



COVID-19 GTO PTP Employee Update

TUESDAY, APRIL 14 | VER 2

Welcome to a COVID-19 Update Intended for GTO Powertrain Production Employees Working in Hagerstown.

This meeting is being recorded and any questions
& feedback from you shall remain anonymous.

Your microphones are muted.

Please Ask Your Questions & Share Your Reflections During this Meeting.

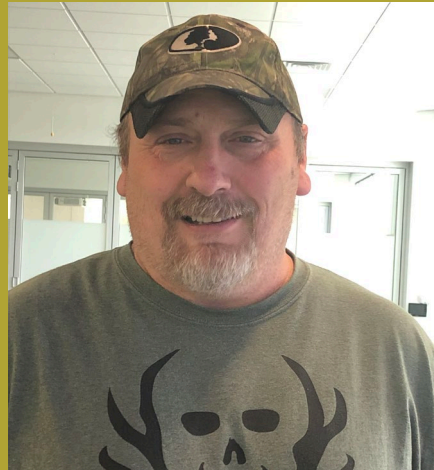
We will address them live before we conclude today's session.

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WELCOME!

We're in this Together.



Today's Key Messages.

- What is being done since we suspended production?
- What is Volvo Group's Master Plan & Focus?
- What will be the financial impact to the Volvo Group and our Plant?
- What is the impact to our major projects?
- How will it be safe for me to return to work?
- What will be different in production areas?
- What will be our capacity, rates & manpower?
- Why will we return to work & when will we be ready?

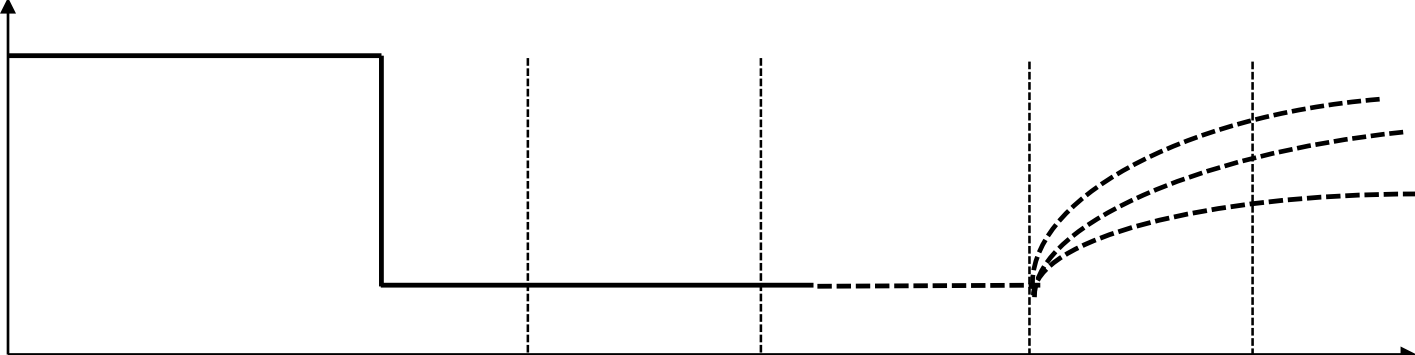
What is Being Done?

Crisis Management Work Streams.

WORK STREAM	LEADER(S)	MEMBERS
Ways of Working Production	Kunjan	Guilaine, Louise, Mike Shubert
Ways of Working Common Areas	Belinda	Alisa, Carrie, Zach, Mike, Jamie, John, Rod, Joe, Dale, Sam
Ramp Up- Production Plan, Supply Chain	Josh	Supply Chain Team
People- BU, NBU; People and Leadership Readiness*	Malin & Marcus	Guilaine*, Ryan*, Jeremy*, Vicki*, Belinda*, Matt, Jacob
Project Strategy/Impact	Kunjan & Jeremy	IPS Support
Financial Stress Test/Scenarios	Eric	Business Control
Equipment Start-up	Sam & Carrie	Maintenance 1 st Line Leaders, Matt Burkholder & Team
“New Normal”		

What is Volvo Group's Master Plan & Focus?

Volvo Group Master Plan.



	Initial shock	Stop	Restart	Gradual return	"New normal"
Colleagues					
Supply chain					
Customers					
Financial scenarios					
Technology/ other development					
New revenue streams					
Other					

ACTIVITIES and RESPONSIBLE



Focus on the 4 Cs.

- Colleagues
- Customers
- Cash
- Cost



What will be the Financial Impact on the Volvo Group & Our Plant?

ERIC ECKENRODE

Business Control

What is the Impact to Our Major Projects?

