

March 24, 2020

INFORMATIONAL ANNOUNCEMENT - COVID-19 VIRUS

To My Fellow Co-Workers:

First, I wanted to give you all an update on how our quarantined Tuscaloosa Plant 1 Shop employee and his family are doing. I am happy to report that as of this afternoon, he continues to report that they are all fine with no symptoms. This is good news and assuming no change, he will return to work this Friday, March 27, 2020 and we look forward to his return.

Second, a second Tuscaloosa Plant 1 Shop employee reported on late Friday March 20, 2020 that a friend of his may have been exposed to COVID-19 and is being tested. Out of an abundance of caution, the employee has agreed to self-quarantine pending the test results in order to protect his fellow co-workers. Test results are expected any day now. We will advise on this situation once details are available.

Third, by now everyone has been issued, or will be issued shortly, an Employee Photo ID Badge and Employee Travel Letter. Due to the rapid issuance of "Stay at Home" orders/curfews, we have/will provide these documents to all our employees in all our locations so they may continue to travel to/from their place of work. As identified by the US Department of Homeland Security Guidance on Critical Infrastructure Workforce, the employees of SHECO Industries fall under the Critical Manufacturing description and thus are exempt from State and Local orders such as these. Guidelines for the proper use of these documents should also have been issued along with them and we expect each and every employee to use them as instructed with no exceptions.

As always, if there are any questions you would like addressed, please submit them to your HR representative in writing and we will answer them as quickly as possible. We will issue another update later this week as the events surrounding this issue are evolving rapidly.

Thank you and be safe and stay well.

A handwritten signature in black ink, appearing to read "Bob Giammaruti", written in a cursive style.

Bob Giammaruti
Chief Executive Officer