



COVID-19 UPDATE PA Governor's Orders (affecting PA only)

March 23, 2020

Dear Employees,

Today, Governor Wolf officially approved a waiver classifying East Penn as a life-sustaining business and allowing us to operate. Since last week, a few essential areas including our entire Distribution network (Topton, Alburdis and Drivers) have continued to work throughout this shutdown.

Here is what you need to know:

- East Penn will slowly restart manufacturing operations in steps (by department, shift and job classification) initially bringing back approximately half of our workforce to ensure safer working conditions in the lunchrooms and locker rooms.
- Production employees will be contacted by their building manager or a representative from Personnel, in seniority order by building, department, shift, and job title in areas that will be able to return to work. Other specialized jobs will be recalled from their Management team based upon necessity, skills, and experience.
- **Employees that are not recalled or choose to remain on layoff status should be aware that there is no timeline for recalling employees back to work. This is due to the fact that order levels will vary based on the unpredictability of the COVID-19 pandemic, government mandates and our ability to keep our employees safe in the work environment.**
- Any employees who remain on layoff will continue to be covered under East Penn healthcare benefits until April 30th, 2020 and should continue to follow the appropriate process to maintain their unemployment compensation. Extending healthcare benefits past this date will be evaluated as we get closer to April 30th, 2020.
- We appreciate everyone's cooperation and help in making sure the company can call you. If we do not have your up to date phone number, please email epmbid@dekabatteries.com and include in the email your name, employee ID number, plant and department.

We will continue to stay in touch via our website and Connections.

www.epmconnect.bswift.com

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