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March 18, 2020

Ref: COVID-19

Hello,

Across the world we are all dealing with the impact of the corona virus (covid-19). I hope your families and businesses are well at this time.

At Greenfield we are taking this very seriously and supporting social distancing to the best of our ability while doing all we can to maintain business continuity.

Through this email we would like to share the actions Greenfield is taking to support our customers and associates. Fortunately Greenfield has a robust disaster recovery plan that gave us a good starting point to act quickly in taking the following actions.

- All employees that can work remotely has started teleworking
 - Customer Service, Finance, IT, Marketing, Technical Support, Engineering (most), Materials (most), HR (most) and the leadership team.
- All travel has been suspended. This includes all sales people.
- No vendors are being allowed in the facility
- Meetings are now being conducted by Teams where possible
- We are creating spacing between employees in our facility
- We have added additional people to our janitorial team to clean common areas

At this time, we do not see any change or impact to our customers.

It is a stressful and overwhelming time in our personal and professional lives right now. Please know that Greenfield is taking all actions possible to maintain business continuity while insuring a safe environment for our employees. We hope that our actions and the actions by all people in North America helps to improve the situation.

We are always available if you have any questions for us.

Wishing you good health!

Ty Taylor
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