



100% Employee Owned Company

COVID-19 Update

April 1, 2020

The safety and health of our customers, employees, and suppliers remain our top priority at Kurt.

To date there has been no report of an infected case of COVID-19 within our workforce. While we realize this is an evolving situation, currently our manufacturing operations and offices remain open. We will do our best to communicate any status changes that will affect our supply chain as soon as possible.

As the coronavirus spreads, cities and states are taking drastic measures to curb the severity of the pandemic. Over the past two weeks, local government officials have issued "shelter in place" orders to limit the spread of the virus.

In response to these "shelter in place" regulations, the U.S. Federal government has identified essential critical industries that must continue operating during the COVID-19 crisis. This guidance states that "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".

Companies that provide services required to meet national security commitments to the Federal government and U.S. Military are considered essential. Because Kurt Manufacturing maintains numerous contracts and subcontracts with the U.S. Department of Defense, Kurt and its employees are considered essential. **This means that Kurt's work is deemed essential for the safety and security of our nation, and our company will continue to maintain its normal work schedule.**

Kurt will continue to implement preventive measures and processes for all our facilities. This includes sanitizing our offices and production facilities as well as providing staff with necessary hygiene consumables at workplaces. Currently, we have put a hold on travel for all employees and are limiting visits to our facilities to only those that are deemed a necessity.

In preparation for a possible COVID-19 case in our workforce, we have implemented a business continuation plan of action. Laptops and cell phones are readily available for employees that would need to work remotely, and additional laptops are being acquired as a preventative measure should we run short on our existing supply. We are also taking steps to limit the number of employees on-site at all locations to help contain any spread of the virus. Kurt is currently conducting non-contact temperature scans of all employees before beginning their shifts to ensure they are within CDC ranges.

We are closely monitoring all CDC guidelines and are in regular contact with our suppliers and customers to make sure we continue to operate our business units. Quick action will be taken to adjust our operations if needed based on guidance from local governing health authorities.

Thank you for your understanding during this difficult time.

Sincerely,

Steven R. Carlsen

President & CEO

