



To Our Cadi Company Community,

Like many organizations, Cadi Company is taking responsible actions to protect our people, our business and our communities in response to the COVID-19 Coronavirus outbreak. Cadi Company is open and operating, receiving products from our supply chain partners and fulfilling our requirements and obligations with our customers.

We are closely following the World Health Organization's (WHO) and U.S. Centers for Disease Control's (CDC) guidelines and recommendations on the steps we can take to help prevent the spread of the virus. We have shared specific guidance with our employees on the importance of respecting social distancing, proper hand washing and personal hygiene as well as asking our employees to stay home from work if they or anyone in their household exhibits any signs of an illness.

If your business has been impacted in any way, please let Cadi Company know so that we can make adjustments. You may reach out to your representative or contact me directly rcapozzi@cadicompany.com.

Cadi has implemented new actions and procedures with our employees and in our office and production areas to minimize the exposure and risk with Coronavirus:

- Currently Cadi is cancelling or postponing physical events planned for March, April and May.
- All incoming shipments, domestic or international, are delivered to a designated drop off area directly inside the loading dock. Our shipping technician, wearing latex gloves and using disinfectant wipes cleans the exterior of the package.
- All truck delivery drivers are not permitted to go beyond the loading docks.
- Employees have sanitary disinfectant wipes to be used on all surfaces they touch as well as handheld instruments.
- All common areas are disinfected daily.

Our top priority is to maintain the business continuity needed to provide raw materials and finished consumables to our customers who rely on Cadi Company.

We know this is a very unsettling time for everyone. Our thoughts and prayers go out to everyone in our global community who has been affected by the Coronavirus.

Regards,

Rocco M. Capozzi
President

3.20.20

Cadi Company, Inc., 60 Rado Drive, Naugatuck, CT 06770 800-243-3650