

March 17, 2020

Dear Easypak Customer,

Easypak is committed to our customers and will continue to keep you supplied based on your packaging needs, as well as, keeping our employees safe and healthy. The majority of the products we manufacture and supply are for food packaging and end up in grocery stores, club stores, and food service outlets. Easypak is committed to keeping our plants open nationally and supplying our customers with their packaging requirements. We continue to remain proactive in setting strategy that benefits both our customers and employees. For that reason, we wanted to update you on our protocols and reassure our customers of our supply integrity.

If an employee has reported to Easypak that they have tested positive for COVID-19. We will follow this protocol.

Employee

- Interview employee to employee to understand potential extent of exposure and additional employees that might have been in close contact.
- Employee sent to home quarantine until released by doctor.
- Notify all employees and allow for self-quarantine if they feel that they are at risk.

Plant Clean up

- Shut machines down, conduct special clean-up of machines and affected facilities

Product

- EP will isolate and assess any product in question for appropriate disposition.

In addition, we are continually reviewing our plant operations and supply chain for potential impact of Coronavirus. For the past few weeks, we have reinforced adherence to our current GFSI Certified processes and procedures, educated our employees, are monitoring our supply chain, developed a response plan and are doing everything we can to prevent spread of the virus.

This includes:

- Daily auditing of our GFSI based Good Manufacturing Practices programs that require employees wash and sanitize their hands frequently.
- Reminding employees to stay home if they feel ill or have a fever.
- An Increased frequency of machine and plant cleaning using approved antiviral sanitizers
- Monitoring the situation in the area where our plants are located.

- Daily internal communications with all employees
- Elimination of international travel and a reduction in domestic travel and meetings.
- Screening and limiting plant access to vendors and contractors.
- Communicating with and monitoring our supply chain for issues.
- Developing contingency plans for potential infection at our locations
- Reviewing redundant manufacturing capabilities spread across six plant in the US.
- An updated Business Continuity Plan in place

We are continually reassessing our position based on CDC, Federal, State and Local government recommendations.

It's important that if you are seeing an increase in demand to communicate with your customer service representative and submit additional purchase orders to us so that we can plan accordingly. You should feel confident that Easypak is addressing all areas of our business in taking care of our customers and keeping our employees safe.

Sincerely,

Bill Drexler

Dir, EH&S, Safety and CI
Easypak Holdings, LLC
bdrexler@easypak.com

Adam Unfried

Chief Commercial Officer
Easypak Holdings, LLC
aunfried@easypak.com