

Date: Friday, June 19, 2020

I wanted to let employees know that we had a racial incident at one of our facilities yesterday. I don't get angry easily, but I am angry.

As I said in my last communication, I and this company stand firmly against any form of racism and discrimination. We have no tolerance for hate.

I want to make this more clear – if you hold racist views, there is no place in this company for you. Period. Hand in your badge. As an employee, each of us are a representative of our brands and I will not have hateful employees representing our brand.

Out of respect for the employee targeted, we will not be sharing details of what happened in the incident. We are doing everything we can to determine how this happened and hold the perpetrator accountable. We have reached out to the local law enforcement to report the incident. If you have information on this incident, I ask that you please reach out to me directly, to your HR representative or to your manager.

I ask all of you to stand together with every one of our OTC family members. Lift each other up and continue to show the kindness and joy that our company stands for always.

Steve