



**Date:** March 17, 2020

Eastern Technologies, Inc.  
60 Thousand Oaks Boulevard  
Morgantown, PA 19543

**Re: COVID 19 – ETI Status & Plan**

This communication is to offer an overview of the plan ETI has developed considering the COVID 19 situation. Let me first offer our best wishes and willingness to support, however we can, the continuity of your water treatment business. The Water Treatment Industry is truly an “ESSENTIAL” business. The treatments and services ETI and your business provides is essential to maintaining reliable and safe operation. Without proper water treatment there is greater risk for unsafe, dangerous health conditions both inside and surrounding these water systems.

The team goal at ETI is to remain operational as a business and safe as a community. The plan includes the following key components:

1. We have adopted CDC & WHO practices for hygiene and created policies to maintain healthy and productive employees.
2. We are in routine communication with our supply chain. At this time ETI is being told and has not observed any issues with chemical supply and freight carriers servicing our requests.
3. Our operation is currently meeting all commitments for products and services. ETI has identified the essential and non-essential components of our business should manpower shrink due to the COVID 19 virus and will be prepared to perform essential business functions. The most important functions are: 1) having materials, 2) producing materials and 3) shipping materials to meet our customer’s needs.

This continues to be a dynamic and fluid situation and so accordingly ETI will continue to monitor and adjust to changing conditions and regulation. ETI will continue to provide status updates as needed.

Sincerely, Gary

A handwritten signature in black ink, appearing to read "Gary R. Rasmussen".

President  
Eastern Technologies, Inc. (ETI)