

We want to stay connected with you!

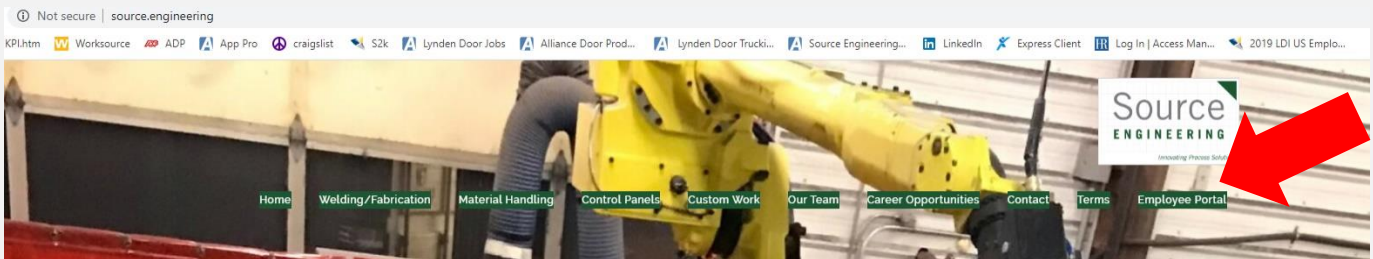
Over the next few weeks, our team will be available to support you and your family. As we face these challenging times, our support includes your health and safety. It is important that you keep us informed about how things are going for you. Please contact us if you experience any of the following:

- Flu symptoms, fever or dry cough
- Directive from a medical professional to self-isolate
- Positive or negative COVID-19 test results

There are a number of options that you can use to communicate with us.

- Text or call HR: 360-922-9965
- Email: Leah.calvin@lyndendoor.com

We are in this together. As an employee of Source Engineering, you can stay up to date on company announcements via our [Employee Portal](#). This portal can be found on the Source Engineering website (www.source.engineering) under the Employee Portal tab.



Take Care of Yourself!

The intent behind these 2 weeks of shutdown is that you stay home and stay safe. We encourage you to continue to maintain healthy habits while you are at home.

- Maintain your regular sleep routine
- Set goals for yourself each day
- Stay active

Please, follow stay at home directives including social distancing to combat this pandemic. We are looking forward to seeing you again soon!

The HR Team

