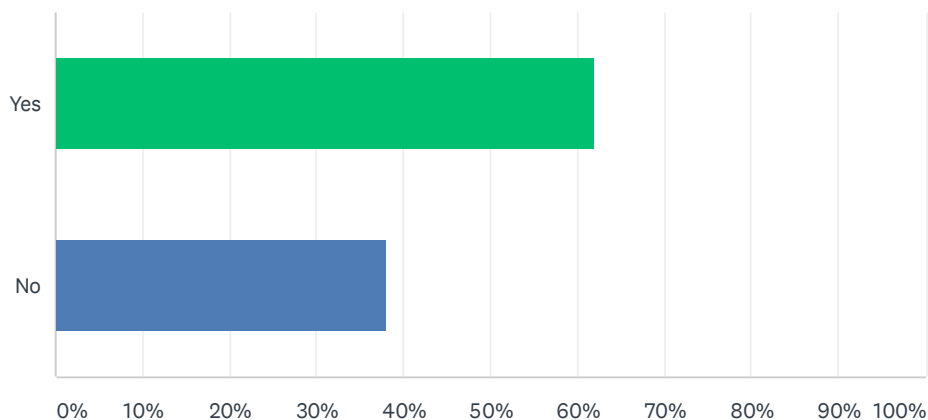


## Q1 Are there any critical supply issues that you are monitoring as the pandemic continues?

Answered: 21 Skipped: 0

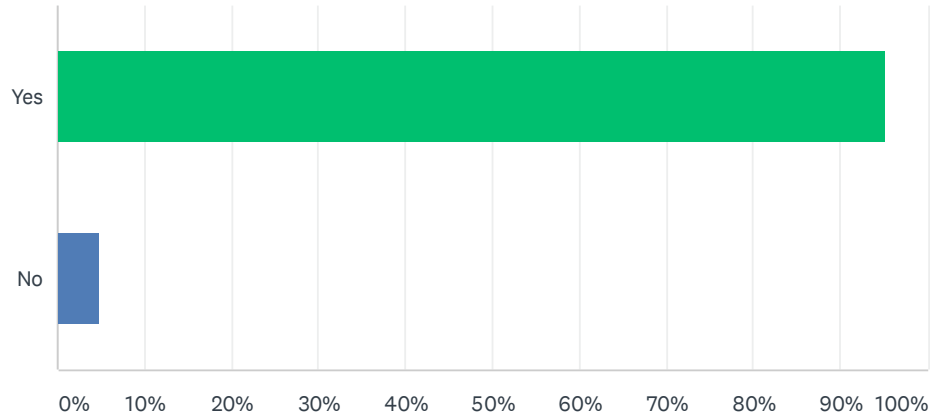


| ANSWER CHOICES | RESPONSES |    |
|----------------|-----------|----|
| Yes            | 61.90%    | 13 |
| No             | 38.10%    | 8  |
| TOTAL          |           | 21 |

| #  | COMMENTS:  | DATE              |
|----|--|-------------------|
| 1  | Some things from chine and europe  | 3/21/2020 8:26 AM |
| 2  | Working with vendors on imported items. Looking at alternative suppliers on key components.  | 3/20/2020 9:48 AM |
| 3  | Filter media from overseas .   | 3/18/2020 6:56 PM |
| 4  | not yet  | 3/18/2020 6:07 PM |
| 5  | Steel works coming into the US from Canada. One of our key sub suppliers is located across the border and we anticipate that at some point the border will close to all traffic.   | 3/18/2020 4:08 PM |
| 6  | Materials especially from overseas. For example there are many parts like bearings made overseas but the vendor is from the USA. Also small motors sold in the USA under 1 HP. Cleaning supplies are in short supply.  | 3/18/2020 3:23 PM |
| 7  | Raw material from Pacific Rim  | 3/18/2020 2:56 PM |
| 8  | (This excludes the challenge of anti-bacterial supplies). We are monitoring the supply of any and all goods used to deliver customer orders; to date, we have yet to be told of any major issues with material support from vendors (including machine and fabrication shops). | 3/18/2020 2:54 PM |
| 9  | but limited to only 3 items, which we could work around  | 3/18/2020 2:43 PM |
| 10 | So far, no issues  | 3/18/2020 2:40 PM |
| 11 | rather than a material issue, we are closely monitoring the freight forwarding situation   | 3/18/2020 2:35 PM |
| 12 | We haven't seen any supply chain issues yet, but are monitoring them all very closely.   | 3/18/2020 2:22 PM |
| 13 | Raw material (steel) and cleaning supplies   | 3/18/2020 2:21 PM |