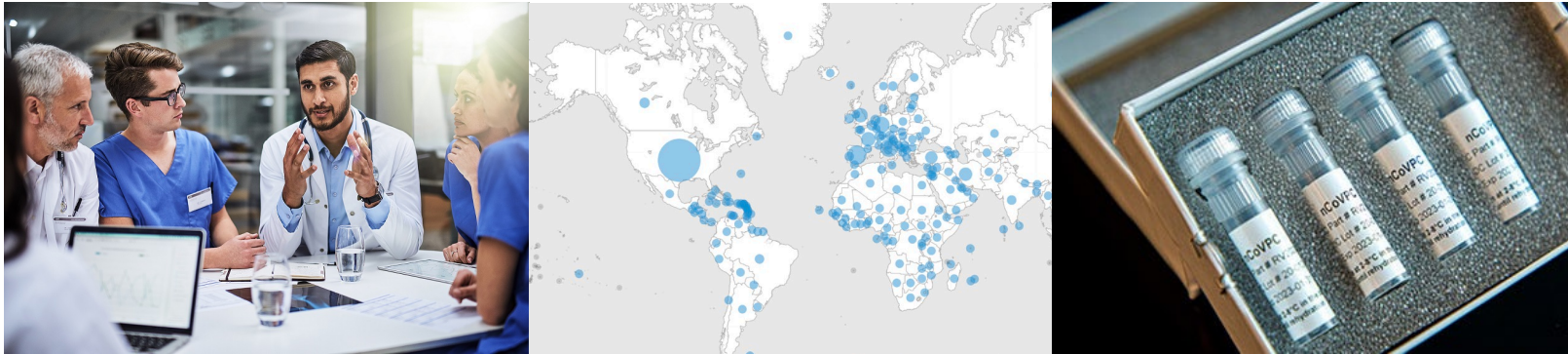
KUNJAN TOKEKAR
Industrial Engineering

How will it be Safe for Me to Return to Work?

BELINDA VINSON
Communications

TOGETHER, WE ARE OR WILL BE:

Following the Latest Guidelines Provided by the CDC & the WHO.



TOGETHER, WE ARE OR WILL BE:

Protecting Ourselves & Each Other.

- Staying home when we're sick and staying away from sick people
- Informing our leaders if we think we have been exposed to COVID-19 outside of work
- Reporting confirmed cases to HR
- Ready to respond if we have a COVID-19 case in our plant
- Providing face covers
- Taking temperatures
- Adjusting production shift times
- Staggering break times

TOGETHER, WE ARE OR WILL BE:

Applying Social Distancing.

**Do Your Part
Stay 6ft Apart.**

Deliberately increase the physical space between you and another person to avoid spreading illness.



**One Person
Per Table.**

COVID-19 spreads through close contact.



**Closed to
Enable Social
Distancing.**

TOGETHER, WE ARE OR WILL BE:

Implementing & Using Available Sitewide Cleaning Stations.



Cleaning Solution.

Follow SOP to avoid contact with all products, components, and electronics. **Please return spray bottle after use.**



Bottles to be Refilled.

Please place empty bottles here.



Latex Gloves.

Please take only one pair at a time. **Avoid removing entire box.**



Towels.

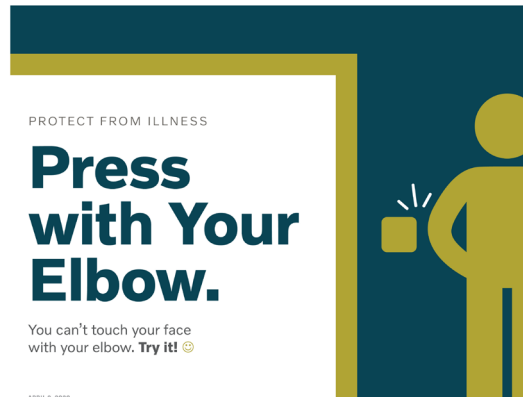
Please take what you need. **Avoid removing entire box.**

TOGETHER, WE ARE OR WILL BE:

Minimizing Touch Points, Washing Our Hands, & Avoiding to Touch Our Face.

**Doors are
Propped
Open to Limit
Touch Points.**

In the case of an emergency evacuation, area wardens will close doors.



**Find Hand
Sanitizers
Inside All Badge
Access Points.**

TOGETHER, WE ARE OR WILL BE:

Packing Our Food.



AVOID PEOPLE GATHERING & LIMIT TOUCH POINTS

Bring Your Own Meals.

Our café is closed until further notice. Refrigerators and microwaves not available at this time.

TOGETHER, WE ARE OR WILL BE:

Talking, Listening, & Learning.

