



Plant Gets to Restart Operation

INTERNAL

昨天，苏州工厂顺利地通过了地方政府的复工复查。其实，自2月17日工厂正式复工以来，苏州的好消息就接连不断：复工第二天，就向CRC长春和BST青岛发了第一批货，第三天又向株洲发了第一批货，同一天，吴中区政府向优秀的复工企业发放稳岗资金，耐克森苏州位列第一，得到了10万元人民币的补助。

Yesterday, xxx plant has successfully passed the double check on business restart from the local government. In fact, since the restart on Feb 17th, xxx plant has got one good news after another: on the second day, the first batch of products was dispatched to CRC and BST, on the third day, the first delivery to xxx was made; and on the same day, xxx plant listed NO.1 in the Excellent Restart Company Rank of xxx District, and received "Steady Work Fund" of 100,000 RMB from the local government.



我们发货啦!
Ready to deliver!



满载而出
Departure with fully-loaded products

复工并不是件容易的事，需要满足严格的政府防疫要求，方能得到批准。为此，苏州的应急行动小组做了很多工作。2月14日情人节那天，潘总带领行政、运营、安全、人事前往苏州工厂为复工前的审核工作做最后的准备。

Business restart isn't easy in this special time. It requires the plant to have comprehensive anti-epidemic measures in place. To be fully prepared, Suzhou Emergency Response Team, led by Mr.

Liping Pan, General Manager of ISP China, together with Operation, EHS, HR, Administration, went to xxx plant on Feb 14th to go through every detail before the final review by the local government.

保持你的温度

Have an eye on your temperature

首先要保证进厂员工体温正常，不带病上岗，为此，保安大哥需要对所有进出厂区的人员进行每天两次的体温检测和巡查抽测。此前，人事和行政同事还一一询问所有返岗员工的假期旅居史，保证万无一失。

Firstly, the team needs to make sure everyone who comes to work has normal body temperature. The security team give temperature test to everyone twice a day, and also do random spot check. Previously, HR and Admin team talked to each employee to check their travel history during the holiday, to make sure there is no potential risk.



井然有序

Everything in order



体温登记

Temperature records

你快回来

Get you back

不得不提的是，由于全国各地的交通限制，外地同事返岗之路异常艰难，人事的小姐姐Maggie一直帮助大家收集发布各种有用信息，联系各部门帮助员工返回苏州；此外，生产部经理江国平大哥，不但第一时间返回苏州，而且还在自己家成立临时小组，协调各岗位员工返苏工作，由于人员众多，工作压力很大，经常工作到下半夜。

Due to the transportation restriction in many provinces, colleagues' journey back to Suzhou was especially difficult. It's worth mentioning that Maggie Yang, spent lots of time collecting all kinds of useful information and contacted different departments to help everyone get back. Besides, Guoping Jiang, the production manager of xxx plant helped a lot, too. He himself returned xxx earlier and

created a temporary team at home to coordinate and assist operators' journey back. As there are so many operators, he had to work late till after midnight.



别动，给你眉心点颗朱砂痣
Stand still, let's check the temperature please



挑灯夜战的江国平
Guoping Jiang, working late at home

让每一个人都有口罩戴

Let everyone has masks to wear.

戴口罩可以瘦脸，但更重要的是，保护你远离病毒，因此我们要保证每一位员工都有口罩可戴，这件事牵动了采购、行政、人事的所有小哥哥小姐姐们。此前，中国各事业部就提前储备了口罩、温度计、消毒药械等防疫物资。Julien也调动韩国团队，为中国同事采购口罩，中韩的采购部门都付出了很大的努力，假期里，关务人员随时待命处理清关工作，此外，还有热心同事提供采购线索。

Wearing a mask can make your face look thin, but more importantly, it protects you from virus, so we want to ensure that every employee has masks to wear. Colleagues from the procurement, admin, HR team quickly take action. Previously, all the units in China have reserved masks, thermometers, disinfectant and other anti-epidemic materials in advance. Julien also mobilized the Korean team to purchase masks for China. Both the China and South Korea procurement team have made great efforts. During the holidays, custom colleagues are on standby to handle the clearance in time. In addition, colleague from other team offered help in looking for procurement sources.



高质量韩国口罩
High quality Korean masks



韩国KF95口罩
Korean KF95 masks

让病毒远离你

Keep the virus away from you.

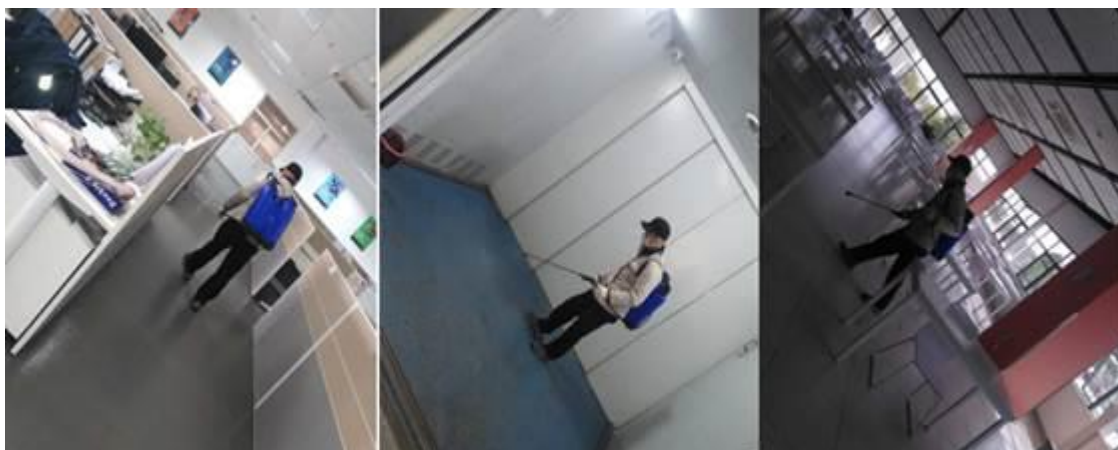
勤洗手估计是最近每个人都养成的习惯，洗手液、消毒水这些东西虽不像口罩那么紧缺，但也不是那么好买的。行政、人事、采购的小哥哥小姐姐们又是一波操作，为大家备齐了。

