



# MABUHAY VINYL CORPORATION



16 March 2020

**Philippine Stock Exchange ("PSE")**  
Philippine Stock Exchange Tower,  
5<sup>th</sup> Avenue, corner 28<sup>th</sup> St. Taguig City  
Bonifacio Global City

**Attention: Ms. Janet A. Encarnacion**  
**Head, Disclosure Department**

Dear Ms. Encarnacion:

Pursuant to the Notice issued by the Securities and Exchange Commission ("SEC") to Publicly Listed Companies dated 12 March 2020, we would like to inform the investing public that **MABUHAY VINYL CORPORATION ("MVC" or the "Company")** shall remain in operation subject to the regulations enforced by the Philippine government, its Local Government Units ("LGU") and relevant government agencies, in the areas where the Company operates.

The business impact of the COVID-19 pandemic cannot be fully determined due to changing situations and regulations issued by the national and local governments. At the time of this disclosure, MVC is operating normally but with reduced manpower at offices, plants, and warehouses. Inventory of raw materials and traded commodities are at normal levels and deliveries to customers are completed successfully.

Precautions are being taken to ensure the health and safety of our stakeholders. The Company issued guidelines and measures to mitigate and combat the spread of the COVID-19 pandemic in its community, including the following:

1. Work-from-home or skeletal workforce scheme for employees;
2. Provisions of 70% ethyl alcohol solution and sanitizers are available in all strategic areas of the workplace;
3. Proper and regular sanitation and disinfection of the workplace;

4. Social distancing measures are observed by employees, as recommended by the Department of Health ("DOH");
5. Employees are advised to go home should they have two or more of the symptoms of COVID-19. Employee shall seek appropriate medical care if there is persistent fever, when difficulty of breathing has started, or when he/she becomes weak;
6. If an employee tests positive for COVID-19, all other employees shall undergo self-quarantine for fourteen (14) days and shall present a "Fit to Work" clearance from a physician before the employees are permitted to return to work;
7. If an employee's family member living in the same household tests positive for COVID-19, the employee shall undergo self-quarantine for at least fourteen (14) days;
8. The Company shall coordinate with the LGU and DOH should there be a confirmed case among its employees and contractors.

The Company shall closely monitor updates from the DOH and other relevant agencies regarding COVID-19. Further, the Company shall take additional measures as mandated by the national and local governments.

Should you wish further clarification on the matters contained herein, please let us know.

Very truly yours,



**MA. MELVA E. VALDEZ**

*Corporate Secretary*

CC: **EDWIN LL. UMALI**  
*President*