

**JACOBS DOUWE EGBERTS (JDE)
MALAYSIA**

**SAFETY AND
BUSINESS
CONTINUITY
DURING COVID-19**

Malaysian Dutch Business Council
21 July 2021



OUR BUSINESS IN THE ASIA PACIFIC

- **Part of JDE Peets Group**, world's largest pure play coffee and tea group, based in Amsterdam
- **Our Asia Pacific HQ's:** Singapore and Johor, Malaysia
- **Core business units:** Consumer Packaged Goods (CPG), Food Ingredients and F&B Cafes
- **In Asia Pacific - Over 4700 associates** across eight (8) countries, with ten (10) manufacturing facilities

MALAYSIA – OUR STRATEGIC HUB

- **Regional Manufacturing Hub, APAC (JOHOR)**
- **Global R&D Hub (JOHOR)**
- **Old Town White Coffee plant (IPOH)**
- **Commercial Offices (SELANGOR)**



- ❑ **~2700 associates**
- ❑ **JDE's portfolio:** iconic coffee, tea and cereal brands
- ❑ **F&B cafe business** - Old Town White Coffee



OUR BRANDS IN APAC



A COFFEE & TEA FOR EVERY CUP





OUR PRIORITIES DURING COVID-19

- Safe Workplace – Offices and factory
- Safe Transport
- Safe Housing
- Business Continuity
- Helping flatten the curve

SAFE WORKPLACE - SCREENING AT SECURITY GUARD HOUSE



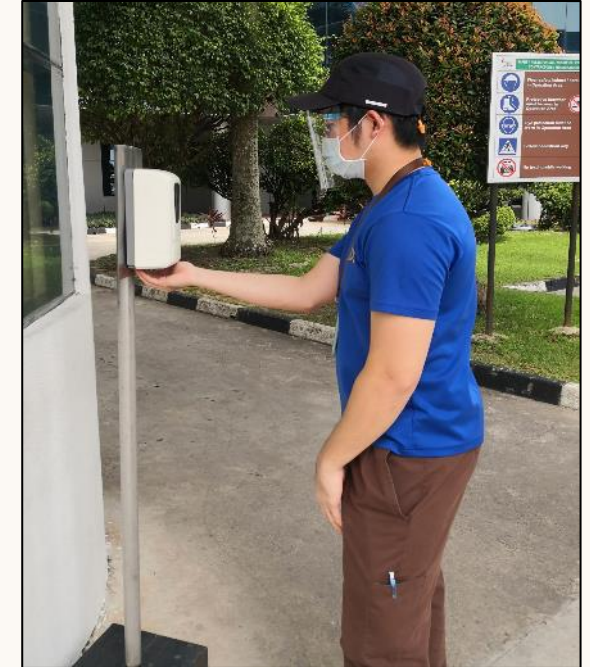
My Sejahtera QR code check-in



Temperature screening.



Wear mask **and** face shield.



Sanitize hands before entering the plant.

SAFE WORKPLACE - SOCIAL DISTANCING IN WORKPLACE



Designated floor marking to minimize cross contact



Limits on the number of people in meetings



Social distancing in lifts

SAFE WORKPLACE - SOCIAL DISTANCING AT WORKPLACE & CANTEEN



- Partitions installed at office, canteen & pantry to ensure social distancing.
- Employees can take the meal at their desks.
- Staggered break time.

SAFE WORK PLACE – “COLOUR BAND SYSTEM”

ASSOCIATES SEGMENTATION BY COLOUR - CONTAINING THE SPREAD



Associates' segmentation by colour applies at workplace and dormitory

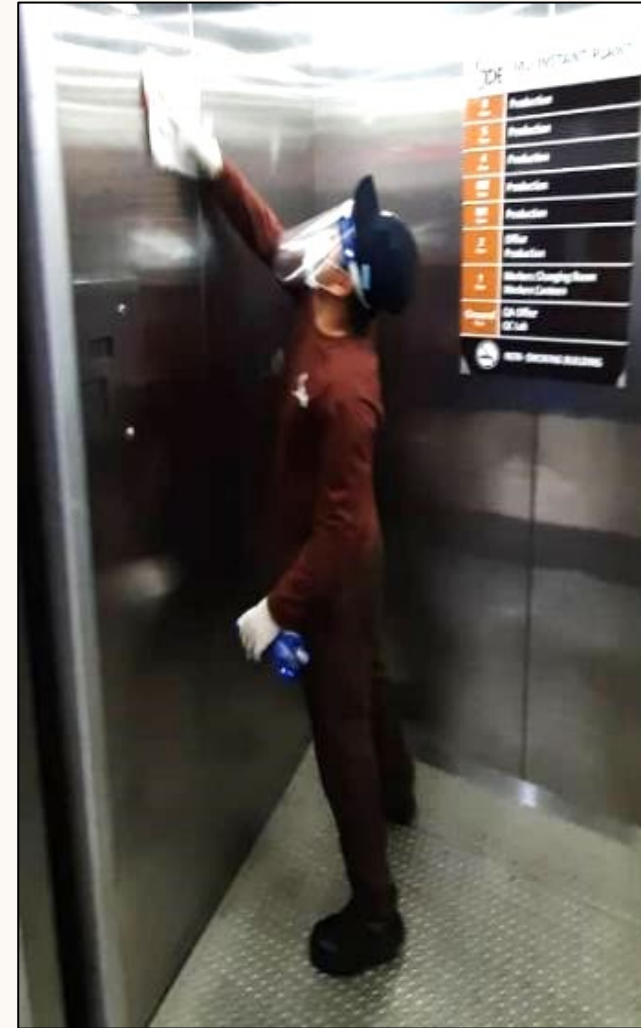
People who live together in dormitory, also work together.

