



March 12, 2020

To our valued customers,

There is no higher priority to our entire WePackItAll family than the safety of our customer's products and our employees. Like so many of you, we have spent the last several days and weeks learning about the coronavirus (COVID-19) and how it is affecting industries and supply chains across the world. We're closely monitoring local and national reports based on guidance from the Centers for Disease Control (CDC), the World Health Organization and applicable public health agencies. While there are no cases of COVID-19 in either Duarte or Irwindale as of the writing of this message, we have adjusted our operations in response to the threat posed by community spread.

Our process remains stringent and we have added extra layers of mitigation. Our current GMPs are in response to the requirements to control biological sources of product contamination as well as other microbiological sources of illness. We have reviewed our Injury and Illness Prevention Program and our Emergency action plan SOPs, please contact your Account Manager if you would like a copy of these documents. Please rest assured that we have always done everything possible and will continue to do so to prevent any type of contamination during our packaging process.

In addition to our normal Quality Control procedures, we have ramped up housekeeping and sanitation procedures.

Effective Immediately:

- We have enhanced our overnight cleaning procedures.
- We're frequently disinfecting often-touched surfaces such as door handles, countertops, keypads, restroom surfaces, vehicles, and equipment.
- We have provided information and training to employees on:
 - Cough and sneeze etiquette
 - Hand hygiene
 - Avoiding close contact with sick persons
 - Avoiding touching eyes, nose, and mouth with unwashed hands
 - Avoiding sharing personal items with co-workers (i.e. dishes, cups, utensils, towels)

We have shared specific instructions with our employees on the importance of staying home if they feel sick or are returning from travel from a region identified as posing a coronavirus-related risk.

Furthermore, for at least the next 30 days, we are limiting our interactions with vendors and customers to phone and electronic communication. Unless authorized by ownership, no outside visitors will be allowed in either facility.

We will continue to closely monitor the situation. We will continue to review our response to the pandemic as appropriate. Again, the health and safety of our employees, our customers, and their products is our top priority and we're committed to doing our part to help keep you safe.

Thank you,

A handwritten signature in black ink, appearing to read "Natan Bershtel", written over a white background.

Natan Bershtel
President