



March 23, 2020

To our Valued Customers and Partners,

We understand that there is a concern during these unprecedented times about the Coronavirus and health issues leading to business continuity risk. In response, we want to provide you with information regarding our strategy to mitigate these risks and protect our ability to deliver products and services in support of the mission which we are part of it directly and indirectly. First and foremost, we want to assure you that Tyrula LLC is taking this situation very seriously. Our primary concern is the health and well-being of our employees, contractors, and their immediate families, as well as our business customers and partners.

Present Situation:

As of today, there have been no reported cases of the Coronavirus within our organization to date, and we are taking an aggressive approach with health management precautions in our offices. To date, outbound customer shipments have not been impacted.

Ongoing precautions plans:

1. We are requiring social distancing as a precaution.
2. Currently, no visitors are allowed at our facilities in order to minimize the health risks to all involved.
3. All business travel has been canceled.
4. All employees presently working at Government and/or our customer site will be adhering to the respective sites COVID-19 policies.
5. Tyrula LLC will inform all of its customers and vendors if an employee that travels to government and/or customer sites tests positive for COVID-19 within 24 hours of Tyrula LLC being made aware of the positive test.
6. All employees are working from home until further notice.
7. We have recommended that employees limit non-essential personal travel.
8. We have cancelled all planned events, parties, meetups and workshops in our offices.
9. We are only offering client meetings to be online. We are not having any face to face meetings.
10. We have shared best-practice health tips for minimizing the spread of infection, as well as references to the CDC COVID-19 website. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

We appreciate your continued support and understanding during these most trying and unprecedented times. Please do not hesitate to contact us if you have any questions.

Sincerely,

Rachna Uppal

President

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