

Emmerson Packaging Customer Supply Chain Questions and Answers

Questions	Yes/No	Comments
Is there a COVID-19 awareness program?	Yes	Emmerson Packaging has a number of programs to proactively keep our employees aware and diligent about best practice sanitation and risk reduction practices. This includes, but is not limited to: in-person training and informational team meetings, dedicated employee webpages, emails, internal TV channel.
Does your manufacturing facility have a screening process in place	Yes	Only essential employees are able to enter the building. At this time, all essential visitors (for example specific contractors) have to complete a health questionnaire. We have enforced enhanced sanitization procedures for all visitors. We have implemented mandatory temperature screening.
Are plant personnel equipped with specific clothing or items?	Yes	All production employees come into work in personal clothing, which is changed into regularly cleaned production clothing at the start of each shift.
Is access to the site secure ?	Yes	Employees have secure pass cards with which they scan into our facilities. External visitors are screened upon arrival, and only healthy essential contractors who have not travelled outside of the province are allowed to enter the building.
Are there elevated sanitization and hygiene protocols in place to prevent the spread of the Covid-19 virus within the workplace?	Yes	Enhanced sanitization, workplace practices and protocols are in place for all employees and contract cleaners. WorkCentre and common spaces have been physically restructured where needed to enhance social distancing practices.
Have you had any positive cases	No	
What is the plan in case of a COVID-19 case discovery?		Positive Covid-19 cases are identified by the provincial health authorities and communicated to the employee who will notify our Human Resources department. Those affected will self isolate at home as per provincial guidelines. Those deemed to be in contact will also follow health authority recommendations, depending on the nature of the contact. Social distancing policies are in place throughout the business to limit to the maximum extent possible those who might be in close contact.
Are there any current issues that would affect your supply of products to us	No	
Do you foresee any issues that would affect your supply of products to us (If so explain)		Two largest potential impacts would be 1) Government order restrictions. So far, essential nature of our customers products, and by extension ours, has been clearly stated by governments both nationally and provincially. And, 2) employees not reporting to work due to illness, travel-related self-isolation (which will be abating), or concern about virus spread. We are hiring to meet customer demands and to supplement any staff shortages.
Have you seen any issues with freight/cross border shipments etc.	No	Essential goods are flowing freely across the borders.

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How many weeks material are you currently carrying in order to supply us		Our main raw material is resin, of which we carry approximately 3 weeks on-site at any one time. Inventory on railcars on sidings and trucks in-transit are in addition to this material. Regularly replenished, longer lead time items have been brought into inventory. We have asked resin suppliers to increase our monthly forecasts to cover expected increased demands.
Do we have any major raw materials dependent on supply chains from China, Spain, Italy, France, Iran?	No	
Does your traceability system allow you to track 100% of the raw material present in each lot that you produce? (Upstream traceability)	Yes	
Does your traceability system allow you to identify, from the lot number, all the finished goods manufactured (Downstream traceability) ?	Yes	
Has your city been mandated that only essential businesses can operate	Yes	
Are you classified as an essential business	Yes	
Our Suppliers		
Do you understand your suppliers' COVID-19 screening processes	Yes	
Have your suppliers been impacted by any positive cases?	None reported	
Are your suppliers in areas that have been designated as essential businesses only	Yes	
Are your suppliers designated as essential	Yes	
Are your suppliers currently experiencing any issues with Supply	None reported	
Do your suppliers foresee any issues? Please explain	Similar to what might affect our operations.	Two largest potential impacts would be 1) Government order restrictions. So far, essential nature of our customers products, and by extension ours, has been clearly stated by governments both nationally and provincially. And, 2) employees not reporting to work due to illness, travel-related self-isolation (which will be abating), or concern about virus spread.