

## Office Closure Due To Movement Control Order

Kuala Lumpur, 17th March 2020 – As per the Malaysian government's decision to invoke the Movement Control Order, all of our offices in Malaysia will be closed from 18 March 2020 (Wednesday) until 31 March 2020 (Tuesday). Our office will reopen on 1 April 2020 (Wednesday).

As our employees will be working from home, we endeavour to operate our business as usual. However, unforeseen delays may occur in the delivery of our services for which we seek your kind understanding.

We are still waiting for updates from regulators on whether there would be any extension of compliance deadlines. Do look out for announcement(s) from relevant authorities in this respect.

During this period, you are advised to:

1. Contact our manager-in-charge directly via mobile phone during this period.

As calls into the office may not be answered, please speak to our manager-in-charge of your project to secure a contact point during this period to ensure smooth communication and timely updates for your project.

2. Explore alternative communication channels instead of face-to-face communication.

As the Movement Control Order would limit our travel, it would be physically impossible to hold a face-to-face discussion or meeting. Please discuss with the manager in charge of your project on your preferred communication channel, i.e. Email, Whatsapp, Skype Meetings, Google Hangouts, or any other channels you are comfortable with.

While the way we conduct business will change amidst these difficult times, we remain committed to maintain as best possible our service levels.

We will continue to monitor the status of the COVID-19 outbreak while abiding by the guidelines and advice provided by the health authorities. Should you have any further enquiries, please do not hesitate to contact our Corporate Communications Department at corp.comm@bakertilly.my.

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