

From: ValueMomentum COVID-19 Task Force <CTF@valuemomentum.com>
Sent: Friday, April 3, 2020 4:07 PM
To: ValueMomentum COVID-19 Task Force <CTF@valuemomentum.com>
Subject: Report of the Covid-19 incident with one of our associates

Dear Associates, Client Task Force Representatives and Suppliers,

We are writing to inform you that one of our Associates is possibly infected on account of exposure to a family member who has tested positive with COVID-19. Please join the Task Force in wishing our Associate a speedy recovery.

As before, while being mindful of our associates' privacy, The Task Force is sharing this information to help all of us take informed actions and precautions for our safety and that of our communities.

Incident Summary	On 4/01/2020, ValueMomentum's COVID19 Task Force became aware that one of our NJ Associates has been exposed to a person in their family who has tested positive for COVID-19. This Associate reports into our NJ Head office but, on personal request, has been working from home since October 2019.
Date of potential exposure	As reported by our Associate, it is very likely that the exposure happened after 3/23/2020 while our Associate was working from home in NJ.
Was the Associate in any of the Client's or ValueMomentum's offices on or after the date of exposure?	The Associate started working from home since October 2019 and has not visited any of the Client's or ValueMomentum's offices since 12/1/2019.
Did the Associate interact at work with anyone working for the Client or ValueMomentum?	After 12/1/2019, our Associate has not interacted in-person at work with anyone working for the Client or ValueMomentum.
Did the Associate interact outside of work with anyone working for the Client or ValueMomentum?	Our HR spoke with our Associate and has a confirmation from them that, after 12/1/2019, they have not interacted outside of work with anyone working for our Client or ValueMomentum.
Is the Associate currently showing symptoms for COVID19?	No, but they are currently in self-isolation at home.
Has the Associate been tested for COVID19?	No, but they have been exposed to a family member who has tested positive.

At this time, we believe this information is sufficient. Information about the location where our Associate worked is being provided to our other associates who worked at that location.

All of us at the Task Force (and surely all our Associates) are very appreciative of the fact that our Associate, at a time of great personal difficulty, has reached out and informed us of their situation and provided us with the above information. This information can help us take necessary precautions. It is also helpful in reducing anxiety where it is not needed.

Please join us in wishing our Associate a speedy recovery.

Gopi Gade ("GK")
Task Force Coordinator – US
ValueMomentum