



6995 Bethlehem Blvd. Ste 100  
Baltimore, Maryland 21219

## Memorandum

**To:** All Employees – TPA, TPR, MMM, TPAT  
**From:** Human Resources  
**Date:** June 17, 2022  
**Re:** Expiration of COVID-19-related Paid Sick Leave – July 1, 2022

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The COVID-19 pandemic has shifted to a new phase of returning to normal workplace conditions due to preventative measures that have contributed to a lower risk of COVID-19 outbreaks and illnesses. Our workforce has repeatedly proven its tenacity, resiliency, and dedication as we have powered through the unprecedented issues presented by the pandemic. The Company appreciates your continued practices that protect yourself, prevent the spread of COVID-19, and promote a safe and healthy work environment.

Effective July 1, 2022, Tradepoint Atlantic and its affiliated companies – Tradepoint Rail, Maryland Material Management, and TPA Terminal Management – will no longer have a COVID-19-specific policy related to voluntary paid sick leave, and we will be returning to the Company's standard sick and paid leave policies.

Questions regarding the expiration of this policy or other available leaves, should be directed to [hr@tradepointatlantic.com](mailto:hr@tradepointatlantic.com) or Terry Pusinsky at 410-709-1295.

See the latest information on and recommendations for COVID-19 exposure or illness at [www.cdc.gov](http://www.cdc.gov).