



## A Message from Our President

At CHEMetrics, our people are at the center of everything we do. With that in mind, we wanted to let you know how we're working together to keep them and the wider community of our neighbors safe during this challenging period.

In accordance with guidance from the Centers for Disease Control and Prevention, we have established a number of policies we believe minimize the risk that infection will spread among our staff or, just as importantly, among those with whom we come in contact off-site. We're remaining vigilant to observe strict social distancing policies within our buildings even as we go about the business of maintaining operations. Additionally,

- We are reminding our employees about the need for frequent hand washing.
- We are regularly cleaning and disinfecting our facilities and equipment.
- We are asking all employees who feel unwell to stay home and/or work off site until they both feel better and have consulted with a physician.
- We are instituting a work-from-home program for those whose presence is not required for the conduct of day-to-day production.

Like many of you, we are navigating this space of uncertainty and disruption by seeking all available medical guidance. We have expanded our sick leave policy to reflect our care and concern for our employees' well being. Also, in coordination with our Covid-19 Planning Team, we are taking all appropriate measures to ensure business continuity through direct communication with customers and suppliers.

As we weather this storm, we encourage you to stay informed via regular updates provided by the [CDC](#), the [World Health Organization](#) (WHO), and local government authorities.

Sincerely,

Bruce Rampy