



June 9, 2020

Good afternoon,

Governor Baker announced the reopening of Childcare and Youth Camps yesterday as part of Phase 2 of the Reopening of Massachusetts. Since many of our employees have young children at home, the management team would like to provide an update regarding attendance at Haartz facilities.

As you are aware, The Families First Coronavirus Response Act (FFCRA) allowed employees to qualify for paid sick time or leave if the employee is unable to work or telework because the employee is caring for a child whose school or place of care is closed or unavailable for reasons related to COVID-19. Following are a few things to be aware of:

- Given the school year is ending, and the child care and summer camps are now approved for reopening, this leave may no longer apply.
- While the “emergency” leave is in effect through the end of 2020, it is clear that the leave was related to the closure for COVID -19 related reasons.
- The plans for reopening schools are still not yet determined and this leave may be needed in the Fall, pending the plan coming from the Department of Education which may include some remote learning.
- Please keep in mind that the first two weeks of emergency leave are unpaid.

Haartz has announced traditional, full-staff manufacturing will resume on June 15th. Accordingly, employees need to be working to make imminent plans for child care if they don't have arrangements already in place. This includes employees who have been out for lack of child care, and those who have been working remotely and have young children at home. It may be some time before all employees are brought back into the office full time due to the effort to limit the density in the office however, employees should be working to secure child care at this time since restrictions have been lifted by the Governor of Massachusetts.

Employees with children who will need care are required to contact their supervisor or manager by phone no later than Friday, June 12th to provide an update on their child care situation including the date the child's school is closing for the academic year and what plans are in place for the summer. Employees who are unable to report to work due to availability of child care will be required to submit documented reasoning with the efforts made and timing required for resolution. Text messages will not be accepted. Employees are asked to have their child care situation resolved no later than Friday, July 3rd.

Summer coverage for children is a challenge for working parents every year, and this year brings added complexity. We recognize people may be struggling with the decision to send their kids to camp or day care however, the state has not made this decision lightly and only reopened facilities and camps under strict guidelines to maintain the health and safety for all.

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

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

Mary Tighe

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