

2021.01.14

Response by Nikken Sekkei & the Nikken Group to Preventing the Spread of COVID-19

Nikken Sekkei Ltd. and the Nikken Group have taken measures to prevent the spread of COVID-19, such as voluntarily refraining from business trips as a general rule to and from the Tokyo metropolitan area, Kanagawa, Saitama and Chiba prefectures, since the Japanese government announced a state of emergency for COVID-19 on January 7. Over the past few days, the declaration has expanded to cover additional areas, and we have made the following changes to our work policies until February 7, in continued consideration of the safety and health of our clients and employees in Japan and to ensure the smooth operation of our business practices.

As a general rule, employees have voluntarily refrained from business trips to and from the metropolitan area and three prefectures (Tokyo, Kanagawa, Saitama, Chiba) since January 8. However, from January 14, employees will voluntarily refrain from business trips to and from the areas covered under the state of emergency.

We will continue to implement the following measures:

- We will limit the number of employees at our offices and recommend that staff work remotely.
- On a project-by-project basis and with the agreement of all parties involved, external meetings will be conducted mainly via web meetings or over the telephone.
- If an employee has a fever of 37.5°C or higher, they will be restricted from entering Nikken Group offices. Staff are requested to wear masks and sanitize their hands when visiting the office.

In the event that a face-to-face meeting or inspection at the supervision stage is unavoidable, we will strive to ensure that work is conducted with as much consideration for safety and health as possible, with the agreement of all parties concerned.

We are aware that these measures may cause considerable inconvenience to our clients and other parties. However, we will continue to maintain close communication with you and thank you for your understanding.

If you have any questions or concerns, please do not hesitate to contact us.