

25th March 2020

Dear Supplier,

Further to the government announcement on Tuesday 24th March, regarding the limitation of movement of people and closure of many workplaces in the UK, **Kemtron Limited** would like to advise you we **remain operational**. We have been identified as part of the major critical supply chains, in the UK, Europe and US, providing medical products and national security support. We are committed to ensuring we can continue to support and deliver to our customers.

As a critical supplier, Kemtron Limited will operate in line with all government guidelines to protect our staff providing a safe and well managed work environment. We have introduced remote working where possible and implemented strict protocols for protecting staff remaining on site. All team members are provided with sanitation products and cleaning regimes are in place in areas, social distancing has been observed and all work stations are being separated to comply.

We are prioritising our workload to ensure that critical supply chains are maintained throughout this period.

Our lead times are currently unaffected, and we anticipate we will be able to deliver to our promise dates for all supplied components, raw material supply and courier services permitting.

****If you are not open please let us know as soon as possible to allow us to focus our efforts accordingly. Please advise us if you anticipate closure in the coming days or if you are short time working and this may affect supplies to us. ****

Please review all outstanding purchase orders and if you are unable to deliver to acknowledged dates please contact Margaret Fox margaretf@kemtron.co.uk with our Purchase Order details and expected new delivery dates.

We will continue to keep you informed on our activities and if government advice impacts on our ability to operate you we will inform you as soon as we can.

We hope that you and your employees are and remain safe and well.

Thank you in advance for your co-operation.

The Kemtron Team