## Q2 Would you be able to sustain potential workforce shortages while maintaining essential functions?

Answered: 21 Skipped: 0

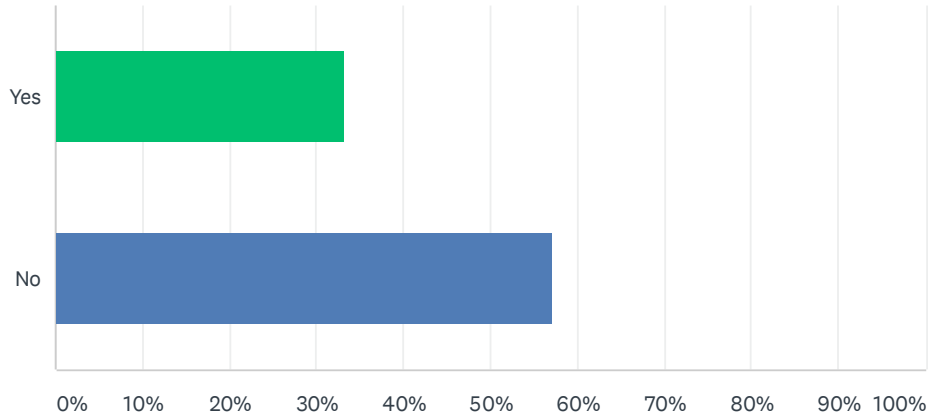


| ANSWER CHOICES | RESPONSES |    |
|----------------|-----------|----|
| Yes            | 95.24%    | 20 |
| No             | 4.76%     | 1  |
| TOTAL          |           | 21 |

| # | COMMENTS:   | DATE              |
|---|---|-------------------|
| 1 | Manufacturing shut down would be tough. We are prepared for work from home with many positions.   | 3/20/2020 9:48 AM |
| 2 | No work means we don't need staff. Most who can are already working remotely, but we can't assemble machines without bodies on site.        | 3/18/2020 4:08 PM |
| 3 | So far the amount of people taking time off voluntarily is low.   | 3/18/2020 3:23 PM |
| 4 | to a degree.  | 3/18/2020 2:48 PM |
| 5 | We have critical areas covered for short periods. We are being told that as of Sat. We may have to close.. That would be impossible for us. | 3/18/2020 2:40 PM |
| 6 | We have cross trained our employees so that essential functions could be maintained by any employee regardless of their department.         | 3/18/2020 2:35 PM |
| 7 | at reduced capacity   | 3/18/2020 2:21 PM |

Q3 Do you anticipate any challenges or shortfalls with implementing social distancing measures such as increased teleworking? If you have any current policies/contingency plans, please share.

Answered: 21 Skipped: 0



| ANSWER CHOICES | RESPONSES |    |
|----------------|-----------|----|
| Yes            | 33.33%    | 7  |
| No             | 57.14%    | 12 |
| TOTAL          |           | 21 |

