

### **Dubious Logistics - COVID-19 Policy/Protocols:**

Following discussions with Robert Sullivan, Labor Relations, the Company will be following the below protocols as it relates to COVID-19:

As we discussed, the Company is providing certain benefits to its non-union employees in appreciation of their hard work in this difficult time and we would like to do the same for all members of the bargaining unit in DuBois. Here is what we would like to provide:

- PTO Days (to be treated the same as vacation days):
  - o Each employee who actually works 160 hours or more from March 8 through April 4 will receive two extra vacation days to be used between June 1, 2020 (or for new employees whenever the employee becomes eligible to take vacation time) and May 31, 2021
  - o Each employee who actually works 80 hours or more from March 8 through April 4 but does not work 160 hours will receive one extra vacation day to be used between June 1, 2020 (or for new employees whenever the employee becomes eligible to take vacation time) and May 31, 2021
  
- Appreciation Bonus to be paid April 15, 2020:
  - o Each employee who actually works 160 hours or more from March 8 through April 4 will receive a bonus of \$250, less taxes and withholdings
  - o Each employee who actually works 80 hours or more from March 8 through April 4 but does not work 40 hours or more in all such weeks will receive a bonus of \$150, less taxes and withholdings

The Company stated they are committed to continuing dialogue as any matter(s) arise and the environment/circumstances change.