



April 4, 2020

Dear Customers, Suppliers and Friends,

Craig Wire Products is committed to keeping our employees and their families, customers, business suppliers and friends safe in these uncertain times. As we try to best manage the situation with COVID – 19, we will use information and recommendations provided by the Center for Disease Control, the World Health Organization and other global government agencies as the basis for our actions. Given the recent state directive in Georgia to shelter at home, we wanted to communicate to you that Craig Wire Products will continue to operate.

The Cybersecurity and Infrastructure Security Agency (CISA) issued a memorandum on March 19, 2020 to help employers determine if they and their workers are an essential function. Craig Wire Products falls under this designation as the products we make and distribute are critical to other essential businesses. For example, our magnet wire is a component of hospital infrastructure, transformers, and other key and necessary equipment during this time. This designation identifies Craig Wire Products as a “Critical Infrastructure Business”, and this designation means the employees of Craig Wire Products qualify as “Essential Critical Infrastructure Workers”. As such, CWP employees can continue to work and travel to and from work under the state executive order to stay at home.

Our customers and their customers who themselves are “essential businesses” are counting on us as a critical supplier. We are a part of the keeping industry moving through the uncertainty of these times.

We have instituted the following:

- Postponed all international travel until further notice and limited domestic travel.
- For all our protection, we have put into place limitations on visitors to our plant.
- Employees are required to stay home when they are ill or exhibiting symptoms.

In the current environment:

- We do not anticipate any disruption in our availability of materials from our suppliers. We are closely monitoring our supply chain and will notify you of any potential disruptions.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you,

Jack Craig

President/CEO

Craig Wire Products