



**6 April 2020**

## **ENHANCED COVID-19 MEASURES AT SIAC**

Dear colleagues and friends,

On 3 April 2020, the Singapore government announced additional measures to control the spread of COVID-19, including the closure of most workplaces with effect from 7 April 2020.

Although our offices will be closed from Tuesday 7 April 2020, SIAC will be fully operational and all our people will be telecommuting in accordance with these measures.

We are prepared and well-equipped for this transition. It remains our top priority to ensure that your case management needs are promptly and efficiently attended to, even during these difficult times.

Until SIAC's physical offices reopen, we kindly request that all communications with SIAC be via email.

- All queries relating to case administration should be directed to [casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg). Any queries relating to an existing case should be directed to the relevant SIAC Case Counsel. We request that you consider adopting the procedures set out in the **attached** SIAC Case Management Update to ensure minimal disruption to ongoing arbitration proceedings, and smooth access to our various services.
- All other queries should be directed to [corpcomms@siac.org.sg](mailto:corpcomms@siac.org.sg).
- Please refrain from sending physical copies of documents or other material, or facsimiles, to our office during this period.
- In the event that you have a time sensitive query which requires an urgent response, please call [+65 6713 9777](tel:+6567139777) or email [casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg).

We are grateful for your continuous support and trust. We hope you and your families are keeping safe and well.

If you have any questions, please feel free to reach out to us at [casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg) or [corpcomms@siac.org.sg](mailto:corpcomms@siac.org.sg).

The SIAC Team

**For more information, please contact:**

Singapore International Arbitration Centre

T: +65 6713 9777

E: [corpcomms@siac.org.sg](mailto:corpcomms@siac.org.sg)

W: [www.siac.org.sg](http://www.siac.org.sg)



2020年4月6日

## SIAC关于加强新冠肺炎疫情防控措施的通知

各位同仁、朋友：

2020年4月3日，新加坡政府宣布了控制新型冠状病毒肺炎疫情传播的补充措施，包括关闭大部分办公场所，该补充措施将在2020年4月7日生效。

尽管我们的办公场所将从2020年4月7日周二起关闭，SIAC的运行不受影响，全体人员将根据该补充措施的规定进行远程办公。

我们已为本次调整做好了准备并配置了相应的设施。我们的首要任务仍然是确保及时高效地满足您的案件管理需求，即使是在当前的困难时期。

直至SIAC办公场所重新开放之时，我们恳请各位通过电子邮件与SIAC联系。

- 所有关于案件管理的问询可发邮件至[casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg)。任何关于现有案件的问询可发邮件至管理案件的法律顾问。我们希望您能考虑采取[所附](#)《SIAC应对新冠肺炎疫情的案件管理更新通知》中所列举的措施，确保在审仲裁程序尽量不受干扰，以及各项服务可被便捷获取。
- 所有其他的问询可发邮件至 [corpcomms@siac.org.sg](mailto:corpcomms@siac.org.sg)。
- 在此期间，请尽量避免寄送纸质文件或其他材料或者发送传真到我们的办公场所。
- 如果您有紧急的问询需要尽快回复的，请致电 +65 6713 9777 或发送邮件至 [casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg)。

感谢您对我们长期的支持和信任。我们衷心祝愿您和家人平安康健。

如果您有任何问题，请随时联系我们，我们的邮箱是[casemanagement@siac.org.sg](mailto:casemanagement@siac.org.sg) 或 [corpcomms@siac.org.sg](mailto:corpcomms@siac.org.sg)。

SIAC团队

**联系我们:**

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