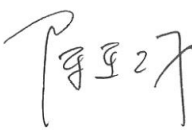
	<b>Hengyi Industries Sdn Bhd</b>			
	<b>Covid-19 Control Work Briefing (23/08/2021)</b>			
	Issued & signed by:			

**I. Local Pandemic Situation and Hengyi's pandemic-related data**

**Data released by MOH**

Date	New cases (local)	New cases (Imported)	Cumulative cases (As of 2020)	Cumulative deaths (As of 2020)
23/08/2021	104	0	1873	4

**Date released by Hengyi (as at 23 August):**

Total Chinese staff	Chinese staff with symptoms	Chinese staff in quarantine	Total staff living in dormitory lockdown	Total staff living in rented houses
1277	3	0	870	179

Total local staff	Local staff working on PMB	Local staff with symptoms	Local staff in quarantine	Hengyi's close contacts
680	107	1	40	7

**Information of Hengyi's close contacts:**

Dept.	Name	Health Conditions	Notes
Commercial	KOH JUNYO	NORMAL	His father has been tested positive, and he was tested negative in the swab test on August 09. He is currently in quarantine at home till 23 Aug.
Refining Zone 3	Batrisyia	Positive	His father has been tested positive, and she also tested positive on 10 August. She is currently under treatment in national isolation center.
HSE	Jong Qian Song	Normal	Had dinner with friends on 6 Aug, who tested positive on 15 Aug. He received MOH notice to undergo quarantine in national isolation center, until 30 Aug. He's waiting for second time COVID test.
Central Lab	Sira	Normal	Had close contact with uncle, who is diagnosed with COVID on 18 August. He is in home quarantine now.
Transport & Port	Ade Khalidi	Normal	His sister is covid positive, and he already did the covid test, waiting for result. He is in home quarantine until 30 Aug.
Electrical	Muhd. Izzat	Normal	Her family member was diagnosed with COVID. Now the entire family is under quarantine until 4 Sept.
Maintenance	Ak Mhd Zahir	Normal	His brother was diagnosed with positive COVID on 20 Aug. He is waiting for the test, now in home quarantine until 29 Aug.

**II. MOH Measures**

Those who do not wear masks during the epidemic will be fined 100 B\$; those who violate or fail to observe the "digital quarantine order" is illegal behavior and can be fined up to 5000 B\$. If prosecuted by the court, they will face a fine of up to 10,000 B\$ or imprisonment up to 6 months, or both penalties. The previous regulations enacted by government on 7 and 9 August are valid until 4 September.

The Ministry of Health of Brunei once again reminds the public to always pay attention to the color of the BruHealth code on mobile phones. There are 5 types, namely "green", "yellow", "red", "purple" and "blue".

"Green" is a healthy, free code, free to enter and exit any mall, store and participate in activities.

"Yellow" is an unhealthy and risky code. You must be careful and enter and exit any malls, shops, and activities.

"Red" means that you are not allowed to go out to any shopping malls, shops, participate in any activities, or to the vaccination center, only to the testing center or receive medical treatment.

"Purple" is the code for people confirmed with COVID. They are not allowed to go out to any malls, shops, participate in any activities, or go to the vaccination center.

The last "blue" is the code for people recovered from COVID and is still in isolation for 14 days, and is not allowed to go out to any malls, shops, or participate in any activities.

According to the Ministry of Health, anyone who displays the "red" and "purple" codes on BruHealth's mobile phone is not allowed to leave the house, unless it is to a testing center or to receive treatment.

Once it is discovered that a person holding the "red" and "purple" codes does not follow the instructions, which means they will still go out, once they are discovered and banned, they can be fined 5,000 B\$ under the Regulations 204 or be charged in court. Once convicted, they can be charged. He was fined up to 10,000 B\$ or jailed for 6 months or both.

### **III. Company Covid Prevention**

#### **1. Company publicity**

1.1 Announcement of Company Covid Prevention Strategies: the latest Covid situation and the Company's regulations are updated every day in staff group chats.

#### **2. Logistics supports**

2.1 Office Area: routine disinfection in offices, vehicles each day going normal.

2.2 list of those going out for procurement: CEO Office: 3; HR: 2; Finance: 3; Supplies Dept: 5; Dispatching: 5; Machinery: 2; IT: 2; Refining No. 2: 12; Refining No. 3: 11; Refining No. 4: 11; Power: 6; Utilities: 4; Lab: 5; Electrical: 6; Maintenance: 8; Ports: 2; 87 in total.

#### **3. Health monitoring and medical care services**

3.1 HSE Dept checks temperature and mask-up compliance everyday.

3.2 The emergency clinic on the PMB is operating normally, the Company is continuously checking on its self-enclosed management.

**3.3 New staff from LPP have all obtained their DARE security card and have access to work on PMB.**

#### 4. Communications with the government

Updates COVID prevention daily reports to PA. Staff inoculation status shared with PA.

#### 5. Materials Assurance

##### 5.1 Materials inventory

Material consumption status: 100 medical masks, 4 temperature guns, 642 Lianhua Qingwen capsules, 833 Yupingfeng granules, 100 CTM COVID prevention granules.

Materials currently in stock: 1787 disposable medical surgery gowns; 5685 KN95 Masks; 52030 disposable masks, 9225 medical gloves; 37 thermometers; 359 protective goggles. 71 spraying bottles (2L); 96 bottles of disinfectant sprays; 775 bottles of sanitizers; 680 gallons of big bottles of disinfectant liquids (1 gallon/bbl); 84 bottles of disinfectant liquids (3L).

#### 6. Contractor Management During the COVID-19 Pandemic

6.1 A total of 210 ppl in lockdown, with living areas disinfected and body temperature being checked twice a day. two BM local laborers in the warehouse both tested negative for COVID, now in self isolation until 30 August.

2. HSE dept. conducted spot checks on Riverplace dormitory lockdown management, and found contractors in good compliance with covid control measures, with good SOP management.

#### **IV. CEO Instructions on COVID Prevention.**

1. For the 40 new employees newly recruited by LPP, the Human Resources Department is requested to do a good job with the various demand departments (operations department) to coordinate the orientation session, safety training, and epidemic prevention and control of the 40 new employees. CEO Office Please pay more attention to the work and life needs of new employees, and take the initiative to make logistical arrangements and services.

2. Brunei's epidemic situation is becoming more and more serious, and all departments must strictly implement the regulations on epidemic prevention when going out. In particular, the epidemic prevention measures of contractors and external units must be well controlled. This time the BM warehouse administrator had close contact with COVID patient, reminding the employing department to do a good job in the prevention and control of the epidemic situation of the outsourcing unit, to implement supervision and spot checks according to the department, and to minimize face-to-face contact.

3. HSE Dept should prepare the anti-epidemic materials by having excess of 1-month consumption inventory. The distribution should be carefully calculated to avoid waste. The procurement of medical masks and other materials must ensure the quality and ensure the quality of procurement.

4. The company's epidemic prevention team should collect the health status of employees on a daily basis. All operation departments and functional departments must insist on doing a good job of daily "zero reports" on personnel health, and closely grasp and monitor the health and out-of-office contact status of employees working from home, so as to ensure that the information is accurate and updated dynamically.

The HSE department must do a good job in personnel grid management.

5. Regarding the BruHealth code color for certain employees, HR please communicate with the Ministry of Health and timely change their code color, so as to assist them in having access to the island.