

To whom it may concern

April 8, 2020  
NOK Corporation

NOK's Response to the Declaration of a State of Emergency

Thank you very much for your ongoing business with us.

From the perspective of preventing the spread of the novel coronavirus, we have thus far instructed our employees to stagger their commuting times and some to work from home. To further reduce the risk of infection, we have decided to order all employees working at the head office, branches and plants in the areas covered by the declaration of a state of emergency to work from home in principle.

**<Implementation outline>**

1. Content: Teleworking for all employees at workplaces in the areas covered by the declaration of a state of emergency
2. Period: From April 9 (Thu.), 2020 to May 10 (Sun.), 2020  
(We are closed from May 2 to May 10 due to the Golden Week holidays.)

For the period mentioned above, the targeted employees will work from home in principle according to the content of their work.

With regard to customer meetings, we would ask you to use telephone conferencing, web conferencing, etc. if they are not urgent.

**<Inquiries>**

As per the implementation of the above-mentioned teleworking, we would ask you to contact us via e-mail or our "Inquiry Form" from April 9 (Thu.), 2020 until further notice.

We will not respond to inquiries made to landline phones and via fax at the head office, branches and plants in the relevant areas.

If you need immediate assistance, please contact your NOK representative on their cellphone or by e-mail. If you do not know how to get in touch with your contact person, please contact us using the Inquiry Form below.

<p>NOK Website - Inquiry Form <a href="https://www.nok.co.jp/contact/">https://www.nok.co.jp/contact/</a></p>
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With the implementation of teleworking, there will be cases where it may take some time to answer the phone and respond to inquiries made via the Inquiry Form. Please understand this in advance. In addition, we may not be able to receive posted materials including registered mail and sent articles including parcels.

We apologize for any inconvenience this may cause you. We would appreciate your understanding.