

COVID-19 Supplier Resource

LOCKHEED MARTIN



Reporting & Quarantine Protocols



We request that all suppliers leverage the [CDC guidance](#) and the resources on Lockheed Martin's [COVID-19 supplier webpage](#). Please continue to direct any questions to your Lockheed Martin procurement representative. Thank you for your commitment to ensuring a safe work environment!

COVID-19 Reporting Protocol

Below is the reporting protocol that we expect you to follow for individual(s) exhibiting symptoms of, who have had possible exposure to or have been diagnosed with COVID-19. This applies to individuals who are employed by your company and visit a Lockheed Martin facility.

- We ask that suppliers follow the CDC guidance on understanding the symptoms of COVID-19, follow self-quarantining guidance for individuals who have been exposed and follow state and local jurisdiction's orders such as protective measures (e.g. utilization of masks, temperature monitoring, stay home when ill).
- All suppliers and resident non-employees are restricted from entering a Lockheed Martin site or facility for 10 days after international travel. In countries and jurisdictions which require a quarantine of more than 10 days after international travel or other COVID-19 related restrictions, Lockheed Martin will also comply with the requirements of that authority.
- Any individual exhibiting symptoms of COVID-19 should be directed to immediately "Go Home" or "Stay Home" and seek medical guidance.
- As the employer of individuals directed to self-quarantine, presumed positive or tested positive, the individuals should be instructed to contact you; you should then immediately ensure that the Lockheed Martin Sponsor is notified.
- The Lockheed Martin Sponsor will engage with our Lockheed Martin medical team who will determine whether there is a need to conduct contact tracing.
To initiate the appropriate contact tracing, the following information will be needed:
 - What Lockheed Martin facility was visited?
 - When did they visit these locations (and for how long)?
 - Where was the work performed within the Lockheed Martin facility?Other questions may be necessary regarding passage through the facility and contact with individuals.
- For public health and safety purposes, we ask that you impress upon your employees the importance of responsiveness to any Lockheed Martin request for additional information.

Prior to returning to a Lockheed Martin facility, it is critical that you have cleared the individual to return to work based on CDC guidelines. You are required to send an email confirmation to the Lockheed Martin Sponsor, that your employee has met the above criteria, prior to that employee returning to a Lockheed Martin facility.

Lockheed Martin U.S. Facility Guidelines & Quarantine Protocol

All employees and resident non-Lockheed Martin employees must self-monitor for COVID-19 symptoms, take steps to prevent exposure and report any signs or symptoms of illness right away. Specifically, employees, resident non-Lockheed Martin employees, contractors, and visitors must self-attest that:

- I am aware of the CDC recommendation and the company’s policy to wear a face covering or mask while on company property.
- I have checked my temperature and do not have a fever (based on state and CDC guidance).
- I feel well and do not have symptoms of a cough, shortness of breath/ difficulty breathing, fever, chills or a new loss of taste or smell.
- To the best of my knowledge, I have not been in close contact with anyone lab-confirmed with COVID-19 in the past 14 days. Any exceptions require approval by the Lockheed Martin Medical or COVID-19 Response Team.
- I am not currently clinically diagnosed as having COVID-19 or awaiting medically-directed COVID-19 test results.
- I am aware of the CDC recommendation for frequent hand washing and the use of hand sanitizer.
- To supplement the self-attestation process, Lockheed Martin will provide the capability to take temperatures on-site.

This self-attestation is a precautionary measure for the health and safety of all personnel and visitors at Lockheed Martin facilities, and it does not constitute diagnosis of, confirmation of or treatment of COVID-19 or any other medical condition or impairment. Employees, non-Lockheed Martin employees, and contractors will be asked to remain away from the facility until they can self-attest affirmatively to the questions above.

COVID-19 Vaccine

Consistent with the U.S. Center for Disease Control and Prevention (CDC) guidance, effective **June 1, 2021**, fully vaccinated LM employees, visitors and on-site personnel who certify their vaccination status through the appropriate system will no longer be required to wear a mask or physically distance at U.S. locations where business is conducted (e.g. Lockheed Martin, customer and supplier facilities), except where required by federal, state, local, or site-specific rules and regulations.

Where allowed by federal, state, and local rules and regulations: Resident non-employees, contractors and visitors can choose to no longer wear masks or physically distance if they have been fully vaccinated **and** *have certified in the appropriate Visitor System Tool (e.g. VisitLM)*.

For the purposes of this guidance, employees, visitors and on-site personnel are considered “fully vaccinated” against COVID-19 per the CDC two weeks after they have received the second dose in a two-dose series or two weeks after they have received a single-dose vaccine **and** if individuals have certified in VisitLM (or the appropriate system).

For those who are not fully vaccinated and/or do not certify in the VisitLM, you will need to continue compliance with wearing a mask and keeping physical distance.

Our Commitment to Privacy

The VisitLM tool has restricted access by Lockheed Martin personnel on a need to know basis and has a high level of computer information security and privacy protections levied. LMSecurity is committed to protecting your sensitive information. You can read more in Lockheed Martin’s [Privacy Notice](#).

VisitLM Resources

Once you have a registered visit, you will receive an email with your visitor ID # and a link to the [visitor questionnaire](#). As an alternative, you can begin the registration process by using the facility kiosks – please allow sufficient time.

If you have any questions not answered above or on the [VisitLM Help Page](#) regarding access to U.S. facilities, please contact LMSecurity at vms.lmsecurity@lmco.com or call (407) 306-7311 or toll-free at (866) 330-7311. In addition, reference the [VisitLM Quick Reference Guide](#).

Personal Choice COVID-19 Testing

As with Lockheed Martin employees, any of your employees who have elected to take a non-medically directed COVID-19 test in their community, and not tested positive, are considered low risk (i.e., avoided crowds, wore a mask and maintained their social distance) and are not precluded from returning to work. However, if the employee is unsure for any reason, they should remain home.

Please remind your employees who visit, or work at, a Lockheed Martin facility about health and safety practices and keep an open dialogue about their health status and symptoms.

As the employer, ensure the individual(s) complies with all [Travel Restrictions](#).