



610 Broad Street • Klamath Falls, OR • 97601 • 888.800.7070 • 541.273.2212 • www.e3live.com

Date: 3/17/2020

To Our Valued Clients,

As our communities continue to feel the increased impact of COVID-19, we feel it is important to share with you what we are doing to ensure food safe practices and work place sanitation standards. Please be assured that we have every preventative protocol in place and are working in accordance with the CDC (Center for Disease Control) and local public health officials.

Things we would like you to know

We strive to take care of you, our valued clients, who use our products across the globe, from local, to national, to international.

As part of our protocol, our production and staff members have heightened their cleaning and disinfecting procedures to maintain the safest quality environment. We have implemented a pandemic plan and are following strict procedures for cleaning and sanitizing, disease prevention, proper hand washing and employee health guidelines; ensuring continuity of service. This includes limiting access to our production and product distribution to essential personnel only and putting various other detailed processes and procedures in place that are designed to limit any possible spread of a virus outbreak.

We have instructed anyone who is not feeling well, to stay home and self-monitor their symptoms, and that they may not return to work, unless symptom free for 24 hours. Out of an abundance of caution for our employees, we have also implemented wearing face masks and have doubled our cleaning and sanitizing schedules of all surfaces, restroom areas and personal hygiene practices.

In addition to following the CDC (Center for Disease Control) guidance and partnering with local health organizations, all E3Live™ departments have been equipped with the recommended procedures to follow, should they be impacted by the virus.

As the situation evolves, E3Live™ may implement additional preventative measures to ensure the well-being of our clients and employees, including staffing and service modifications and our work from home program.

Additional Actions

In addition, actions we have taken over the past several years have helped us prepare for scenarios like this. Throughout this process, we have been continuously refining and implementing new procedures. From food safety, to health and hygiene, from cleaning to sanitation, we have allocated an abundance of resources into building chain-wide guidelines that go above and beyond the CDC (Center for Disease Control) requirements.



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Thank You

Thank you in advance for your patience as we navigate this challenging situation, one day at a time. We will continue to maintain our focus where it belongs—on you, our valued clients.

Word of Encouragement

Remember, the number one concern of COVID-19 is a compromised immune system. E3Live™, is here to help you with products that may boost and support your immune system and combat the stress of these uncertain days. If we can help you in any way, please feel free to contact us!

Sincerely,

A handwritten signature in black ink, appearing to read "Tamera Campbell".

Tamera Campbell
CEO of Klamath Algae Products, Inc.