



111 Zenway Blvd., Unit 25, Woodbridge, Ontario L4H 3H9 | Telephone: (905)-856-4747 | Fax: (905)-856-4474

March 18,2020

To whom it may concern:

As you may be aware, on March 11, 2020 the World Health Organization (WHO) declared a pandemic in respect of COVID-19. Our federal and provincial governments have put in place guidelines and restrictions for people to follow as a result of the outbreak. Ontario Formwork Association (OFA) membership is committed to the safety and wellbeing of its employees. As a result of the guidelines and restrictions put in place, many employees may not be able to attend work and those that do will have their productivity severely reduced due to the preventative measures that will need to be followed in order to limit the spread of the COVID-19 virus. Our suppliers are in the same position.

OFA members will not be able to guarantee any schedules that have been discussed or agreed to because of the unique and extenuating circumstances that the COVID-19 presents to all of us. At the present time, OFA members will remain open and continue with its operations. We will be monitoring our sites daily to ensure the safety and security of our workers. Changes to job specific issues as well as changes in the general population may force us to revisit the issue and may require us to change our position. We appreciate your understanding at this difficult time and are sure that you are with us in trying to look after and protect everyone's health and wellbeing.

If you have any questions, please feel free to contact us.

A handwritten signature in black ink, appearing to read 'Dennis Cancian', is written in a cursive style.

Dennis Cancian
Ontario Formwork Association