

2<sup>nd</sup> April 2020

To our valued clients,

### **COVID 19 - Impact on Modular WA**

Whilst our operations have necessarily been modified to cope with the impact of the coronavirus, we wish to confirm that Modular WA's manufacturing yard and site based activities are continuing with minimal disruption.

A number of Modular WA's office staff are working from home and we have implemented measures to ensure social distancing is in place for the essential staff working from our Challenge Boulevard office. All of our business management systems are cloud based and we are able to continue to offer the same level of service and reliability you would expect from normal operations.

We are taking sensible precautions to ensure our workforce remains fit and healthy. We are sure you are doing the same. In particular, we are emphasising the relevant personal hygiene and safety standards to our employees, manufacturing yard contractors, and site based installation contractors. We are using guidelines issued by the relevant authorities and construction industry groups to help ensure we keep risks within the workplace as low as possible.

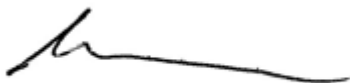
We wish to advise that in line with Government advice access to our display homes has been limited to "by appointment only". We also advise that it is our strong preference to conduct all business with our clients by email or over the telephone as this will limit person to person contact. If it is absolutely necessary for you to visit our premises in Wangara or one of our building sites we ask that you contact us prior to your visit to see if we can accommodate the meeting. We will need to take into account the relevant social isolation guidelines before confirming that the meeting can go ahead.

At this point in time, the delivery of buildings to regional Western Australia has not been impacted by the WA Government imposed travel restrictions. We are hoping that we can continue to deliver buildings and will advise you should circumstances change at any point in the future.

We remain ready and able to manufacture and install all buildings on our current order book and will keep you updated with any new developments as we do everything we can to manage our business through these challenging and difficult times. Please do not hesitate to contact us should you have any questions regarding our business operation and/or your individual project.

Yours faithfully,

**Modular WA**



**Errol Davies**  
Director



**Jason Sjoland**  
Director