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**MEMORANDUM**

Date: March 18, 2020  
From: John C. Fisher  
To: Our Valued Clients & Suppliers  
Re: T. Harris Environmental Management Inc.  
COVID-19 Announcement

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Dear Friends

As you are dealing with the unprecedented business disruptions and challenges caused by the novel coronavirus (COVID-19), we don't want to overwhelm you with another announcement on our preparedness to support you during this difficult time. However, we do want to emphasize that our motto at T. Harris Environmental Management Inc. (THEM) is:

"We treat our clients as friends, because you never let a friend down"

It is in these difficult times that this takes on more meaning and our team is committed to ensuring that we don't let you down if you need us. The health and safety of our team is paramount so that we can take care of your needs, including maintaining our operational capacity during this stressful time. As such, we have implemented all precautions that we can to mitigate any disruption with our service offerings. In addition, Richard Quenneville, B.Sc., CIH, ROH and Dr. Carl Fisher, PhD (Medical Biophysics), our Senior Director-Corporate Services and Senior Science Advisor, respectively, are reviewing related literature on a daily basis to ensure that we can provide you with relevant and practical information if called upon.

We would like to take this opportunity to provide you with an updated list of contacts to help alleviate any problems that may arise during this transitory period. In addition, we would like to reaffirm our ongoing effort to consistently provide the highest possible standards of service to our clients and suppliers during the COVID-19 outbreak and we will endeavor to provide the same dedicated and professional services that you are accustomed to.

We give below an updated list of primary contacts in all regions for your reference on any environmental or occupational health & safety projects:

**Head Office:**

John C. Fisher, B.A. (Specialized Hons.)  
MBA Candidate  
President & CEO  
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Anita Ardekani, BBA, CPA, CMA  
Controller  
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**Occupational Hygiene:**

Richard Quenneville, B.Sc., CIH, ROH  
Senior Director-Corporate Services  
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Email: [rquenneville@tharris.ca](mailto:rquenneville@tharris.ca)

**Hazardous Materials:**

Raj Singh, P.Eng., MBA  
Manager-Special Projects  
X231  
416-802-6086  
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**Environmental Services:**

Raj Kundu, M.Sc., P.Eng.  
Manager-Environmental Services  
Tel: 416-679-8914 X234  
Cell: 416-550-3712  
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**Southwestern Ontario:**

Greg Balsden, B.Sc., AMRT  
Manager-Southwestern Ontario  
Tel: 519-685-9048  
Cell: 416-802-6086  
Email: [rsingh@tharris.ca](mailto:rsingh@tharris.ca)

**Ottawa:**

Chris Nielsen, B.Sc., P.Geo. (Limited)  
Vice President-Eastern Canada  
613-725-1554 X22  
613-720-5397  
Email: [cnielsen@tharris.ca](mailto:cnielsen@tharris.ca)

**Montreal (Brossard):**

Christian Beaudin  
Manager-Quebec  
Tel: 450-465-9990 X248  
Cell: 514-918-7624  
Email: [cbeaudin@tharris.ca](mailto:cbeaudin@tharris.ca)

In closing, we understand and appreciate that we are all being challenged by the coronavirus outbreak and the toll this is having on both our personal and corporate lives. We truly appreciate the anxiety and fear associated with this pandemic. However, we want you to know that we are here for you, if needed. This also includes, as someone to speak to if that will help alleviate any concerns you may have, or you just need a friendly voice to listen to you.

While we may not have all the answers, we will strive to find them for you. We also recognize that your issues or concerns may be time sensitive and require us to be available and ready to provide professional services on a 24/7 basis. Based on this requirement our team will maintain open lines of communication.

Finally, it is our belief that by being conscious, collaborative and respectful of each other that we will persevere and overcome these current struggles. We look forward to assisting you in any way that we can.

If you have any questions, do not hesitate to contact any of the individuals noted above.

Above all, we wish you, your families and communities a safe and healthy environment.

Best Regards,

John C. Fisher,  
President & CEO