



Topper Linen Supply Limited COVID-19 Response

Overview:

The evolving COVID-19 pandemic has impacted the way most businesses operate daily. We understand this is of great concern to everyone and we find it our duty as an essential business to share some of the proactive measures we are taking to ensure a safe environment for our team, customers and community. At Topper, it has and will always be our priority to enhance cleanliness and safety while enabling the highest level of service and quality possible. For our employees and customers, we have implemented a COVID-19 Risk Mitigation Policy to reduce potential points of exposure and to improve on our daily practices.

For our Employees:

Above all we must ensure a safe workplace for our team and act together to limit exposure while continuing to conduct business. The Topper Linen Supply Limited Health and Safety Committee has assessed all functions carried out by their workforce to verify that action has been taken to protect against the hazards presented by COVID-19. As such, we are taking preventative measures in accordance with the best practices for our sector as set- out by the provincial government to keep our facility clean and maintain a healthy work environment.

- We have added physical distancing measures within our facility.
- We have extended our daily housekeeping cleaning operations and sanitization of high traffic areas.
- We have increased hand sanitization stations for our employees and are making sure every employee has Personal Protective Equipment to perform their tasks.
- We have provided additional safety training for all employees on the proper handling of potentially contaminated products.
- We require that all employees experiencing flu or COVID-19 symptoms to report their concerns immediately and stay at home.
- We have regular group meetings on cleanliness so employees can express any concerns and, in an effort, to update our proactive measures as a whole.

For our Customers:

As a commercial laundry, Topper Linen Supply is uniquely qualified to deal with situations like COVID-19. The standardized practices we have in place demonstrate our commitment to laundering, inspection and testing. These efforts ensure our wash chemistry and processes produce hygienically clean linens and garments.

We Have Adjusted and Implemented Safety Practices:

- We have increased our sanitation procedures for all plant and route service employees.
- We are monitoring that all laundry carts are sanitized.
- Laundry carts with clean products for delivery are wrapped in plastic to ensure products are hygienically clean for you.
- We are implementing that route delivery vehicles are sanitized regularly.

We understand there are many concerns on your mind related to COVID-19 and our goal is that your partnership with Topper Linen Supply is not one of them. In these difficult times, we must work together and come out stronger. We encourage you to take care of yourselves and each other. Our thoughts go out to the many who have been dramatically affected. We look forward to welcoming you back once this crisis is beyond us.