



We're proud to be Certified to ISO 9001

March 14, 2020

Dear Valued Customer,

APV Engineered Coatings is actively monitoring the global impact of the novel Coronavirus (COVID-19). We express our sincere condolences and deepest sympathies for those affected.

Phase 1 – APV identified both our Tier 1 active suppliers and their sub-tier suppliers with operations in China. We conducted inventory analyses of raw materials, key intermediates and finished goods to secure critical and at-risk materials.

Phase 2 – Due to the vast and unpredictable impact of COVID-19, APV expanded inquiries to all supplier partners. We are monitoring labor situations, manufacturing run times, logistic providers, ocean freight and port services.

APV is not currently experiencing a supply chain disruption and remains committed to the service levels we are known to provide. We are actively managing material risk and sourcing strategies and continue to increase inventories based on consumption patterns. Our contingency plan is in place and ready to be executed if needed.

APV is complying with instructions and guidance set by the Centers for Disease Control (CDC), the World Health Organization (WHO) and local authorities to ensure the health and safety of our employees and partners. We have issued the following workplace instructions to our employees and essential site visitors:

- No person is permitted to enter workplace for a minimum of 14 days after traveling to, and/or after having contact with someone from outside the United States. This restriction may expand to additional high-risk areas identified within the U.S.
- No person is permitted to enter workplace if they are experiencing the following symptoms associated with COVID-19 and Influenza: fever, cough, shortness of breath, chest discomfort, and vomiting.
- An infrared thermometer may be used to determine a person's temperature prior to entering workplace and/or during the duration of stay.



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We ask all employees and visitors to help limit the potential spread of illness by cultivating the following habits:

- Avoid close contact (within 6 feet), including handshakes whenever possible
- Avoid contact with people suffering from respiratory and flu symptoms
- Regularly wash your hands with soap and water for at least 20 seconds
- Follow any additional requirements set forth by the CDC, WHO, and local authorities

The guidance given in this letter is subject to change without notice. As the COVID-19 situation evolves, we will evaluate and adjust our internal procedures and manufacturing lead times. We will provide timely updates as developments occur and mitigate any possible impact to our customers' needs.

We appreciate your business and continued orders.

Sincerely,

Michael
Summers

Digitally signed by
Michael Summers
Date: 2020.03.14
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Michael Summers
Vice President, General Manager