

**LETTER OF AUTHORITY**

To: All Relevant Parties

Re: **Machine Safety Specialists Qualified as Essential Service by Ohio Department of Health**

Date: March 26, 2020

We are writing to affirm that Machine Safety Specialists ("MSS") provides essential services as defined by the Ohio Department of Health Order dated March 22, 2020. As safety engineers and compliance consultants, MSS performs essential safety functions during the COVID-19 public crisis. Specifically, MSS qualifies under the Ohio order clause 12(k) as a 'Critical Trade' for Essential Businesses and Operations.

MSS follows CDC Guidelines and is engaged in proactive measures to ensure compliance with Social Distancing and Sanitation Requirements. Specifically, MSS complies with applicable requirements of OSHA 3990-03 2020 - Guidance on Preparing Workplaces for COVID-19, including:

- Designated six-foot distances.
- Use of Hand sanitizer and sanitizing products.
- Self-isolation by working from home
- Online and remote access where feasible
- Enhanced environmental cleaning of commonly touched surfaces, such as workstations, countertops, railings, door handles, and doorknobs.

MSS follows CDC Guidelines and complies with applicable requirements of OSHA 3990-03 2020 - Guidance on Preparing Workplaces for COVID-19, including the following policy for employees with symptoms:

- Employees who appear to have acute respiratory illness symptoms from other employees are sent home immediately.
- Employees with symptoms are required to stay home until they are free of fever (without the use of medication) for at least 72 hours (three full days) AND symptoms have improved for at least 72 hours AND at least seven days have passed since symptoms first began.
- In the event of an illness, MSS will communicate the health condition of each employee to all other employees while also maintaining confidentiality as required by the Americans with Disabilities Act (ADA).

Since 1977, Machine Safety Specialists has helped businesses improve industrial workplace safety and become compliant with OSHA, ANSI, RIA, NFPA, and ISO/EN machine safety standards. When it comes to safeguarding your company, facilities and team, Machine Safety Specialists has the expertise and experience to prevent and protect you from industrial accidents and/or safety infractions.

Thank you for your support in improving industrial workplace safety and regulatory compliance during these unprecedented times.



**Ken Hackworth, PE, FS Eng (TÜV Rheinland #12058/16)**  
President