Always On UPS Systems Canada Inc. remains open as an essential business during the COVID-19 pandemic

Always On manufactures and provides support for Uninterruptible Power Systems. These are systems that provide backup power for many critical systems including, but not limited to, emergency lighting, elevators, generators, ship systems, and many municipal infrastructure power systems.

As an essential business we will remain open with the utmost care for our employees and our customers. During this time Always On has taken the following measures to ensure the absolute safety of all involved with our business:

- In-person, non-emergency service calls have been postponed until further notice. We still have our technical support telephone lines and our service support email open for those who require assistance.
- No one from outside of our organization may enter the premises past our reception area. Only one person from outside the organization may be present in that area at a time.
- We are requiring everyone returning from out of the country, having had direct contact with someone returning from out of the country, actively showing illness, or who has visited a healthcare facility, to self-isolate for two weeks post-occurrence.
- Always On has given employees easy-to-access options for working from home and rotating shifts.
- For those that are in the building, we have implemented a physical distancing policy and have increased sanitization and hygiene requirements as follows: all interior doors are left open to avoid touching doorknobs, work stations are to be occupied by only one worker at a time and sanitized between uses, hand sanitizers and spray sanitizers are available throughout the building as well as quality hand soap at each sink in the building, inter-office visits are discouraged unless physical distancing of 6 feet can be maintained, and our lunch room has been re-organized to accommodate a 6 foot distance and increased sanitization procedures.

If you have any questions regarding the measures Always On is taking during this time please contact us at <u>service@alwayson.com</u>.