

# DIGISTOR

COVID-19 Operations and Supply Chain Update  
April 23, 2020

Below is a follow-up to DIGISTOR's Operation and Supply Chain Updates dated March 20 and April 7, 2020.

## **Meetings and Travel:**

The suspension of all business travel and in-person customer or partner meetings has been extended through at least June 1, 2020.

## **Office and Distribution Operations**

- All sales, finance, engineering, customer service and other office administrative staff will continue to work from home until at least June 1, 2020. Preparations are currently underway to accommodate increased social distancing and enhanced cleaning and safety protocols throughout our facility once our office staff returns.
- Our assembly, warehouse and distribution facility continue to operate with a reduced staffing level. Increased social distancing, cleaning and safety protocols have been implemented and we can now safely accommodate additional staffing levels if needed for capacity reasons.

## **Supply Chain**

While all key factories continue to run at, or close to 100%, we continue to see long lead times for certain materials and key components. We encourage all customers to be proactive with their order planning over the next several months, and longer than usual lead times should be expected.

## **Business Continuation Plan**

- Our business continuation plans remain unchanged.

We appreciate your support and will continue to update our approach as information becomes available from our partners, the World Health Organization, Centers for Disease Control, and local authorities.