



Fueling Conversations

June 30, 2020

For the foreseeable future, each week, Fueling Conversations - a message from Dave Bauer, President and CEO of National Fuel - will be delivered to your inbox. If you have recommendations on topics, questions, or comments, please email corpcomm@natfuel.com.

Last week, New York state instituted a travel advisory regarding individuals returning to New York from certain states. Until further notice, individuals traveling (or returning) to New York from states with significant community spread of COVID-19 are required to quarantine for 14 days from the time of the last contact within the identified state. A list of [restricted states can be found here](#). While we cannot restrict your choice of vacation travel destinations, we urge you to exercise extreme caution if you are planning on vacationing in a location identified as high risk for COVID transmission. Please note:

- Employees who can work from home will do so during their quarantine period.
- Employees who cannot work from home should contact Human Resources at 716-857-7099 for further guidance one week before their departure.
- Quarantined employees who cannot work from home will be unpaid if at least 80 hours of quarantine time has already been provided to the employee.
- Should you have any questions or concerns regarding National Fuel's travel policies, please contact Human Resources.

Here at National Fuel's headquarters in Williamsville, N.Y., our tenant Reliant Capital Solutions LLC (RCS) with whom we share the building is planning to slowly return to their space in early July. Their first phase of return will consist of only 20 employees with the rest planned for the fall. These employees will be limited to the southeast door without access to National Fuel's space, including the dining center and patio. The Land Department is working closely with RCS to ensure a safe and healthy work environment for all parties.

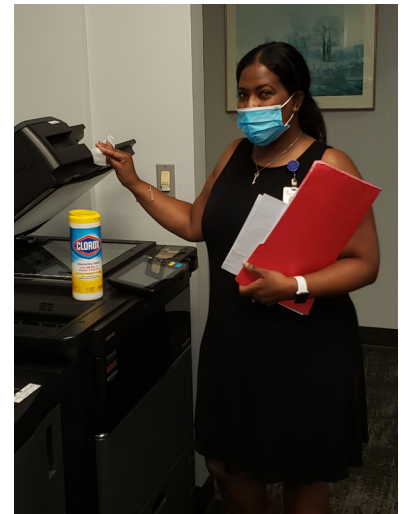
As we continue to roll out our Return 2 the Workplace plan, the Land Department has implemented social distancing measures at our business offices. Here are some examples:

- In reception areas, seating arrangements have been modified to ensure that individuals are at least six feet apart in all directions.
- Employees are encouraged to store non-essential items in enclosed cabinets or drawers, rather than on desks.



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- Shared workstations are cleaned and disinfected between users.
- Workstations will be altered to maintain social distancing. If that is not possible, physical barriers, such as taller cube walls, polycarbonate (Plexiglas) or tempered glass panels, will be mounted directly to the desk or countertop. Our field office locations have already seen these changes implemented.
- All of our Customer Assistance Centers underwent the installation of a tempered glass partition to maintain a safe space between employees and customers. The height of the glass at the cashier booths was also lengthened to provide additional protection.
- The Main Office dining center will remain open for limited food service. A face covering is required while in the food service area, and social distancing must be maintained at all times. The seating area, including the patio, is now open with limited seating accommodations.
- Copy rooms and coffee areas are limited to one employee at a time. Restrooms also have posted guidelines. In some offices, they have changed to single occupancy.
- Virtual meetings should be used whenever possible. If in-person meetings are required, conference and training rooms will be limited to no more than 50% capacity to ensure social distancing (or a minimum of 6 feet between employees). The Land Department has displayed occupancy signs outside of each conference room. When possible, the conference room door should remain open during the meeting.
- Office traffic patterns may be established in department areas with narrow walkways where required. The Land Department will post appropriate signage.



Thank you to the Land Department for their ongoing efforts to help us maintain safe offices and a healthy workforce. For more information on the Company's ongoing COVID-19 communications, please visit the InfoNet and the [Employee/Retiree Portal](#).