

March 23, 2020

Re: Continued Operations During the Shelter in Place Directive

To Our Valued Customers and Suppliers:

Richardson Electronics is a critical supplier of components that are used by hospitals and medical service organizations as well as manufacturing companies in the healthcare and critical infrastructure industries around the world. Applications that use our products include military, medical, alternative energy, power management, and telecommunications just to name a few. Our products include x-ray tubes and replacement parts for CT, MRI and other critical medical equipment, as well as power grid tubes, components and subassemblies used by companies responsible for building, maintaining and upgrading critical communications.

Richardson Electronics is both a manufacturer and an exclusive distributor serving customers on a global basis. We have been notified by several of our largest customers, who are also classified as Essential Businesses, that we must continue to produce and deliver parts to ensure continuity within the supply chain. As such, under the terms of the current Shelter in Place Directive issued by Illinois Governor Pritzker effective Saturday, March 21, we are classified as an “Essential Business”. We are encouraged to stay open to supply our customers with mission critical products during this crisis. More information on our products and service can be found at www.rell.com, www.rellpower.com, www.rellaser.com, www.Canvys.com, and www.rellhealthcare.com.

We understand that such directives require individuals to comply with social distancing requirements, as well as other guidelines established by the CDC and local health organizations. We have already implemented similar precautionary measures in our facilities including mandating that employees who can work from home do so. We are working with our employees that have school-aged children at home, or who are sick/have underlying health issues that put them at greater risk. We remain extremely concerned about the safety of our employees and friends throughout our entire supply chain.

Of course, this situation is fluid. While we consider and implement new policies or practices in the wake of new developments or business needs (which may be out of our control), we obviously need to reserve the right to amend, alter, modify or revoke any policy or practice at any time and in accordance with applicable government mandates or legal obligations.

We appreciate your support and patience as well as the dedication of our employees as we seek to provide ongoing supply to other companies that provide critical healthcare and infrastructure services during this unprecedented time. Please do not hesitate to contact me at 817-371-7424 should you have any questions regarding this letter or our operations subject to shelter-in-place restrictions.

Sincerely,



Wendy S. Diddell
Chief Operating Officer