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**MONITORING AND CONTROL LABORATORIES (PTY) LTD**

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Dear Valued customers/business partners

**IMPLICATIONS OF COVID-19 LOCK DOWN**

In terms of President Ramaphosa's address to the nation as well as the measures Gazetted by the South African Government, MCL is designated as an essential service. In light of this, as well as the lock down of the country, we have commenced implementation of our Business Continuity Plan, which will be fully implemented by no later than close of business on Thursday, 26 March 2020.

In order to ensure continuity of our business operation, the following measure will be enforced:

- All technical and support staff will be fully operational from remote locations and will have full access to all required systems. In the event of any prolonged operational issues, these individuals will have the required permits to report to the office or customer site.
- All other sales and administration teams will be fully functional from home office and have access to communication tools, including mail, telephony, etc.

We have established a team of key individuals to address any incidents that may require technical or sales support.

Sales	<a href="mailto:sales@moncon.co.za">sales@moncon.co.za</a>	Tamara van Schalkwyk	082 446 8126
Exports	<a href="mailto:exports@moncon.co.za">exports@moncon.co.za</a>	Devina Dalasile	071 212 0076
Technical	<a href="mailto:kgovender@moncon.co.za">kgovender@moncon.co.za</a>	Kerserie Govender	082 974 6083

Please be assured that we have implemented processes to ensure that the operation continues as normal as possible with a skeleton staff. Should you have any concerns or require assistance during this testing time, please feel free to contact any of the abovementioned staff.

We take this opportunity to wish you, your families as well as your staff strength over the next three weeks.

Yours faithfully,

Richard Hattersley  
Managing Director