

Customer Protocols for the Coronavirus

Lenworth Building Services Ltd. has implemented the following protocols in accordance with Public Health Agency of Canada to prevent further spreading of the Coronavirus effective immediately.

We have instructed our personnel that they will not have any direct contact with the staff of our customers or attend their premises for a period of 14 days, if any of the following conditions exist:

- 1) They have recently returned from any destination outside of Canada, even if they are not experiencing any symptoms.
- 2) They have been in close personal contact with anyone who recently returned from any destination outside of Canada, regardless if symptoms are present.
- 3) They believe they have contracted the coronavirus.
- 4) They are exhibiting any symptoms of the coronavirus.
- 5) They have come into contact with someone who has been exposed to the coronavirus, even though they have not travelled outside of Canada.

Additionally, we have provided guidelines to all of our employees about the Coronavirus Disease and ways to prevent the spread of the infection.

Other resources : <https://www.ontario.ca/page/2019-novel-coronavirus>

Sincerely,

LENWORTH BUILDING SERVICES LTD.

Spencer Cawker
Vice President & COO

Date: March 18, 2020

