

To whom it may concern

April 3, 2020  
Eagle Industry Co., Ltd.  
KEMEL Sales Dept.

### **Notice of Teleworking to Prevent the Spread of New Coronavirus Infection**

We have been encouraging our employees to work at home, use flexible hours and work at different times etc. to prevent the spread of the new coronavirus infections. In response to the current situation of the spread of the infections in Japan and requests for voluntary restraint by local governments to go outside, we would like to announce that we will implement teleworking as a general rule as follows.

1. Workplaces subject to teleworking

KEMEL Tokyo Branch

2. Teleworking period

From April 6, 2020 (Monday) to May 1, 2020 (Friday)

\*We will be closed from May 2 (Saturday) to 10 (Sunday) for golden week holidays.

3. Contact and inquiries during teleworking

The office phone will be suspended for teleworking period.

Please note that during this period, we will only respond to inquiries made using the "Contact Us" form on our website.

If you already have a business relationship with our company, please contact the person in charge by e-mail or mobile phone.

(Inquiries)

Japanese: <http://www3.kemel.com/jpn/inquiry/>

English: <http://www3.kemel.com/inquiry/>

Chinese: <http://www3.kemel.com/chi/inquiry/>

We will promptly announce if the teleworking period will be changed due to the spread of the infection.

We apologize for any inconvenience this may cause to our customers and related parties, and thank you for your understanding.

END