

Date: March 16, 2020
From: Rob Whalen
Re: Contingency Planning in Response to COVID-19


Mycoscience, Inc. continues to monitor updates as they are available regarding the impact of the Coronavirus (COVID-19), including CDC Morbidity and Mortality Reports. We have a contingency plan in place in the event of disruption or otherwise potential delays in service due to the virus. If regional travel bans are put in place or other decisions are made by the State and/or Federal officials, we are prepared to continue to run the lab and give the same service that our clients have come to expect. As a vital member of the medical community, we are an integral part of the health-care supply chain and perform critical services for our customers.

The health and safety of our employees and clients is our top priority. To limit exposure, we have restricted access to our facility and postponed non-essential visits. Our employees have been educated on the routes of transmission, disease symptoms, and how to protect themselves and their families against the virus. Employees are advised to stay home if experiencing any cold or flu-like symptoms and they may contribute by writing reports, protocols, etc. remotely.

Our emergency preparedness plans include:

- Restricted access to onsite visits and asked anyone who has visited China, Europe, Australia or other hot-spots not to enter the building. The same is applied to anyone who has been in direct contact with an infected individual.
- Deliveries and pick-ups are only allowed in our enclosed entryway.
- We have increased internal cleaning and disinfection procedures to include our office areas, break rooms, and restrooms to match those daily procedures performed in our laboratory. These procedures are compliant with the recommendations of the CDC.
- Our employees have been cross-trained in multiple lab tests so that testing can be carried out even in the event of multiple absences.
- We are also actively monitoring and adjusting inventory of supplies. Currently we do not have any supply-chain issues, but the situation remains fluid. We have already created relationships with multiple suppliers to maintain critical lab and production supplies.

Thanks in advance for your collaboration through these challenging times. As microbiologists, we understand the CDC rationale and the critical need to slow the global pandemic. By working together, we will all continue to make a positive impact. Stay safe and healthy and please remember to keep washing your hands!



Robert Whalen
President

March 17, 2020

Date