



VIRTUS/ALDRIDGE RESPONSE TO CORONAVIRUS (COVID-19) OUTBREAK NOTIFICATION FOR EMPLOYEES, STAKEHOLDERS AND VISITORS MARCH 13th, 2020

Dear Aldridge Employees, Stakeholders and Visitors:

Since an official coronavirus case has been revealed in Turkey and as the outbreak is now termed as a “pandemic” by the World Health Organization, accordingly we are now strongly recommending some measures for international travel, worker health&safety and our daily operations. These measures are not limited to our employees but includes our stakeholders as well as our visitors.

Although our employees and stakeholders/visitors may have their own precautions related to the outbreak, we anticipate them to meet Aldridge policies and local governmental requirements, as well. In accordance with our high safety standards, the well-being of our stakeholders and employees remains a top priority. As a result, we have expanded our company policies for all our employees and stakeholders, and visitors as follows:

- If you have respiratory symptoms, fever, cough, shortness of breath and breathing difficulties, please contact national and local public health authority. We also request that any employee or stakeholder that feels ill seek medical care as needed and inform their supervisor immediately.
- In accordance with this advice, employees and visitors, who were travelling internationally in the last 14 days, regardless of the country they have been, are required not to enter Aldridge workplaces for at least 14 days, unless approved by Aldridge HSE Director.
- Contact with stakeholders, suppliers or other external parties who have travelled internationally should primarily be conducted via telephone or video conferencing – no face-to-face meetings, unless approved by the HSE Director. Accordingly, instead of travelling, use technologies that are readily available, such as Zoom, which is Virtus/Aldridge preferred online communication tool. Employees who are ill or who have traveled to/from affected areas must work from home for 14 days. This applies to all regardless of the display of any symptoms of coronavirus infection.
- In Virtus/Aldridge workplaces, please ensure a certain level of hygiene by using cleaning disinfectants and conforming to hand sanitation. Use of masks is optional at this time but may change in the future depending on advice from the international and/or national health organizations.

We kindly urge our employees and stakeholders to ensure that these points are followed to keep all of us safe.

For any questions regarding ongoing business-critical activities, please discuss with your supervisor or Virtus/Aldridge HSE and/or HR Director.

Our thoughts are with everyone affected through this challenging time. We wish you all safe and healthy days.

ALDRIDGE MINERAL MADENCİLİK LTD. ŞTİ.