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March 24, 2020

In accordance with Governor Gretchen Witmer's executive order No. 2020-21 dated March 23, 2020, we are ceasing all in person non-essential electrical work effective at 12:01 am on March 24 through midnight of April 13, 2020. Normal operations will begin on April 14<sup>th</sup> unless future restrictions are put in place. Our bidding and estimating services will continue via PDF, email or phone call through the office in our home. Please realize this is an order not a recommendation that we are following.

**Examples of essential electrical services include the following:**

- Any electrical service required to maintain the health and safety of our customers (Residential, Industrial and commercial)
- A residential furnace/well/ water heater without power would qualify as emergency
- A cooler/Appliance without power or a tripping GFCI breaker
- An arching, smoking or otherwise compromised electrical panel or wiring
- Burnt up equipment for essential manufacturing facilities
- Installation of new manufacturing equipment at critical infrastructure facilities
- Service calls at an essential business needed to continue essential operations
- Someone without a working plug for oxygen or CPAP machine
- Any other electrical service requests not listed will only be addressed if deemed an essential electrical service as determined by our State of Michigan licensed Master electrician.

**Designated essential workers to conduct minimum basic operations are the following individuals:**

Richard Scott Daley, State of Michigan licensed Master electrician and Electrical Contractor.

Jacob Daley, registered State of Michigan electrical apprentice. Two service providers are required to ensure the safety of the electrician and customer.

Kathleen Daley: designated to check PO boxes in Fenton Mi and perform banking activities and other essential activities pertaining to essential business including procuring of material at local essential retailers and suppliers such as Home Depot, Standard Electric Supply and City Electric Supply in Brighton, Mi.

We have set mitigation procedures in place for disinfecting procedures for tools, truck steering wheels, and surfaces touched at a residence or place of essential service when our duties are completed.

Our company will also practice social distancing measures recommended by the Centers for Disease Control and Prevention, including remaining at least six feet from people from outside the individual's household to the extent feasible under the circumstances. Our electrician will not shake hands; not because we're not friendly but in order to adhere to the CDC's social distancing guidelines.

In addition we have adopted a policy to prevent a worker from conducting in person service if they display respiratory symptoms or have had known contact with a person known or suspected to have had contact with a person infected with COVID-19.

Thank you for your understanding in this unprecedented day and time!

Stay Home, Stay Safe and Stay Healthy!

RS DALEY, LLC

d/b/a RS DALEY ELECTRICAL CONTRACTOR

Kathleen Daley, member