

## Coronavirus (COVID-19) Response

March 23, 2020

Dear Valued Customers, Vendors, and Partners,

One of the guiding values at ITW has always been safety – making sure our employees leave work in the same condition in which they arrived. While workplace safety is typically thought of as avoidance of accidents and injuries, it also extends to the health of our employees and that of their families.

ITW has been reviewing the Coronavirus (COVID-19) outbreak hour-by-hour, heeding the advice of the local governments presiding over each of our locations across the country to determine the best course of action.

**As of today, ITW is open for business (deemed part of essential infrastructure) in all of our plants and distribution facilities.**

To adapt to the current situation, the following new practices are being implemented:

- All non-essential visitors have been barred from entering our facilities
- Essential vendors that provide manufacturing consumables are escorted safely in and out
- All group meetings have been postponed
- All non-site-specific employees are now working from home including Sales, Customer Service, & Technical Support
- All company travel (local, domestic, international) has been stopped until further notice

We will continue operating as we normally would with these slight variations. All support functions can be reached the same way you currently do.

We will continue to regularly communicate if anything should change.

Sincerely,

The ITW Team