

Richard Reed

From: Donahoe, Thomas <tdonahoe@pittohio.com>
Sent: Monday, March 16, 2020 11:28 AM
To: Richard Reed
Cc: Lutz, Paul
Subject: RE: COVID-19 Update

Good morning,

I can provide the statement below given by our executive team.

PITT OHIO has a business contingency plan in place to deal with pandemic illness. Our executive team reviewed and updated the plan on 3/9/2020. Our plan calls for us to safeguard the health and welfare of PITT OHIO employees which in turn will best position PITT OHIO to also serve the needs of our customers. PITT OHIO is following the recommendations that have been outlined by the Centers for Disease Control (CDC). Our plan will be updated as the situations changes. PITT OHIO will not distribute our business contingency plan to our customers. However, our executive team is available to address any concerns by telephone.

Let us know if you have any further questions.

Thank you!

Thomas Donahoe | Account Manager I
PITT OHIO
Phone: 412-232-3015 x6224

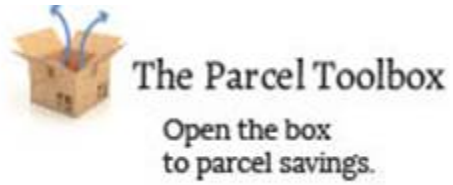
From: Richard Reed <ReedRichard@tranzact.com>
Sent: Monday, March 16, 2020 12:21 PM
To: Lutz, Paul <PLutz@pittohio.com>
Subject: COVID-19 Update

This Message originated outside your organization.

Good Morning,

Just Checking in to see if you company has put out any information regarding how they are going to be handling the recent challenges with COVID-19.

Richard Reed
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Director of Logistics
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