



March 16, 2020

Dear Business Partner,

We understand the growing impacts associated with COVID-19 (coronavirus) are not only worldwide, but right in the communities where we live and work.

We would like to share an update on what netRelevance is doing today to keep our community safe and operations moving, so we can continue to deliver to our customers the services that their businesses rely on.

We are closely watching the developments around COVID-19 and are working to ensure the well-being of our employees, company, communities and you, our business partner.

### **Employees Working Remotely**

The entire internal netRelevance team is working from their respective home offices across the country and is well equipped to perform their job functions with access to all required technology and applications.

### **Limited Travel**

We have eliminated all unnecessary mass transportation travel and have either rescheduled face to face meetings or have changed them to virtual meetings instead.

### **Continued Operations**

As we continue to operate, we've taken action to avoid sending technicians to areas that are designated quarantine or containment zones as designated by the CDC or local health and/or government authorities.

We have asked our external teams not to send a technician to one of our customer locations and/or jobs if they are feeling ill and/or experiencing any symptoms related to Covid-19 or otherwise.

We will continue to work in all other areas as usual. We are requesting that all technicians follow the recommended CDC guidelines.

The health and safety of our colleagues, their families, and communities are our highest priority. We are encouraging everyone to follow the preventive measures recommended by the CDC to stay healthy and slow the spread of the virus, including:

- Wash your hands with soap and water for at least 20 seconds
- No handshakes
- Minimize large group meeting
- If you are feeling sick or one of your family members has become sick stay home or work remotely if possible
- Essential travel only
- Follow [CDC guidelines](#)

netRelevance is well-positioned and prepared to work through this pandemic. We will continue to communicate any updates and other measures we're taking as the situation progresses.

If you have specific questions, please email us at [info@netrelevance.com](mailto:info@netrelevance.com) or call us at (719) 212-6620