



Covid-19 – Business Continuity Measures

March 16, 2020

(Revision 0.0 Last Updated March 16, 2020)

As the Covid-19 pandemic spreads globally, we are concerned about the well-being of our associates as well as our customers and their associates. We are working proactively to ensure that we continue to meet customer expectations with required product and lead time during this pandemic.

There are three areas we are addressing:

1. Ensuring the health and safety of our associates. We have been proactive in communicating to our associates' best practices in terms of hygiene as well as the need to keep away from work and seek medical assistance if they are sick. We will continue to reinforce this over the coming days and weeks. At this time, sick leave at our facilities is within historical norms.
2. Ensuring the integrity of our supply chain. For certain raw materials, we maintain inventory for several months demand. However, for other materials we rely on our supply chain to deliver within established lead times. Our supply chain is global with key raw materials sourced in South East Asia, Korea, Taiwan, Russia and the United States. We are in constant contact with our suppliers to understand any impact to their ability to deliver key raw materials. At this point, for some raw materials we are experiencing a 1-2 week delay based on shipment delays. However, we are using air freight as needed and our production lead times are minimally impacted. Between our inventory, inventory at distribution centers close to our manufacturing locations and communication from our vendors we expect that we will be able to procure materials with existing lead times over the next 2 months.
3. Ensuring that we are able to deliver. At this time, we are experiencing delays procuring 20 and 40 foot containers for shipment based on global shipping delays. There are also delays in booking vessels for shipments. We are booking as far in advance as possible but customers **may experience a 1- 2 week delay in ocean freight**. Air freight is experiencing delays as well as many airlines cancel or curtail service to many regions of the world. Our customer service associates will provide you with best available information closer to scheduled ship date.

We are experiencing a very high volume of requests from customers that address the points above. We are sending this communication pro-actively via email and posting it on our website www.garware.com as well as our social media feeds

LinkedIn: <https://www.linkedin.com/company/garware-bestretch-limited>

Facebook <https://www.facebook.com/garwarebestretchltd/>

We will update this information on a weekly basis.

Thank you for your understanding during this very challenging period and rest assured that the combined Fulflex, Elastomer Inc. and Garware Bestretch team is committed to ensuring the highest level of service during this time.

Sincerely,
Anand Kulkarni
Vice President - Sales