

June 18, 2020

Fritz Industries Coronavirus COVID-19 – Update

On June 16, 2020, Dallas County Judge Clay Jenkins issued an amendment to the Stay Home Stay Safe Order, the change is highlighted item 2 below. This order initially required all individuals anywhere in Dallas County to shelter in place – that is, stay at home – except for certain businesses performing work that is necessary to the operations and maintenance of Critical Infrastructure Sectors and Essential Businesses, including the energy sector. The Order took effect at 11:59 p.m. on March 23, 2020 and continues with amendments through 11:59 p.m. on August 4, 2020, subject to limited exceptions.

These limited exceptions apply to Fritz Industries. Both Oilfield and Specialty divisions of Fritz perform work that is necessary to the operations and maintenance of Critical Infrastructure Sectors and Essential Businesses. As such, in Dallas and Hunt counties, we will continue our operations and implement screening precautions and social distancing practices at all Fritz locations to protect our employees. All activities will be performed in compliance with social distancing guidelines, to the extent possible.

Our number one priority has been and will continue to be our commitment to our employee’s health and safety.

Below is a list of precautions and practices for all Fritz facilities that are effective immediately and will continue until further notice:

- 1) If you are sick, stay home.
- 2) If you or a member of your immediate household has been confirmed with a positive COVID-19 test, you must stay home and notify Human Resources as soon as possible.
- 3) If you have a temperature of 99.6°F or higher, cough or shortness of breath, stay home. Employees must check their temperature each day before leaving for work.
- 4) Upon arrival to work, all employees will report for verbal and visual screening. If you or your supervisor suspect that you have a fever, thermometers are available at each Fritz facility.
- 5) While at work, practice social distancing to the extent possible. Make every effort to maintain six feet between yourself and other coworkers.
- 6) Please bring any meals, snacks and/or drinks that you need during your shift.
- 7) Employees can leave and return to the premises as needed after having arrived at work.
- 8) All non-essential employee travel is suspended.
- 9) If you can work from home, please do so. If you need supplies or IT equipment, please collect these items prior to 11:59 p.m. on March 23, 2020.
- 10) Non-Fritz employee truck drivers will remain outside of our facilities during loading and unloading.
- 11) Business-essential outside services (uniforms, propane, RO/DI water...) will continue. Fritz employees responsible for these outside services will communicate the social distancing guidelines to these providers.
- 12) No visitors or non-essential vendors will be allowed and non-essential outside services such as coffee and vending will be discontinued.

Communication is essential. Please make sure that your supervisor and HR have a mobile phone number and personal email address for you. Corporate communications and policy updates will be communicated through corporate email, personal email and text messages. Please monitor your email and text messages for further updates.

Company Safety Policies

Please follow the Company's safety policy including Company rules related to the use of personal protective equipment, including the use of gloves, eye and face protection, and respiratory protection. If you have any questions about the Company's safety policies or the use of personal protective equipment, please contact Safety or HR.

The company reserves the right to revise any policies as it deems appropriate, in its sole discretion, and with or without advance written notice.