



Dear Tradelink Customers,

Protective measures against Novel Coronavirus

To prevent the spread of Novel Coronavirus in the community and safeguard your health, we would like to draw your attention about the measures we have introduced that apply to attendees of our training classes which are held within the Tradelink premises.

- Anyone entering the premises of Tradelink must wear face masks and have their body temperatures taken.
- Anyone who has a fever or respiratory tract infections should not attend the class and should arrange to schedule a make-up class.

Specifically, we have taken further precautionous actions as follows to ensure a safe learning environment for customers attending our training classes:

- Training room facilities, furniture and equipment are thoroughly sanitized daily and after each class
- Seats in training room are spaced at least 1 meter apart
- Hand sanitizer for hands cleaning provided in training room

We assure you the wellbeing and safety of our customers and staff is our highest priority. Thank you for your support.

Tradelink Electronic Commerce Limited

致: 貿易通客戶

新型肺炎應變措施

為減低新型肺炎在社區傳播的風險，並保障客戶及員工健康，貿易通就於本公司範圍進行之培訓課程採取多項措施，謹請參加者注意：

- 凡進入本公司範圍人士必須佩戴口罩及接受體溫量度
- 如閣下出現發燒或呼吸道感染症狀，應避免上課及安排補課

為確保客戶有一個安全的課堂環境，我們特別採取以下針對性措施：

- 課室設施、傢私和設備於每天及每一節課後進行全面消毒
- 課室座位保持至少一米距離
- 課室備有酒精搓手液供消毒雙手

本公司重申一直以客戶及員工的安全和健康為首要考慮，感謝您的支持。

貿易通 謹啟