April 10, 2020

Wendell Young IV, President
Michele L. Kessler, Secretary-Treasurer
Anthony M. Helfer, Recorder
United Food & Commercial Workers Union 1776KS
3031A Walton Road, Suite 201
Plymouth Meeting, PA 19462-2344

Dear Wendell, Michele and Anthony:

We received your letter dated April 7, 2020 and would like to take this opportunity to respond to your concerns.

At Smithfield, transparency and trust are core values.

The Company is strictly following The Centers for Disease Control (CDC) guidelines in all actions we are taking as a result of this pandemic. These protocols have been implemented at this facility and are being followed to the letter. We are doing everything in our power to ensure not only are our employees remaining safe and healthy, but also calm and informed. You know, better than anyone just how extensive the protocols are to keep workers safe at all times within meat manufacturing, not just during our response to COVID-19.

The CDC protocols call for any employee that tests positive for COVID-19 to remain off work until they are cleared by a medical professional to return. Any employee that has come into close contact with that employee for a prolonged period of time will be isolated and taken through the protocols to determine if they are experiencing COVID-19 systems which would require them to be quarantined for a 14-day period. Every employee has been told that if they are experiencing any symptoms of COVID-19 or are sick, they should stay home and should not report to work.

On Tuesday April 7th, thermal scanning of all persons entering our facility was started. All common areas and high touch surfaces are being sanitized multiple times each day, we are working on adjusted breaks and lunches where only minimal employees are off the floor at all times, and all microwaves, vending areas and tables are being sanitized multiple times per shift. We have added sanitizing stations throughout our facilities in high traffic areas, at entryways, outside common areas and at the entrances as well.

We have installed plexiglass dividers on our line 3 retail packing area where employees cannot avoid working in closer proximity. We are working on installing these plexiglass barriers over the next week in lunchrooms in the plant to provide better separation.

Smithfield has launched its new Beekeeper app to give all employees access to additional and up to date information on the COVID-19 and other company news. We are continually
communicating to employees the importance of practicing all preventative measures to stop the spread of respiratory illness, such as, washing your hands, covering your cough and not touching your face. We have posted reminders and instructional guides and put the information on our break room monitors to ensure the message has been heard. You are also well aware that our normal use of PPE is extensive.

Smithfield has removed all barriers in our health plan to ensure that if an employee does need testing, they are able to get that test done free of charge. Smithfield has waived the co-pay, co-insurance and deductible for COVID-19 testing as well as eliminating pre-approval or preauthorization steps to facilitate the process for an employee to get tested. We are also working with our older adults and people of any age who have serious underlying medical conditions, on a case by case basis.

If an employee is placed on a quarantine by the Company or by a medical physician due to exposure through contact with a confirmed diagnosed COVID-19 person, that 14-day quarantine period will be paid. Insurance coverage will continue during this time. Employees are also eligible for short-term disability pay if necessary and we have agreed to waive any waiting period for anyone diagnosed with COVID-19.

As a token of our gratitude, employees will receive the $500 Responsibility Bonus, payable May 15, 2020.

The U.S. federal government has identified U.S. food and agriculture as crucial parts of our nation’s response to COVID-19 and have emphasized our special responsibility to maintain normal work schedules. Smithfield takes this responsibility seriously and is working diligently to keep our employees safe while also continuing with our commitment to deliver good food, responsibly to our consumers. We feel sure the union will have a desire to partner with us to meet this obligation.

As always, the company is always willing to meet and discuss issues of concern.

Sincerely,

Colleen McConnaughey
Manager, Human Resources
Arnold Enhanced Sanitation/Communication Activities

- Thermal imaging for every employee that enters the facility to ensure they do not have a fever.
- Increased touch point sanitation around the facility. All departments are managing sanitizing key common touch areas multiple times a shift.
- Janitorial staff to perform more touch point sanitation around facility. Janitors are on all three shifts.
- Increased hand sanitization sanitation around facility, entryways and hallways. We have 22 locations around the plant and more coming.
- Increased signage in the facility to remind people to wash hands, sanitize hands and to practice social distancing.
- We have posted reminders and instructional guides and put the information on our break room monitors to ensure the message has been heard.
- We have increased the distance between employees on lines where space allows for it. Plexiglass dividers being used on line 3 retail packing area.
- Ordered plexiglass dividers for tables in cafeteria, RTE will be installed this weekend. This will help force social distancing at break and lunch times.
- Asked employees to maintain social distance in lunchrooms and eat lunch in cars or offices to reduce the amount of people in cafeteria. We also have a training trailer and outside picnic bench that can be utilized for breaks/lunches.
- Employees are allowed to bring in and use face masks while working.
- Switched to full face and head style hair net to cover head and face, including the mouth and nose.
- We increased the strength of caustic acid used in the sanitation of the production rooms for equipment and work stations during sanitation.
- We are using Clorox 200 ppm solution as an added sanitizer in production rooms on processing equipment and work stations as well as common areas in the plant.
- We are using fog in production areas with a hard surface sanitizer to give a blanket of protection on equipment, air handling units, and work stations.
- We will be targeting fogging and misting of welfare areas in the plant each weekend.
- Contractors or 3rd parties are not allowed to enter the facility without proper approval.
- We have eliminated the sharing of two way radios.
- We are sanitizing department phones and computers daily.
- Smithfield has started a Beekeeper app to give all employees access to additional and up to date information on the COVID-19 and other company news.

Additional:
- We have ordered 150 face shields for all plant floor employees. 50 have arrived and will be handed out to employees working in close proximity of another employee.
- We have 150 bandanas ordered and coming in to hand out for additional face coverage until disposable masks arrive at the plant (2 weeks).
- Evaluating Staggering of startup and shut down times of lines starting 4/14/20 to reduce crowding at timeclocks and in the locker rooms.
Smithfield Foods - COVID-19 Policy/Protocols:

Following discussions with Smithfield Foods, Human Resources, the Company will be following the below protocols as it relates to COVID-19:

- The company will offer a one-time bonus in recognition of full-time hourly employees who have accepted responsibility for the business continuity of our operations, including our feed mills, farms, processing facilities, warehouse and distribution centers from April 1, 2020 to May 1, 2020.

- Eligible employees are defined as full-time hourly employees who perform direct work in our processing facilities including maintenance, food safety quality assurance, as well as feed mills, farms, warehouse and distribution centers.

- Employees must be employed as of April 1, 2020 and work all scheduled work hours, including any required overtime through the entire bonus period (April 1, 2020 to May 1, 2020).

- Employees must be “active employees” on May 1, 2020.

- Employees who receive points under the attendance policy will not be eligible for bonus consideration except under the following circumstances:
  - An employee who is on approved personal leave of absence including vacation or FMLA will remain eligible with proper documentation.
  - An employee with COVID-19 related illness or quarantine will remain fully eligible with proper documentation.
  - The “Responsibility Bonus” will be paid as a one-time lump sum in the amount of $500.00 on or about May 15, 2020.