



March 26, 2020

Novaspect Customers:

In accordance with the **Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response**, published by U.S. Department of Homeland Security on March 19, 2020, Novaspect, Inc. and Midwest Valve Services, Inc. both meet the guidance issued for “*Essential Critical Infrastructure Workers*”.

Additionally, pursuant to source documentation included on page two, Novaspect, Inc. and Midwest Valve Services, Inc. both meet the standard for an “*Essential*” or “*Critical*” business in accordance with **Governor’s Executive Orders from Illinois, Indiana, Michigan, Wisconsin, and Minnesota**.

As “*Essential Critical Infrastructure Workers*” and other state designations detailed below, we continue to deploy service personnel to local healthcare and manufacturing facilities as requested to provide on-site programming, diagnostics, testing/commissioning, data collection, and repair of process control systems and final control devices. We also continue to configure, assemble, test, and ship our complete portfolio of products and services at multiple facilities in the upper Midwest. Our suppliers have reported minimal supply chain interruptions to date and have created expedited notification processes in the event of future delayed shipments.

We have asked our employees involved in travel related to/from customer sites to proactively prepare for site access compliance and travel with “*Essential Critical Infrastructure Workers*” authorization letters and associated vehicle placards.

I want to assure you that Novaspect is focused on the safety of our employees, customers, suppliers, and communities. We fully understand the gravity of this public health crisis. Novaspect has implemented measures to dramatically reduce the number of staff interactions and improve hygiene to protect our employees and the general public. We have augmented our IT infrastructure to enable employees to work from home and have implemented split shifts and social distancing protocol to mitigate risk for employees who need to work within our facilities.

Our local engineering, reliability, assembly, and repair services personnel are available to keep our critical facilities running reliably and safely 24/7/365.

We thank you for your partnership and stand ready to contribute to the success and sustainability of your company and our local communities.

*Joseph S Simchak*

President & Chairman

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## Source Documentation

March 26, 2020

Novaspect, Inc. and Midwest Valve Services, Inc. both meet the standard for an “Essential” business in accordance with the following federal memorandum and state orders:

- **Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response**, published by U.S. Department of Homeland Security on March 19, 2020, guidance issued for “*Essential Critical Infrastructure Workers*”.
- **Illinois State Executive Order 2020-10** (*Section 12, Subsections N and T*), issued on March 20, 2020, classified as “*Essential Businesses and Operations*” for “*Healthcare & Public Health Operations*” (*Section 7*) and “*Essential Infrastructure*” (*Section 9*).
- **Indiana State Executive Order 20-08**, (*Section 14, Subsection A*), issued on March 23, 2020, classified as “*Essential Businesses and Operations*”.
- **Michigan State Executive Order No. 2020-21**, (*Section 8, Subsections A, C, D, E, J, and M*), issued on March 23, 2020, classified as “*Critical Infrastructure Workers*”.
- **Wisconsin State Emergency Order #12**, (*Section 13, Subsections A, N, R, and V*), issued on March 23, 2020, classified as “*Essential Businesses and Operations*”.
- **Minnesota Executive Order #20-20**, (*Section 4, Section 6, Subsections A, C, D, E, J and M*) issued on March 26, 2020, classified as “*Critical Sectors*”.