

Our hearts and best wishes go out to all those affected by the coronavirus (COVID-19).

While we are taking precautions to protect the health of our employees, our manufacturing facility is continuing with their usual level of production, and our installation crews are continuing to complete tent installs. The shelter in place orders enacted to date contain exemptions for essential business services, which include tent installs for hospitals.

In this extraordinary time, we continue to evaluate our response to the volatile coronavirus situation day-to-day. The safety and welfare of our employees, customers, and partners remain our highest priority.

### **Protecting our employees**

To protect our employees, we are following the advice of the CDC and the Texas Department of State Health Services. Our office employees are working remotely as their job function allows. At this time, we anticipate

working through these adverse times without reducing our workforce.

### **Installation**

Our installation crews are continuing to complete tent installs. We are taking sensible precautions to protect our workers while we play our part in keeping the economy building.

### **Service crews**

Our service crews are operating at a lower rate because of emergency situations at hospitals.

### **Supply chain**

We are working with our suppliers to stay informed of any potential supply chain disruptions. At this point, our suppliers have given an indication that the flow of materials will be delayed by three or four days but will not be interrupted.

As the national and local response to the virus continues to evolve, we will remain vigilant. There is potential for

events that could interrupt our ability to maintain our high level of service. Rest assured that we will keep you updated on changes that will affect you.

We remain committed to you – our customers, our employees, and our partners.