



LINCOLN LEGAL SERVICES (MYANMAR) LIMITED

CONVENIENCE TRANSLATION - ACCURACY NOT GUARANTEED

Republic of the Union of Myanmar
President's Office

Letter No. 158/1/1/President's Office

Date: 25th March 2020

To:

All Union Level Organisations
All Union Ministries
Nay Pyi Taw Council
All State and Regional Governments

Subject: **Matters concerning the prevention of the Coronavirus Disease 2019 (Covid-19)**

Reference: **Letter No. Kya Ma (23)/1/President's Office dated 13th March 2020**

1. The World Health Organization classified Covid-19 as a global pandemic on 11th March 2020 and, therefore, the President's Office issued [*instructions on*] preventive measures on 13th March 2020.
2. The Ministry of Health and Sports confirmed two positive Covid-19 cases (male patients) on 23rd March 2020 and one positive Covid-19 case (male patient) on 25th March 2020 after laboratory tests. Therefore, all offices shall comply with the following instructions to prevent the spread of the disease and to maintain office service:
 - (a) Only 50% of the employees shall be working during office hours.
 - (b) The remaining 50% shall work from home and, if required, be available to come to the office during office hours.
 - (c) The Ministry of Health and Sports shall be notified of any suspicious case and, if required, the suspicious case shall be quarantined; cooperation is obligatory.
 - (d) The directives issued by the Ministry of Health and Sports concerning Covid-19 shall be strictly complied with.
 - (e) Visits by guests to the residence of the employees shall be reduced.
 - (f) It is not allowed to travel or leave the office without prior approval.



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3. Above instructions shall come into force on 26th March 2020 and remain in force until further notice. The remaining departments shall strictly monitor compliance with above instructions.

(Signature)

Khin Latt, Permanent Secretary

Copies to:

President's Office (all departments)
Office of the Union Government

About Lincoln Legal Services (Myanmar) Limited

Lincoln Legal Services (Myanmar) Limited provides the full range of legal and tax advisory and compliance work required by investors. We pride ourselves in offering result-oriented work, high dependability and a fast response time at very competitive prices. Please do not hesitate to contact us:

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