Hand-washing may be a habit that everyone has developed recently. Though hand sanitizer, disinfectant are not as badly out of stock as masks, but they are not easy to buy, either. Yet, our admin, HR, and procurement colleagues managed to get all these for you. Thank you.



公司在主要场所都设置了洗手设施和消毒用品，还在公共区域安排了专人负责消毒，定期开窗通风，并关闭了中央空调系统。复工前，对办公区域、电梯、食堂及其他公共区域进行了全面的卫生清理和药物消杀。

The xxx team has put hand-washing stuff and disinfectant in main places, assigned people to disinfect public areas, regularly open windows to ventilate, and shut down the central air-conditioning system. Prior to the restart, a comprehensive clean-up and disinfection of office areas, elevators, canteen and other public areas was carried out.



抱歉让你一人食

Together we eat alone.

防疫期间，不能再像以前那样，一起排队打饭，吃饭聊天了。为了避免人员近距离接触，食堂需要改为盒饭供应并使用一次性餐具，大家错峰取餐、分散就餐，餐桌也进行了重新布置，是不是有一种参加考试的感觉？（考卷是一份营养套餐，剩一粒米扣一分lol..）

During the epidemic prevention period, we can no longer eat and chat together. In order to avoid close contact among employees, the canteen prepared lunch box and provided disposable tableware. And we have to asked colleagues to pick up meals in different timeslot, and eat at separate tables which were rearranged accordingly. Doesn't it look like sitting an exam? (The exam paper is a lunch box. Leave one grain of rice and you lose one point, lol...)



保护好自己

Please take care.

公司在尽全力保护大家，大家也要保护好自己。为了提高员工对新冠病毒防治的正确认识和自我防护能力，行政的小姐姐Lily将各种科学防疫宣传材料贴满了公司。全苏州最懂安全的人，Tom耿大哥制定了防疫安全操作规范，望大家遵守。

The company is doing its best to protect everyone, you also need to protect yourself. In order to raise everyone's awareness and knowledge of the epidemic prevention, our admin lady Lily posted up a variety of scientific anti-epidemic promotion materials. Our safety big brother Tom come up with the epidemic prevention and safety operating norms, please kindly comply with.

满分答卷

Full Score

一切都准备就绪，14日下午，吴中区政府两位领导来审查复工准备工作，对我们高度认可，当天便批准了复工申请，苏州工厂得以在17日成功复工。在此，感谢所有为此做出贡献的行政、运营、安全、人事同事们！没有你们，我们绝不可能那么快复工。

With everything ready, xxx plant received inspection by the Suzhou local government on Feb 14th afternoon. The two government leaders highly appreciated our work, and approved our application for business restart. Heartfelt thanks to Admin, Operation, EHS, HR team! Without your contribution, we couldn't have resumed work so early and so smoothly.



吴中区政府领导检查

Inspection by local government leaders

吴中区政府企业复工备案表		填报日期: 2020年2月13日	
一、企业基本情况			
企业名称(盖章)	苏州工业园区XXXX有限公司	统一社会信用代码	9132000064554491Q
企业地址	苏州市工业园区XXXX路XXXX号		
企业负责人	潘黎平	联系电话	0512-88171200
复工日期	2020-2-17	所属行业	机械制造业
二、企业用工情况			
企业职 工总数	计划复 工人数	外地返苏 复工人数	本地返苏 复工人数
300	300	24	276
三、防疫物资储备情况			
口罩(个)	1000个	75%医用酒精(瓶)	100瓶
体温检测设备	6个	消毒池(套)	104个
四、复工企业管理情况			

复工申请顺利批准

Business restart application approved



潘总点燃炮仗

Firecrackers lighted by Liping



祝2020业绩高升

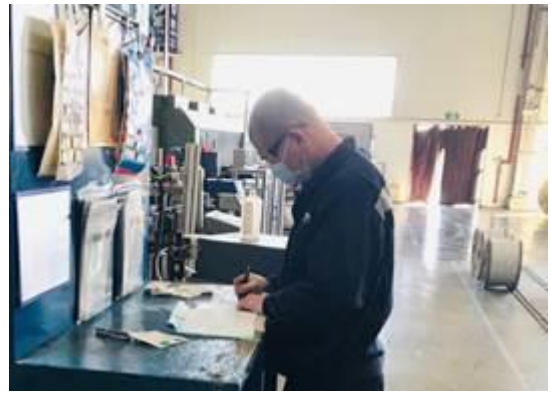
For better performance in 2020!

疫情下的士气

High morale despite the epidemic

开工当天，大家士气高昂。虽然还在防疫，但疫情似乎为大家开启了hard模式，有同事扬言要把过去的两周给补回来，加油我的小姐姐小姐姐们！耐克森人，没有那么容易被打倒，相信2020我们都将更强大！

On the first day of work, everyone's morale is high. Though the epidemic put everything on hard mode, xxx people are determined to catch up the lost two weeks. Go, go, go, my dear colleagues! People in xxx are tough enough to defeat all challenges! In 2020, we will surely get stronger!



xxxx China

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