



Pax Machine Works, Inc.

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To all employees:

This week, the Governors in Ohio and Indiana issued formal Orders that require all individuals to “stay at home or at their place of residence except as allowed in this Order”. Some of the exceptions included in the orders are going to the grocery, taking walks, working for an essential business, etc. Under the Ohio order, Pax is considered an essential business, and is being requested by the Governor to continue our operations.

At the meeting on Monday, we explicitly stated that when you aren’t working at Pax, you are required to shelter in place in your home. This is not only a requirement of Pax, but a requirement of both Governors’ orders.

We’ve been made aware of employees that are choosing to ignore this and are working at other employers when they are not at Pax, rather than sheltering in place at home. This is in direct violation of our current terms of employment that I laid out on Monday. By ignoring this, you are putting your families and fellow employees at risk and we cannot permit that to continue while you are working at Pax during this time. If you decide it’s more important to continue to work outside your home at places of employment other than Pax, you must cease your employment at Pax at this time.

As mentioned on Monday, this is a very unusual time and the Governors’ orders and our guidelines must be taken seriously. You have 200 fellow employees at Pax. Now is the time to put the health of your co-workers and your families first. By making the right choices, you can help reduce the impact of Covid-19. You cannot be selfish by placing everyone at increased risk during this time of national emergency. This is a temporary measure and we hope to be able to change this policy when the Governors’ Orders are lifted.

Michael J. Pax