



Cougar Cutting Tools, Incorporated

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3/23/2020

RE: COVID-19 Essential Work Response

ATTN: Our Valued Customers

As you might be aware, Michigan Governor Gretchen Whitmer issued an executive order on Monday, March 23rd for all non-essential businesses to shut down, effective at Midnight, thru April 13th, 2020. We want to inform you that Cougar has been deemed a critical manufacturer and thus is staying open to service our customers in the defense, energy, and aerospace industries.

We do not take this crisis lightly and are ensuring our workforce is safeguarded against infection. Thus, we are enforcing the social distancing mandate in our workplace, suspending on-site visits from outside personnel except those in logistics, and educating our workforce on proper sanitation measures. We encourage you to visit [Michigan.gov/coronavirus](https://www.michigan.gov/coronavirus) for up-to-date information on the situation in our state.

If we can be of any assistance in expediting your orders to aid in the production of key critical components please contact us immediately.

Thank you for relying on us to deliver your critical cutting tools. We are honored to serve and look forward to continuing to support you during these tough times.

Andrew Stefanoski
Operations Manager