- Making sure you know what to expect
 - Through your leader
 - In Text Alerts & On Our COVID-19 Website
 - Sign-up to receive alerts and have access to our website by texting 'volvohag' to 313131
- Sharing what we've done
- Welcoming & assessing new ideas
- Using visuals reminders throughout our Plant.
- Encouraging you to share with your concerned family members

Why?

- For everyone's safety, health & wellbeing.
- Because we know and feel it is necessary to safely begin production
- To be aligned with all CDC & WHO guidelines
- To be in accordance with the Orders of the Governor of the State of Maryland

What will be Different in Production Areas?

KUNJAN TOKEKAR
Industrial Engineering

BACKGROUND:

CDC Guidance.

Consider establishing policies and practices for social distancing. Social distancing should be implemented if recommended by state and local health authorities. Social distancing means avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible (e.g., breakrooms and cafeterias). Strategies that business could use include:

- Implementing flexible worksites (e.g., telework)
- Implementing flexible work hours (e.g., staggered shifts)
- Increasing physical space between employees at the worksite
- Increasing physical space between employees and customers (e.g., drive through, partitions)
- Implementing flexible meeting and travel options (e.g., postpone non-essential meetings or events)
- Downsizing operations
- Delivering services remotely (e.g. phone, video, or web)
- Delivering products through curbside pick-up or delivery

Coronavirus Disease 2019 (COVID-19)

CDC > Coronavirus Disease 2019 (COVID-19) > Schools, Workplaces & Community Locations > Businesses



Coronavirus Disease 2019 (COVID-19)

