



RUBICON

April 21, 2020

RUBICON TEAM:

As many of you have likely heard, Georgia's Governor, Brian Kemp, has announced that beginning this Friday, April 24, 2020, the state will begin lifting various stay-at-home orders that have shuttered businesses as diverse as gyms, bowling alleys, barber shops, nail salons, and massage therapists. While we share the Governor's desire to restart the economy, Rubicon's first priority remains the health and safety of our employees and our community.

Here is what we are doing to make that happen. On Monday, April 20, 2020, we established the Rubicon Back to Work Committee, comprised of a diverse set of leaders from across the company's departments including Human Resources, Legal, and Strategy. You will be learning more about the important work of this Committee in the coming weeks during All Hands meetings. The Committee will be taking a holistic approach to this task, evaluating and executing all aspects of a gradual return to work across our nationwide offices. Our promise to you is that we will only return to our offices at such times when it is abundantly clear that doing so is safe for each of you and our communities.

As of today, we do not believe that such a time is now.

As a result, Rubicon will be remaining in a remote work environment for the foreseeable future across all of our nationwide offices, including our Atlanta headquarters, and we will not be rushing to re-open our physical office spaces in light of the Governor's timeline for returning many Georgians to work. We believe that this decision is in the best interest of each of you, our customers, our partners, and our community.

If you have any questions, please contact Human Resources.

Sincerely,

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