## PEMA MEMBERS-HELPING-MEMBERS: COVID-19

| #  | COMMENTS:   | DATE               |
|----|---|--------------------|
| 1  | We are working through it and are already doing virtual meetings. We are using Microsoft Teams and Highfive video conferencing. We also have allowed for flexible hours and work space moves to spread the team out more.   | 3/20/2020 9:48 AM  |
| 2  | No problem shifting most jobs to remote. Shop and lab functions are a challenge but we do our best to maintain safe distances.  | 3/18/2020 4:08 PM  |
| 3  | Teleworking is difficult in a manufacturing situation as most of the labor is in the shop.  | 3/18/2020 3:23 PM  |
| 4  | The majority of our non-production employees are now working from home.   | 3/18/2020 3:22 PM  |
| 5  | We adopted a policy for employees: If you travel by air and/or are exposed to any high risk COVID 19 situation, please work for home for one week to monitor your health before returning to the office.  | 3/18/2020 3:16 PM  |
| 6  | 50% manufacturing staff on floor at once; balance of manufacturing shift moved to opposing hours to mitigate risk by 50%. Mobilizing all who can work from home within the next 48 hours so we can maintain sales and engineering functions.  | 3/18/2020 2:56 PM  |
| 7  | Challenges with hardware required to keep the back-office staff engaged and productive - we are working through solutions that include the use of VPN on the individuals home computers.  | 3/18/2020 2:54 PM  |
| 8  | Employees are scared and need to be reassured.  | 3/18/2020 2:48 PM  |
| 9  | We have set up a number of employees to work from home. But some areas cannot be done from home.  | 3/18/2020 2:40 PM  |
| 10 | We have plans in place that would allow all office functions to continue. The challenge would be in warehouse and manufacturing, however as people suspend operations, they are less likely to request delivery.  | 3/18/2020 2:35 PM  |
| 11 | We are currently working out all of the details on how we will work from home (WFH), if necessary. We also are determining what we may do with our workforce that cannot WFH. This may include some people continuing to work if it deemed safe to do so and/or temporary layoffs as necessary. | 3/18/2020 2:32 PM  |
| 12 | We are a relatively small company. Social distancing isn't a concern.   | 3/18/2020 2:22 PM  |
| 13 | challenges will be on logistics side  | 3/18/2020 2:21 PM  |
| 14 | Some groups will need at least one or two folks in the office and as such we are rotating staff. Our goal is to minimize the number of people at any one location.  | 3/18/2020 2:20 PM  |
| 15 | Test  | 3/18/2020 12:22 PM |

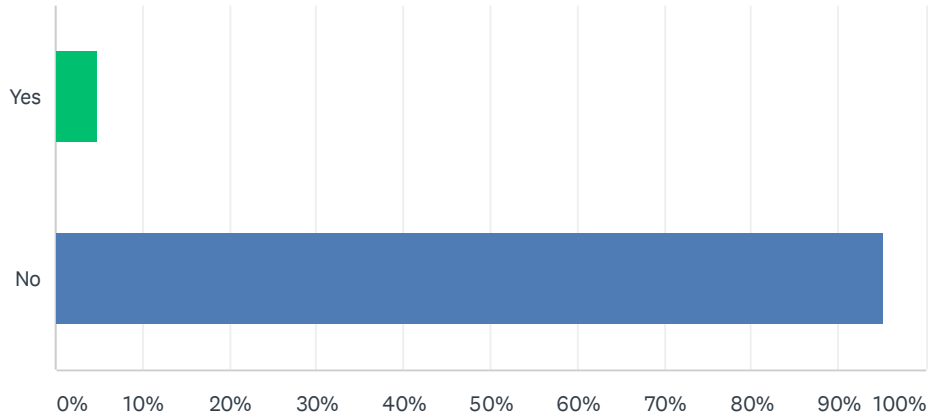
## Q4 How are you handling employees who are able to work from home versus those who must be on-site to do their jobs?

Answered: 20 Skipped: 1

| #  | RESPONSES  | DATE               |
|----|--|--------------------|
| 1  | With lots of communication. Daily update memo and check in and monitoring what the officials from govt are saying  | 3/21/2020 8:26 AM  |
| 2  | We define the work from home scope and then we trust each other. It is a team effort at this point.  | 3/20/2020 9:48 AM  |
| 3  | Allowing more work from home on a controlled basis.  | 3/18/2020 6:56 PM  |
| 4  | this situation has always existed; thankfully a core group of persons who could work from home continue coming into office as we have not had any in-house instance as yet. re remote versus on-site, manual/shop labor must be done on-site and managers for that also must report.   | 3/18/2020 6:07 PM  |
| 5  | They work from home.   | 3/18/2020 4:08 PM  |
| 6  | All must report to the plant unless we are in official shut down mode  | 3/18/2020 3:23 PM  |
| 7  | daily phone huddles via all department heads   | 3/18/2020 3:22 PM  |
| 8  | We are practicing increased office sanitizing and social distancing while continuing our normal office attendance policy. We have a temporary traveling staff exception to work at home for one week after any air travel before returning to the office.  | 3/18/2020 3:16 PM  |
| 9  | Fair and equitably; they are given computers, VoIP phones, etc. so they can perform at least 75% of their normal in-office functionality   | 3/18/2020 2:56 PM  |
| 10 | This is not an issue in a broad sense - one manager will work from home and is procuring his own laptop to carry this out.   | 3/18/2020 2:54 PM  |
| 11 | Some work from home majority of staff is still working in the office with social distancing  | 3/18/2020 2:48 PM  |
| 12 | no problems  | 3/18/2020 2:43 PM  |
| 13 | Same for everyone  | 3/18/2020 2:40 PM  |
| 14 | Currently we are all working on site with the exception of any employee who is deemed to be in the high risk group. If the situation becomes more critical, we would be closing the front office to minimize the potential exposure for the manufacturing and warehouse employees. At a time that only those employees would be coming to work, we would ask that they self contain (meaning only work and home) and we would provide them with the disinfecting items required for their work station and their cars and would arrange for food delivery to eliminate the need to leave the premises. | 3/18/2020 2:35 PM  |
| 15 | At this time we are all still working on-site  | 3/18/2020 2:32 PM  |
| 16 | Most of our employees cannot perform their duties remotely. Again, we are a relatively small company, so social distancing will work for us.   | 3/18/2020 2:22 PM  |
| 17 | Work on site only if remote work is not an option e.g. machining and assembly  | 3/18/2020 2:21 PM  |
| 18 | We remind those who must come to site that others not being physically there is a benefit to all. It lessens the chances of contracting the virus.   | 3/18/2020 2:20 PM  |
| 19 | If you have a fever, stay home. if you are office with a laptop and can still work, please do.   | 3/18/2020 2:18 PM  |
| 20 | We are all working from home   | 3/18/2020 12:22 PM |

