Doc Ref: EBM060 – REV003

**Coronavirus AKA COVID-19**

**EMCELs Response**

As you are aware there is currently a worldwide pandemic regarding the spread of Coronavirus (COVID-19).

EMCEL Filters Ltd are following the official Government guidelines and reviewing measures that may be required to be implemented depending on how the situation progresses.

In line with this EMCEL are committed to keeping the factory and offices operational while it is safe to do so.

EMCEL are currently running a closed door policy as a direct response to the pandemic. We are not allowing site visits to or from EMCEL for the foreseeable future. If you require an in-depth discussion during this period please contact our Sales Team / Purchasing Team and we will arrange for a video call.

Notes for Customers:

Please be aware that our lead times, both quoted and acknowledged on our acknowledgments, may be subject to change due to supply chain disruption and / or a reduced work force. Please be assured that EMCEL will do our utmost to ensure that as many orders as possible leave us on time. If your order is subject to delay we will be in contact.

Your orders will continue to be sent as normal subject to prompt payment of invoices and government guidelines.

Notes for Suppliers:

Our Accounts team will either be in the office or working from home depending on the guideline changes. We will continue to pay our invoices promptly in order to maintain our working relationships.

Deliveries will continue to be accepted as normal.

Please help us to maintain our throughput by ensuring all orders are delivered on time and in full. If you are experiencing any issues with supply please let our Purchasing Team know in writing as soon as possible. EMCEL will not be accepting early deliveries unless these have been requested.

We appreciate your support and commitment to EMCEL during this critical time.

Statement Released: 17th March 2020