



**AMPRO ELECTRIC LTD.**

## **Response to COVID-19**

March 22<sup>nd</sup>, 2020

Ampro Electric is committed to ensuring that our employees, families and customers remain healthy and safe. We are monitoring and following the provincial and federal directives regarding COVID-19.

As an essential service provider to the Food, Agriculture, HVAC, Critical Manufacturing, Water/Wastewater and Energy sectors, as well as Hospitals and Health Care, each of our locations remain open and fully operational.

We will continue to serve our customers as safely as possible. We respectfully, yet seriously ask that anyone feeling unwell or has recently travelled outside of Canada to refrain from entering our locations for at least fourteen (14) days.

**We ask that all customers either phone or email orders so that our team can prepare your goods ahead of your arrival. This is intended to protect both you and our staff by keeping contact and exposure to a minimum. At our branch locations (Sarnia, Tillsonburg & Chatham), doors will be locked with instructions to enter.**

We would like to ask that if you have information with regards to any of your employees being exposed to coronavirus, please promptly inform Ampro Electric. Additionally, if one of our Ampro Electric employees raises a concern or has a confirmed case, we would take the same action.

**The following procedures either have been or will be implemented at each of our locations beginning Monday March 23<sup>rd</sup>, 2020:**

- **All high touch surfaces will be disinfected 3 times daily (8:00 am, 11:00 am, 2:00 pm). These surfaces will include door handles, faucets, sales counters, shared phones and computers. Point of sales machines will be cleaned after each use.**
- **We will be limiting contact with all customers and couriers.**
- **There will be a form for each person entering an Ampro facility to sign. It will be to acknowledge that they have not been outside of Canada or experienced COVID-19 symptoms in the past fourteen (14) days. It will also be used as a contact method should an Ampro employee become infected by the virus.**
- **A 6-foot distance will be kept between employees and customers**
- **All Ampro staff who interact with customers will wear nitrile gloves**
- **Cash transactions are strongly discouraged**

During this difficult time, we want you to know that your business and your support in this matter means a great deal to our team. We will continue to be proactive in our efforts to be a part of flattening the curve and keeping our Ampro family and community safe.

Thank you for your understanding.