



March 13, 2020

Dear Valued Carrier

As Kent continues to monitor COVID-19, we have implemented various steps to ensure safety of our employees, security of our facilities and overall business continuity of our operations. As a vendor who visits our facilities and sites, we ask for your vigilance to make sure our facilities remain safe.

Our expectations for drivers delivering to Kent facilities are:

To protect the safety of our employees, we ask that if you have had any of the following symptoms or occurrences within the last 48 hours that you refrain from entering our facilities at this time.

- Fever
- Cough
- Shortness of breath
- Diarrhea
- Vomiting or nausea
- Rash or swelling

Additionally, if you have recently returned from any international travel within the last 14 days or have been exposed within the last 14 days to anyone exhibiting any of the above symptoms, we ask that you reschedule your appointment for another time.

All delivery personnel, over the road truckers, supply deliveries, etc. are to remain in or near their trucks during deliveries. Access to common areas (i.e. control rooms, breakrooms, locker rooms or process areas) is not permitted at this time.

Safety of our employees and anyone visiting our facilities is our top priority. Thank you for your cooperation around COVID-19 initiatives. As the situation continues to evolve, we will communicate with you if further actions are deployed.

Sincerely,

GPC Grain Department
(563) 264-4712