

March 19, 2020

Dear Valued Customer:

The Coronavirus (COVID-19) outbreak around the world is a fluid and continually evolving situation. While we await a safe and rapid conclusion, we are aggressively evaluating any impact from this virus. We understand there may be concerns over a potential disruption in supply from Tech-Etch, Inc. so we would like to share the following information with you.

People

- First and foremost, the health and welfare of our employees, customers, suppliers and the communities in which we operate, is paramount to us.
- We are monitoring CDC advisories and recommendations and taking extra precautions to ensure the safest possible work environment. If any employee traveled internationally or through an area of identified risk area or comes to work exhibiting symptoms, we request them to self-quarantine for 14 days per CDC guidelines.
- We have also increased cleaning efforts across all areas of our facilities and have added significantly more frequent wipe downs of all high traffic or high touch areas within our facilities

Our Supply Chain

- We have three US manufacturing sites, two in Massachusetts and one in Minnesota.
- Starting on 3/6/2020 we have been working with vendors to ensure we are up to date and aware of disruptions within the supply chain and are monitoring daily.
- Tech-Etch, Inc. remains closely engaged with critical suppliers by proactively performing supply chain risk assessments.
- We do not purchase supplies directly from China.
- At this time, our vendors have provided confidence and assurance that critical materials, supplies and components are not at risk to impede our ability to service customers.
- As of 3/19/2020 we see no risk to the raw material supply chain.

We strongly encourage all parties to implement every possible safety precaution with the goals of protecting lives and minimizing impact to business. We remain committed to providing high quality products, superior service, and support to our customers.

We hope this message will alleviate some of your concerns. As additional information becomes available, we will update you accordingly.

Thank you for your continued business.

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