

Date: Nov 30, 2020

Update from ValueMomentum's COVID-19 Task Force Coordinators

To ValueMomentum Associates, Clients' Task Force Representatives and Partners,

We hope this message finds all of you safe and well.

- 1. 5 of our Associates in India are currently positive for COVID-19 and under treatment. We have no reported cases amongst US Associates. We wish all those affected a speedy recovery.
- 2. The Task Force has continued to monitor the COVID-19 situation. In light of the most up to date information, we have determined that work from home will be extended to at least until March 31, 2021. However, to accommodate unique situations specific to individual projects, we are enabling some project teams to work at ValueMomentum Towers in Hyderabad. The concerned CSDs and Function Heads will decide which teams will be required to work from office and will take prior approval from the Task Force Coordinator. ValueMomentum Towers has instituted safety protocols and social distancing guidelines which will need to be strictly adhered to. These guidelines will be published to all associates.
- 3. Please continue to exercise abundant caution and follow safety guidelines during the upcoming holiday season.

As always, do stay safe and diligently adhere to the guidelines issued by your local governments and health authorities to keep you, your family and your community <u>safe</u>, including <u>guidelines</u> on what to do if you fall sick.

Please do not hesitate to contact your Task Force Leader with any questions or concerns you may have. Do keep checking COVID-19 website and Teams (US & India) channels regularly. You can also reach the Task Force at CTF@valuemomentum.com.

Wishing you and your families health and safety,

Gopi Gade ("GK")
Task Force Coordinator

Uma Gogineni Task Force Coordinator