



Dear Valued Customer,

A & M Cheese cares about the well-being of our team members, customers, and the communities that we live and work in. During the last few weeks, we have been focused on our preparedness plans to keep our team members safe and healthy to continue providing the excellent service we strive for and our customers expect from us every day. The World Health Organization has recently labeled the current COVID-19 outbreak as a global pandemic with the pace of confirmed cases worldwide and domestically accelerating. We want to assure you that A & M Cheese has a plan in place to continue to service you during this pandemic.

We would like to inform you about our preparedness and actions taken thus far during the COVID-19 pandemic. The outbreak is still a fluid, rapidly evolving situation and we are monitoring information from federal, state, and local agencies. We will continue to closely monitor the situation on a daily basis.

We activated our pandemic preparedness plan several weeks ago and are following the guidance provided by the CDC and other health organizations. We have informed all our employees of actions that they must take to protect themselves, our customers, and the community. These actions include:

- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Stay home and seek medical advice if you develop symptoms of COVID-19.
- Practice social distancing tactics to help limit potential exposure to the virus.
- Reinforced employee awareness and training on Good Manufacturing Practices.
- Implemented extra precautions, focus, and attention to sanitation procedures in the production areas.

We have been in contact with our key suppliers concerning their pandemic preparedness plans to help ensure the integrity of our supply chain. We are actively working with our suppliers to ensure we have the products you need. Rest assured, A & M Cheese is prepared with contingency plans should the need arise. We do not anticipate any disruption in our operations or supplies at this time. We have been in contact with alternate suppliers we can rely on, if needed.

We trust this letter provides you with assurance that A & M Cheese is prepared to continue providing you with the products you need and the service you expect during these uncertain times. Thank you for your cooperation as we work together to help protect our team members, customers, and communities.

Sincerely,

A & M Cheese