



CEMEX Protocol	Guidance/Protocol for ready-mix truck for urban cleaning activities due to ongoing measures related to COVID-19 scenario.
Purpose of the Protocol	This protocol provides recommended preventive measures to while executing community service with ready-mix truck to clean urban spaces and/or hospital areas as requested by local government, during a Pandemic scenario of COVID-19.
Who does this protocol apply to	This protocol applies to all CEMEX’s personnel in Ready-Mix team assigned to this community service request. The Plant RRT/managers/employees should take responsibility for implementing it.
Disclaimer	<p>This guideline was prepared by CEMEX based on the recommendations of several construction associations, health authorities including the World Health Organization (" WHO "), external consultants and the experience of the CEMEX worldwide teams. CEMEX is not responsible for the result of the implementation of the guidelines and in no way guarantees the effectiveness of this material to prevent or reduce CORONAVIRUS (COVID-19) infections among its employees or officials. Authorization to use this material is exclusively and limited to consultation. No person or entity will be able to use this material, in whole or in part, for publicity, advertising and/or promotion in any material or media, for any company, products or services.</p> <p>Copyright ©2020 Cemex Innovation Holding AG.</p>

I. General recommendations	
1.	<p>During the COVID-19 pandemic, as an opportunity to contribute with the local government's efforts to disinfect public and hospital areas, CEMEX offers the use of ready-mix trucks to assist in such cleaning activities.</p> <p>Our personnel, employee or contracted must willingly and voluntarily participate in such activities.</p> <p>Any personnel with vulnerable conditions (by virtue of their age (+55) or with an underlying health condition, such as heart disease, diabetes, respiratory disease or cancer) will not participate in these activities.</p>
2.	<p>Applying Personal Hygiene Protocol is essential to guarantee the success of preventive measures for COVID-19, such as and not limited to:</p> <ul style="list-style-type: none"> • Washing and disinfecting hands thoroughly as per WHO recommendations before entering the room or area, before touching face and after manipulating tools and equipment. • Respecting physical distancing of 2 meters/ 6 feet. • Correct use, removal and disposal of personal protective equipment, specially facemasks and eye protection. • Respiratory hygiene, encouraging employees cover their face with the crook of their elbow or use a tissue if they cough or sneeze. Supply tissues and closed bins to dispose of them.



II. Team selection and preparedness	
1.	All personnel participating in these activities will do it voluntarily. Only personnel trained and experienced to drive, and maneuver ready-mix trucks are allowed.
2.	<p>Prior to the activity, all personnel must be checked, starting with temperature check to validate no fever and corporal temperature below 37.3°C. Additionally, participants will be asked if they:</p> <ul style="list-style-type: none"> • Has any flu-related symptom, • Has been in contact with a confirmed COVID-19 positive or • Recently visited highly infected areas. <p>In case any of the answers is positive or has fever, they will not participate and will follow medical follow-up and quarantine as established in our internal protocols.</p>
3.	<p>Transportation to the ready-mix plant must be provided to all participants in this activity, if they do not have their own means of transportation. If transportation is arranged, physical distancing must be applied, calculating at most a 50% capacity, in case of a bus. All passengers must wear facemasks, covering mouth and nose, before entering the vehicle. Alcohol-based gel must be available inside the vehicle to be used by passengers as they enter/exit.</p> <p>Food/drink consumption will be prohibited inside the bus.</p> <p>Avoid greetings with physical contact such as handshakes or hugs. Physical distancing of 2 meters or 6 feet should always be observed.</p> <p>Personnel owning vehicles, should drive alone with no additional passengers.</p>
4.	All personnel must arrive with complete uniform, personal protective equipment, including helmet with ear protection, eye protection, respiratory protection and safety boots.

III. Loading operation (detergent and water)	
1.	Depending on the area that will be covered, at least two trucks should be assigned to load only water and one truck will load the mixture with the selected detergent.
2.	At plant, the supervisor will assign the trucks to the drivers and their turn to load either water or detergent mix. Instructions will be delivered respecting physical distance between the team, always wearing proper PPE.
3.	Drivers will complete risk assessment/Take 5, using their Individual pen and notepad. Drivers will also complete the Inspection of the truck, as established in the safety procedures and proceed to disinfect door handle and vehicle cabin, using alcohol-based disinfectant. Remember to apply 3-points of contact to access cabin.
4.	When the ready-mix truck has completed loading, apply chocks to tires and complete the lock-out procedures while waiting for the rest of the team to complete.



IV. Discharge/Cleaning procedure	
1.	Supervisor must be assigned to the task of coordinating the operation, having contact with the local authorities, organizing the activity and coordinating with the additional crew that will be assisting with the cleaning process.
2.	Supervisor will receive and instruct drivers where to locate the trucks, making sure no pedestrians or third parties cross over safety area/zone. With the assistance of local authorities, the area access should be limited only to the cleaning crew.
3.	Once the truck is in position, the driver should exit the cabin using 3 points of contact to place the wheel chocks. Always wearing all personal protective equipment and maintaining 2 meters or 6 feet distance from any individual in the area, including the supervisor.
4.	The driver is the only person authorized to use the discharge chute and manipulate the channel, removing the security device making sure his hands do not get caught while manipulating the device to discharge the detergent/water when required.
5.	When the truck must be moved to continue the cleaning operation, the driver will remove the chocks and visually inspect moving around the truck, to make sure no person gets caught in the line of fire. The supervisor will assist the driver to make sure the area is free of pedestrians while moving the truck to the desired position.

IV. Cleaning the units	
1.	Once the operation is completed, all drivers will return to the ready-mix plant to clean the trucks using the cleaning platform.
2.	The trucks that only loaded water, should only be cleaned externally. The trucks that loaded detergent must be loaded completely with only water, discharging and repeating the process three times, to make sure no detergent residues remain inside the ready-mix container.
3.	After completing the cleaning process of the read-mix trucks, drivers will position the trucks in their parking space and clean/disinfect the cabin and all frequent touched surfaces, such as steering wheel, shifting gear, control panel, door handles and supports to guarantee 3-points of contact with alcohol-based disinfectant. Always exit the vehicle using 3 points of contact and placing the wheel chocks, as safe procedure.
4.	All drivers will wash their hands and remain with respiratory and visual protection, in case they are transported back in bus.
5.	Remind drivers to remove protective equipment after arriving home, disinfecting/washing their hands and avoiding touching their faces by safely removing eye protection and facemasks.