



COVID-19 Response

Update April 1, 2020

Dear Alumatec Pacific Products valued customer,

Alumatec has remained open for business through this global pandemic but as you are all aware, changes can happen quickly, but we will remain open as long we maintain our health and safety of our employees.

Alumatec has been following OSHA guidance for preparing workplaces for COVID-19 and include the following.

- All employees are wearing N95 face masks (respirator) to protect ourselves and each other from person to person contamination
- Extreme hand washing and other personal care has been increased
- Daily meetings with employees with the most up to date information on the coronavirus and any changes that need to take place to counteract this pandemic.
- Maintaining self-distancing with a minimum of 6 feet from one another
- Daily sanitizing with Clorox All Purpose cleaning wipes
- Sanitizing work gloves daily, and wearing them throughout the fabrication process
- Upon completion all steel is decontaminated after being degreased
- All finished aluminum products get a thorough wipe down with an antiviral cleaning solution
- Any employee that does not feel 100% well has been asked to stay home and are in no way working or handling your materials.
- All employees are asked to fill out a twice daily form questionnaire concerning their health, and how they are feeling upon arrival at work, and at the end of the workday. These filled out forms are reviewed by myself, our Safety Manager, and our Production Manager, and me to insure we stay in front of any type of sickness from our employees.
- Alumatec has been on lockdown since March 16th from all outside sales vendors or any persons that do not work directly for Alumatec.

Not only is our employee's safety a top priority, but our customers, dealers, and installers safety and health as well.

If you find yourself or company in a bind with another manufacture that is in an area of the world that has realized a city, county or state lockdown, and you cannot satisfy your clients door needs at this time, please contact your local Alumatec representative. Alumatec stands ready to help with your door needs and we will be more than willing to match your current pricing from another manufacture to insure you are not cutting into your profit margins.

Eastern / central United States

Contact: Jim Karlak

Mobile: 801-875-9554

Western United States

Contact: Jason Schick (2608), Kevin Hardy (2612), or Cord Christiansen (2605)

Office: 877-770-0181 (extensions)

Service / Parts

Contact: Dasha Strader (2602), Miles Beattie (2609)

Office: 877-770-0181

Accounting (Accounts Payable / Accounts Receivable)

Contact: Brian Black

Phone: 877-770-0181 (2607)

Best regards to your health,

Scott Christiansen

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Managing Director / CEO