

March 18, 2020

To our valued Team Members, Customers, Vendors and Stakeholders,

I am writing this to assure you that Centuria Foods understands the severity of this crisis and we have taken quick and decisive actions, advancing to the global effort, to “flatten the curve” to combat COVID-19. We know that this is truly a team effort and we are doing our part to ensure everyone’s safety.

Our Crisis Management Team has been activated and has been working around the clock to ensure the health and safety of our team members while maintaining business continuity for our customers. As a manufacturer of Dietary Supplements and Over-The-Counter Drugs, we are aware that we play a vital role in ensuring that people can continue to obtain essentials during what may be a prolonged period of social distancing with rolling quarantines. Our dedicated team, best in the business, is fully committed to this effort and understands its importance.

We have instituted an updated Crisis management Policy, specific to the pandemic, that includes some of the items below to provide for social distancing, and increased cleanliness, to prevent disease transmission:

- Work from home for all employees who are “non-essential” from production prospective and can perform their day to day tasks remotely
- Employees who are required to come into the office will be required to sanitize/wash their hands bi-hourly
- Effective immediately, there is no cap on sick-leave. Should an employee develop any symptoms (cough, fever, breathing issues), they are expected to remain home until either: the symptoms subside or you have proof that the symptoms are related to a non-infectious ailment (allergies)
- All non-essential business travel and client site visits are suspended until further notice.
- Social distancing within the workplace, including staggered break, cancellation of non-essential meetings and no visitor policy
- Increased frequency of cleaning in all areas including timed wiping of door handles
- Deployment of hand sanitizers, hand wash and disinfectant wipes throughout the facility
- Manufacturing of hand sanitizers and immunity boost supplements to help fight against COVID-19 marking our commitment in ensuring the health and safety of public health.

Wishing you all stay safe and healthy in the days and weeks ahead.



Director of Quality and Regulatory Compliance