such as handshakes or any other type of physical contact and keep a minimum of 2 meters (6 feet) between you and anyone else you interact with (i.e. other drivers).
2.	Use of hands sanitizing and face mask should be enforced before entering, waiting in and leaving the waiting area
3.	Sufficient spacing between the chairs must be in place. Limit the number of drivers permitted in the waiting area at any time. Display signage to confirm the requirement.
4.	Use additional rooms where are required to maintain social/physical distancing guidelines. If this is not possible, ask drivers to remain in their trucks when this is feasible.
5.	Limit the number of people around vending machines that are available in the waiting areas. Ensure regular cleaning of machines is ongoing or consider removing these machines to eliminate potential interactions between people.
6.	A thorough cleaning scheme must be in place for rooms to ensure these areas are free from potential COVID-19.

I. Preventive Measures for Driving Waiting Areas	
6.1	Increase the cleaning and disinfecting activities frequency for all the areas where people have direct and constant contact (i.e. Chairs, desks, doors, etc.)
6.2	Wear gloves and face mask throughout cleaning activities and wash hands immediately on the removal of gloves and mask.
7.	Keep doors and windows opened to ensure good ventilation in the room and to avoid handling doorknobs.