

LVO Bargaining Unit (BU) Employees Important Return to Work Information Week 2019 (May 4, 2020)



We have established designated Entrances and Exits to LVO

- Enter through Gehman Road and exit via Orchard Road

Temperature Checks will be conducted at LVO, LVLC and MCC

- LVO:** Employees enter through Gehman Road entrance
Parking Lot access begins at 5:30 a.m.
- LVLC:** Employees use the parking lot on the East end of the building (facing LVO Final yard)
Enter through door “Q” (double glass doors on the inbound side of the building)
Parking lot access begins at 5:00 a.m.
- MCC:** Employees enter through main gate. Temperature checks will be completed at the guard station
Parking lot access begins at 5:45 a.m.

Face Masks

As you have your temperature scanned, you will receive a welcome packet which will include:

- **One-week supply of face masks**
- **Two packs of anti-fog wipes**
- Important information about the temperature checks and face mask guidelines

Where to enter the LVO facility

- Conventional Line, Materials and Maintenance team members use **Gate 2** to enter the facility
- COE and EOL team members use **Gate 3** to enter the facility

Cafeteria

- Cafeteria service is temporarily suspended
- Employees should bring their lunch
- Vending machines will be available on the plant floor with social distancing protocols in place
- No outside food delivery will be permitted

Start and Stop Times

<u>Group 1</u>	<u>Group 2</u>	<u>CAC</u>	<u>LVLC</u>
CONV (Cab 1, ENG 1, Rough Side, Finish Side), Offline, LVO Material Conventional, LVO Material Flex(CONV), LVO Material VTL(CONV), LVO Material EOL/IMC, LVO Material-Rec-Suma, Paint (Offline, CONV, STA, SMF), Jockey Drivers, Quality-Material Inspectors	COE (Cab 2, ENG 2, Rough, Finish Side), Paint – COE, Flex (COE), VTL (COE), LVO Material COE, LVO Material VTL (COE), LVO Material Flex (COE), CKD	CAC Welder, Methods Technicians	LVLC Materials – Inbound, LVLC Materials – MT Coordinators, LVLC Materials – Flex, LVLC Material Sequencing, LVLC Material – Outbound
<u>First Shift: Start 6:30 a.m. Stop 2:30 p.m.</u>	<u>First Shift: Start 7:00 a.m. Stop 3:00 p.m.</u>	<u>Start 6:45 a.m. Stop 2:45 p.m.</u>	<u>First Shift: Start 5:45 a.m. Stop 1:45 p.m.</u>
<u>Second Shift: Start 3:30 p.m. Stop 11:30 p.m.</u>			<u>Second Shift: Start 2:15 p.m. Stop 10:15 p.m.</u>

<u>Facilities</u>
<u>First Shift: Start 6:45 a.m. Stop 2:45 p.m.</u>
<u>Second Shift: Start 3:15 p.m. Stop 11:15 p.m.</u>
<u>Third Shift :Start 11:00 p.m. Stop 7:00 a.m.</u>