

To Our Staffing Partners,

We understand that even during this time of crisis, most of you still have a business to run and your need for temporary employees is still very vital. It is JMA Placement's role in our partnership to continue to provide you with the most qualified candidates for your business. At JMA Placement, Inc., the health and safety of our families, friends, customers, employees, and community is always a priority for us and we are committed to maintaining a safe and healthy workplace. Like many of you, we are closely monitoring COVID-19. At a time when health and safety topics are top priority for us all, I wanted to personally reach out to each of you and share information on our commitment to deliver excellent customer service and support during this unprecedented time.

It is also our policy to maintain the highest standards of integrity when interviewing and selecting these candidates. At this time, there will be no change in our support or commitment to each of you. Our promise of excellence and dependability will not waiver during this time. We have implemented safety measures to avoid disruptions to our business operations and are taking every possible precaution to ensure that each branch is properly equipped to continue protecting our customers.

Communication is critical both internally with our candidates/employees, but also with you, our customers. We have taken additional steps to communicate with and prepare our employees to ensure we keep each other and our customers safe, including the following:

- Digital/Online Application Process
- Video Interviewing, On-Boarding and Orientations: With increasing social distancing restrictions, meeting in-person for an interview may not be a viable option
- Communicating the most up to date COVID-19 information
- Providing additional supplies, to minimize risks, including gloves, sanitizers and disinfectant sprays. In addition, how to properly utilize these when employees leave our offices
- Detailed questionnaire and vetting process between associates, internal staff and customers regarding any direct or indirect contact with COVID-19
- If associates are not feeling well or feel they are at-risk, they are encouraged to stay home

We understand that nobody knows your business better than you do. As a community, we are all following the CDC recommendations, and as a vendor, we will be flexible to meet the changes and additional guidelines that may arise for you, our customers. Therefore, every service offering, and partnership begins with listening. Asking questions and listening to the answers helps us gain a well-rounded perspective of your company and your unique needs. Our responsive service ensures we remain a reliable and valuable partner.

We will get through this, and together we will emerge stronger. In the meantime, we remain committed to keeping you informed through this rapidly changing situation as it evolves. Please do not hesitate to contact us if you have questions or if we can be of assistance with any of your staffing needs.

Sincerely,
John Allan
President and CEO, JMA Placement Inc.