

Tri Star Metals

Delivering Stainless, Aluminum & Nickel Solutions

Dear TSM Team Members, customers, and vendors:

Effective today March 21, 2020 at 5 PM Illinois enacted a Stay at Home Order. Tri Star Metals will continue to operate during this order as an Essential Business Operation under Executive Order 2020-10. We will proudly continue to meet our obligations at the direction of the Illinois Manufacturers Association and the advice of our counsel during this crisis.

- Tri Star Metals continues to operate all manufacturing and distribution facilities in Illinois and Arizona. We will be open for business Monday.
- All employees who can work remotely are working from home.
- Social distancing and enhanced cleaning protocols have been implemented in all locations.
- Multiple daily sanitizing sessions of our facilities.
- We have developed a COVID-19 Task Force at TSM that meets daily via skype to monitor the situation and enact polices to keep our Team safe.

Tri Star Metals qualifies as an Essential Business Operation under Executive Order 2020-10. This has been confirmed by our legal counsel. Below is the pertinent section from the Executive Order:

12. **Essential Businesses and Operations**. For the purposes of this Executive Order, Essential Businesses and Operations means Healthcare and Public Health Operations, Human Services Operations, Essential Governmental Functions, and Essential Infrastructure, and the following:¹

- t. **Manufacture, distribution, and supply chain for critical products and industries**. Manufacturing companies, distributors, and supply chain companies producing and supplying essential products and services in and for industries such as pharmaceutical, technology, biotechnology, healthcare, chemicals and sanitization, waste pickup and disposal, agriculture, food and beverage, transportation, energy, steel and steel products, petroleum and fuel, mining, construction, national defense, communications, as well as products used by other Essential Businesses and Operations.

In addition, below please find guidance we received from Illinois Manufactures Association:

The following manufacturing facilities, distribution, and supply chains are considered essential and may continue to operate. Employees are considered essential and may continue working in your facilities.

Manufacturing companies, distributors, and supply chain companies producing and supplying essential products and services in and for industries such as pharmaceutical, technology, biotechnology, healthcare, chemicals and sanitization, waste pickup and disposal, agriculture, food and beverage, transportation, energy, steel and steel products, petroleum and

Corporate Headquarters
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Aurora, IL 60506

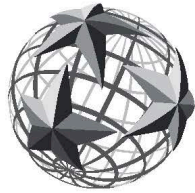
Manufacturing/Distribution
611 West Lamm Road
Freeport, IL 61032

West Coast Distribution
7310 W Roosevelt St, Bldg 2, Ste 28
Phoenix, AZ 85043

www.tristarmetals.com

ISO 9001:2015 and AS9100D Certified

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fuel, mining, construction, national defense, communications, as well as products used by other Essential Businesses and Operations.

We will begin sending weekly updates on our status while we continue to aggressively protect our team. In addition to the measures we outlined last week, we will continue to keep our corporate office closed. We are also administering weekly employee questionnaires to identify people who have a heightened risk of being exposed to COVID-19. We have created guidelines that are more stringent than those proposed by the CDC and the Governor of Illinois. Those on our team who do not meet these guidelines will be sent home for a period of two weeks in which less than 12% of our team have been affected. It has mostly been commercial, admin and corporate personnel while less than 4% of our production staff are on home quarantine. We continue to operate 24/7 and our shipping and manufacturing output continues to be the same as pre-virus levels. Thankfully, as of today, we have not had any known exposure of our team or their family members to COVID-19. In Stephenson County, where our main manufacturing and distribution facility is located, there has been no confirmed cases of COVID-19.

We are supplying copies of this letter to all TSM Team Members who need to commute to/from any of our facilities. This letter is validation that your travel is authorized under the Stay at Home Order.

For customers, we are also attaching a division of the Department of Homeland Security (CISA) guideline of what they determined "Essential Critical Infrastructure Workers" that will be used by local and state authorities when enforcing state regulated forms of "stay at home" orders. Each state is unique and may choose to enforce the guidelines differently, but this is good information for those customers in affected states as a tool that supports the necessity of both TSM and our customers businesses to remain open. The guidelines speak to 16 "Essential Critical Infrastructure Workers" of which one is defined as Critical Manufacturing (see bottom of page 10 on the attachment). Within this category is a defined list of manufacturing sectors that is heavily dependent on stainless steel, nickel alloys, and aluminum which clearly supports the direction of TSM and our customer base falling into the category of essential.

Again, I would like to thank our Team that continues to work in less than ideal situations. Now more than ever we need to operate in order to help support America during our biggest challenge of our lifetime. Also, a deep-felt gratitude to our customers. Orders continue to come in daily so please know you are helping to support the 145 employees and their families at TSM.

We have added a COVID-19 Tab under resources on our website. Content will be added continually that relates to manufacturing in the America and this crisis. Please visit:

www.tristarmetals.com

Sincerely, Jay Mandel / President & CEO

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