

Hi Namely Client Community,

Our 24-hour news cycle is surrounding us with minute-by-minute updates on the continued global spread of the Coronavirus (COVID-19). Like ours, your business is likely busy responding to questions regarding employee safety and business continuity in light of the outbreak. As a result, I would like to update you on the status of Namely's business continuity plans.

As a SaaS (Software-as-a-Service) platform, Namely is well positioned to be able to provide your company with uninterrupted service and support no matter where our employees are located. Additionally, we are committed to following the direction from the authorities, which for the moment is primarily focused on emphasizing social distancing wherever possible.

In response to this guidance, late last week Namely initiated Phase II of its business continuity plans, which included moving all of the company's office-based employees in New York, San Francisco, and Atlanta to full-time remote work. This means that our call center has transitioned in a fashion that should allow it to be fully operational as of today to meet your support needs for payroll processing today and into the future.

We are also well into transition planning to ensure paper documents will continue to be produced and delivered on time using security best practices. Lastly, we are deep into preparations to be able to properly complete quarterly filings under an assumption that we do not get an extension from the jurisdictions (although we expect that to be the case).

We will continue to proactively update you on our operational plans as this situation continues. Our hope is that by doing so this will ease any concerns or questions you may have, especially in light of the critical employee services Namely provides.

Should you have any follow-up questions regarding this subject, please feel free to reach out to me directly at innercircle@namely.com.

Larry Dunivan
CEO, Namely