



March 24, 2020

Dear Valued Customer:

These are challenging days we are facing as we adapt to the ever-changing situation. Monroe maintains that our number one priority is the health and well-being of our employees, customers, and the communities we serve.

Because reducing the spread of the virus in North America is critical, we have asked all our non-essential personnel to work from home for the foreseeable future. The Manufacturing Plant will continue to be staffed with additional safety precautions put in place. Our supply chain and logistics personnel are well equipped to work remotely for as long as needed to meet our commitments.

Monroe is continuing to produce and is currently experiencing minimal disruption. We do not currently anticipate any schedule impacts beyond normal variation.

Some of our older workers and those with chronic respiratory issues, e.g. asthma, have decided to stay home, our production management is currently covering the affected work-centers with other employees. Purchasing is currently polling our supplier base. 60% of our key suppliers have responded thus far, none have indicated any imminent supply disruption, all reporting are considered essential and are reporting to work every day.

Guidance has been issued by the Department of Homeland Security (DHS) to State and Local officials defining what businesses are deemed essential and part of our critical infrastructure. DHS specifically lists Transportation & Logistics, Public Works, Critical Manufacturing, and Defense as essential businesses.

In accordance to the above DHS guidance, Monroe will continue to supply product needed to support its customer base and those involved in maintaining infrastructure. As the situation continues to evolve in North America, we will continue to assess and adjust as needed.

Please contact your Monroe representative directly with inquiries specific to your business.

In the meantime, we appreciate your patience and partnership as we work through these challenging times together.

Sincerely,

Michael H. Mayfield
SVP Marketing & Technology