

INFORMATION

18 March 2020
Berlin, Germany

Dealing with the Corona virus at Berliner Glas Extensive measures have been implemented

Dear Business Partners,

We follow the development around the Corona virus very closely. We have taken extensive precautions to be able to offer the employees the safest possible working environment, to significantly delay the spread of corona at Berliner Glas and to ensure the provision of services to our customers. These measures have already been implemented and will apply until April 24th, 2020 for now.

Berliner Glas has formed a **Corona crisis team** with people from different departments. This team is responding to the current situation with appropriate measures and is also informing the employees immediately about the next steps. A dedicated area has been set up on the intranet for this purpose, and the bulletin boards and e-mails are used for the information publication. The management team communicates with managers on a regular basis, and the CEO informs all employees via video messages which are published on the intranet.

The first thing we did **to protect our employees**, for example, was to tighten the hygiene regulations and ensure that sufficient disinfectants were available for each individual employee.

Travel, including trainings, internal meetings with more than ten participants and visits by external guests have been suspended/prohibited or canceled until further notice.

In addition, measures have come into force **to minimize contact** among employees. For office workers, we have formed teams for each area that work alternately from home. The production employees continue to work in shifts. Here we have ensured that the different shifts do not overlap and that the employees of the different shifts do not meet. This ensures that production is maintained even in the event of a quarantine and that you can reach your usual contact persons at the usual times.

We have installed and activated **a reporting chain**: We react immediately to possible suspected cases. Employees who have been in contact with sick persons are also sent home in quarantine. These swiftly implemented measures mean that our employees ensure a stable production and work process also in departments and shifts with fewer employees. We currently do not have a positive Corona infection and hope that remains way for a while.

In addition, we have taken other measures **to ensure delivery reliability**. We are in constant contact with our suppliers and, in the event of a delivery bottleneck, we can access our worldwide network of other qualified suppliers or manufacture the optical components ourselves.

We are currently faced with a very challenging situation that both management and employees can only solve with pragmatism, commitment and flexibility. We are firmly convinced that the measures already taken significantly reduce the risk of infection, but we are carefully monitoring the situation and will take further steps and always adapt ourselves to the current situation.

Our top priority is to ensure the health and safety of our employees as much as possible at all times and to continue to deliver the products in the quality you are used to from Berliner Glas.

If you have any questions, please contact us.

Best regards,

Thomas Polzer
Chief Operating Officer

Wencke Schulz
Marketing & Communications

About the Berliner Glas Group:

The Berliner Glas Group (www.berlinerglasgroup.com) is one of the world's leading providers of optical key components, assemblies and systems, high-quality refined technical glass as well as glass touch assemblies. With more than 1,600 employees, the BERLINER GLAS GROUP develops, produces and integrates optics, mechanics and electronics into innovative system solutions for its customers. As OEM partners from concept to volume production, the Berliner Glas Group companies serve innovative customers in various market segments – semiconductor industry, laser and space technology, medical technology, metrology and the display industry.

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