

2020-04-07

To our valued customers

Konan Medical, Inc.

## **Konan's Measures against Novel Coronavirus (COVID-19) Infection**

We would like to express our deepest sympathies to all those affected by novel coronavirus infection (COVID-19).

Placing the highest priority on ensuring the safety and health of our customers, business partners and employees, we are making efforts to prevent the spread of infection based on guidance of government authorities and requests from local governments to refrain from going out as follows.

### **Our Measures**

#### **1. Work style**

- Employees are encouraged to work from home.
- Employees who come to the office are encouraged "not to use public transportation" and "stagger their work schedules" .

#### **2. Work policy**

- Employees are urged to practice hand-washing, gargling and cough etiquette.
- Hand sanitizer is installed at several locations in the company.  
Employees carry hand sanitizer with them on business trips or going out.
- The physical condition of all employees is thoroughly checked on a daily basis.
- In case the employee develops cold symptoms, he/she is instructed to stay home and check with the local government consultation office.
- Nonessential domestic and international business trips are cancelled or postponed.
- Nonessential visitors and visits are cancelled or postponed.

#### **3. Measures to avoid Three Cs (Confined spaces, Crowded places and Close contact)**

- Thoroughly conduct remote meetings.
- Thoroughly ventilate the workplace regularly.

Above information may be reviewed appropriately as circumstances change.

We will continue to do our best to support our customers, however, it may take some time for some countries and regions to provide products and services, which may cause inconvenience to you. We would appreciate your understanding and cooperation.