

March 24th, 2020

Dear Customer,

RE: Tri-Mach Group of Companies, Essential Business

We understand the status of COVID-19 continues to change rapidly and has created considerable strain and uncertainty for many of our customers. As we move forward together amidst unprecedented times, we want you to know we are here to support you in any way we can. Our Group of Companies which includes: *Tri-Mach Group Inc., Advance Millwrights Inc. and Industrial Contracting Solutions*, has been deemed as an **Essential Business** by Premier Ford and we will continue to **remain fully operational**.

As an organization we continue to follow the health and safety protocols and policies the provincial and federal government have issued to ensure the safety of our families and yours.

As of today, we have confirmed that our suppliers are open and are deemed as essential. We are confident we will continue to obtain parts and deliver projects on time.

Our dedicated staff remain diligent on maintaining proper self care and adhering to our Temporary Covid-19 policy.

In keeping with our guiding principles, we continue to maintain our normal working schedule to support our customers and our Country.



The infographic is titled "Our Values" and is set against a dark blue background with a white border. At the top, it says "GUIDING PRINCIPLES". Below the title, there are five columns, each with an icon, a value name, and a brief description. The values are: 1. ABOVE & BEYOND (Icon: bar chart with people), 2. ACHIEVE THE UNTHINKABLE (Icon: head with gear), 3. FAMILY-ORIENTED (Icon: hands holding a heart), 4. RESPECT (Icon: hands holding a person), 5. SUPPORT (Icon: factory with people). At the bottom, there are logos for TRI-MACH Group Inc., ADVANCE MILLWRIGHTS INC., and ICS Industrial Contracting Solutions Inc.

GUIDING PRINCIPLES

Our Values

ABOVE & BEYOND
We work together to overcome obstacles with hard work, agility, perseverance, transparency, and a results-oriented attitude.

ACHIEVE THE UNTHINKABLE
We continuously develop our people and products to set a new standard for quality, expert design, and workmanship.

FAMILY-ORIENTED
We foster an employee-focused, respectful and open culture that is driven by long-term relationships.

RESPECT
We treat others the way we want to be treated. We view all employees as providing equally valuable contributions and as integral parts of the company.

SUPPORT
We are proud members of our community. We promote prosperity for our people, our troops, our economy, and our land.

TRI-MACH Group Inc. | ADVANCE MILLWRIGHTS INC. | ICS Industrial Contracting Solutions Inc.

Sincerely,



Krystal Darling, B. Sc., MBA.
Chief Executive Officer
Tri-Mach Group of Companies
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