



A Message To Our Customers Regarding COVID-19 Safer At Home Requirement In Wisconsin

We know many industries, business, and families are being affected around the globe by the COVID-19 pandemic. We sincerely hope that you are, and remain unaffected. Northwest Tool & Manufacturing, its employees, and management team are continuing to monitor regulations in the country and in our state of Wisconsin. Effective on March 25th, Governor Evers is mandating a Safer At Home Order for our state, meaning that all non-essential businesses must cease operations at this time. We want to ensure you that Northwest Tool & Manufacturing will maintain normal operations and staffing during this order, as we are considered an essential business. We are fortunate we will continue to operate to serve our customers and keep the supply chain strong.

With this rapidly changing atmosphere, Northwest Tool is committed to keeping business as usual while maintaining the health and safety of our employees. To do so, we are doing the following:

- We are following local and national government mandates applicable to our industry, to ensure our facility stays open and our employees stay safe. The overall safety of our employees and their families continues to be a priority;
- Requiring employees who are able to work remotely, do so;
- Requiring employees who are symptomatic to avoid work for the recommended amount of time;
- We are working with our suppliers to ensure that our customers feel minimal impact of this statewide mandate;
- We are practicing social distancing within our facility and continuing with increased sanitation practices on a daily basis;
- Staying up-to-date on regulations and requirements for our industry and keeping our customers updated on our status;
- Restricting facility access to include employees only;

Although we cannot guarantee that future disruptions due the COVID-19 pandemic will not occur, we can assure you that we will continue to communicate with our customers and keep them at the forefront of our decisions. We know that many of you are providing services and supplies that are making a difference in this global crisis, and we are grateful for our ability to support your company during this time. Should you have any further questions, comments, or concerns, please [contact us](#) at your convenience.

Sincerely,

The Northwest Tool Team