



386 Wilcox Street
PO Box 2030
Hamilton, ON L8N 3T1
905.528.2511
stelco.com

March 26, 2020

Memo to All Stelco Employees

Re: Our COVID-19 Response

If you have questions regarding Stelco's COVID-19 response or plan to return to work following any period of time away, please contact Human Resources.

HR Info Line: 905-528-2511 x 3364 or email: HR@stelco.com

I would like to remind all employees regarding the importance of maintaining a clean workplace and ask that every employee contribute to this effort. Please take the time to clean your work area, lunchrooms and other common areas both before and after you utilize them so these areas can remain safe for all employees as needed. We have expanded our existing contract with Sunshine to enhance cleaning and sterilization services, but even with this increased capacity, employees will need to continue to be diligent when it comes to maintaining a clean and healthy workplace. Once again, please take the time to ensure your work area is clean and common areas are cleaned following use. This is an important step in protecting the health and safety of all Stelco employees.

We are also making improvements to the questionnaire used to screen all visitors to our facility to ensure our screening process remains in synch with the practices recommended by public health agencies. We continue to monitor information being provided by public health on a daily basis and will continue to evolve our practices and procedures in accordance with their expert advice.

Over the past few days, we have received several comments regarding the need for additional posters and notices around our various facilities to provide information about best practices regarding social distancing and hand washing in particular. We have increased the number of posters distributed throughout the facilities and will continue to do so in an effort to educate all employees about these critically important practices. Anyone wishing to review these resources can all view them on the stelCORE COVID-19 resource page located [here](https://bit.ly/2UgDLJH) (<https://bit.ly/2UgDLJH>).

Thank you all for your efforts and please continue to work safely.

A handwritten signature in blue ink, appearing to read "S. Sanyal", is written over a horizontal line.

S. Sanyal
Chief Operating Officer