







## Allegheny Bradford Corporation and Its Subsidiaries are Open and Here to Serve Our Valued Customers

First, I just want to say that our hearts go out to everyone impacted by this global pandemic. We extend our heartfelt wishes to anyone who is sick for their full recovery. As much as this pandemic tries to bring morale down, we are inspired every day by selfless healthcare workers and first responders.

Gov. Tom Wolf closed all non-life-sustaining businesses in Pennsylvania due to COVID-19. We are exempt and we will continue to ship high-quality equipment, components, and provide services in support of our customer's efforts to supply the nation with life-sustaining food and medicine.

## **Our Safe Workplace Plan**

We want to maintain a safe workplace and adopt practices to protect the health of our employees, customers, visitors, and others. We have asked all of our employees to cooperate in taking steps to reduce the transmission of communicable diseases in the workplace.

- Employees are encouraged to follow CDC and WHO guidelines like staying home when they are sick, washing their hands frequently, and using sanitizers in high touch areas.
- We are deep cleaning the buildings every Friday evening as employees go home. We support natural disinfecting by keeping the buildings closed from Friday evening until Monday morning.
- We are taking preventative actions like workplace social distancing through the limiting
  of third party facility access, limiting inter-facility employee contact, and many employees
  are working from home.
- Employees are encouraged to use telephone and video conferencing instead of face-toface meetings as much as possible.

## **Service and Support**

While this is an ever-evolving situation, currently we anticipate no interruptions to our customer service, support, and shipments as part of the critical infrastructure industry. As the situation changes, we will keep you informed. Thank you for trusting us with your business. We will work together in these challenging circumstances to best serve your customers.

Sincerely,

Dan McCune President/CEO Allegheny Bradford Corporation