## Q5 Have you reduced plant operations in the U.S.?

Answered: 21 Skipped: 0

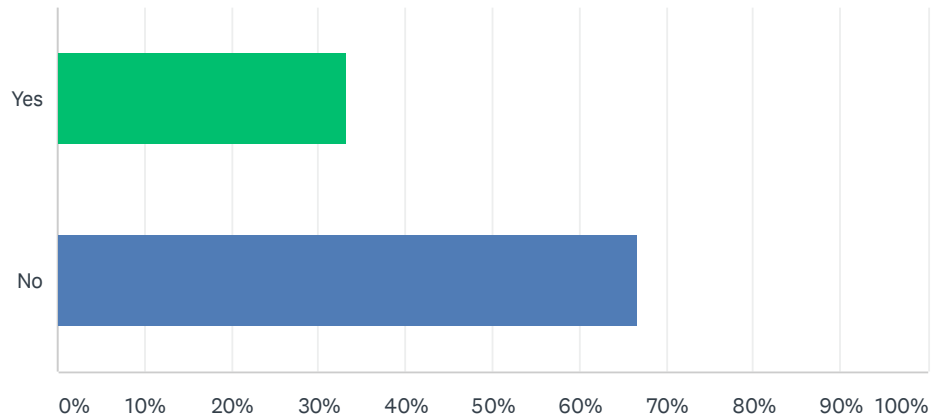


| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Yes            | 4.76% 1   |
| No             | 95.24% 20 |
| TOTAL          | 21        |

| # | COMMENTS:                              | DATE              |
|---|--|-------------------|
| 1 | Snot applicable                        | 3/18/2020 2:40 PM |
| 2 | Not yet, but probably will happen soon | 3/18/2020 2:21 PM |

## Q6 Do you anticipate reducing plant operations in the U.S.?

Answered: 21 Skipped: 0

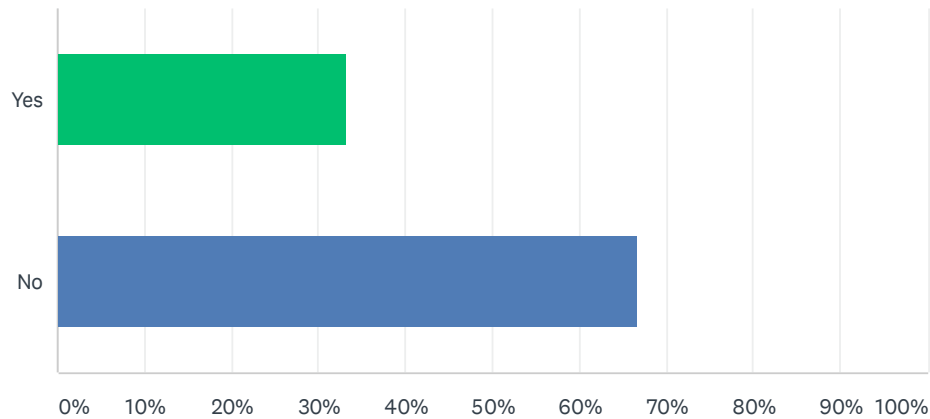


| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Yes            | 33.33% 7  |
| No             | 66.67% 14 |
| TOTAL          | 21        |

