

**TO:** TT Electronics Customers  
**FROM:** Richard Tyson, CEO, TT Electronics  
**SUBJECT:** Coronavirus 2019-nCov Update – Malaysia Operations  
**DATE:** March 17, 2020

**MEMORANDUM**

As we are all aware, the situation regarding the Coronavirus outbreak continues to evolve rapidly across the globe. Thank you for your ongoing support and understanding as we navigate this together.

Please be informed that our operations in Kuantan, Malaysia will be suspended effective from 18<sup>th</sup> March to 31<sup>st</sup> March 2020 in line with the directive from the Malaysian Government to mitigate the spread of the COVID-19 within the country. The official notification letter from the Malaysia Authority can be found attached to this email, for your reference.

Kindly take note that this is a “Movement Control Order” imposed by the Malaysian authority to contain the spread of COVID-19 and the situation will be monitored closely.

Due to this unforeseen event, we are anticipating some delays to planned customer deliveries from our Malaysia facility. We will provide recovery plans for affected items once operations resume, which is tentatively after 1<sup>st</sup> April 2020. Mitigating the risk of business disruption as much as possible remains our priority.

At this time, deliveries from China remain uninterrupted and will be coordinated by our customer service team whom will be working from home during this period. Rest assured that all of our staff can be contacted through your normal channels without disruption, and we stand ready to answer any specific questions that you may have. Again, we appreciate your understanding during this difficult time.

Best Regards,

Richard Tyson  
CEO