#	Color	Shift	Working Section
1	Brown (8015)	Day	P1 Cartoning (SP12, 9L, TP) Forklift. Lab-QC, DC1, DC4
2	Brown (8015) + Black line	Night	Store, P1 Cartoning (SP12, 9L, TP) Forklift. Lab-QC, DC1, DC4
3	Flouresent Orange	Day	SP12 Tip powder, SP Packing (Mc opr & sealing), DC1,3 Packing (sealing & MC opr), cutting powder, DC QC
4	Flouresent Orange + Black line	Night	SP12 Tip powder, SP Packing (Mc opr & sealing), DC1,3 Packing (sealing & MC opr), cutting powder, DC QC
5	Purple (8096)	Day	9L (Mc Opr, Packing, Sealing), TP (Mc Opr, weight check, QC
6	Purple (8096) + Black line	Night	9L (Mc Opr, Packing, Sealing), TP (Mc Opr, weight check, QC
7	Green (8001)	Day	N1 (Mc opr, sealing), QC, Maintenance
8	Green (8001) + Black line	Night	N1 (Mc opr, sealing), QC, Maintenance
9	White (8501)	Day	Mixing
10	White (8501) + Red line	Night	Mixing
11	Dark Blue (8041)	Day	Mixing, Leader
12	Dark Blue (8041) + Black line	Night	Mixing, Leader
13	Light blue (8058)	Day	TP5 (Sealing, Filling), DS Mc Opr, Maintenance, 5L Packing, SL, 8L, QC, Manual Packing.
14	Light blue (8058) + Black line	Night	TP5 (Sealing, Filling), DS Mc Opr, Maintenance, 5L Packing, SL, 8L, QC, Manual Packing.
15	Red (8011)	Day	MC operators Doy, Pillow & Jar, Maintenance, Tote bin, Lab QC, Printing, leader
16	Red (8011) + Black line	Night	MC operators Doy, Pillow & Jar, Maintenance, Tote bin, Lab QC, Printing, leader
17	Pink	Day	Packing - Pillow, Doy, Store 2
18	Pink + Black line	Night	Packing - Pillow, Doy, Store 3
19	Dark Green (8047)	Day	GB, Receiving
20	Light Green (8181)	Night	GB, Roasting

SAFE WORKPLACE - ENHANCED CLEANING & SANITIZING



Workplace sanitization by employee every shift



Common area sanitizing by cleaner team (3 times per day)

SAFE WORKPLACE - DISINFECTION BY EXTERNAL SERVICE PROVIDER & HAND SANITIZERS IN-PLACE



Misting with Chloride based disinfectant



Increase the number of hand sanitizing stations



SAFE WORKPLACE - SHARING OF COVID-19 INFO & SOP



Sharing of COVID-19 awareness during meetings



Posters, banners and COVID SOP controls across the plant



SAFE WORKPLACE - COVID INFECTION PPE KIT FOR EMERGENCY USE

Full PPEs available at security desk (Isolation gown, face shield, N95 masks, hand gloves, shoes cover etc)



