



Heerjansdam, March 18th 2020

Subject: risk analysis of the Covid-19 Corona-virus to Rubber Design

Dear customer,

In order to actively inform you about the current impact of the Covid-19 Corona-virus and corresponding measures on our operation, we herewith send you this letter.

There are continuous updates from the Dutch Government with regards to travelling, health precautions and limitation of social contacts. We monitor these guidelines constantly, and implement them to the best of our abilities, with the aim of protecting our employees and ensuring continuity of our operation.

With regards to our supply chain; Rubber Design has a healthy stock level of half-assemblies. Furthermore, our suppliers are strategically spread, ensuring the best possible continuity guarantee. Currently, all but one of our suppliers are active and their stocks are sufficient to guarantee regular supplies.

Forwarders can still travel in our area, and they are regularly picking up and delivering to our facilities as usual. We do see delays in shipments abroad due to the COVID-19 impact on logistics worldwide.

As far as steps taken to avoid virus diffusion, further to application of prevention measures recommended by the Dutch Health Ministry, we have taken the following internal actions:

- We have delayed visits to and by customers and suppliers to a later date. If possible, visits are changed to phone- or video conferences;
- We actively communicate the health-, safety and hygiene guidelines provided by the Dutch Health Ministry to our employees. People with the described symptoms are staying at home.
- Additional hygiene measures are implemented, including the supply of anti-bacterial lotions, and additional cleaning sweeps through our facilities.
- Our office employees (where possible) are working from home according a schedule, limiting their personal contact with other employees whilst ensuring continuity.

The large demand currently required from our company, in combination with the lower personnel occupancy rate, may lead to (relatively small) delays in our assembly. We try to avoid these as much as possible. In case individual orders are affected and/or delayed, we will inform the respective customers accordingly as soon as possible, as you might expect.

We continue to monitor the (regional and worldwide) situation closely, and will update you as our customer if orders or business are (expected to be) affected.

Respectfully,



Rubber Design BV
Mathieu Klijn