



## Infitec, Inc.

### Coronavirus (COVID-19) Statement

Infitec, Inc. is committed to a safe workplace for our staff and seamless service for our valued customers.

Due to our responsibility as supplier for essential industries we will remain in operation pending further developments. We have therefore initiated contingency operation plans in accordance with State and Federal guidelines as follows:

- Any team member who is not feeling well has been instructed to stay home.
- All team members who are at risk or have susceptible family members have been encouraged to take a leave of absence until such time as the crisis has subsided.
- Administrative and Engineering staff have been outfitted with remote work capabilities to allow them to work from home.
- Manufacturing team members have been re-positioned to increase distance between workstations.
- Increased sanitation of common areas (Break Room, Doors, Bathrooms).
- Any necessary client meetings will be done via phone and/or our meeting share technologies.
- Phone systems will be in "Auto Attendant" mode much of the time. Please leave messages in the general voice mailbox, email any of us directly or at [info@infitec.com](mailto:info@infitec.com) and we will respond as soon as possible.

*\*We encourage all partners to keep us advised on your status\**

*Your patience is appreciated while we navigate these critical weeks ahead.*

**Thank you and be well!**

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