

COVER SHEET

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SEC Registration Number

I	-	R	E	M	I	T	,		I	N	C	.		A	N	D		S	U	B	S	I	D	I	A	R	I	E	S		

(Company's Full Name)

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n	u	e	,		O	r	t	i	g	a	s		C	e	n	t	e	r	,		P	a	s	i	g		C	i	t	y		

(Business Address: No. Street City/Town/Province)

Mr. Harris D. Jacildo

(Contact Person)

(632) 8706-9999 local 100/105/109
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(Company Telephone Number)

1 2	3 1
<i>Month</i>	<i>Day</i>
(Fiscal Year)	

1 7 - C
(Form Type)

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<i>Month</i>	<i>Day</i>
(Annual Meeting)	

(Secondary License Type, If Applicable)

Dept. Requiring this Doc.

Amended Articles Number/Section

Total No. of Stockholders

Total Amount of Borrowings	
Domestic	Foreign

To be accomplished by SEC Personnel concerned

File Number

_____ LCU

Document ID

_____ Cashier

STAMPS

Remarks: Please use BLACK ink for scanning purposes.

Item 9. Other Events.

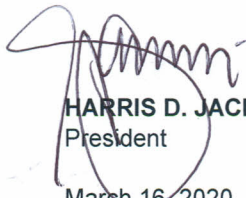
Please see attached copy of the disclosure submitted to The Philippine Stock Exchange, Inc. regarding the Securities and Exchange Commission's directive to all publicly-listed companies to apprise the investing public of the risks and impact of the COVID-19 to the Corporation's business operation and the measures to mitigate the risks that the Corporation will undertake.

SIGNATURE

Pursuant to the requirements of the Securities Regulation Code, the issuer has duly caused this report to be signed on its behalf by the undersigned thereunto duly authorized.

Issuer: **I-REMIT, INC.**

By:

A handwritten signature in black ink, appearing to read 'Harris D. Jacildo', is written over a circular stamp or seal.

HARRIS D. JACILDO
President

March 16, 2020

Executive Summary

The Risk Management Team assessed the impact of the COVID19 pandemic on the business operations of I-Remit Inc.

The COVID19 pandemic may have an adverse effect on the operational efficiencies of the business due to the possible lack of manpower brought about by barangay/municipal quarantines. There may be possible delays in processing of remittance transactions which may affect customer promise.

Another possible risk is if an employee is exposed to a PUI/PUM. The employee would need to be placed under quarantine and the office premises would need to be disinfected. This could lead to temporary work stoppage in the main office located at The Discovery Centre in Ortigas Center, Pasig City for about 24/48 hours. The BCP site, located at the JTKC Building in Chino Roces, Makati City will need to be activated. Operational delays will still be experienced as the BCP site is only equipped to handle a skeletal work force.

There is also the possibility of complete work stoppage if all access points to both the main office and it's alternate or BCP site are closed or quarantined off due to complete lockdown of Metro Manila. All transactions would need to be put on hold and customer expectations would need to be set.

Results of Review and Validation

1. Risk Impact and Classifications

Low

- a. Lack of manpower due to possibility of barangay/municipal quarantines.

High

- a. Temporary work stoppage to disinfect office premises on the event that an employee is identified to have been exposed to PUI/PUM.

Very High

- a. Complete work stoppage due to citywide lockdown as both the main office and it's BCP site will be inaccessible.

2. Action Plan

- a. Ensure that social distancing policies is implemented and strictly observed.
- b. Regular updates and proper precautionary measures are advised to all employees.
- c. Setting customer expectations on the possible delays to lower customer complaints.
- d. Regular cleaning/sanitation of the office to prevent spread of the virus
- e. Implementation of Visitor Screening Form
- f. Employee profiling to determine geographical locations. In case of barangay/municipal lockdown, employees from low risk zones can be temporarily scheduled to replace high risk employees.
- g. Flexible working hours or work from home programs to minimize community transmission within the office premises.
- h. In-person meetings should be minimized. Prioritize video or voice conferencing.
- i. Postpone trainings, workshops, seminars and social gatherings.