

## MEMORANDUM

Date: March 24, 2020

TO: Customers, Police and Government Officials

RE: Coronavirus COVID-19-Continued Operation of Essential Services by order of the Governor

Keane Fire & Safety fully intends to provide service and emergency service to our customers. We have adopted The CDC's recommendations for keeping our employees, and the people our employees come into contact with safe. These recommendations include:

Practicing good hygiene:

- Stop handshaking
- Regular handwashing/hand sanitizing
- Avoid touching faces
- Covering coughs
- Disinfecting surfaces
- Recommend social distancing of 6 feet

Stay home if:

- You are feeling sick
- You have a sick family member at home

The safety of our employees, customers, and communities has been a longstanding core value at Keane Fire & Safety Equipment Company, Inc. We are monitoring our news from credible sources. We are relying on CDC, WHO, MA, NH and RI Dept. of Public Health, OSHA and local public health authorities. These sources include information suitable for the layperson, focusing on individual health and business continuity. We are continuously watching this information and adapting accordingly.

As we look ahead to celebrate over 74 years in business in 2021, Keane Fire & Safety is committed to keeping our employees and customers on sites healthy and productive. We can all work together to keep our environments safe. We appreciate your support through this fluid and everchanging situation.

If you need to verify an employee or our essential service status. Please contact me.

Sincerely,

Stacey Riordan

Owner

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