



To our Valued Customers:

The health and safety of our customers, our employees, and the communities we serve are of paramount importance to us. To that end, I want to share with you the following steps our organization has taken to ensure that every Techspan & Fusetek location is safe and healthy.

- In cooperation with the Federal government, we have implemented a liberal sick leave policy so any employee who feels sick can go to the doctor and stay home until symptom free. This is over and above our normal sick pay coverage.
- We are actively cleaning and sanitizing our common surfaces regularly, including doorknobs, light switches, worksurfaces, railings, countertops, keyboards, phones and more.
- Everyone is practicing physical distancing, so the virus has no path to travel.
- Everyone is taking great care to wash their hands often, keep their hands away from their face, and cough or sneeze into their elbows.
- We have posted informational posters around all our offices and warehouses to reinforce and remind everyone of the importance of these precautions.
- We have banned all non-essential travel.
- We have strictly limited visitors to our facilities. They are screened for symptoms and international travel before they are allowed into the building and they are restricted to one meeting room.
- We have formed an internal emergency response team that meets regularly to adapt to the changing conditions.
- We are communicating regularly with all employees, within each department, and with our customers and suppliers.

We take our role as an essential service to the Electrical and Automotive industries very seriously and will do our utmost to provide business continuity that is safe for our employees and customers now and into the future. We are currently fully operational, our supply chain is intact, and we stand ready to meet your needs with the level of service that we have



HEAD OFFICE
3131 Pepper Mill Court
Mississauga, ON L5L 4X6
1.800.363.1588
Techspan.ca