

Escorted Guest Worker Policy

May 2023

All Escorted Guest Workers (EGW) are allowed on site infrequently, fewer than 5 times a year. In all instances they must;

1. Be escorted at all times by an Intel employee or contingent worker, referred to as the 'Host', who has active access to the relevant work location,
2. Follow access requirements for secured access spaces (e.g. labs, fabs, sort floor)

Escorted Guest Workers that are engaged in a work activity such as maintenance, calibration, testing etc. or responding to an emergency must meet the following expectations:

1. Escorted Guest Worker's employer must provide all the necessary safety training required for the scope of work being performed.
2. Escorted Guest Worker validates they have received this training with the host upon arrival.
3. Escorted Guest Worker must complete Safe Plan of Action or Pre-Task Plan for the task they are completing.

All host(s)

1. must complete a 'Read & Understand' of EGW requirements and duties via the Guest Registration Tool (GRT).
2. are responsible to ensure visitor(s)/ EGWs is/are made aware of, and comply with, all applicable safety regulations and Intel policies governing appropriate workplace behavior(s) and protection of Intel and third-party data while on Intel's premises.
3. agrees to escort guest(s) until completion of their visit, ensure the EGW wears and display the visitor badge issued, and returns the badge to security immediately following their visit.
4. understand that laboratories, fabrication production areas, storage areas, machine shops and service yards are OFF LIMITS to minors and animals (unless pre-approved through Intel's service animal process).

The following are a list of Exceptions to this policy

1. Delivery drivers are exempt from having to be badged to enter the service yard(s) unless they are delivering as part of regular and sustained service as directly contracted by Intel. Delivery drivers are not permitted beyond the service yard or designated locations
2. Authority Having Jurisdiction (AHJ) personnel arriving under regulatory authority (fire marshal, building official, electrical inspector, utility provider, or others having statutory authority) to an emergency response or through mitigation of a pre-approved AHJ site list.