

March 31, 2020

## SOCIAL DISTANCING – BE WELL

As your partners in business. We have a mutual interest in keeping the health, safety and wellness of our team and the general public at the forefront of our daily operations. It is important that you know that we are on your team to make sure everyone is safe.

- We want to let you know that we are providing our Drivers with up-to-date education and awareness tools for health and safety. We continue to check in with our Drivers daily.
- Our staff continues to service our Customers, and care deeply for our Drivers who are out on the roads, getting loads delivered.
- We are closely monitoring and adhering to guidance from the CDC, Local Health Departments, FMCSA, ATA, NPTC, State Trucking Associations, Staffing Industry Associations and the National Safety Council.
- We have provided guidance on preventative measures to ensure a safe work environment including options for remote work, keeping work environments sanitized, social distancing and have advised all employees to stay home if they are sick.
- We have provided a step-by-step guide for employees to help them stay safe and navigate various situations that could occur related to the Coronavirus.

From all of us at Capital Driver Leasing, we thank you for your Business. We wish you and your families well. Be safe and practice your Social Distancing.

Sincerely,

Brenda Shields Dean

General Manager