Development
Research Initiative

dRi /Ad/ 200326-1 Date: 26/03/2020

NOTICE

Work from Home in Covid – 19 Situation

Dear Employee,

I hope you are keeping well and staying safe.

As the COVID-19 situation continues, protecting the health and wellbeing of our employees, partners, customer, families and the broader community remains a top priority at Development Research Initiative (dRi).

Recently, we are seeing an ease of social restrictions in various jurisdictions that we operate. However, out of an abundance of caution, and in effort to maintain health and safety of our employee, all dRi employees are to work from home until further notice.

We will continue to review and consider guidelines from governments to determine an appropriate time to update this arrangement. When we return to the office, we will prioritize the health, safety, and wellbeing of our employees, partners, and customers.

To enable efficient work from home, we ask you to:

- Please take your official laptop and other documents and equipment with you that you need to work from home.
- Please brought a stable and strong internet connection in your home to maintain connection.

Your supervisor will contact you to share your task via email.

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