



6.3.20

Good morning,

Over the last few weeks, and thanks to the work done to secure monies through the Paycheck Protection Program (PPP), The Haartz Corporation has been able to continue to provide pay and benefits to all employees while supplementing the pay of those hourly employees working in the facility with a \$100 per day bonus. While this has been going on, the management team and task force teams have been working to develop and implement new protocols for the health and safety of all employees.

Some of the new protocols include providing touchless timeclocks that utilize facial recognition, temperature scanning for all employees before entry to the facility, multiple stations with hand-sanitizer and disinfecting solution and satellite break areas to help with physical distancing. The company has been focused on employee safety throughout this pandemic while restarting some of the operation.

Starting Monday, June 8<sup>th</sup>, returning to work will be mandatory for all hourly employees scheduled to work in production that week. Week ending June 13<sup>th</sup> will also be the last week the \$100 per day bonus is paid to those individuals working in the facility. Effective Monday, June 15<sup>th</sup>, the plant will resume normal operations with all production employees expected to report at their start times. All other employees should continue to work with their supervisor/manager on scheduling their time in the facility.

We thank everyone for their diligence in following the new safety protocols and helping to bring to the attention of management areas where we can make improvements. By continuing to work together, we can provide a level of safety which assures that appropriate levels of hygiene, disinfection, and distancing are carefully followed.

We hope that you and your families are safe and healthy.

Regards,

A handwritten signature in black ink, appearing to read "Mary Tighe".

*Mary Tighe*

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