



## **A Message from Our CEO Regarding the Novel Coronavirus (COVID-19)**

As the novel coronavirus (COVID-19) outbreak continues to unfold, Scavuzzos Foodservice remains committed to providing safe, healthy food for our thousands of partner customers throughout the Midwest as well as a safe work environment for our employees. As a GMP-audited distribution facility, our standards for food safety and security are one of the highest in the industry. However, we wanted to let you know about additional actions we are taking relative to COVID-19 and this developing situation. In addition to updating our pandemic response plan and existing documented procedures, Scavuzzos Foodservice has assembled a multidisciplinary team of senior managers to spearhead preparations relative to COVID-19 and implementation of additional safety measures.

- We have created and distributed (internally) new GMP instructional signage and other communications relative to prevention practices.
- Our maintenance team has installed numerous additional hand sanitizing stations throughout our facility, focusing specifically on common areas and entrances to offices, equipment storage stations and restrooms.
- We have added janitorial staff and implemented enhanced SOPs for the cleaning of break area surfaces, restrooms, door handles, jack handles, desktops, etc.
- Drivers have been given alcohol-based disinfectant wipes for use while making deliveries and for sanitizing truck cabs. They will also be using vinyl gloves while handling product and disposing of them after each delivery.
- Our IT team has procured and configured several laptop computers and other necessary equipment in the event specific mission-critical functions (e.g. routing, order dispatching) need to be conducted remotely.
- We are encouraging any employee who may be feeling ill or believes they may have come in contact with an infected individual(s) to follow CDC guidelines for self-quarantine and to consult with their medical provider immediately. Should we learn of an employee(s) becoming infected, we will take necessary actions as directed by public health officials.
- Until further notice, no outside visitors will be permitted in the warehouse or on loading docks (except for registered contractors/service providers). Any customers or vendor partners will be restricted to front-office areas and the contained check-in/will-call window. All tours, trainings and other activities requiring facility access have been postponed or cancelled.

At this time, we have not been made aware of any supply shortages stemming from the COVID-19 outbreak. Scavuzzos Foodservice will continue to monitor this and all relevant situations closely and take additional measures as necessary.

On behalf of all of us at Scavuzzos, thank you for your continued partnership.

Sincerely,

Richard Scavuzzo  
Chief Executive Officer  
Scavuzzos Foodservice Inc.