



Hengyi Industries Sdn Bhd

Covid-19 Control Work Briefing (25/08/2021)

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)
25/08/2021	176	0	2159	6

Date released by Hengyi (as at 25 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	2	0	870+228	179
Total local staff	Local staff working on PMB	Local staff with symptoms	Local staff in quarantine	Hengyi's close contacts
680	107	0	36	8

Information of Hengyi's close contacts:

Dept.	Name	Health Conditions	Notes
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 on 27 Aug.
Central Lab	Sira	Normal	Had close contact with uncle, who is diagnosed with COVID on 18 August. In home quarantine now.
Central Lab	Farah	Normal	Might have close contact with confirmed cases. Now in isolation, waiting to have test on 28 Aug.
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.
Commercial	KOH JUNYO	Positive	Tested positive on 24 Aug. Now waiting to be treated in national center.
Ports Division	Chu Haisen	Normal	Had contact with covid patients on 17 Aug when delivering documents, now waiting to have test on 26 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.

4. Communications with the government

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

5. Materials Assurance

Material consumption status: no.

Materials currently in stock: 1787 disposable medical surgery gowns; 5685 KN95 Masks; 51930 disposable masks, 9125 medical gloves; 33 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

Port Division received notice from Dare at 2:30 this afternoon that a security guard at the PMB Bridge Management Office (at the traffic light on the island's expressway) was diagnosed as positive for covid. They began to check all the personnel who entered the office within 14 days. Chu Haisen, an employee of the Ports division entered the office at around 10:30 in the morning on August 17 to pick up the documents, he entered the office for about five minutes, and then came out, wearing a mask throughout the whole process. To ensure safety, the employee has made an appointment for a nucleic acid test scheduled

on the morning of August 26. Before the nucleic acid test results come out, he will be temporarily isolated in the dormitory.

IV. CEO Instructions on COVID Prevention.

In view of current situations, CEO convened an expanded Company COVID prevention meeting at 4 pm. The CEO emphasized as follows:

1. There are still weak links in the current company internal epidemic prevention and control, including local employees who live in concentrated lockdown off the island. Leaders of all departments are requested to attach great importance to them. HoDs must participate in the daily epidemic prevention meeting, unless met with urgency to deal with. All departments must strictly implement the company's epidemic prevention regulations and implement the daily "zero report" mechanism. The company's epidemic prevention instructions must be communicated to every employee.

2. Relevant responsible departments must do a good job in the implementation and control of epidemic prevention of contractors working on the island. The water supply contractor shall isolate personnel and reduce their frequency of unnecessary trips to the island. It is necessary to check that employees of security contractor wear protective clothing as required to avoid close contact with company employees.

3. The CEO's Office and the HSE Department should increase the inspection efforts for people renting apartments outside in terms of implementing prevention measures. They are forbidden to go to public places without pre-appointment for centralized procurement of life necessities. The company epidemic prevention team shall conduct random inspections, and any offenders should be dealt with seriously, including local employees.

4. In view of the fact that a local employee of the Commercial Dept tested positive for the second time, the HSE Department should promptly arrange for Wu Di's family to have the second nucleic acid test. While waiting for the results, Wu Di and Peng Dan are asked to stay at home for isolation. Regarding the downloading and use of the covid test appointment software, the HSE department should send detailed descriptions of software using introduction in the company's wechat/whatsapp group to ensure implementation.

5. For individual employees who need to go to the hospital for medical treatment due to physical reasons, please contact Human Resources Department assist and provide support.

6. HSE Dept should urge security personnel not to approach Hengyi employees in close manners and to wear protective equipment in work

CEO emphasized that the current epidemic prevention situation is severe, and it is extremely difficult to achieve all-round prevention and control on the island, but failing to do so means serious consequences. All HoDs must take the responsibility to do a good job in COVID prevention.