

May 11, 2020

INFORMATIONAL ANNOUNCEMENT - COVID-19 VIRUS

To My Fellow Co-Workers:

I want to give you all an update, since the last one on May 6, on our employee(s) currently affected by the COVID-19 virus.

- Employee 12 (Tuscaloosa Hourly) was told to stay home from work last week until April 13, 2020 as his sister-in-law tested positive for COVID-19 on May 6, 2020. The employee's spouse and children were in contact with his sister-in-law on May 3, 2020. Thankfully the employee, nor his family, show any symptoms as of this writing.

I want to continue to extend my personal thanks to every one of those employees that communicated their situation with us immediately. It is greatly appreciated as it helps us contain this pernicious virus. That said, I continue to stress that as the locations where we live come back to life, let's all work together, **at work and away from work**, to mitigate the spread of the COVID-19 virus as best we can. As you can see from the report above, this pandemic is not over and will not be over any time soon. Now is not the time to become complacent.

As a reminder, we remain at Tier 3 of our COVID-19 Response Plan and will remain so at least until May 31, 2020. 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 and we will reevaluate the situation in late May and advise any changes to our COVID-19 Response Plan at that time.

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