



National Development Bank of Palau Covid-19 Preparedness Press Release April 3, 2020

As the Covid-19 virus continues to spread throughout the world NDBP has taken a number of steps to we can assist in preventing the spread of the virus, protect the health and well-being of staff, customers and the community and provide a continuation of service.

Customers:

- No more than 2 customers at a time in the bank lobby.
- All customers to sign in and hand sanitize.
- Customers are encouraged to phone for an appointment or you may contact your loan officer by emailing enquiries@ndbp.com
- If you are experiencing any flu symptoms (such as coughing, fever, sneezing and/or runny nose) please avoid coming to the bank.
- Drop-off box at the front of the bank is to be used for delivery of all items other than payments. Payments are to be made at the bank counter.

Staff:

- Sanitize hands regularly.
- All staff to clean and sanitize their work area on a regular basis.
- Any staff experiencing flu symptoms must stay at home and seek medical attention immediately. A period of isolation/quarantine will be enforced.
- Practice social distancing at all times.
- Implementing work from home.

The Bank:

- Bank opening hours are **10.00am - 2.00pm** starting Monday April 6 and until further notice.
- Regular daily cleaning of all public areas such as counters, desks, chairs, door and door handles, walls, etc
- Regular cleaning and sanitizing of bank vehicles.

During this unprecedented time we thank our customers for their understanding and patience. We recommend that everyone stays safe and applies the prevention recommendations issued by the Ministry of Health. We will continue to monitor the situation closely and make changes as needed.

We can be contacted on 587-3955 or 587-6327 or by email enquiries@ndbp.com