



7. The employer has furthermore decided that the following appropriate measures will be implemented in the workplace:

	<b>Measures</b>	<b>Applicable</b>	<b>Not applicable</b>
1.	Employees may not engage in unnecessary meetings. Where applicable, virtual meetings should take place.		
2.	All employees should regularly wash their hands with soap and water for a minimum of 20 seconds.		
3.	Employees must ensure that all equipment, stationary, and tools are thoroughly cleaned after use.		
4.	No handshakes or other physical contact is allowed between employees or employees and visitors/clients.		
5.	Employees must cough into the fold of their elbow or into a tissue which must be discarded in a separate and dedicated waste bin afterwards, and then wash their hands immediately afterwards as set out above.		
6.	Employees should sanitise their hands regularly with alcohol-based hand sanitiser, with an alcohol content of at least 70%, after contact with any person or after contact with frequently touched surfaces.		
7.	Employees should disclose all travel history or health issues daily.		
8.	Employees should wear their face masks or other facial protective equipment and are not allowed to take it off.		
9.	Employees must immediately, or within a reasonable time, report any sign of illness, whether it be themselves or a co-employee.		
10.	Employees will undergo screening.		
11.	Employees should make use of a separate and designated waste bin to dispose of any tissues.		
12.	Employees must practice social distancing of at least 1.5 meters away from any other person in all circumstances.		

1. The employer will take the following measures with regards to pregnant or vulnerable employees:

	<b>Measures</b>	<b>Yes</b>	<b>No</b>
1.	Pregnant or vulnerable employees can work from home.		
2.	Pregnant or vulnerable employees are granted additional leave and will be able to work it back at a later stage.		
3.	A separate and isolated space will be created for any pregnant or vulnerable employees who are required to work from the office.		
4.	Other:		