



March 20, 2020

COVID-19 Safety, Health, and Welfare Response Team

We have previously communicated our family of companies' commitment to the safety and welfare of our people, as well as responding to operating procedures while dealing with the COVID-19 outbreak.

The information that is available and the current situations across the U.S. and Canada are changing rapidly and because of our concern for the health and welfare of our employees, we've put a team together to specifically provide leadership, assess new information, and communicate direction.

Steve Berkompas will be leading this Response Team, with Violet Lucas, and Laura Korthuis. As we move forward, the team will be requesting support from across the Lynden Door Family of Companies, to achieve the goals outlined below.

We are going to keep our people safe and informed because we believe the COVID-19 outbreak presents new risk to our business family and we have a desire and responsibility to protect and care for them to the best of our ability.

We will collect information, determine what it means, and turn it into useful actions.

We will make decisions based on facts and data, not fear.

We will responsively communicate updates, decisions, and direction; at least weekly.

We will adjust the plan as needed when situations change.

You may also reference our company websites for additional information.

Sincerely,

Ted, Ian, John, Kevin, Dave and Leonard