



Announcement: New Actions to Address the Coronavirus
Telework system implemented for Saki employees working at the Tokyo headquarters

Tokyo, Japan – 26 March 2020 – [Saki Corporation](#), an innovator in the field of automated optical and X-ray inspection and measurement equipment, announces an additional action that Saki will begin today to avoid the spread of COVID-19. Saki has been taking actions since March 2, 2020 to limit the worldwide spread of the Coronavirus. To prevent the virus's transmission to relevant parties and protect our employees and their families, Saki is implementing new procedures to respond to instructions and recommendations from governments and other public authorities.

We are truly sorry for any inconvenience caused by the change. Your understanding is greatly appreciated.

(New action)

- As of March 26, 2020, a Telework system will apply to employees working at Saki headquarters in Tokyo, Japan.

(Ongoing actions)

- Encourage employees to measure body temperature every morning; employees must stay at home if their temperature is 37.5° C or higher and/or they do not feel well.
- Employees must stay at home if they, or one of their family members with who they share a household, have been identified as having had close contact with someone who tested positive for Coronavirus.
- Encourage sanitization by using alcohol wipes and frequently ventilating indoor areas.
- Stop non-urgent business trips by employees and visits to Saki's offices and factories by customers or partners (we will determine the necessity after deliberation with each party).
- Encourage teleconferences instead of face-to-face meetings.
- Encourage commutes during less-busy hours.
- Encourage teleworking when the employee has difficulty coming to the office (i.e. when the children's school is closed).
- Ask employees to sanitize hands and wear masks regularly.

We will continue taking preventive measures against the spread of the Coronavirus in line with the government's policy and action plans. The safety of our customers, business partners, employees, and



their families is the top priority at Saki.

Our factories will operate as usual as of March 26, but the supply chain and other production processes might be affected if the outbreak lasts a long time. In those cases, we will report the potential issues to relevant parties and discuss countermeasures with them in a prompt manner.

See the contact information below in case you have any questions.

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