



## **MAGMA HOUSING FINANCE**

24 March 2020

**BSE Limited**

Corporate Relationship Department  
25th floor, Phiroze Jeejeebhoy Towers  
Dalal Street, Mumbai-400001

**(Company Code –10828)**

Dear Sir,

**Sub: COVID-19**

In view of the ongoing Coronavirus outbreak (COVID 19) and consequent to the announcement of lockdown by the Government Of India and by several State Government in 30 states and union territories, totaling 548 virus-hit districts across India, our Registered Office at Kolkata, Offices at Mumbai and all our branches across the lockdown districts would remain closed effective, i.e., 24<sup>th</sup> March 2020. In line with government directives at some of the places, some of the offices remained closed even on 23<sup>rd</sup> March 2020.

The Company has activated the Business Continuity Plan for various critical process with critical response team put in place to ensure employee health & safety and business operations including customer service continuity in light of COVID-19. Accordingly, the employees operating out of these offices/ branches in respective districts will work from home as per the Company Work from Home (WFH) Guidelines that has been put in place. The Company ran a WFH pilot in the previous week and from 24<sup>th</sup> March 2020, and has implemented WFH in all locations which are under Lock down. Even for locations not under lockdown, we have advised WFH.

The Company had for the past few weeks implemented a heightened sanitization program covering all offices including microbial fumigation consecutively for two weekends. The Company is committed to do everything it can to ensure the safety of its employees and their families across the country. A lot of awareness has been built up among the employees. Further, critical business processes and essential customer services will continue with suitable arrangements.

Our organization attaches a high priority to employee safety and we also would like to inform that the Company is constantly monitoring the developments and will take necessary actions as may be required.

The Company is shall continue to monitor government directives and shall act accordingly.

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Magma Housing Finance Limited

Regd. Office: Development House, 24 Park Street, Kolkata 700 016, Ph: 91 7596067686 / 91 33 44017350  
Web : <http://www.magmahfc.co.in>, CIN : U65922WB2004PLC229849

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## **MAGMA HOUSING FINANCE**

We further inform that similar steps have simultaneously been taken for our Holding Company, **Magma Fincorp Limited**.

We hereby request you to take the above information on record.

**Thanking you,**

**Yours faithfully,  
For Magma Housing Finance Limited**

*Priti Saraogi*

**Priti Saraogi  
Company Secretary**

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