

## 11-10-2020 UPDATE

Lake Oswego Employees:

Thank you for your efforts to help contain the spread of COVID-19 at Greenbrier. As you may have seen, COVID-19 continues to spread throughout Oregon. In response to the recent increase in cases, Governor Brown has instituted a “two-week pause” beginning tomorrow, November 11, continuing through November 25. This applies to the entire Portland metro area.

Governor Brown instituted the pause to limit spread in areas where social distancing precautions are less easily maintained. In particular, the two-week pause limits indoor social get-togethers to single households only, or a maximum of six people.

We continue to encourage employees to work from home if possible. At the office, our headcount remains limited to 70 people per day. Masks continue to be required in all common areas, which are clearly marked, and we have space to effectively socially distance. This combination means the risk of spreading COVID-19 while at the office remains low.

We have attached our telecommuting policy and “Oregon OSHA’s COVID-19 Temporary Standard for all workplaces” poster for your reference.

Thank you for your continued focus on health and safety.

Greg Bretzing

VP Global Security, Safety & Corporate Affairs