



March 23, 2020

RE: COVID-19 ESSENTIAL SERVICE AND WORKFORCE

Aved Employees, Customers, and Vendors,

Aved Electronics is identified by the Commonwealth of Massachusetts as a **COVID-19 ESSENTIAL SERVICE AND WORKFORCE**. Pursuant to the conditions set forth by the Office of the Governor of Massachusetts in COVID-19 Order No. 13, Aved will continue operations as possible during this state of emergency.

Aved remains vigilant in determining health and safety protocols within our business as a response to the Covid-19 outbreak. Aved's facility is being continually sanitized. Customer and guest visits have been indefinitely suspended. All employees whose function can be managed remotely have been sent home. Employee education and communication remains a top priority as change becomes necessary.

Aved is proud to be a supplier of critical medical devices and is committed in our ongoing efforts. All employees, customers, and vendors should expect that Aved will continue to focus on what can be accomplished at our North Billerica, MA facility. Aved will be accepting materials, building product, and shipping to customers per normal activities.

It will be essential for Aved's supply chain partners to communicate quickly any inability to meet purchase order requests. It will be equally important that Aved's customers indicate a closure of their business or inability to receive products at present.

Regards,

A handwritten signature in blue ink, appearing to read "Rich Kurth".

Rich Kurth
Managing Director

cc: H.R., RLS, JG