



# ETCHED METAL COMPANY

30200 SOLON INDUSTRIAL PARKWAY - SOLON - OH 44139 - (440) 248-0240 - FAX (440) 248-3556

March 24, 2020

Subject: Critical Infrastructures Services and Support

Dear Valued Customers,

On March 13, 2020, pursuant to section 201 of the National Emergencies Act (50 U.S.C. 1621), President Trump declared that the outbreak of COVID-19 (Coronavirus) in the United States constitutes a national emergency. On March 16, the President issued updated Coronavirus Guidance for America, stating:

*"If you work in a critical infrastructure industry, as defined by the Department of Homeland Security, you have a special responsibility to maintain your normal work schedule."*

Etched Metal Company supports Critical Infrastructures, as defined by the U.S. Department of Homeland Security, including the Defense & Aerospace Industrial Base Sectors, Mass Transportation, and Public Utilities Sectors.

Etched Metal Company's operations constitute an "Essential Business" as defined in Governor DeWine's DIRECTOR'S STAY AT HOME ORDER on page 4 of 12, Section (12) **Essential Businesses and Operations** item (v) **Manufacture, distribution, and supply chain for critical products and industries**, effective March 23, 2020, at 11:59 pm.

Etched Metal Company is committed to the health, welfare and safety of our employees and customers during the COVID-19 outbreak. However, it is imperative we continue to maintain a normal work schedule. Etched Metal Company is dedicated to assuring the timely availability of products. We will continue to maintain business continuity while providing outstanding quality, especially for the provisions of critical infrastructure.

We are continuing to the best of our ability to manufacture and ship orders. We will immediately update you if there are any changes in our production schedules. Should you have any questions or concerns regarding this communication, please contact Etched Metal Company representative.

Sincerely,

Mike McDivitt  
Vice President  
Etched Metal Company