



March 4, 2020

Dante Valve Team,

This letter is intended to inform you of Dante Valve's plan of response to the Coronavirus Disease (COVID-19) and to provide guidance on what you should know regarding the virus. The following guidance is taken from The Centers for Disease Control and Prevention (CDC) and is presented to help prevent workplace exposures.

Dante Valve is committed to providing a safe and healthy environment and takes a proactive approach in learning and creating awareness in how COVID-19 will impact business operations. As there are currently no CDC directives for employers, we encourage everyone to exercise open communication about COVID-19 concerns and remain flexible towards any additional guidelines that may be published.

Recommended strategies to use to protect yourself are below:

- Avoid close contact with people who are sick. Stay home if you are sick.
- Cover your cough/sneeze with a tissue followed up by washing hands. Practice coughing and/or sneezing into your elbow as an alternative
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose and mouth with unwashed hands
- Routinely clean all touched surfaces at your workstation
- Work together to clean common areas where team members may gather
- Check the CDC's Traveler Health Notices for the latest guidance and recommendation for each country to which you may travel.

Please feel free to reach out to your manager, HR or other senior management with any questions or concerns. You are encouraged to visit the CDC website (www.cdc.gov/ncov) to learn more and check for updates. As the virus may potentially spread, Dante Valve Company wants to ensure that everyone is well informed and aware of resources that discuss prevention and treatment.

We look forward to maintaining our commitment to Quality, Service and Responsibility and to our team as we monitor the effects of this virus and implement appropriate measures to mitigate its impact.

Regards,

A handwritten signature in black ink that reads "Lisa Papini". The signature is written in a cursive, flowing style.

Lisa Papini
President