

PANDEMIC PREPAREDNESS PLAN SUMMARY

In the event of a global pandemic, State National Companies (SNC) recognizes its responsibility to protect employees' health and safety and to limit the negative impact on its business partners and policyholders.

The Plan for the Impact on the Company

Upon Pandemic Preparedness Plan implementation, the pandemic coordinator will request that each company director identify essential employees required to maintain business operations by location and function, develop a plan for scenarios resulting in an increase or decrease in demand for products/services, and establish an emergency communication plan that includes identification of contacts, chain of communications, and the process for tracking and communicating employee status. The pandemic coordinator will monitor up-to-date, reliable pandemic information and the plan's effectiveness.

The Plan for Impact on Employees and Customers:

During the pandemic event, SNC will make allowances for employee absence. Guidelines will be implemented with guidance from CDC recommendations and other healthcare professionals to modify contact among employees and between employees and customers. These guidelines may include cessation of business travel and discouragement of client visits to SNC offices. SNC will communicate health care provider information and promote its Employee Assistance Program (mental health and social services).

Policies During Pandemic:

Throughout the pandemic, we will refer to guidelines provided by the Centers for Disease Control (CDC) and state and local health departments. SNC will maintain/establish policies for employee compensation, sick-leave absences, flexible worksites, and flexible work hours to prevent the spread of illness at the worksite; for the return of previously ill employee(s) and employee(s) exposed to the illness; for restricting travel to affected geographic areas; for evacuating employees working in or near an affected area when an outbreak begins; and for guidance to employees returning from affected areas. For details on CDC guidance, click [here](#).

Resource Allocation During Pandemic:

SNC will provide sufficient and accessible infection control supplies in all business locations and will ensure the availability of medical consultation and advice for emergency response through the health insurance provider.

Communication and Education:

SNC will provide employees with information on the Pandemic Preparedness Plan as well as pandemic fundamentals and response strategies. The Employee Assistance Program will work alongside healthcare providers to diffuse fear, anxiety, rumors, and misinformation. SNC will develop platforms for communicating pandemic status with employees, vendors, suppliers, and customers and will identify sources of accurate pandemic information and resources for obtaining counter-measures.

Coordination With External Organizations to Assist Our Community:

SNC will assist and/or consult with insurers, health plans, and major local healthcare facilities as well as federal, state, and local public health agencies and/or emergency responders to understand their capabilities, participate in their planning processes, and share the resulting plans.

For more information e-mail info@statenational.com.