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15 May 2020

Dear Valued Partners,

With the recent announcement of IATF putting NCR under Modified Community Quarantine, please be informed that our office will partially open effective May 18, 2020.

Though we will be working on a skeletal work schedule, we want to assure you that given our limited capacity, our staff will be most willing to accommodate all your concerns on best effort.

The safety and welfare of our people is our priority. Please stay safe everyone as we all return back to business.

Very truly yours,

Echie Maniquiz-Resos President