| # | COMMENTS:  | DATE              |
|---|--|-------------------|
| 1 | Fingers crossed.   | 3/20/2020 9:48 AM |
| 2 | As long as continue to receive parts from suppliers we will keep operating. If the supply chain breaks down, which seems likely, we will reduce operations.  | 3/18/2020 4:08 PM |
| 3 | If things remain as they are then no.  | 3/18/2020 2:48 PM |
| 4 | we expect the state of Michigan to limit our work force to only 50% at a time  | 3/18/2020 2:43 PM |
| 5 | N/a  | 3/18/2020 2:40 PM |
| 6 | If/when the majority of business are closed or transferred to home offices, their as well as our productivity will be reduced and at that point we would reduce our plant operations to essential business only. | 3/18/2020 2:35 PM |
| 7 | This is highly likely, but not fully determined.   | 3/18/2020 2:32 PM |
| 8 | Not unless mandated by the government of the economy.  | 3/18/2020 2:22 PM |

Q7 Are you moving certain employees out of rotation from the workplace as reserve teams/shifts (i.e., if a company has 4 shifts working 8-hours against a 24x7 manufacturing operations cycle, then maybe they adjust to 12-hour shifts and rotate out an entire shift crew as a reserve force)?

Answered: 21 Skipped: 0



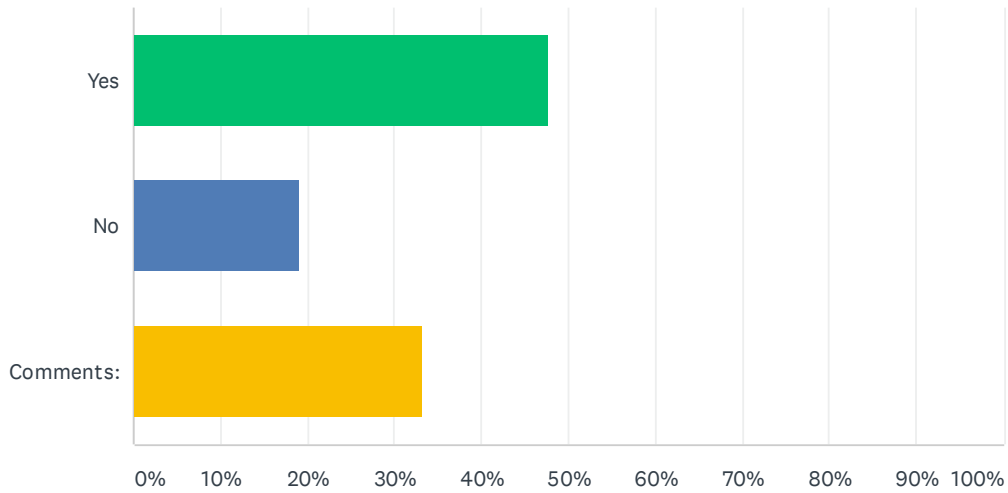
| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Yes            | 33.33% 7  |
| No             | 66.67% 14 |
| TOTAL          | 21        |

| #  | COMMENTS:  | DATE               |
|----|--|--------------------|
| 1  | We are allowing flexible shifts.   | 3/20/2020 9:48 AM  |
| 2  | not as yet   | 3/18/2020 6:07 PM  |
| 3  | No but started 4 of a 10 hour work day...Mon - Thurs   | 3/18/2020 3:23 PM  |
| 4  | Split shifts. Three 12 hour days   | 3/18/2020 3:22 PM  |
| 5  | See answer to question #3  | 3/18/2020 2:56 PM  |
| 6  | Not as of yet.   | 3/18/2020 2:48 PM  |
| 7  | N/a  | 3/18/2020 2:40 PM  |
| 8  | No at this time.   | 3/18/2020 2:32 PM  |
| 9  | We are considering putting more work on 2nd shift to allow families with a two working parents better capability to avoid daycare costs. | 3/18/2020 2:20 PM  |
| 10 | Moving py  | 3/18/2020 12:22 PM |



