



RCD continues to monitor the outbreak of Coronavirus closely and has taken appropriate measures to ensure the health and safety of our employees and their families. RCD continues to assess and prepare for potential impacts to its operations and its ability to successfully deliver product to customers around the world. In the past week, developments related to the outbreak of COVID-19 have accelerated. National, state, and local authorities have implemented new guidelines and restrictions aimed at slowing the spread of the disease and enabling the medical professionals of the region to cope with the unprecedented demands placed on them.

Among those changes have been direction to limit mass gatherings in the State of New Hampshire, and the temporary closure of schools, restaurants and bars in the area, along with some public state and federal buildings. While some delivery delays are probably inevitable, we have taken steps to minimize these and to ensure continuity of operations. Among those steps are the capability for necessary RCD personnel to work remotely. RCD maintains the ability for all Managers and Regional Account Managers and Service Specialists to maintain contact with customers. We continue to monitor manufacturing facilities for disruptions, with its Product Management and Expediting teams in constant communication. Regular updates will be provided to customers to identify and mitigate potential delays. RCD will continue to implement best practices as published by the CDC and other sources to do our part to protect employees, their families, and the public. In support of this, RCD has restricted business travel for its employees indefinitely and have limited all facility visits as well.

RCD's unique *SWIFT* manufacturing program continues in full operation on most products but is starting to be impacted as a result of a reduced workforce (primarily due to employees staying home with children) and some industry-wide raw material shortages. We continue to do our best to assist on any urgent delivery requirements of resistors, capacitors, inductors and delay lines.

We thank you for your trust in RCD and your continued support.

MJ Allen
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