



Dear Business Partner,

The current situation of the worldwide spread of the novel corona virus (COVID-19) requires measures that have a major impact on business and professional life. We, at Axtel are available for you via e-mail and telephone or even virtual meetings. In order to maintain our capabilities to continue our business, we have abided by the guidelines provided by State/ Central Government and World Health Organisation. The following measures have also been incorporated:

- Clear and strict compliance towards personal hygiene and recommendations for conduct
- Restrictions on business travel, even once travel options are available
- Replacement of Customer and Vendor visits by web-based conferences
- Strict adherence to physical distancing at all areas of the workplace

While manufacturing is presently delayed, as long as we can count on our vendors and sub-suppliers (SEW, Festo, Aerzen; etc.), going forward we shall endeavour to meet delivery timelines. However, due to possible delays from any link of the supply chain, our delivery times can be slightly longer than planned.

Let's stay strong, support each other and work in harmony, contributing our bit to bring the economy back on track.