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March 25, 2020

Regarding: Novel Coronavirus (COVID-19) – status of manufacturing operations

Dear Valued Customer,

KitPackers has been closely monitoring the Novel Coronavirus (COVID-19) outbreak in relation to its effects on operations. KitPackers is located in Germantown, Wisconsin where 100% of its manufacturing operation takes place. While today's COVID-19 information appears to indicate that the KitPackers operation is insulated from effects on our personnel, we understand that may not be the case down the road. KitPackers largest risk currently resides within is chemical supplier base which are primarily located within the United States. To date, there are no reported supply chain issues related to COVID-19.

The following is a list of actions that KitPackers has taken to monitor and mitigate COVID-19:

- Employee travel for business has been suspended
- Surface cleaning throughout the manufacturing facility has been increased
- Facility visitors and meetings have been curtailed
- Top tier suppliers have been contacted to discover supply chain concerns.
  - All responding suppliers as of the date of this letter are monitoring the situation and currently do not have any reportable supply chain issues or concerns.

Yesterday our Governor implemented a 'Safer at Home' declaration for the state of Wisconsin for non-essential businesses. Please be assured that KitPackers will continue to operate as we have asserted that KitPackers operations are essential.

We are confident that we are doing as much as we can at this point to take appropriate precautions to protect our employees and the supply chain for our customers. KitPackers continues to operate with normal shifts and hours to meet customer demands. We will continuously canvas our supplier base to monitor the KitPackers supply chain. Please feel free to contact us at any time for updates.

Sincerely,

Kevin Peura  
General Manager