

May 1, 2020

## INFORMATIONAL ANNOUNCEMENT - COVID-19 VIRUS

To My Fellow Co-Workers:

It is very gratifying to report that we continue to have no co-workers affected by COVID-19 at this time. Let's all work together, at work and away from work, to keep it this way.

As noted in my previous correspondence, we remain at Tier 3 of our COVID-19 Response Plan. Thus, if you are working from home, we will continue this practice until further notice. Same goes with, travel, shop visitors/vendors, in person meetings and shop/office facility cleaning. In short, please continue to do what we have been doing until told otherwise. We will reevaluate the situation in late May and advise any changes to our Response Plan at that time.

Below is an updated photo from the new Plant 1 site. Work continues to progress and we expect to have the building steel on site by the end of May. Concrete work should begin sometime in the next thirty days weather permitting.



Thank you and be safe and stay well.

A handwritten signature in black ink, appearing to read "Bob Giammaruti". The signature is fluid and cursive, written over a white background.

**Bob Giammaruti**  
Chief Executive Officer