

April 2nd, 2020

To our Valued Clients,

Chez Vous Co.,Ltd.

Service provision measures against the spread of the new coronavirus

In light of the spread of the new coronavirus, Chez Vous is taking the following measures in consideration of the health and safety of our clients and employees.

1. Infection prevention taken by Chez Vous staff

- (1) Keeping good hygiene through sleep and nutrition to increase immune system.
- (2) Encouraging hand washing and gargling.
- (3) Wearing mask during work.
- (4) Set up of prompt report if
 - Staff or a cohabitant is feeling unwell.
 - Staff or a cohabitant has been infected.
 - Recent return from overseas by staff or a cohabitant.

2. Request of advance notice to our clients

Please contact Chez Vous in advance to prevent any infection spreading:

- (1) You or a cohabitant is feeling unwell.
- (2) You or a cohabitant has been infected.
- (3) Recent return from overseas by you or a cohabitant

3. Regarding cancellation of services and changes in service requests

Depending on the condition of our staff or clients, we may stop or reduce the services.

We appreciate your understanding in preventing the spread of the virus and ensuring the safety of all our clients and employees.

If you have any questions or request, please feel free to contact our office.

These policies may be updated depending on the evolution of the situation.