

Rexx/COVID-19 update

17 March 2020

Dear valued Client,

With Coronavirus (COVID-19) now in South Africa, I would like to update you on our position as a company and the measures we are taking at this time. Our highest priority is to put systems and provisions in place that assist in keeping our employees and clients safe and healthy.

The evolution of the Coronavirus is a high priority. We are mindful that these are early days for the virus in South Africa and so we are closely monitoring the situation via the Department of Health and the World Health Organisation

As it stands, our goal is to continue running the business and serving our clients without interruption to the largest extent possible. At the same time, we are being vigilant as the situation evolves and taking appropriate and timely actions to mitigate risks wherever possible.

“As a positive move to avoid unnecessary contact we are offering to deliver all orders received within our areas of operation free of charge – don’t come to us we will deliver to you! Thus reducing and controlling all work place contact.”

At this point, none of our employees have been impacted by the virus, nor are we aware of any instances with any of our clients, supply chain or other partners. We are engaging in an interactive process with employees, customers and partners as needed to determine whether they have been impacted and what, if any, impact that will have on our operations going forward.

To give you a sense of precautionary measures taken with regards to our staff:

- We have a continuous communication strategy in place with our employees on COVID-19;
- We are encouraging heightened personal hygiene practices as well as regular sanitising of regularly touched surfaces in the work place.
- Staff are requested to exercise judgment in making personal decisions that could put others at risk.
- We expect all of our people to comply with applicable regulatory mandates, and seek medical attention and avoid contact with colleagues if they are feeling ill
- We have implemented a travel ban for non-essential travel. We encourage the staff to avoid large crowds and use Video-conference / telephony where possible for communication
- Anyone who has travelled to an identified high-risk country must go on self-quarantine for 14 days and return with a medical certificate

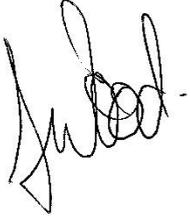
We will keep you informed of any changes in operations.



If you have any questions or concerns, please feel free to contact me.

Wishing you good health and all the best during these exceptional times.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Steve Harcourt-Wood', with a small horizontal line at the end.

Steve Harcourt-Wood

green technology... more than just colour

