



To Our Valued Customers:

The health and safety of our employees and customers is a top priority at Retlif. Since March 2020, we have taken appropriate action to respond to the emergence of COVID-19 based on guidelines issued by the Center for Disease Control and Prevention (CDC), as well as state and local authorities. As the country begins to move forward from the pandemic, we will continue to take the following steps to ensure a safe and healthy workplace, while also maintaining the continuity of business operations.

- Provide employees with information on vaccines and booster shots and how to minimize and protect against the spread of Covid-19 and other virus' in the workplace.
- Maintain thorough cleaning in all Retlif locations and continue to make such products as alcohol-based hand sanitizers, disinfecting cleaning wipes and tissues readily available to both employees and customers in all facilities.
- Remind employees to not come to work while they are sick and/or experiencing symptoms that could indicate COVID-19 or other illnesses.
- Should a positive case of COVID-19 be identified in the workplace, continue to follow CDC guidelines regarding identification of close contacts, masking, isolation, and return to the workplace.

Visitors will no longer need to fill out a visitor questionnaire upon arrival at a Retlif facility or provide proof of full vaccination, if electing to not wear a mask. However, we ask that visitors monitor their own health and refrain from entering a Retlif facility should they be sick or experiencing symptoms that could indicate COVID-19 or other illnesses and follow CDC guidance regarding masking and isolation should they have tested positive for COVID-19 or been identified as having been exposed to COVID-19.

Again, our priority is to maintain a safe and healthy work environment for all Retlif employees and customers. Thank you, in advance, for your support in this effort. If you have any additional questions, please contact Human Resources directly at HR@retlif.com.

Best regards,

Retlif Testing Laboratories Human Resource Department