

April 24, 2020

To all Schupan and Sons Inc. and affiliated Employees,

We have some updates on our states' Stay Home, Stay Safe orders as well as some additional guidance on face coverings in the workplace. Please be vigilant in your research and understanding of your state's orders -- what can and cannot be done at this time -- as we are providing a very brief synopsis for you here.

Latest News (we encourage you to go to the Schupan COVID-19 webpage for more details):

Michigan's governor extended the Stay-at-Home Executive Order to May 15th. While this order opens some activities (motorized boating, golf courses, garden centers) and some businesses (garden centers, curbside pick-up for retailers, bike repair shops), all non-essential travel is still discouraged. **Face coverings are required in public spaces, effective April 27th, while maintaining 6-foot social distancing.**

Illinois' governor extended the Stay-at-Home Executive Order to May 30th. This order allows for some partial re-opening (golf course, elective medical procedures) but, like Michigan, prohibits non-essential travel. **Face coverings are REQUIRED in public spaces beginning May 1st while still maintaining 6-foot social distancing.**

Ohio's Stay-at-Home Order is still in effect until May 1st, with additional details coming from the Governor on Monday, April 26th. **Face coverings are recommended in public spaces while still maintaining 6-foot social distancing.**

Indiana's Stay-at-Home Order is still in effect until May 1st. **The public is strongly urged to wear face coverings in public while maintaining 6-foot social distancing.**

What you need to know about face coverings while at Schupan:

All employees currently working on location at Schupan have received face coverings. **However, Schupan is not a public space, so if you can maintain a 6-foot social distance from your coworkers, their use is not mandatory.** However, it is strongly recommended that you wear your face covering if it does not impede your operations or safety.

Face coverings should be washed as necessary in the washing machine, with regular detergent.

If you have misplaced your face covering/mask and need another one, please let your supervisor know.



What's new from Schupan in response to COVID-19?

- TMR has rolled out "Toolbox Tuesday" to help consolidate useful benefits resources and information in one, handy "toolbox". This information is also available on the [Schupan COVID webpage](#).
- Your TMR team has also created an employee-only [Facebook Page, called Schupan Strong](#), to share information, receive feedback, and maintain contact with you. Stay connected and request to join!
- For Kalamazoo employees on company-provided insurance plan: the Schupan & Fabri-Kal Employee Health Center will reopen for in-person visits on May 4th. New hours will be posted soon. Telephonic visits will still be available.
- We continue to prohibit all non-essential visitors and vendors from entering any of our locations, employee gatherings, and continue our work-from-home policies for those of you who can perform your functions remotely.

Schupan in the News:

- Tom Emmerich, COO of Schupan & Sons, Inc., and President of Schupan Recycling, appeared on WJR 760-AM with Guy Gordon on Thursday. Tom discussed the impact of closing the bottle rooms, the necessity of the material to the supply chain, and what's going to happen when they reopen. [Listen here](#).
- John Barry, President of Schupan Aluminum & Plastic Sales, also appeared on Guy Gordon's show earlier in the week on Tuesday. John discussed the origin and features of our new product, called Aero|Guard. [Please take two minutes and listen to what he has to say](#). This is a product that can and will make a real difference during this pandemic and beyond!

Lastly, we know that everyone wants their "normal" back. But you all are to be commended for adhering to -- if not embracing -- our "current normal". All of these policies, procedures, and updates are designed to keep us safe. Your adherence to the policies and your positive attitudes are what's making us successfully weather these uncertain times. Enjoy your weekend. Share some recipes or hobbies on the [Schupan Strong page](#).

Thank you,

COVID-19 Action Committee

