



Pandemic Response Policy

Overview

This policy provides guidance on addressing a wide-spread outbreak of highly communicable diseases such as the Influenza A 2009 H1N1 virus (“Swine Flu”) in the communities where we operate.

Core Requirements

- The health and safety of Our People is our first priority.
- The U.S. Federal Government has designated the Transportation Industry and the Postal and Shipping Industry as two of 18 Critical Industries/Key Resources vital to the public safety and prosperity of the United States. Every reasonable effort should be made to prevent the interruption of transportation, postal, and shipping services.
- Our customers rely upon us for transportation of their products and goods. These products and goods may include critical supplies needed for the response to a pandemic. Every reasonable effort should be made to prevent the interruption of our services.

Employee Responsibility

- Know the signs and symptoms of Influenza:

***High fever (above 100°F) or chills
-and-
Cough or sore throat***

May also include:

***Runny or stuffy nose
Body aches
Headache
Fatigue
Diarrhea and vomiting (more
common with 2009 H1N1)***

- If you have a fever you should stay home until 24 hours after the fever is gone to avoid infecting co-workers. Seek medical care if needed.
- If you get sick at work, you should go home except to seek medical care. Be sure to notify your supervisor (using the telephone or email) that you are going home sick. Avoid personal contact with your supervisor and co-workers.
- Practice clean hand hygiene by frequently and thoroughly washing your hands with soap and water or alcohol based hand sanitizers.
- Cover your cough or sneezes. Clean surfaces contaminated by coughs and sneezes.
- Periodically clean surfaces that have frequent contact with hands, such as counter tops, telephones, and computer key boards particularly if there is more than one user.
- Determine if you and your family should receive the Seasonal Flu vaccination.
- Determine if you and your family should receive the 2009 H1N1 “Swine Flu” vaccination when it becomes available.
- Be prepared to work additional hours or days if you are not sick in the event of wide-spread absences due to illness among your coworkers.
- Make preparations for alternate child-care arrangements in the event schools are closed or you are needed to work additional hours.
- If your employment requires you to travel internationally, see the International Travel section of this policy.

Leadership Responsibility

The Company has established a **Pandemic Committee** to coordinate the Company’s preparations and response. See the Pandemic Committee section for additional details.

Supervisors and Managers should take the following steps:

- Develop contingency plans to operate with reduced staff due to illness.
- Encourage employees to practice proper hand hygiene and cough and sneeze etiquette.
- Encourage employees to receive vaccinations.
- Review your department's sick call-in policy with your employees.
- Be prepared to send sick employees home or to appropriate medical care if needed.
- Review this policy with your employees.

Pandemic Committee

- The Pandemic Committee is responsible for coordinating the overall preparations and response to an outbreak in the community or workplace while ensuring business continuation.
- The Medical Director of the ABX Healthcare Center is the designated health official for the Company.
- The Pandemic Committee shall consist of:
 - Medical Director of the ABX Healthcare Center
 - Chief Executive Officer
 - President
 - Vice President of Human Resources
 - Manager of Safety
 - Manager of Employee Benefits
- Given the unpredictable nature of any pandemic, the Committee may modify or change plans at any time with little or no advance notice.

International Travel

International travel may present unique challenges for employees. Some international destinations may not have adequate medical resources available or present language barriers.

The Company has contracted with *HTH Worldwide* to provide assistance to international travelers.

Services include:

- Worldwide access to English speaking physicians trained in western evidence-based medicine.
- Information about the current health situation at many international locations.
- Safety and Security updates for many international locations.
- Convenient access to updated information at www.hthbusiness.com. You can sign up to receive updates sent to your email account or mobile device.

International travelers may also consider carrying a "Flu Kit" consisting of the following items:

- Thermometer
- Acetaminophen (Tylenol) for fever reduction
- Loperamide (Imodium) for diarrhea
- Alcohol based hand sanitizer
- Clorox wipes or similar
- N-95 masks (waiver required).

The "Flu Kit" is not mandatory and is at the voluntary discretion of the employee. You may wish to consult with your physician about overseas travel.

Since the flu spreads from person-to-person; whenever possible you should avoid crowds. According to the CDC, maintaining a distance of six (6) feet or greater from other people, especially those with symptoms, significantly reduces the likelihood of transmission of the flu.

Communication

The Company has established a FLU web page to update employees about the flu. This web page can be accessed at www.myabx.com/new/flu.htm.

In addition the ABX News Line will be updated with information as needed. The ABX News Line can be reached by calling **(800) 736 3973 ext. 6NEWS** (ext. 66937).

General information about the 2009 H1N1 Flu can be found on the following websites:

www.flu.gov
www.cdc.com/h1n1flu
<http://www.who.int/en/>