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An ISO/AS9100 Registration Manufacturer of Precision Machined
Avionics, Commercial, Defense, Medical and Space Components
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RE: Business Continuity Plan

TEMCO Tool Company has developed a Business Continuity Plan on how it will respond to events that significantly disrupt business activities. Since the timing and impact of a disaster or disruption is unpredictable, we must be flexible in responding to events as they occur. Therefore, we are providing you with this information on our business continuity plan.

Contacting Us – If after a significant business disruption you cannot contact us as you usually do at 603-622-6989 or sales@temcotool.com, you should call our alternative numbers 603-606-7489 or 603-828-2566 (cell). In addition to the listed telephone numbers, you can visit our web site at www.temcotool.com/news/

Our Business Continuity Plan – We plan to quickly recover and resume business operations after a significant business disruption and respond by safeguarding our employees and property, making a financial and operational assessment, protecting our firm's books and records, and allowing our customers to transact business. Our business continuity plan is designed to permit our company to resume operations as quickly as possible, given the scope and severity of the significant business disruption.

Our business continuity plan addresses: data backup and recovery; mission critical systems; financial and operational assessments; alternative communications with customers, employees, and regulators; alternate physical location of employees; critical suppliers, contractors, and banks.

While every emergency situation poses unique problems based on external factors, such as time of day and the severity of the disruption, if our core technology infrastructure is intact, we generally aim to be able to restore our own operations and be able to resume services within 24 hours of a severe disruption. Our ERP system's automated database could be delayed or unavailable during this period.

Varying Disruptions – Significant business disruptions can vary in scope, such as only one of our plant's operations energy sources, the industrial park where our company is located, the city where we are located, or the entire region. Within each of these areas, the severity of the disruption can also vary from minimal to severe.

We take several precautions to allow us to respond flexibly to range of disruptions. These precautions include; running our core manufacturing out of a high availability commercial park that is regularly resilient to power interruption, maintaining a secondary facility nearby, making plans for employees to communicate with each other, access our business records, support our services from remote locations in the event we cannot

work from our facility, and the backing-up important records kept in a geographically separate area from our primary locations.

An isolated incident, minor disruption that prevents our employees from reaching or working from our facility, office staff has VPN (virtual personal network) access. Critical business functions and/or manufacturing processes are expected to recover and resume normal operations within 24 hours.

A major disruption affecting our region that prevents this, we will assess feasibility and potential work, to transfer critical operations in a distributed fashion to a site outside of the affected area, and recover and attempt to resume business as soon as possible. In either situation, we plan to notify you how to contact us, either through direct calls to our customers, text messaging, email or through our web site, www.temcotool.com

For more information – If you have questions about our business continuity plan, you can contact us at 603-622-6989 or sales@temcotool.com.