

March 23, 2020

**To All of Our Valued Customers, Suppliers, and Neighbors**

We appreciate all of your business and the relationships that together we have built over the years. This notice is to inform you of the actions that Lucas Precision LLC intends to continue and/or begin in response to the current COVID-19 virus as of today.

One of Lucas Precision's business lines in the supply of repair parts and service for Lucas Horizontal Boring Mills, Carlton Radial Arm Drills, NATCO Multi-Spindle Drill presses, and Fermat Horizontal Boring Mills. These machines are used in a variety of manufacturing facilities and industries across the United States as well as across the world. Our Customer Base includes several branches of the United States Armed Forces, Tier-One suppliers to the Armed Forces, others within the aerospace and defense industry, as well as in the Agricultural and Energy business sectors. These business sectors have been declared as "Essential Business Activities" by both Federal and State Agencies. In light of this, and our supplier relationship to these industries, Lucas Precision will continue our business activities during the "shelter-in-place" directive issued by Ohio Governor Michael DeWine which will begin tonight, Monday March 23, 2020 at 11:59 PM.

We instituted a number of precautionary measures to help prevent the spread of the virus in previous weeks and will continue these measures for the foreseeable future. These include:

- Those employees who are able to work from home are doing so;
- We are monitoring the health of the employees still in our facility and have physically separated everyone as much as is possible;
- Employees are not to come to work if they are feeling ill in any way;
- We have stopped and do not accept any sales calls in our facility;
- Meetings are being held by teleconference when necessary;
- All employees have access to sanitizing equipment;
- We may stagger operating hours between employees to minimize contact and potential spread of the virus should someone be asymptomatic.

We may experience some disruptions in our supply chain as the situation moves forward. If this does happen we will notify those customers affected and seek to find any available alternatives.

Customer who are experiencing service or technical issues are urged to contact our Service Department at (216) 451-5588 Extension 105 or via email at [service@lucasprecision.com](mailto:service@lucasprecision.com) to receive advice on how to assess and repair the issue. We will still offer on-site repair if absolutely necessary to any essential business, but this should be considered as a last resort for the present time.

If further measures are required we will review and implement them as necessary, following the guidelines set by Federal and State authorities.

We thank you for your continued business, support, and understanding during this time.

Sincerely,

Jakub Sebor, General Manager  
Lucas Precision LLC