



# Western Pneumatics, Inc.

Pneumatic Conveying & Material Handling  
Machinery Group & Finger Jointing  
Industrial Installation

Custom Fabrication  
Dampers  
Agricultural Products

Tanks & Pressure Vessels  
Biomass  
Parts & Service

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WPI Update 03/13/2020

RE: COVID-19 Coronavirus Safety Measures

Customers of Western Pneumatics, Inc.

The Safety and Health of all employees and customers is first and foremost at Western Pneumatics, Inc. We wanted to take this opportunity to share with you our priorities to help minimize the spread of viruses at our plant sites and our customers.

Western Pneumatics has implemented and/or reaffirmed the following at our facilities:

- Keeping our employees informed; posting, emailing, payroll stuffers containing information to maintain a healthy lifestyle and working environment.
- Discouraging public transportation, encouraging using personal vehicles for travel when ever possible.
- Rescheduling and rearranging meetings, to be held by phone conversations, Web meetings or emails.
- Enforcing existing policy and procedures; if employees become sick, stay home and use self-discipline while interacting with others, and utilize PTO.
- Monitoring our employee's health, addressing any concerns they may have.
- Not allowing visitors, family, friends, vendors into the plant site without checking in at the front desk and assuring they are in good health.
- We continue to monitor the CDC and government recommendations as we work through these trying times.

Western Pneumatics has also received many customer notices and inquiries regarding operations, supply chain continuity, and person-to-person contact associated with developments of COVID-19.

Below is a brief update from WPI on each topic:

**WPI Operations** – All WPI facilities and shifts are operating as normal with no anticipated curtailments.

**WPI Supply Chain** – WPI has a robust inventory and sees no disruptions to our established supply chains over the short, medium or long-term ranges.

**Person-to-Person Contact** – Although there are no known COVID-19 cases at any WPI location, safety is our top priority. WPI has initiated additional protocols to minimize person-to-person transmission for all WPI facilities.

In addition:

- Our Outside Sales Representatives will be serving you from the office and will not be making normal customer visits. We will restrict all business travel for a duration lasting through March and will reassess week-by-week at each WPI facility. Customers requiring onsite Sales and/or Quality support can be accommodated by scheduling an appointment.
- Our installation department will continue to complete field projects as scheduled but are being asked to observe safety procedures designed to minimize the risk of transmission.

If you have any questions regarding the above items, then please contact your sales representative. WPI will keep you updated on any pertinent developments. Please keep us informed if the situation at your organization changes.

We thank our valued customers for their business and will continue providing our services while committing to providing the best information available to our employees. We want all to be safe and diligent about cleanliness while in your homes, our factories and offices.

Shared efforts are our only defense, we hope with our efforts and yours we will remain a healthy and safe community.

Thank you for your understanding and support

Western Pneumatics