

March 24, 2020

To all Powell River employees,

During these extraordinary times at both a global and local level it is imperative that we all work together to mitigate the potential challenges and risks our operation may face. I'd like to thank you for your efforts in dealing with the unprecedented events affecting the mill this year - from a tight fiber supply, to a computer malware attack, and now the coronavirus, COVID-19.

As we navigate the evolution of the COVID-19 virus, our senior management team and corporate teams are having daily discussions to ensure our mill continues to run safely and efficiently. As new information and guidelines come from various levels of government and healthcare officials, we amend our procedures and strategies accordingly.

We ask that everyone continue to work together as we find resourceful solutions to support the operation of the mill and the health of our employees. Currently our goal is to safely maintain the mill production throughout this challenging time to ensure the long-term stability of our mill and to ensure we are supplying product to our customers. As restaurants have shifted from dine-in to take-out, we have had a significant increase in orders for our Bistro products which are used in food packaging as wrap or take-out bags.

We have implemented many measures to minimize the risk of transmission of COVID-19, including recommending best practices around hygiene (eg. washing hands, augmenting janitorial staff, and sanitizing work areas including control rooms, lunchrooms and locker rooms), social distancing (eg. controls rooms limited to essential operators only, minimizing meetings, avoiding physical contact, maintaining 2-meter separation as much as possible). We also thank our employees that are working from home, supporting the continued operation of the mill. For more information and updates, please visit www.paperexcellence.com and click on the "COVID-19 Update" button for current information.

By following the recommended practices both at work and at home, we will effectively slow down and halt the spread of the virus, thereby helping treatment facilities to be successful in handling any cases that do need special care.

We appreciate everyone's patience and support as we work to overcome these challenges.

Best regards,

Krista Cuddy
General Manager
Catalyst Powell River