SAFE WORK PLACE - COVID-19 INFECTION MANAGEMENT

Category	A	B	C	D	E
Connection of category	Patient - with confirmed C-19 Positive	Close Contact - Individual close contact with Cat. A	Individual has close contact with Cat. B	Individual has close contact with Cat. C	No connection with Cat. A, B, C or D
Action taken	1. Receive treatment from Government hospital / further advise by MOH	1. C-19 test will be arranged by the company. Serve the Home Surveillance Notice from MOH.	1. Self quarantine at home (WFH) and awaiting Cat B C-19 Test result.	1. Working as usual and getting update from company for any action.	1. Working as usual and getting update from company for any action.
	2. Before releasing Cat. A to work, subject to MOH latest policy.	2. If C-19 Test Positive – Need to receive treatment at hospital/ further advise by MOH. Will conduct 2 nd swab test on last day of quarantine. Release once results negative. Else, subject advise by MOH.	2. If C-19 Test Positive for Cat. B – Change Category to Cat B and needed to receive test	2. Continue practices SOP - Face mask - Social distancing - Hand sanitizing & Work place sanitizing - Segmentation at work station, dormitory and transport. - Less go out for social activities	2. Continue practices SOP - Face mask - Social distancing - Hand sanitizing & Work place sanitizing - Segmentation at work station, dormitory and transport. - Less go out for social activities
		3 If C-19 Test Negative – Still needed to serve the Home Surveillance Notice (subject latest policy – 10 days)	3. If C-19 Test Negative for Cat. B – resume the work as usual. Continue observe health condition.		

Status discussed daily or weekly pending on the number of cases.

SAFE WORKPLACE - CONTROL OF CONTRACTORS WORKING ONSITE



Specific entrance allocated for contractor only.



Dedicated lift for contractor usage.

SAFE WORKPLACE - CONTROL OF CONTRACTORS WORKING ONSITE



Safety Briefing conducted to contractors including COVID-19 precaution.



Eating area dedicated for contractors.

SAFE TRANSPORT

Transportation arrangement based on Colour Band System to ensure segregation by team.

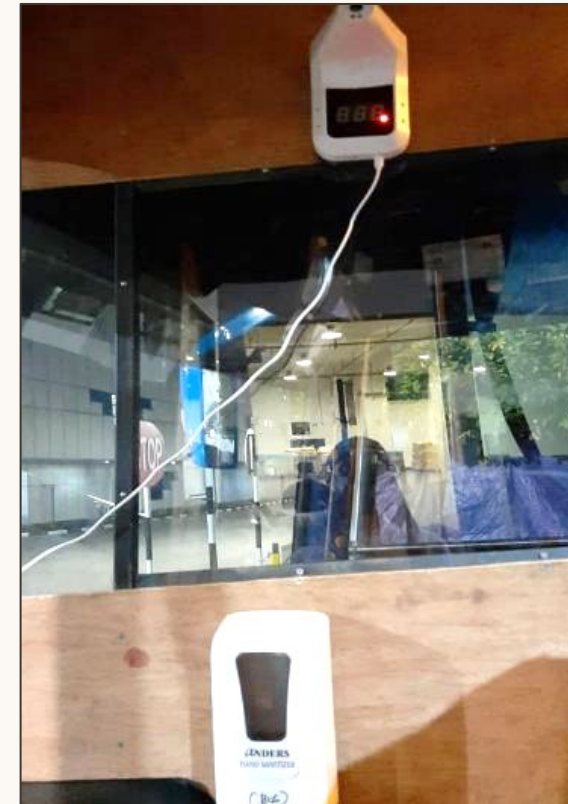


- Sanitizer in every company van & bus.
- Partition to minimize contact with driver

Social distancing applied at van and bus seating.

SAFE TRANSPORT

- The vehicles are sanitised after every trip.
- Each company vehicle is equipped with hand sanitizer and temperature meter



SAFE HOUSING - DORMITORY CONTROL: WORK TOGETHER, LIVE TOGETHER

- **MORE SPACE** - Reduced occupancy from 90% to 50% per rooms
- **CLEAR SEGREGATION** - Dedicated dormitory rooms per colour following work team segregation
- **AVAILABLE QUARANTINE ROOMS AT ANY TIME.** 8 units of isolation dormitory with 24 rooms available
- **IMPROVED LIVING CONDITIONS.** Improved living conditions with washing machines and internet and more



Fencing to minimize cross contact with employees from other company.












Safety officer on duty at dormitory.



Temperature checks

SAFE HOUSING – DO'S AND DON'TS FOR DORM LIVING

DO 		DON'T 	
<p>Use Company transport ONLY Sitting 1meter away from other</p>		<p>NOT Allow Walking or Come with bicycle</p>	
<p>Go out for ATM, See doctor or Any emergency with HM/ JDE Transport only.</p>	 <p>JDE/ Dormitory Transport</p>	<p>NOT Allow go out shopping/ meet friends</p>	 <p>FRIENDS</p>
<p>Buy foods from canteen/ Self-cooking/ Food delivery (Food panda, Grab food, Lalamove, Tapaw)</p>		<p>NOT allow individual food Delivery. No Alcoholic drink</p>	 <p>Outside people</p>
<p>Face Mask, Face Shield, Hand Sanitizing Social distancing</p>		<p>NOT talking in the transportation. (It's just 10 minutes for us to keep quiet in the vehicle) NOT litter in the vehicle</p>	



WE GROW
YOU GROW
COFFEE GROWS

Thank you