



**NOTICE**  
**Regarding COVID 19 Pandemic**

March 17, 2020

Dear Employer,

During these ever changing times as we are all trying to understand the impacts that the Coronavirus is having on our collective lives and businesses, the thing we need to understand more than anything is that this is a healthcare emergency and it is impacting our families; friends; co-workers; employee's; members in ways that are unimaginable and that we've never seen before.

There are challenging issues impacting your business and our members. While the landscape is evolving every day we wanted to stress the importance of the following issues to help guide us through these turbulent times. First is that the health and safety of our members must be a priority. That means the safety of your facility be addressed and that necessary personal protection equipment (PPE) be provided to employees including masks and gloves as necessary. Second any employee who is unable to work due to illness must be allowed to take time off without fear of losing their job and with appropriate paid time provided. Consideration must also be given to employees unable to report to work due to child care issues or fear of infection. In those instances, employees should be allowed to use paid time and not receive any discipline. Third, we ask that your Company refrain from issuing discipline for minor or petty infractions. To do otherwise will only serve to exacerbate an already difficult situation. We also request that more serious disciplinary events be held in abeyance until this crisis is resolved.

Last and most important is that we continue to communicate on these issues as they arise and evolve. It is our goal to work collaboratively with your company in navigating through these uncharted and precarious times. We expect that you will implement the above measures and keep us informed as to issues impacting your business. We will continue to update our members as to legal issues as well as federal and state initiatives.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'Louis Mark Carotenuto', with a stylized flourish at the end.

Louis Mark Carotenuto, President  
UFCW Local 2013

**Louis Mark Carotenuto, President**  
**Eugene Hickey, Secretary Treasurer**  
**Marietta Real, Recorder**

**United Food & Commercial Workers Local 2013**  
**9235 4th Avenue**  
**Brooklyn, New York 11209**  
**718-745-3487 Fax: 718-745-2976**