



COVID-19 Employee Safety Protocols

XPO Logistics has adapted quickly to the onset of the COVID-19 pandemic to safeguard its workforce and maintain continuity of essential services. As we deliver food, medical devices and supplies, technology and more, our primary focus is safeguarding our employees, many of whom are on the front lines of delivering the goods that families, communities, hospitals and businesses depend on. Below are actions that we're taking to prioritize the safety of employees. As this situation evolves, we're listening to our employees and adjusting our policies in real time:

- **Social distancing** guidelines are in effect in all our workplaces. Where possible, we have barriers between workstations and space demarcations on floors. Visitors are restricted from accessing our offices and field locations.
 - Before their shift, employees must affirm the guidelines promulgated by the CDC (restricted travel, no symptoms and no known exposure to COVID-19).
 - We only provide no-contact deliveries.
- **Pandemic Paid Sick Leave** – We offer affected full-time employees in the US up to two work weeks (80 hours) of additional sick leave in addition to their standard annual paid time off. In addition, employees are guaranteed up to three days of 100% pay continuation if a facility is closed temporarily for deep cleaning.
- **Free COVID-19 testing** – We cover the cost of COVID-19 Testing and provide access to free tele-medicine through a virtual clinic and 24/7 nurse hotline for medical concerns.
- **Enhanced Cleaning** – Additional cleaning measures are happening inside our workplaces, and we're providing personal protective equipment (PPE) and sanitization supplies to employees, with procurement measures in place to monitor inventory levels.
- **Workplace Accommodations** – We automatically grant workplace accommodations for pregnant employees under the terms of our progressive Pregnancy Care Policy and make alternate work arrangements when medically advisable.
- **Work from Home** – Employees worldwide are working remotely if able to do so. For employees who need to work on site, we follow the guidance of the World Health Organization (WHO), the US Centers for Disease Control (CDC) and our own health and safety protocols.
- **Employee Assistance Program (EAP)** – Free mental and emotional counseling sessions are available to all US employees and their dependents during the crisis.
- **Digital Health & Safety Training and Support Programs** – Online programs in seven languages are available to help employees manage change during the pandemic.