



March 17, 2020

To Our Valued Customers:

On Jan. 30, 2020, the World Health Organization (WHO) declared that the outbreak of the coronavirus (COVID-19) is a public health emergency of international concern. Consequently, public authorities throughout the world have taken precautionary measures to limit the spread of the virus.

WesTech is deeply concerned about our employees, our customers, and our suppliers, and we have implemented preemptive policies and procedures. In particular, WesTech employees are limiting air travel to essential services only and requesting clearance from our clients on a case-by-case basis before any planned departure.

We are monitoring this situation closely and working very hard to maintain schedules for all new and existing orders. We are in constant communication with our supply chain to evaluate and mitigate any potential delays. Unfortunately, the full impact of this situation on the world market, the economy, and our supply chain is not yet known.

While we expect that this will negatively impact WesTech's ability to deliver equipment, products, and/or services, we consider these delays to be due to an extraordinary situation resulting from factors that are clearly outside of our control – a Force Majeure event. The intent of this notice is to be forthright and candid as a partner on your project, and we remain cautiously optimistic that delays from the pandemic will be minimal.

As soon as we are aware of any impacts to your specific project, we will communicate with you promptly. We are truly concerned about this situation and its resulting impacts. Most of all, we hope that your families and employees are safe as we move forward in the face of these uncertainties.

From all your partners at WesTech,

Ralph Cutler  
WesTech President and CEO

If you have further questions, contact the Project Manager assigned to your project.