

Sent:

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Memo from the desk of:
Nir Valtman
Chief Security Officer
PDC/Parameds.com/Womba

PDC/PARAMEDS.COM/WOMBA RESPONSE TO COVID-19 INQUIRIES

With a nationwide workforce strategically spread throughout the country, as well as the added benefit of utilizing many work from home resources, PDC/Parameds.com/Womba is uniquely positioned to handle a nationwide pandemic.

PDC/Womba has recently reviewed it's risk in relation to the scenario involving a Pandemic and projects a 100% up time.

Regardless, the following key items have been emphasized within our company:

Business Continuity Plan:

PDC/Parameds Business Continuity Plan (BCP) functions to ensure that PDC/Parameds can continue to deliver services at acceptable and pre-defined levels following a disruption in order to continually meet our customer's needs.

Through the output of the BCP, PDC/Parameds/Womba can not only meet all reasonable customer business continuity requirements but is well-positioned to effectively respond and recover should a disruptive event occur. As the spread of COVID-19 continues, the PDC/Parameds team continues to ensure proper preparedness and communication using our BCP Plan.

PDC/Parameds Business Continuity Program is designed to:

Protect the safety of PDC/Parameds employees and visitors;
Incorporate and define our Crisis Management Program;
Manage the impacts associated with a disruption to critical operations due to a loss or unavailability of necessary resources (including personnel, technology, facility, and suppliers);
Reduce business continuity-related risk; and
Integrate business continuity and preparedness into the corporate culture.

What PDC/Parameds is Doing:

Included in PDC/Parameds/Womba Business Continuity Plan are measures PDC/Parameds/Womba takes to address the threat of a pandemic. The following are a list of current steps we have put in place as prescribed in our BCP plan:

- Response Team continues to monitor CDC, WHO, NC4 for information
- Hygienic prevention tips emailed to PDC/Parameds distribution list
- Hygienic tips posted in bathrooms, lounges and other high traffic areas.
- Hand sanitizing stations have been placed in the office space at key ingress/egress locations

Additional info
Reference to the CDC link for COVID-19 updates.

<https://www.cdc.gov/coronavirus/2019-ncov/guidance-business-response.html>