

# Notification Regarding Mitigation Measures for the Coronavirus Disease 2019 (Update)

We would like to inform you of SMC Corporation's current mitigation measures taken to cope with the Coronavirus Disease of 2019 (COVID-19) as described below.

## 1) Production and Shipment Situation

## A) China Situation

- Since February 3<sup>rd</sup>, SMC's Chinese Factory has gradually resumed normal operations following the end of the Chinese New Year Holiday. Since then, full scale production has been maintained since February 10<sup>th</sup>, 2020.
- Shipments and customs clearances for imports and exports to and from China fully recovered after February 3<sup>rd</sup>. Even though there have been delays in air freight shipments due to flight restrictions, we have seen no major effects to our shipments.
- SMC has sufficient stock of parts and products to supply our customers without interruption.
- Earlier issues related to logistical stagnation within supply chains have been solved.
- We have seen increased demands for medical goods production lines and medical equipment. As such we are utilizing our utmost efforts to fulfill our social responsibility by working on weekends, holidays and overtime to meet these increased demands.

### B) Japan Situation

All SMC's factories in Japan are maintaining normal production in order to supply required products to support the production of vital medical equipment and goods.

Our employee attendance ratio for all factories in Japan have remained unchanged and we have no interruptions in our production.

SMC's Japanese Factories have been implementing the following measures to prevent the spread of the disease.

- Installation of alcohol disinfectants and implementing thorough hand disinfection.
- Installation of non-contact thermometers and prohibiting the entry of people who exhibit symptoms of the disease.
- Factories are forbidding the entry of persons infected by COVID-19 or those that have been in contact with persons infected by COVID-19.
- Requesting that suppliers refrain from visiting our factories. (However, normal deliveries of goods are accepted.)

SMC's Japan R&D and production back-office sections have implemented shifted work schedules in consideration of avoiding disruptions with servicing customers.

## 2) Sales Situation

A) China Situation

- All of our Chinese Sales branches are operating as normal.
- Japanese expatriates who were instructed to return to Japan have been gradually returned to China and have resumed work within the country.

B) Japan Situation

- Employees working at the SMC Headquarters and our Japanese sales branches are implementing shifts and flexible working hours (flex time).
- Our Japanese sales branches are operating as normal. For those customers that cannot accept visits by SMC salespersons, we are corresponding with them via email and telephone calls.
- We have postponed our participation in industry exhibitions.
- 3) Other Mitigation Measures

We are taking the following measures to prevent the spread of the disease:

- Cancellation of business trips or meetings that are considered to be insignificant or non-urgent.
- Promoting the use of telephone or video conferences.

Respectfully,

For further inquiries, please contact below: e-mail: <u>disclosure@smcjpn.co.jp</u>