## Q8 Do you have policies/contingency plans for serving customers?

Answered: 21 Skipped: 0



| ANSWER CHOICES | RESPONSES |           |
|----------------|-----------|-----------|
| Yes            | 47.62%    | 10        |
| No             | 19.05%    | 4         |
| Comments:      | 33.33%    | 7         |
| <b>TOTAL</b>   |           | <b>21</b> |

| # | COMMENTS:   | DATE               |
|---|---|--------------------|
| 1 | Off site with an emergency crew   | 3/18/2020 3:23 PM  |
| 2 | Just dealing with one customer at a time, letting them know of any possible delays. Everyone is in the same boat.   | 3/18/2020 2:48 PM  |
| 3 | We are not allowing visitors for tests. Customers fully understand. We are being told they are not allowed to travel.   | 3/18/2020 2:40 PM  |
| 4 | We are currently working on how to best serve our customers while reducing/eliminating human to human contact temporarily.  | 3/18/2020 2:32 PM  |
| 5 | Yes, but informal. We have eliminated any international travel, and domestic travel to "hot spots". Beyond that, If our service crew are not willing to travel to a particular customer/area, we are not forcing them. This is very fluid and will probably change rapidly. | 3/18/2020 2:22 PM  |
| 6 | but not as detailed as they need to be  | 3/18/2020 2:21 PM  |
| 7 | Test  | 3/18/2020 12:22 PM |

## Q9 What current or anticipated impacts, if any, are you experiencing or expecting from COVID-19:Supply Chain Impacts (imports or exports)?

Answered: 19 Skipped: 2

| #  | RESPONSES  | DATE               |
|----|--|--------------------|
| 1  | Customers not wanting to buy capital equipment   | 3/21/2020 8:26 AM  |
| 2  | We have had a few imported items being delayed. Freight pick ups have also been delayed.   | 3/20/2020 9:48 AM  |
| 3  | yes Both   | 3/18/2020 6:56 PM  |
| 4  | expect delays in supply of most items, especially imported goods. we have weekly shipments from Europe that are being affected since airlines have cut back or halted flights. many shipments were carried on commercial flights but now must be merged with freight flights and their current capacity is exceeded resulting in delays. | 3/18/2020 6:07 PM  |
| 5  | Both sides of the supply chain are vulnerable as border closings may prevent our receiving necessary parts and then prevent our shipping completed machine and systems overseas.   | 3/18/2020 4:08 PM  |
| 6  | Yes but not significant  | 3/18/2020 3:23 PM  |
| 7  | International travel bans are creating concerns with our ability to support our customers.   | 3/18/2020 3:16 PM  |
| 8  | Imports, and hygiene supplies from janitorial vendors  | 3/18/2020 2:56 PM  |
| 9  | Suppliers are all domestic - we don't have a strong sense of the impact as thus far it's been deliveries as usual.   | 3/18/2020 2:54 PM  |
| 10 | None on the supply chain. Staff shortages on the plant floor are expected if things remain as is or worsen.  | 3/18/2020 2:48 PM  |
| 11 | none as of the day and hour  | 3/18/2020 2:43 PM  |
| 12 | So far, none I am being told that this would be a force majeure situation.   | 3/18/2020 2:40 PM  |
| 13 | availability of freight forwarding functions (ie ocean and airfreight)   | 3/18/2020 2:35 PM  |
| 14 | At this point is has delayed some deliveries from some vendors.  | 3/18/2020 2:32 PM  |
| 15 | None yet, monitoring closely.  | 3/18/2020 2:22 PM  |
| 16 | We only have limited imports & exports   | 3/18/2020 2:21 PM  |
| 17 | We expect some minor impact  | 3/18/2020 2:20 PM  |
| 18 | none at this moment  | 3/18/2020 2:18 PM  |
| 19 | Test   | 3/18/2020 12:22 PM |

## Q10 What current or anticipated impacts, if any, are you experiencing or expecting from COVID-19:Business Continuity Impacts?

