

March 18, 2020

To: All Haworth Customers

From: Franco Bianchi, President and CEO

Subject: **3-18-20 HAWORTH CUSTOMER COVID-19 UPDATE**

The Coronavirus (COVID-19) continues to cause concerns worldwide. Like you, Haworth is monitoring the situation daily. Our primary focus is on the safety of our employees, dealer partners, customers, and suppliers. Our thoughts and prayers continue to be with the many people who have been touched by this disease.

We are sharing this information now to ensure we are supporting each of you through this trying time.

- Haworth manufacturing is running at normal capacity globally. Supply chains are being affected worldwide, but impact to Haworth remains minimal at this time. We are fulfilling every order as planned and do not have any indication of further challenges to our supply chain for the foreseeable future.
- We are taking the utmost precaution in every global location to ensure the health and well-being of our employees by following preventive measures at the guidance of all authorities including the World Health Organization (WHO) and Centers for Disease Control (CDC). We have processes and protocols in place for remote working capabilities.
- We are leveraging technologies such as Bluescape and video conferencing for meetings with our clients, suppliers, dealer partners and employees where possible.

Please reach out to, and stay in close contact with, your local Haworth salesperson or dealer partner as needed. We appreciate your flexibility and understanding during these challenging times and will provide updates as they become available.

Stay safe, wash your hands, and stay well.

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