



March 18, 2020

RE: COVID-19 Response

CALAMCO is very concerned about and diligently checking for updates regarding the COVID-19 pandemic. CALAMCO continues our commitment to the safety of our employees and their families, business partners and customers. Our management team is focused on safe operation of our facilities with minimal disruption to our operations during this critical time.

As a result, CALAMCO has:

- Increased our cleaning frequency and areas of focus (wiping down keypads and handsets), placed additional sanitizers, etc.
- Posted CDC guidance throughout for symptom awareness and hygiene reminders.
- Developed contingency plans for modified operations.
- Restricted non-essential meetings and visitors to CALAMCO facilities.
- Restricted group gatherings over 10 people and implemented social distancing practices.

New COVID-19 information is developing daily. We are encouraging our employees; business partners, vendors, and customers follow the CDC and OSHA links below for the most current updates.

- <https://www.osha.gov/SLTC/covid-19>
- <https://www.osha.gov/Publications/OSHA3990.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

Additionally, please monitor all relevant State and Local guidance for your specific geographical areas.

CALAMCO values your business and we will keep each of you updated on developments concerning our business and operations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Stone', is written over a thin horizontal line.

Dan Stone | CEO
CALAMCO, Stockton CA