Symptoms & Testing +

Prevent Getting Sick +

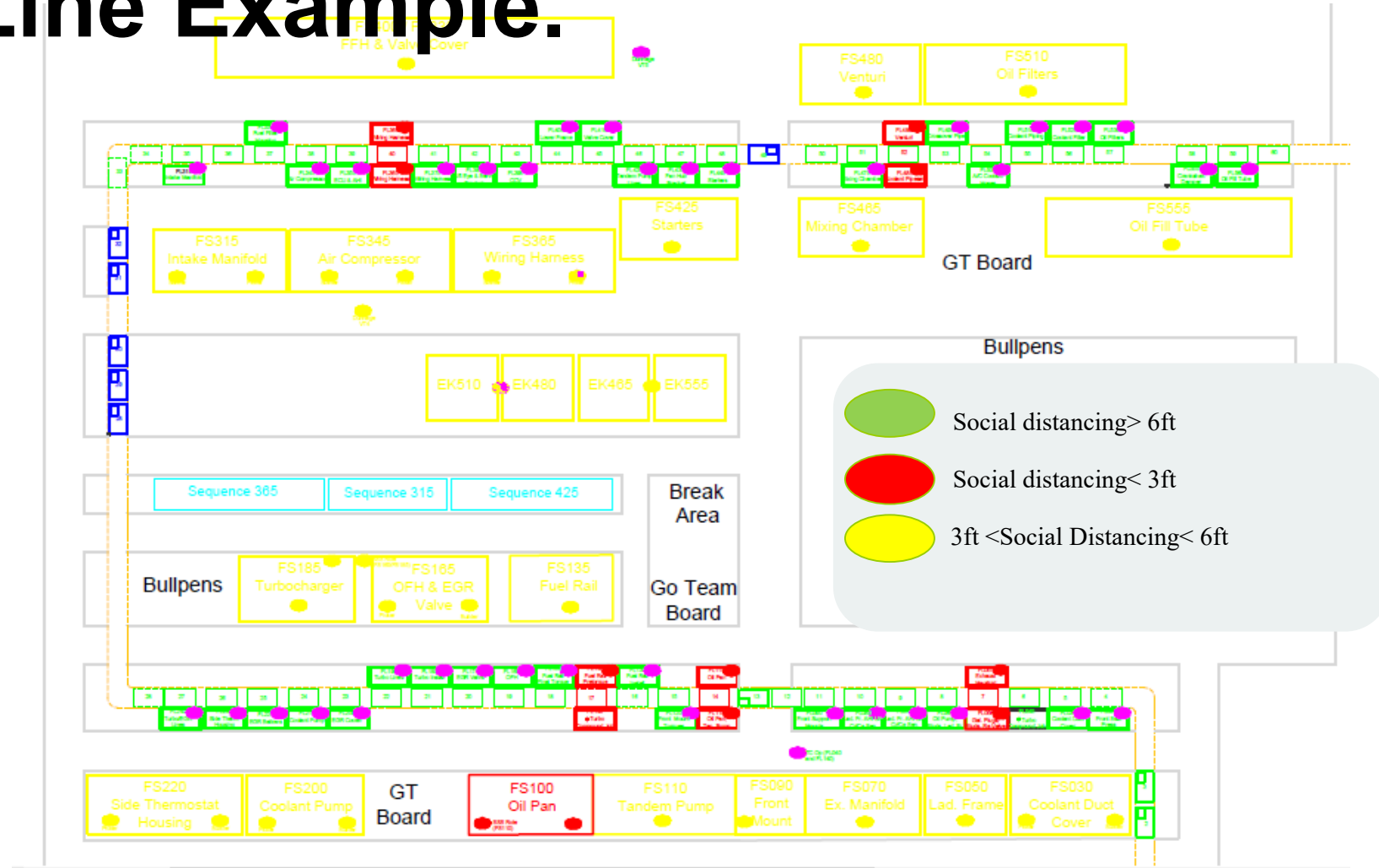
Daily Life & Coping +

Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)

Plan, Prepare and Respond to Coronavirus Disease 2019

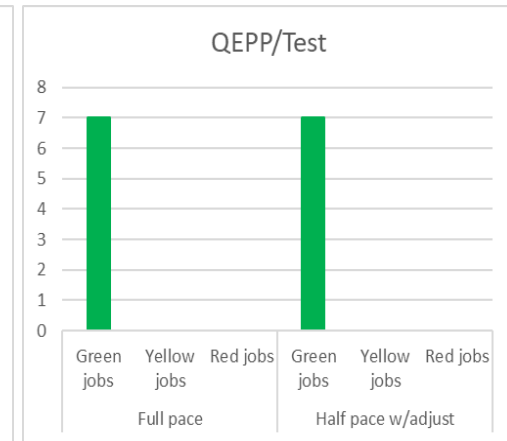
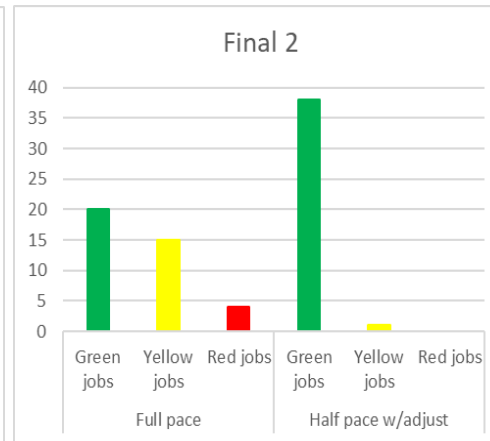
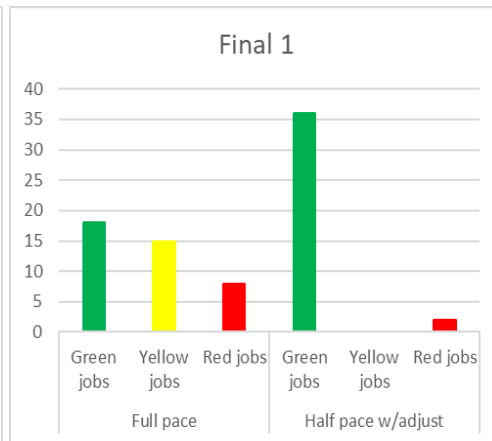
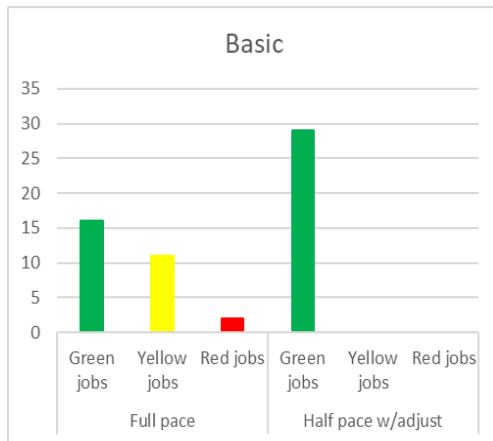
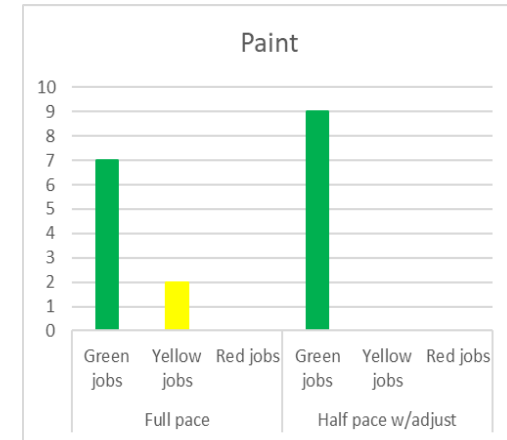
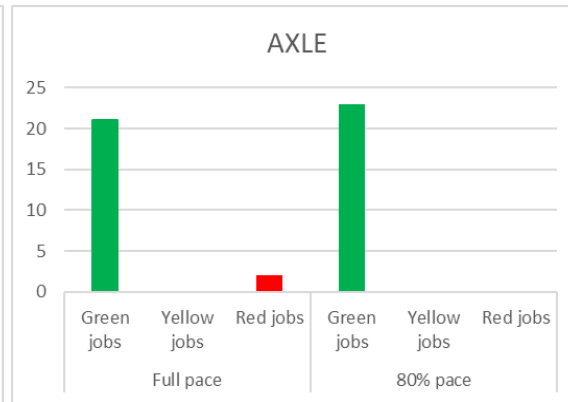
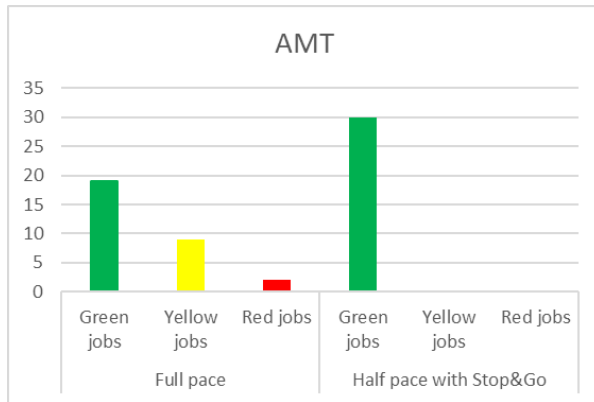
PROCESS MAPPING

