



## COVID-19 Overview

At Shaw, we have a steadfast focus on the health and safety of our people. As we all experience unprecedented circumstances that are impacting every aspect of our daily lives, we are committed to supporting our associates and their families, our customers and our communities through this difficult time.

By working together to ensure our response policies and protocols are followed, we can help control the spread of the virus *and* keep our associates and their families safe and financially whole at the same time.

To date, we are aware of approximately 115 of Shaw's 22,000-plus associates having tested positive for COVID-19. Approximately 50 of those have fully recovered already and have returned to work.

To protect our associates and their families, our customers and our communities, we have developed comprehensive, COVID-19 emergency response policies and procedures, and we've given associates new choices to make the best work decisions for them and their families.

See additional information below regarding:

- Steps We've Taken to Help Support Our Associates
- The Status of Shaw's Operations
- How We're Supporting Our Customers and Communities

### **Summary of The Steps We've Taken** (as of May 27, 2020):

The below adjustments to policies have been made to help relieve the stress and concerns of our associates regardless of their position or geographic location. Our efforts include but are not limited to:

- We've implemented frequent, enhanced, extensive cleaning methods and social distancing practices at each of our facilities and are encouraging associates to check their temperature before coming to work.
- We've provided face masks for frontline associates and encourage all associates to wear cloth masks as they deem appropriate for their work environment or as required by local mandates in addition to taking social distancing precautions.
- We have limited in-person meetings and are avoiding plant-to-plant travel.
  - Like the rest of the world, we are spending a lot of time in Google Hangouts, video conferencing and on conference calls to minimize contact and avoid travel.
  - Our associates are implementing social distancing, which include rotating work days, staggering work and break times, and other measures.
  - We are keeping visitors to a minimum and have suspended all non-essential third parties from visiting through June 30, 2020.



- Shaw has waived out-of-pocket costs and the deductible for testing and/or treatment of COVID-19 for Medical Plan members. The Plan will pay 100% of cost as if it were a preventive service.
- Should an associate have a confirmed case of COVID-19 or be placed into quarantine at the request of local health officials, a medical professional or Shaw, the associate will receive paid leave for up to 14 calendar days.
  - All hourly full-time associates are covered by company-paid short-term disability for absences that require longer medical attention. We want to ensure associates have the time needed to return to good health, or ensure that they are not infected after confirmed exposure.
- Shaw's Employee Assistance Program is available at no cost to associates and their households.
  - We have reminded associates of the availability of these services if they need resources during a quarantine or would like to speak to a counselor during this stressful time.
- Shaw offered incentives, such as added paid time off, to hourly operations associates in April in appreciation of the important role they play in meeting critical shelter and infrastructure needs.
- Shaw temporarily suspended its hourly associate attendance policy in late March through mid-May to provide associates greater flexibility and choices regarding whether to come to work without worrying about their employment status. Shaw continues to provide provisions to address COVID-19 related absences to support associates through their individual situations.
- We've provided frequent updates regarding our policies and procedures and reminded our associates of health and safety guidelines to follow at work and in their personal lives to maintain their health and safety.

**Status of Operations** (as of May 27, 2020):

Shaw operates approximately 40 manufacturing facilities in the U.S. as well as Scotland and China. Due to the disruption of business associated with COVID-19, Shaw will temporarily suspend manufacturing operations in the U.S. as necessary. Schedules will vary plant-by-plant for the foreseeable future based upon market demand and local dynamics.

During these temporary manufacturing shutdowns, sales, distribution, and administration will continue to operate to meet our customers' needs. Any impact to customers will be communicated by the local sales team and through our brand channels. Shaw maintains large inventories across its broad portfolio of products. As always, service teams will work closely with customers to find alternative products if needed, move around inventory and service customers' most critical needs.



### Shelter In Place Orders

Many state and local governments in the U.S. have put shelter in place mandates in place. Many of these include exceptions for essential businesses. In most cases, construction is identified as essential. Likewise, the transportation, warehousing and distribution of essential supplies, such as those used in construction, is often identified as essential.

Commercial products are used to build critical infrastructure. Residential products are used in the development of one of the most basic needs—shelter. The work we do and the products we make and deliver contribute to the country’s essential infrastructure and the health of the broader U.S. and global economy. Additionally, many of our largest customers have been specifically cited as essential businesses, and we are a key part of their supply chain.

As shelter in place orders begin to be eased, much of our operations will remain the same given the ongoing operations as an essential business. We have an internal team monitoring the spread of COVID-19, and will adjust our response as circumstances warrant to help provide the support that is best for our associates and their families, our customers and our communities.

### State and Local Disaster Purchasing

Underscoring the essential nature of our products during this critical time, Shaw’s commercial flooring products are available to state and local agencies via the GSA’s Disaster Purchasing Program. This program provides an avenue for state and local entities in need of flooring products and services in response to COVID-19 to do so more effectively and cost efficiently. One example would include flooring for temporary medical facilities. Non-COVID-19 associated projects will continue to leverage their standard purchasing methods. Additional information regarding this program can be found on the [GSA website](#).

### **Making a Positive Impact**

Amid these trying times, our teams have worked diligently to make and deliver flooring products for critical shelter and infrastructure needs including meeting tight deadlines for flooring needed for temporary medical facilities in [Reno](#) and [New York](#).

In addition to continuing to support our customers, Shaw has swiftly adjusted our philanthropic efforts to ensure we are meeting current community needs -- including continuously exploring how we can apply our skills and physical assets for new purposes.

Based upon local community need, we have, so far:

- Provided 3-D printed face shields for healthcare providers in [northwest Georgia, Rochester, New York, USA; and São Paulo, Brazil](#)
- Donated N95 masks to a local medical professionals
- Connected medical facilities with Shaw suppliers for more rapid access to needed supplies (such as masks) to allow them to tap into a different supply chain than normal where their typical supplies are strained to meet growing needs



- Made our [own hand sanitizer and disinfectant](#) for use in our north Georgia facilities -- relieving some pressure in the supply chain for others seeking similar materials
- Donated Chromebook tablets to local school systems to provide remote sessions for speech and occupational therapy for students in need of devices
- Sewed cloth face masks for the community
- [Rolled out the red carpet](#) (literally) for healthcare workers, helping local communities celebrate the healthcare heroes on the frontlines
- Supported local farmers whose businesses have been impacted by restaurant closures through the [Georgia Grown To Go](#) program, while simultaneously offering Shaw associates fresh fruits and vegetables at a discounted rate
- Provided meals from local restaurants for healthcare workers in area hospitals
- Supported associates who are volunteering their time in support of various COVID-19 response efforts
- Partnered with the United Way, an organization with whom Shaw has worked for decades to help meet the needs of the communities in which we operate

Updates will be provided on a regular basis at [www.shawinc.com/covid](http://www.shawinc.com/covid).