



Houweling group

date March 19, 2020
from Houweling Group
reference coronavirus-letter-2
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Dear Sir / Madam,

Together with you and everyone around us, we are in a global situation that we could not have predicted. We follow the advice of the Dutch and Belgian government, RIVM and FOD Volksgezondheid regarding the coronavirus and we keep a close eye on further developments.

Within our organization we take various measures that protect your and our health and safety. In addition, we guarantee the delivery of our products and services as much as possible: For safe keeping.

We protect your and our health and safety

- A large part of our employees work from home and can be reached by e-mail and in most cases also by telephone.
- Our account managers seek digital contact with you, so that no personal contact is required.
- At our locations, our employees work apart as much as possible in time and distance.
- External visits were restricted at our locations. External carriers do not have access to our warehouses, we load and unload all freights ourselves.
- At your location(s), our drivers conform to your measures.
- Access to our showrooms is limited to picking up orders in Bleiswijk and Apeldoorn. Place your order by e-mail or by telephone and you will receive a message when your order is ready. Payments are contactless via the ATM.

We guarantee the delivery of our products and services

- We deliver to entrepreneurs and not to individuals.
- All pending orders and contracts are delivered as usual.
- We maintain our stocks as much as possible and our suppliers also make every effort to continue supplying in these circumstances.
- You can reach us through the contactdetails known to you and our general contact details.

Please note, there is one exception to our stocks: dust masks are currently very limited available.





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Family, sustainable and active

- We see our employees and relations as family and are happy to help everyone. Do not hesitate to contact us with questions.
- We understand your situation and also count on your understanding. In close cooperation with our relations, we make informed sustainable choices.
- We actively monitor developments and update our measures when necessary.

We thank you for your confidence and wish you much strength during this period.

If you have any questions, you can always contact the contact persons known to you or Customer Service on +31 88 1210 400 and info@houweling.nl.

Kind regards,

Erik Forsten
Manager QSHE

