



## To EBARA Technologies Customers, Vendors, Contractors and Employees:

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Due to the rapidly changing business conditions, and to ensure the safety of all personnel, the following changes have been made **effective March 18<sup>th</sup>, 2020**:

### Site Access Restrictions

- No visitor policy to all EBARA Technologies sites until further notice with limited vendor/contractor and customer exceptions such as critical business meetings, shipment/deliveries, facility cleaning and critical building or equipment maintenance. Postings to the outside of all EBARA offices detail our site-access restrictions.
- Vendors/contractors or customers conducting or performing critical on-site business or support must be pre-approved by EBARA management prior to arrival. Vendors/Contractors and customers will be screened upon entry and asked if they:
  - Have been diagnosed or are exhibiting symptoms of COVID-19
  - Have been exposed to an individual with COVID-19
  - Have traveled outside the United States within the last 14 days
  - Currently have symptoms of COVID-19, fever, cough or difficulty breathing or any of these symptoms within the last 72 hours.

Persons with any of the above conditions will not be allowed entry to any EBARA site.

- EBARA employees (including temporary employees) should not report to work or stay at work if they have a fever, cough or difficulty breathing, or any other condition associated with COVID-19. Employees should seek medical assistance if they associate their symptoms with COVID-19 (refer to CDC website).

### Measures to Protect our Employees, Customers, Vendors and Community

We have taken significant measures to protect personnel, as advised by the CDC and local and state governments:

- Enacted a temporary work-from-home initiative for many employees, while retaining critical on-site functions and capabilities
- Implemented social distancing policy at work
- Encouraging more frequent washing of hands and cleaning of surfaces

### Travel Restrictions

- EBARA Technologies has suspended international air travel for its employees.
- EBARA has significantly restricted domestic air travel.

**Currently, we are not experiencing service delays or supply chain disruptions**

EBARA Technologies is closely monitoring the COVID-19 pandemic situation and will provide updates as deemed necessary.

Some of the resources we are monitoring:

- World Health Organization (WHO) website (<https://www.who.int/>)
- The Centers for Disease Control and Prevention (CDC) website (<https://www.cdc.gov/>)
- California Department of Public Health (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>)

Sincerely,

Naoki Ando, President  
EBARA Technologies, Inc.