



April 30, 2020

Dear Team Member:

We hope that you and your families are staying safe during this extremely challenging time.

Diesel Radiator Company ("DRC") is committed to continuing to keep our employees and workplaces safe. Because of this, we are extending the temporary furlough period through May 31 (the "Furlough Period"), in accordance with Governor Pritzker's stay-at-home executive order.

DRC's main concern is the health and safety of our employees, therefore DRC will continue to cover the full cost of maintaining your medical, dental and vision coverage until May 31, 2020. Please note: all voluntary coverages (i.e., short-term disability, life insurance, AFLAC, etc.) will continue to be paid on your behalf by DRC, and we will make arrangements with you for premium reimbursement at a later date. If you prefer to cancel your voluntary coverage(s), please contact Lisa Burkhart at 708-377-7501 or [lburkhart@dieseleradiator.com](mailto:lburkhart@dieseleradiator.com).

It is DRC's hope to return you to work after the Furlough Period. However, the reality is that we do not know for how long we will be impacted by the coronavirus outbreak, from a health and financial perspective. Please understand that our plans during the Furlough Period (including its length) may be changed or terminated at the sole discretion of DRC, and the creation of a Furlough Period does not create any employment contract, express or implied. We will do our best to provide current information as DRC moves to have employees come back to work.

We hope that you have had success applying for Illinois unemployment benefits. We understand that the Illinois Department of Employment Security (IDES) has faced significant challenges responding to the immense amount of applications. If you would like to confirm whether DRC has received a "Notice of Claim" from IDES for you, please contact Lisa Burkhart at 708-377-7501 or [lburkhart@dieseleradiator.com](mailto:lburkhart@dieseleradiator.com).

DRC will continue to monitor all developments, and please do not hesitate to contact us with any questions or if we can offer any other assistance during these challenging times.

Sincerely,

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