



March 17, 2020

To our employees, service partners and customers:

As COVID-19 rapidly spreads, Lynden has been active in monitoring and implementing recommendations and precautions to keep employees safe, and to remain healthy to allow us to provide service to our customers. The well-being of our employees, service partners and customers is of vital importance to all of us.

In many of our operations, our services are critical to the communities and businesses that we serve. Our mariners, drivers, flight crew and cargo handlers often provide the majority or only cargo services to many locations, so communities depend on us for food and other living essentials. Many of our customers rely on us to provide services to their businesses that are essential. Our milk customers cannot operate if our drivers cannot drive.

Our customers are asking, “Will we be able to meet their shipping requirement?” Our answer is yes, if our people can work. Our trucks, port facilities, service centers, equipment, vessels, aircraft and offices are not susceptible to viruses. It’s our people that determine our ability to operate.

We will do everything practical to support your health and availability to work. We ask that you too, do everything you can to remain healthy. Your practices at home and leisure are as critical as your work practices.

Lynden companies are committed to take all appropriate actions to ensure that services continue. We are participating in daily updates from local, regional, national and international agencies, and implementing best practices throughout Lynden, to keep employees safe. This includes a myriad of efforts including:

- Encouraging “social distancing” by cancelling large group meetings, by conducting meetings and interaction electronically, by increasing use of screening or separation of others entering our work premises, and staggering shifts and crews;

- Work from home if practicable;

- Avoid travel on commercial airlines and eliminating non-essential travel;

- Eliminate handshakes and close personal contact;

- Wash hands often and avoid touching faces;

- Increased frequency of cleaning interior surfaces in our work environment, such as offices and equipment;

- Use technology to avoid touches on freight deliveries;

Establish travel from your personal vehicles direct to trucks and equipment. Avoid use of lunch rooms and other meeting locations. Consider bringing lunches to work;

Establishment of an intranet information site for employees, and providing communication of recommendations, new developments and other essential information;

Avoid coming to work if any indication of an illness;

Encouraging at-risk employees (due to pre-existing health or other defined issues) to further reduce their exposure to the work environment;

While the coronavirus is resulting in increasing disruption of our personal and work lives, the more we individually and collectively are diligent to prevent its spread, the sooner we can begin the recovery process.

You will be receiving guidance and direction from your individual Lynden companies, specific to your work.

Thank you for doing your part, for your safe practices, and remaining healthy to serve our customers during these challenging times.

Sincerely,

Jon Burdick  
President and CEO