



TO: All GracoRoberts' Customers

SUBJECT: Coronavirus (COVID-19) and Executive Order Exemptions

DATE: March 24, 2020

GracoRoberts continues to monitor and respond to the impacts of the Coronavirus (COVID-19) on our business operations, as well as the health and well-being of our employees. We are actively monitoring Federal, State and Local governmental directives to ensure compliance with guidelines and mandates intended to minimize the threat of exposure to the virus.

We have reviewed the various Executive Orders ("the Orders") in counties and states where GracoRoberts is located (Arlington, TX; Carson, CA; Kent, WA; Wichita, KA; and High Point, NC) requiring all individuals living in those counties and states to stay at home, or in their place of residence, except as needed to maintain continuity of operations of 16 critical infrastructure sectors whose assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, national economic security, national public health or safety, or any combination thereof. Currently, several GracoRoberts' locations reside within a "stay-at-home" edict. As other locations across the company are impacted, we will follow the same protocols to ensure business continuity and the health and safety of our employees.

As you know, over 80% of our total business is aerospace and defense and includes direct sales to OEMs who are dependent on our products in order to maintain production. Our manufacturing business also has a large aerospace component and supports important electronics and medical industries. **As such, our business is deemed a part of the Critical Manufacturing, Defense Industrial Base, and Healthcare and Public Health Sectors, and our five GracoRoberts' sites are exempt from the Orders and may continue to operate, taking care to observe additional health and safety standards.** Therefore, we expect to make deliveries to you in accordance with the terms of all open and future purchase orders. If there are any anticipated disruptions to delivery schedules in the future, we will notify you as soon as we become aware of such disruption.

As for our continuing business operations at each of our five facilities, we have implemented work-from-home policies for all jobs that can do so. For those jobs that require an onsite presence at any of our five facilities, we have increased cleaning frequency at all locations, using products and procedures recommended by the CDC. We have also asked our employees to increase handwashing and maximize open space and social distancing within the facilities. We have suspended visits to our facilities, as well as all non-essential business travel. In addition, employees' personal travel using public transportation of any kind must be reported to our Human Resources Department.



We will continue to work for you to ensure the viability of the critical infrastructure sectors, and as always, we thank you for choosing us.

For more information regarding company updates on COVID-19, please visit <https://landing.gracoroberts.com/covid-19>.

Sincerely,

A handwritten signature in black ink that reads "Jason Caldwell". The signature is fluid and cursive, with the first and last names clearly distinguishable.

Jason Caldwell,
President & CEO