Actions Taken to Prevent COVID-19 Infections

We, at HOTEL, have taken the following measures to prevent COVID-19 infections in order to allow guests to enjoy our services at ease.

1. Placement of alcohol-based hand sanitizers

We have placed alcohol-based hand sanitizers at hotel entrances, front desk, restaurant entrances, and other locations and are encouraging guests to use them to maintain good hand hygiene.

- 2. Disinfection of public spaces with alcohol
- 3. Additional cleaning in guest rooms

On top of routine cleaning, we provide additional cleaning using an alcohol-based disinfectant for surfaces frequently touched by guests, such as doorknobs, light switches, room keys, TV remotes, refrigerators (handles), toilet flush levers, and other items.

- 4. Confirmation of the health condition of guests staying at our hotels Upon check-in, we are confirming guests' health condition.

 Should they feel ill, we will take prompt actions in cooperation with local health authorities and other relevant organizations.
- 5. Wearing of face masks by employees In consideration of guests' health and safety, our employees will offer services while wearing face masks.
- 6. Confirmation of employees' health condition

In order to serve our guests in a healthy condition, we ensure that our employees wash and sanitize their hands properly and closely monitor their health, such as by conducting pre-shift health checks.

In order to prevent the spread of infection, we ask all guests to cooperate with the following rules.

- (1) If you feel ill, please refrain from visiting or staying at our facilities.
- (2) We appreciate your cooperation for using alcohol-based hand sanitizers placed at entrances to disinfect your hands before entering our facilities.
- (3) When visiting our facilities, please respect social distancing guidelines and use elevators in small groups to avoid overcrowding.
- (4) If you start feeling unwell while in our facilities, please advise our staff immediately.

We appreciate your understanding and cooperation.