

# ACCESS TECHNOLOGIES UPDATES ON SARS-COV-2/COVID-19

To Whom It May Concern,

This memo is to communicate to all Vendors, Customers, and other Stakeholders of Access Technologies that all “shelter in place” orders that have been mandated by states and local governments to date have deemed Access Technologies an essential business and therefore exempt from such orders. The main industries that we service, Public Utilities, State, Local and Federal Government and Commercial Construction, have been listed as essential. Additional guidance from Department of Homeland Security reinforces this position:

**Pursuant to U.S. Department of Homeland Security’s Cybersecurity & Infrastructure Security Agency (CISA) Critical Infrastructure guidance (“DHS CISA Guidance”), workers and vendors providing essential services to maintain operations of these sites are specifically exempted from emergency closure orders.**

Access Technologies is a commercial distributor, service and installation company that provides needed security and safety products and service to many critical infrastructure businesses, including Healthcare Facilities, Public Works and Government, Grocery Stores and other essential services to the public particularly at this time. We are a big key to the critical supply chain engine that keeps the country going in time of National Emergency like this. Due to the nature of our business our employees are still working, though under additional health protocols following CDC guidelines.

For more information, please reach out to our team and we would be happy to provide additional information as this situation continues to evolve. We continue to constantly monitor this pandemic across the country in all of our locations to stay on top of the latest updates and do our best to be prepared for changes, as I am sure each of you are doing as well. Our standard hours remain, though 24/7 emergency service is always available to ensure our customers are able to operate uninterrupted.

Ben Boomer

President,

Mark Iske

General Manager,

Access Technologies, A TCH family company

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Valued Customers,

As we here at Access Technologies, along with everyone else works to deal with the spread of the Coronavirus (COVID-19), with guidance set forth from the CDC, WHO, and our local health authorities, we’ve come up with some changes that you should

know about, so we can best work with you to ensure *we meet your needs as well as possible* during these disruptive times.

With the safety of our employees and the community at large in mind, Access Technologies will halt all inessential travel of employees to remote sites and customers until April 10th or later, depending on how the contagion progresses.

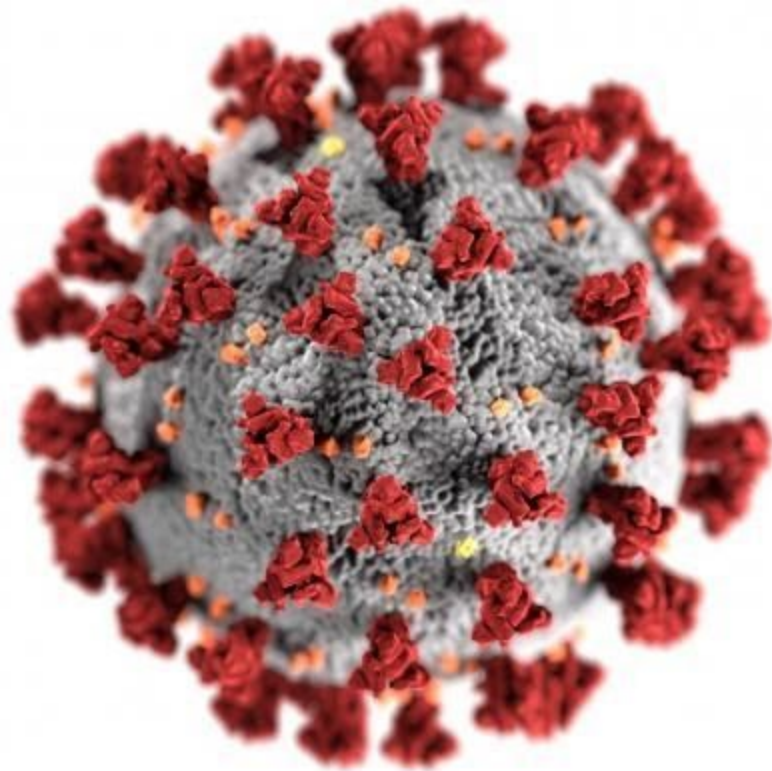
We ask that *our customers use phone calls, video chat, or other online forms of communication* at this time if possible, rather than stopping by our offices for face-to-face visits. This also goes the other way. Our Sales, Estimators, Project Managers, and Technicians will also limit in-person interaction with others outside of our offices. This may already be your COVID-19 policy as well.

*Our install and service techs will still be going on calls as necessary* and as requested by our customers, but *will be practicing safety measures* including keeping greater distances between people as suggested by health authorities, as well as increased hand washing and sanitizing of hands and equipment.

Please know we'll be doing our best to limit disruptions to our schedules and *Keeping you "on schedule"*.

Thank you,

The Team at Access Technologies



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