



11/17/2020

Good afternoon,

I am sending this announcement regarding a decision Haartz has made to adopt company wide testing for COVID 19.

The recent upsurge in cases of COVID-19 has made it very clear that this virus is still very contagious, and very dangerous. Our health officials remind us to practice good habits to Stop the Spread – especially the following:

- Wear a good quality mask over the mouth and nose
- Keep a physical distance of 6 feet whenever possible.
- Frequent hand washing
- Routine disinfection

Even with these good practices in place, it is clear that people can still be exposed to the virus at home, in public, and at work. In order to provide some level of assurance of the current “baseline,” the management team of Haartz has decided to request each and every person who works at the Company to be tested for COVID-19. This includes active employees, temps, and contractors.

To begin the process, everyone who works during the day will be asked to report to Emerson Hospital’s 200 Baker Avenue location in Concord at a specified time in order to take part in a PCR test for COVID-19. The testing starts tomorrow, Wednesday Nov 18, and continues on Thursday Nov 19. Please see the attached list for your scheduled time. It is understood that the assigned time may not be convenient for many of you. In that case, please do your best to rearrange your schedule. If it is not possible to move your schedule, please contact me directly, and I will see if other arrangements can be made.

For night shift appointments, Haartz has made arrangements for Fallon to come onsite to conduct testing from 6:00 a.m. until 7:00 a.m. on Friday, 11/20 and again on Tuesday, 11/24. Roger Cormier will be working out a schedule over the next 24-48 hours which will be posted with specific appointments.

A Release Form is being offered for your consideration. In the event that you test positive, it would be appreciated if you would allow the company to identify your specific location, or even your name, so that others can make a clear, personal assessment of any potential exposure to the virus. If you are in agreement with this Release, please print the form, sign it, and return it to the Human Resources Dept.

Depending on the outcome of this Company-wide initiative, additional testing may be suggested for the future. This could include random testing, or routine testing of certain groups. Further information will be forthcoming on that subject in the near future.

Thank you for your participation in this important testing event.

John Fox

