

MEMO



TO All Sika Valued Customers
FROM Commercial Finance Department
SUBJECT Enhanced Community Quarantine - Company Status
DATE May 05, 2020

Dear Sir/Madam,

We hope this letter finds you safe and in good health condition.

As you may know, COVID-19 Inter-Agency Task Force for Management of Emerging Infectious Diseases Resolution No. 30, issued April 30, 2020, states that “*manufacturing companies and suppliers of equipment or products necessary to perform construction works*” are now allowed during Enhanced Community Quarantine (ECQ).

In reference to this, Sika Philippines Inc., a multinational engaged in the manufacture and sale of construction chemicals, has resumed its production and delivery operations beginning May 4, 2020.

We have taken measures to strictly comply with the government’s guidelines on health and safety protocols specific to resumption of work for our plants located Las Piñas and Taguig City.

Our administrative departments are still operating on a ‘work from home’ arrangement but is provisioned to carry out customer orders.

We encourage you to get in touch with your assigned sales representative for processing of your orders. Alternatively, you may also call our customer support specialists thru numbers below:

Customer Specialist	Mobile No.	Assignment
Kristine Tan	09178745249	Las Pinas
Bernadette Caasi	09178745247	Las Pinas
Regina Garcia	09178900295	Taguig
Joharra Castillo	09173069092	Taguig

Take good care of yourselves and be safe.

Best regards,

(Original Signed)
Mariquiel Galicha
Customer Service Supervisor

(Original Signed)
Johnson De Leon
Finance & Pricing Sr. Manager

(Original Signed)
Olive Mamino
Finance Controller

(Original Signed)
Christophe Lejeune
General Manager

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