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## COVID-19 Company Update

Re: Mold-Rite Plastic Employees

It is our intention to provide ongoing communication during this pandemic. We understand the increasing intensity, fear and concern many of you may be feeling as we head into what is predicted to be the peak week or two of COVID-19. It is challenging to continue with our normal daily routines to keep our factories operating at maximum output levels. Please be assured that we are continuously working to stay abreast of the latest updates impacting our operations and most importantly our people and are taking the recommended actions to keep everyone safe.

As a reminder, our facilities are taking every measure to protect and enhance the safety of each and every one of you. We have implemented several policies and procedures to address the potential exposure and the health and well-being of our employees. Action is ongoing around the following and we are staying connected to all available resources to add precautions, as necessary, based on the daily revelations and learnings:

- All non-operational positions have been transitioned to work remotely, as feasible, to minimize the number of people in our facilities.
- Thermal scan thermometers have been installed at all entrances to our facilities to prevent anyone from entering with any heightened temperature per CDC guidelines.
- All employees have been educated on the proper hand washing, safe distancing and sanitization procedures to minimize exposure.
- Implemented enhanced sanitization and cleaning procedures proactively and diligently as well as quarantining people who may have been exposed, in response to potential contamination. These measures have been affective but we will continue to monitor and adjust as needed.

Because we have been deemed essential and demand for our products is escalating, we need to ensure our operations are fully functional and safe. I appreciate the dedication I continue to see from our employees. We are so fortunate to be able to keep our doors open and working to supply the critical products the world needs during this unprecedented time and keep us all employed.

My ask for you at this time is to stay strong and vigilant. We are confident we will prevail through this pandemic and come out stronger in the end. The next 2 weeks will be key and then hopefully the predictions of recovery are that close to reality. We are taking every precaution and all concerns very seriously so do not hesitate to reach out to your supervisor if you have questions. Please be smart and take all measures to protect you and your friends and families.

Thank you for all you do. We Are Mold-Rite!

***Brian Bauerbach***

President & CEO