Final Line Example.



PRODUCTION OVERVIEW

Stations Mapping.



MACHINING: All stations already respect the 6 feet distance

Decisions.

ASSEMBLY: All lines will run half-pace in 2 shifts for restart.

- Decision shared and anchored with UAW leadership

MACHINING: Still considering options based on the Assembly needs.

LOGISTICS: Pace will be adapted to Assembly needs.

- No yellow or red job identified
- Some yellow risk tasks: V-emb lids...

MAINTENANCE: Mapping is ongoing based on equipment frequency usage.

What will be Different When You Come Back?

- Expect some training about the "New Normal"
 - From Day 1
 - About new guidelines to secure social distance everywhere in the plant
- All assembly line running 50% pace => 1 operator for 2 jobs
- New cleaning processes
 - Extra time to clean, new cleaning SOP, cleaning supply stations
 - PPE? New ones under consideration
- No 5 minutes meeting at the beginning of the shift
 - New way to spread information among the Value Team
- Break time adjustment under consideration

Next Steps.

- This week, expect a phone call from your leader to:
 - Inquire about your health and wellbeing
 - Confirm your understand today's messages
 - Discuss your readiness to return to work
- Next week, expect a follow-up phone call from your leader to:
 - Inform you about your department and shift (some changes will occur)

What will be Our Capacity, Rates, & Manpower?

MARCUS MINKKINEN & JOSH MARTIN

Logistics

We Are Planning for Different Scenarios.

- Program Conference
- Order Board
- Alignment with NRV & LVO
- Supply Chain: Overseas & North American Suppliers

Why Will We Return to Work & When Will We Be Ready?

MARCUS MINKKINEN

How Can We be Open for Business?

- We are an "essential" business under the Federal & State guidelines
 - "Functioning critical infrastructure is imperative during the response to the COVID-19 emergency for both public health & safety as well as community well-being. Certain critical infrastructure industries have a special responsibility in these times to continue operations."
 - We are a critical infrastructure sector, Transportation and Logistics, which includes "automotive repair, maintenance, and transportation equipment manufacturing and distribution facilities."

We Will Be Ready By:

- Following CDC, WHO, Federal & State Legislation, Volvo Group directions
- Aligning with truck plants on our start of production date
- Implementing our "New Normal" Way of Working plans
- Agreeing upon contract impact and exceptions needed
- Securing a start-up manning, clarifying employees changing shifts and/or assignments
- Planning and conducting training on new ways of working
- Deciding how we will call employees back to work
- Preparing leaders with Key Messages, Checklists and Q&A
- Accepting things won't be perfect
- Changing and adapting as we learn
- Continuing the dialogue
- Working together | Helping Ourselves and Each Other

Questions, Feedback, & Reflections.

We will address them live before we conclude today's session.

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