



**FLO Components Ltd.,**  
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March 16, 2020.

To all concerned:

FLO recognizes the importance of business continuity during the ongoing Covid-19 situation and we are doing everything we can to safeguard our employees, customers, contractors and suppliers, while minimizing the virus' impact on our operations. Therefore, effective immediately, we are restricting all access to our facilities.

Access will be allowed for pickups, drop offs and to provide services on a pre-approved basis only. To request pre-approval, we ask that you reach out to our Operations Team at (905-671-2355) prior to arriving on FLO property. You must request access for each site visit regardless of how frequently you are on the property.

You will be asked the following questions prior to being granted access:

- Have you been outside of Canada within the last 14 calendar days?
- Has anyone in your household been outside of Canada within the last 14 calendar days?
- Have you been exposed to anyone who has tested positively for COVID-19?
- Have you had any cold, flu, or fever symptoms in the last 14 calendar days?

If you have answered **yes** to any of the above questions, your request for access will be denied.

If access to site is granted, we ask that you regularly wash or sanitize your hands while in our building. If loading or unloading is required, we ask that you maintain a safe distance of 2 meters or more. If possible, please remain in your vehicle while our warehouse and/or shop work diligently to have you loaded/unloaded.

**These guidelines also apply to all customer seeking a face to face solution please kindly review the questions above before entering or requesting access to our facilities**

Your cooperation and understanding in this matter are greatly appreciated. If you have any questions or concerns, please do not hesitate to contact us.

Thank you,  
Roger Freitas, Operations Manager

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- Please inquire about other FLO Components Ltd. products and capabilities including:*
- *Automatic lubrication systems for Heavy or Stationary equipment (LINCOLN / SKF Brand)*
    - *In-shop lubrication equipment, pumps and hose reels*
  - *Maintenance garage bulk fluid transfer and inventory control systems*
    - *Onboard Oil Change systems*
    - *On-site lubrication audits and service*
  - *Lubrication "Basics" seminars and training*
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GO WITH THE FLO!**