

Date: March 20, 2020

**Subject: Covid-19 Company Update**

Dear Customers:

In this fast developing situation regarding the Coronavirus known as Covid-19, we wanted to update you on our current business continuation plans.

I know that there are several localities around the nation that either has implemented or are about to implement "Shelter in Place" rules. Harcros is both a manufacturer and distributor of chemicals that are critical to the nation's infrastructure during this global pandemic. We supply chemicals for food, agriculture, water/waste water treatment, HI&I applications, etc., .as well as raw materials for manufacturers of items that are essential to the nation's infrastructure. We have our own truck fleet and drivers which gives an advantage in supporting our logistics.

As a first priority, we will continue to safeguard the health and safety of our employees by following CDC guidelines. As long as we can have an adequate level of healthy personnel, we intend to continue operations in the event that such "shelter in place" orders are invoked. This likely will require some local coordination with agencies to verify our status and we are proactively contacting these entities. I have included links to the letters that were sent by our industry groups to the federal government and governors.

<https://www.nacd.com/pub/?id=52A9A6A3-AB7A-A352-4690-E53EDFF44803>

<https://blog.americanchemistry.com/wp-content/uploads/2020/03/ACC-COVID19-letter-to-President-and-Governors-3.17.20.pdf>

Thank you for being a valued customer, especially during this extraordinary time.



Chief Executive Officer