



SternbergLighting

ESTABLISHED 1923 / EMPLOYEE OWNED

To: All Sternberg Lighting Business Partners

March 23, 2020

Subject: Sternberg remains open despite Coronavirus COVID-19

Dear Business Partner,

The world is a challenging place for even the strongest and most prepared governments and businesses today. We must consider the health and wellbeing of all citizens as we wait out the life cycle of the Coronavirus pandemic. At the same time, economic considerations make it imperative that we preserve our business structure so that when this event is over we can resume normal and profitable trading as soon as possible. This is proving to be a delicate balance. Therein lies the reason strong management and leadership is critical in our political and business organizations.

Sternberg lighting has seen many challenges over its 97 years of life. Changes in ownership, most recently, provides a challenge and an opportunity to excel in the wake of that change. The Coronavirus is just another change facing the company. It was not planned of course but it gives the new management team a chance to show what it is made of. As I write this letter to all of you, it occurs to me that Sternberg Lighting has one of the best teams capable of handling a crisis of this proportion. They are showing their resolve in maintaining a going business while tending to the needs of our employees and their families with sensitivity and great strength. The following is a synopsis of the current business plan.

Sternberg Lighting is open for business. We are an essential business supplying lighting equipment that ensures safety for pedestrians and vehicular traffic. As the state of Illinois shuts down all but essential businesses Sternberg will be operating to provide products as ordered. The products we make are critical to the infrastructures of our customers, as a supplier to city and state government. We will keep normal business operations until and unless a new directive for total business shutdown occurs.

In the meantime, we are taking great care to make sure our staff is safe and that we live up to the intent of the latest directives coming from the Governor's office or Illinois. We will practice social distancing in the office and at home. We will not travel locally unless it is for essential needs like food, medical care, the care of others, banking, etc... The Sternberg staff will begin staff rotations that provide some work from home and some in-office work time. The plant will go to a two-shift plan that provides enough labor executing on our build plan but also enough distance between employees to be safe. Doors will be propped open to minimize commonly touched surfaces and a full time cleaning team will wipe down doors, desks, bathrooms and flat surfaces on an ongoing basis throughout the day.

Internal directives ask that all employees self-report if they feel ill. Testing will be required for those reporting illness. Employees not feeling well are being asked to stay home and not return until they have been well for 24 hours. If anyone is exposed to an infected individual, the employee is asked to self-quarantine for 2 weeks. Our insurance carrier has modified its normal procedures in order to facilitate faster and less costly testing for each Sternberg employee.

We are facing unprecedented challenges at Sternberg Lighting today. As we always do, we will persevere. The team that brings you the best decorative outdoor lighting products will continue to do so while servicing the market in a professional manner. Our quality and integrity promises remain the same as they always have. You can count on us to serve our customers, agents and business partners without interruption unless ordered to comply with a total shutdown of business operations.

I want to take this opportunity to extend a wish for all of you on behalf of all the Sternberg employees. Please be safe and remain healthy. We value you and your company and hope that we all see the end of this crisis together and in a very short period.

Sincerely,