Answered: 19 Skipped: 2

| #  | RESPONSES   | DATE               |
|----|---|--------------------|
| 1  | See above   | 3/21/2020 8:26 AM  |
| 2  | We are just trying to work through it as a team.  | 3/20/2020 9:48 AM  |
| 3  | Slow down in sales.   | 3/18/2020 6:56 PM  |
| 4  | nothing drastic as yet, but next 2-3 weeks likely to change that  | 3/18/2020 6:07 PM  |
| 5  | We are trying to plan for a multi week plant shut down either from illness or governmental action.                                      | 3/18/2020 4:08 PM  |
| 6  | No impact short term but maybe after 6 weeks  | 3/18/2020 3:23 PM  |
| 7  | None  | 3/18/2020 3:16 PM  |
| 8  | None...yet  | 3/18/2020 2:56 PM  |
| 9  | Easy to conclude there will be some level of impact, but too early to put a degree of impact to it quite yet.                           | 3/18/2020 2:54 PM  |
| 10 | slow down in supply of goods purchased/ordered.   | 3/18/2020 2:48 PM  |
| 11 | not yet at the day and hour   | 3/18/2020 2:43 PM  |
| 12 | If we have to shut down I cannot figure what we will do. I am working on contingency plans for this possibility                         | 3/18/2020 2:40 PM  |
| 13 | none  | 3/18/2020 2:35 PM  |
| 14 | Decreased productivity if we institute a WFH policy. Possibly some late shipments.  | 3/18/2020 2:32 PM  |
| 15 | None other than the general economy.  | 3/18/2020 2:22 PM  |
| 16 | Ok thus far but anticipate issues soon wrt manufacturing capacity (people & raw material)   | 3/18/2020 2:21 PM  |
| 17 | We fear that the virus will appear with someone in production which would result in a shut down period of two weeks or longer depending | 3/18/2020 2:20 PM  |
| 18 | reduced travel  | 3/18/2020 2:18 PM  |
| 19 | Test  | 3/18/2020 12:22 PM |

## Q11 What current or anticipated impacts, if any, are you experiencing or expecting from COVID-19:Absenteeism?

Answered: 19 Skipped: 2

| #  | RESPONSES  | DATE               |
|----|--|--------------------|
| 1  | None   | 3/21/2020 8:26 AM  |
| 2  | Working from home helps but is not as effective or productive as working from the main office. We are just trusting the team to do their best and stay on top of the priorities. Not a time to over micro manage.                                  | 3/20/2020 9:48 AM  |
| 3  | More people absent.  | 3/18/2020 6:56 PM  |
| 4  | none so far  | 3/18/2020 6:07 PM  |
| 5  | All staff are working as well as they can either from home or in the company under the office distancing rules and no absences are recorded yet. if someone gets sick and it spreads, that could be a plant shut down due to significant absences. | 3/18/2020 4:08 PM  |
| 6  | None and hope not  | 3/18/2020 3:23 PM  |
| 7  | None   | 3/18/2020 3:16 PM  |
| 8  | About 5% of workforce is using accrued vacation or personal time to shelter as a precaution  | 3/18/2020 2:56 PM  |
| 9  | None thus far - as a manufacturer, we're keeping the product flowing until impacted by larger forces.  | 3/18/2020 2:54 PM  |
| 10 | We are already effect by absenteeism. Mainly from people having the common cold or flu, not COVID-19   | 3/18/2020 2:48 PM  |
| 11 | none yet   | 3/18/2020 2:43 PM  |
| 12 | Absenteeism is not a problem for us. Not being able to access our office and warehouse is the problem.   | 3/18/2020 2:40 PM  |
| 13 | We are requesting employees to remain home with ALL symptoms resembling cold/flu/bronchitis, etc therefore we do expect a slight increase in absenteeism.  | 3/18/2020 2:35 PM  |
| 14 | None at this time in York, PA. The first cases have been confirmed in Lancaster and York PA today.   | 3/18/2020 2:32 PM  |
| 15 | We can manage in the short term with a reduced workforce, and move people around if needed. I don't expect that this will be an issue.   | 3/18/2020 2:22 PM  |
| 16 | Too soon to say  | 3/18/2020 2:21 PM  |
| 17 | Some will take advantage and claim they feel ill   | 3/18/2020 2:20 PM  |
| 18 | none   | 3/18/2020 2:18 PM  |
| 19 | Test   | 3/18/2020 12:22 PM |

