

April 16, 2020

INFORMATIONAL ANNOUNCEMENT - COVID-19 VIRUS

To My Fellow Co-Workers:

I want to give you all an update, since the last one on April 13, on our employees currently affected in some form or fashion by the COVID-19 virus.

- Employees 1 thru 6 and 8 have all returned to work.
- Employee 7 (Tuscaloosa Hourly) has been told to stay home from work on April 6, 2020 as his spouse, who works in a doctor's office, has been instructed to quarantine at home. One of the spouse's co-workers in the office has tested positive for COVID-19 and two other of her co-workers are being tested as well due to developing symptoms. A co-worker's mother at the same doctor's office has also tested positive for COVID-19. Employee will stay at home away from work until quarantine is completed and no symptoms are present.
- Employee 9 (Houston Salary) test results came back negative. Employee returned to work on April 15, 2020.
- Employee 10 (Skiatook Hourly) spouse was verbally notified on April 12, 2020 by her employer (a daycare) that an employee who works there has tested positive for COVID-19. Employee's spouse has been instructed to stay off work for the next 3-days while they completely clean the daycare. On April 14, 2020, employee's wife received notification that the daycare has been cleared by Oklahoma State Authorities and will reopen on 4/16. Employee is scheduled to return to work today, April 16, 2020.
- Employee 11 (Tuscaloosa Salary) was diagnosed with "walking pneumonia" and also given the C19 test due to symptoms. The test was expedited and results should be received within approximately 48 hours. Employee has been instructed to remain off work until test results are received.

Again, I want to continue to extend my personal thanks to every one of those employees mentioned above that communicated their situation with us immediately. It is greatly appreciated as it helps us contain this pernicious virus.

Finally, I wanted to share with everyone some other good news. Despite all the COVID-19 issues, we have broken ground on our new Tuscaloosa Plant 1 Manufacturing Facility and Office. If you are in Tuscaloosa and get a chance, give it a look as the view from behind Plant 2 is changing fast. I will update everyone later this month during our Virtual Employee Communication Meetings.



Thank you and be safe and say well.

A handwritten signature in black ink, which appears to read "Bob Giammaruti".

Bob Giammaruti
Chief Executive Officer