

Phase Two of National Recovery Plan Standard Operating Procedure – Penang Office

The government announced the implementation of the Phase Two of National Recovery Plan at Penang from 7 July 2021. Therefore our Penang Office will resume normal business hour starting from 8 July 2021. Nefful International shall do our best to ensure these standard operating procedures are put in place. The following measures will take effect in our office premise from 8 July 2021 onwards:

1. Partners who are visiting the Penang office premises are required to make an appointment with the Company before the visit. Click [here](#) to make an appointment with us or call our Customer Service for assistance. Walk-ins are not allowed;
2. Visitors are required to log into the MySejahtera upon entering the office premise, if it shows that high risk will be prohibited from entering the company;
3. All social activities, such as face-to-face meetings, lectures, etc., are prohibited, the conference room is closed to the public;
4. Ensure face mask is put on at all times;
5. Wash your hands or use the hand sanitizer before you enter the office premise;
6. Ensure separation of at least a metre to limit close contact;
7. Reduce or avoid proximity of physical interactions eg. Handshake and hugs;
8. Visits to the office is limited to 5 or fewer visitors at any one time;
9. Trying of products is not allowed till further notice;
10. Cashless payment mode and online ordering is highly encouraged;
11. Do not visit the office if you are feeling unwell; you are highly encouraged to shop on NIShop or place your orders through email.

Thank you for your understanding and support as we work together towards the prevention of COVID-19.

07.07.2021