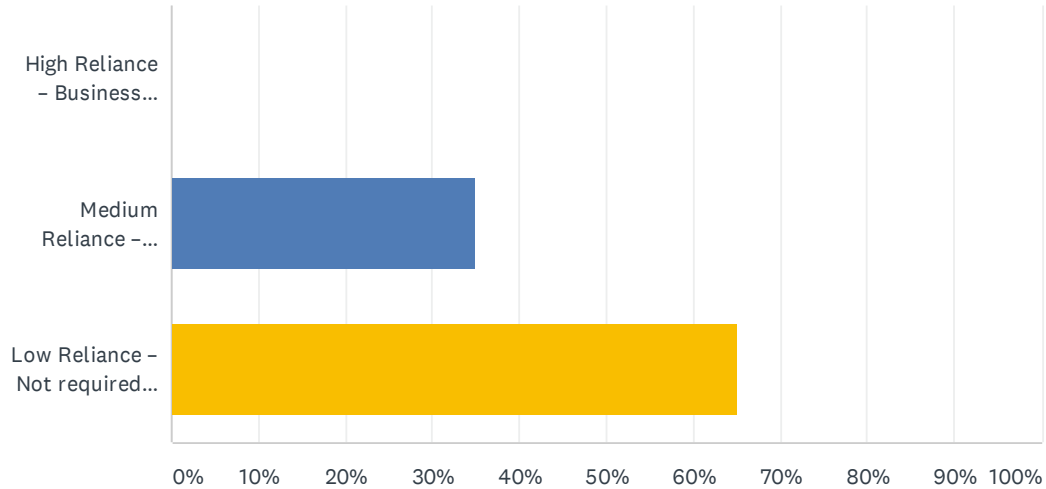
## Q12 What current or anticipated impacts, if any, are you experiencing or expecting from COVID-19:Other?

Answered: 18 Skipped: 3

| #  | RESPONSES   | DATE               |
|----|---|--------------------|
| 1  | Not sure  | 3/21/2020 8:26 AM  |
| 2  | Just general employee anxiety. We are trying to keep fun things going to keep spirits high.   | 3/20/2020 9:48 AM  |
| 3  | Nervousness from employees.   | 3/18/2020 6:56 PM  |
| 4  | delays in receipt of goods. future business will likely be very slow for 6-8 weeks minimum until "reality" is known.  | 3/18/2020 6:07 PM  |
| 5  | Work will never be the same. More employees will request "work from home" time and others to work remotely permanently.   | 3/18/2020 4:08 PM  |
| 6  | None but everyone is working less efficient   | 3/18/2020 3:23 PM  |
| 7  | Reduced sales activity for the remainder of 2020 is expected.   | 3/18/2020 3:16 PM  |
| 8  | The light at the end of the tunnel is a freight train- forced shutdown seems likely now that US automakers are shuttering operations. That move is a massive US manufacturing domino and I anticipate others will follow.                     | 3/18/2020 2:56 PM  |
| 9  | Some level of slow-down from suppliers, but it's been minimal thus far.   | 3/18/2020 2:54 PM  |
| 10 | Possible 2 week shut down if things worsen.   | 3/18/2020 2:48 PM  |
| 11 | reduced production  | 3/18/2020 2:43 PM  |
| 12 | None yet  | 3/18/2020 2:40 PM  |
| 13 | TBD until we figure out more on this developing situation   | 3/18/2020 2:35 PM  |
| 14 | ?   | 3/18/2020 2:32 PM  |
| 15 | We have implemented all CDC guidelines, and posted numerous reminders about cleanliness and social distancing. We have eliminated face to face meetings whenever possible, nothing over ten people. We are not allowing visitors of any type. | 3/18/2020 2:22 PM  |
| 16 | Financial fallout on total economy  | 3/18/2020 2:21 PM  |
| 17 | patience  | 3/18/2020 2:18 PM  |
| 18 | Test  | 3/18/2020 12:22 PM |

**Q13 What level of reliance does your company have on supplies of personal protective equipment as part of normal business operations (e.g., N95 respirators for manufacturing or installation):**

Answered: 20 Skipped: 1



| ANSWER CHOICES  | RESPONSES |           |
|---|-----------|-----------|
| High Reliance – Business Critical   | 0.00%     | 0         |
| Medium Reliance – Exploring other options to ensure continuity of operations? | 35.00%    | 7         |
| Low Reliance – Not required for continued operations?                         | 65.00%    | 13        |
| <b>TOTAL</b>  |           | <b>20</b> |