



March 12, 2020 Update

Dear PRI Clients,

I am writing to thank you for the trust you place in us every time you choose PRI Registrar as your certification body. The safety and well-being of our clients is our highest priority.

Please be assured that PRI has been actively monitoring the COVID-19 (Coronavirus) situation around the world to ensure we are following the very latest advice. Supported by our external professional risk management service, we will continue to monitor all the countries where we do business to determine if any changes are needed in reaction to the virus. We have also encouraged our auditors to continue to practice good mitigation habits to prevent the spread of COVID-19, the flu and other illness such as the common cold. If they become ill, we have advised them to not conduct audits and contact the office to reschedule.

The majority of our clients, staff and auditors are US-based where the risk and impacts have been low. We do have an office in Beijing but have not been conducting audits in China since early February in order to protect everyone involved. The global impact to PRI Registrar is small overall and we expect to begin auditing again in China in late March or early April 2020, based on the COVID-19 virus situation.

In accordance with IAF ID 3:2011, PRI has a procedure for handling extraordinary circumstances or events (i.e. war, strike, riot, political instability, geopolitical tension, terrorism, crime, pandemic, flooding, earthquake, malicious computer hacking, other natural or man-made disasters). We will utilize this as needed and within the requirements of the industry should we see the impact of missed audits due to the virus.

Accreditation / Industry Update:

We have provided ANAB with a plan to manage the impact on our certifications in the US and abroad. This plan will be modified as needed.

[Click here](#) for ANAB communication regarding the COVID-19 virus

[Click here](#) for IAQG Communication regarding the COVID-19 virus

At this point PRI Registrar will continue to schedule and conduct all audits outside of China so as long as there are no restrictions or risk to our auditors or clients. We continue to work with our business risk partner to monitor and act on risk reports on a daily basis and will keep you all informed of any changes.

For more information on the COVID-19 situation and expert recommendations for mitigation, you may want to review the following documents and websites:

- [Workplace Health Precautions](#)
- [Travel Health Precautions](#)
- [U.S. Government Centers for Disease Control \(CDC\)](#)
- [World Health Organization](#)

We value our business relationship with you and welcome any questions or discussion on this – please do not hesitate to contact us at any time at priregistrar@p-r-i.org.

With best regards,
Randy Daugharthy
Director, PRI Registrar