

AGC Biologics Coronavirus Travel Policy and Advisory

Note: AGC Biologics Site Heads have the authority to issue additional restrictions for their sites based on emerging local and regional situations as they continue to evolve.

The incubation period of the Coronavirus (SARS-CoV-2) is up to 14 days and it is likely there are infected individuals who have not been identified or quarantined. Person to person transmission is occurring world-wide. This poses a high exposure risk to persons traveling by air due to the large number of people at airports and tight quarters on planes that makes the necessary social distancing to prevent infection extremely difficult.

In response to this pandemic situation, the following requirements and guidelines are provided to prevent the spread of the virus and protect AGC Biologics personnel, families and sustain operations:

AGC Biologics Employees Traveling on Company Business

1. Air travel to foreign countries is not permitted.
2. Domestic air travel is permitted if the trip is urgent/essential and has been approved by the Global COVID-19 BCP Committee. Travelers must adhere to current AGC Biologics COVID-19 requirements and guidelines while in travel status. This includes requirements for maintaining proper social distancing as well as use of protective masks. When more than one employee is traveling together, arrangements should be made for separate transportation while on location to enable proper social distancing. Local government COVID-19 restrictions must be observed at all times including any quarantine requirements required by states or territories of the home country.

Quarantine Requirements

Air Travel

1. Domestic air travel does not require quarantine upon return unless required by a specific region, state or territory.
2. Employees returning by air from a foreign county (personal or essential business travel) must observe the requirements established by the home country before being permitted to come onsite at an AGC Biologics facility. This may include specific quarantine and / or COVID-19 testing requirements. In addition to these requirements, employees engaged in essential business travel must also comply with current AGC quarantine or testing requirements if more restrictive.
3. If not strictly prohibited by the home country requirements, two (2) consecutive negative COVID-19 test results (1st test 4 days after last day of known risk; 2nd test 6 days after known risk) may be performed in lieu of the 14-day quarantine period.

Ground Transportation

1. Subject to border openings, employees engaging in travel to or from a foreign country by ground transportation may do so without having to quarantine prior to coming onsite at an AGC Biologics facility provided:
 - Quarantine is not required by government restrictions. In situations where a country has advised quarantine for travelers, these advisories must be observed.

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- The employee observes all COVID-19 prevention requirements of the country being visited
 - Employees have not traveled to a health advisory country that has been identified by the country of the local AGC site as restricted for travel due to elevated rates of COVID-19 infection.
2. These same requirements apply to contractors engaged in urgent/essential work for an AGC Biologics facility who have been approved by site management to visit the facility.

AGC Employees Engaging in Personal Air Travel

1. Air travel of any kind is strongly discouraged at this time except in the event of an urgent/essential matter.
2. Employees must notify their manager if planning any air travel.
3. Many countries have restricted or banned air travel to prevent the spread of the virus. Employees returning to their home country must be aware of country-specific restrictions, re-entry enhanced health screening measures and medical evaluations. Country-mandated quarantine may also be required. This will vary by country.
4. Individuals who develop airway symptoms e.g. cough, fever and/or troubled breathing within 14 days of returning from a foreign country, and in particular countries and regions that have been identified as travel health advisory areas due to community wide COVID-19 transmission, should immediately seek medical advice or services. They must contact their manager and refrain from returning to work until free of flu-like symptoms for 48 hours and cleared by a healthcare professional.