



To our valued Calspan customers and partners,

March 19, 2020

We are in unprecedented times. With the ongoing spread of COVID-19 (coronavirus) and the incredible speed at which things are changing around us, we are continually adapting our operations and business. As an organization that has been in business for over 75 years, Calspan has faced many challenges and each has made us better prepared for a situation like this. Our priority remains: the safety and health of our employees, customers and partners. We are sending this message to communicate the measures Calspan is taking to ensure the safety of our employees and onsite visitors during our continued support of operations amidst the current COVID-19 situation.

At present, Calspan continues to operate all aspects of its business in support of the critical development schedules of our valued customers.

You have my promise that our team is going above and beyond the guidance of the Centers for Disease Control and Prevention and the World Health Organization to ensure your safety. We are building on an ever-present focus on cleanliness and continually assessing ways to enhance your safety throughout your Calspan experience.

We have taken proactive and precautionary steps to safeguard personnel operating in our workspace, including but not limited to the following:

- Reminding employees to be vigilant in following recommended hygiene practices
- Instructing employees to stay home if they are sick
- Adhering to social distancing protocols
- Working from home to continue to support the business while achieving social distancing and limiting the spread/exposure
- Installing hand sanitizer stations in common areas, lobbies, entrances, and near restrooms to be used as an extra measure of vigilance
- Heightening janitorial staff cleaning measures to frequently disinfect common touch points
- Prohibiting non-essential travel
- Complying with CDC quarantine guidance for all who enter our facilities
- Screening visitors to our site and controlling entry for anyone who has traveled to a Level 3 location or has been in contact with a person with COVID-19
- Established technology solutions to allow remote testing and operations wherever possible

With these precautionary measures in place, Calspan continues to operate in support of the critical customer developments schedules. Additional measures include the option to our customers for remote test observation, ensuring safe and effective test execution during times of limited travel. We are closely monitoring updates from the Center for Disease Control (CDC), the World Health Organization (WHO), and other government agencies. We will continue to adapt our policies and operations as the situation evolves, communicating with our customers and partners at each step along the way.

We value your business greatly and will continue to work to meet all of your needs in a safe and responsible manner. Thank you for your collaboration and continued support during these unprecedented circumstances.

Sincerely,

Peter Sauer
President, Calspan Holdings

