

27 April 2020

Dear Valued Customers and Business Partners,

## **FURUNO SINGAPORE – WE ARE OPERATING BETWEEN 7 APRIL TO 1 JUNE 2020**

With the most recent announcement made by Singapore Government Multi-Ministry Taskforce on the ***tightened measures*** in view of the current situation to further reduce transmission of COVID-19, including the ***extension of the circuit breaker by another 4 weeks until 1 June 2020 (inclusive)***.

Furuno Singapore Pte Ltd remains listed by the Ministry of Trade & Industry (MTI) as a provider of essential services and will remain operational, *while complying with MTI's progressively allocated manpower allowed to perform work at our Company's premises and at our partner's worksites.*

While we continue to serve our customers and partners, we wish to highlight that Furuno will continue to adopt new measures to ensure the safety of our customers and employees. Some of the measures we have taken so far are:

- 1) A ***Work from Home Policy*** for our employees
- 2) Only a ***minimum number of Allocated Essential workforce*** will work in the office and worksites
- 3) ***Implemented Safe Distancing measures*** to reduce physical interactions by:
  - Reducing the need for and duration of physical interactions by conducting discussions and meetings virtually, over the phone and via email;
  - Introducing Staggered working hours;
  - Postponing all group events
  - Implementing split team arrangements; and
  - Ensuring clear physical spacing of at least 1m within our Company premises
- 4) Twice a day ***temperature taking*** for all our employees;
- 5) Visitors, Contractors and staff who enter our Company premises must have their temperature taken and registered via **SafeEntry**, a Cloud-based visitor registration system developed by the Singapore Government Technology Agency (GovTech).

We seek your kind understanding and patience for any delay in response or the timely manpower allocation for your projects during this challenging period.

Thank you for your continuous support and let's work together to overcome this crisis.

Best Regards,  
**FURUNO SINGAPORE PTE LTD**

Ong Tiong Wee  
Head of Sales

Susie Yap  
Head of Operations