

# **Updated: COVID-19 Company Policy**

Our staff asked for an update of our company COVID-19 policy in the light of vaccination and testing.

Now, that multiple effective vaccines are available, vaccination programs in many countries are in quick progress, and in countries like the Netherlands, up to 90% of people seem to be willing to be vaccinated, the end of the COVID-19 pandemic is in sight. And, we can return to the office.

## **Back to the Office**

In line with government policies, it is our company COVID-19 policy to ask our staff to return to the office. At least 50% of the time, till the vaccination campaign ends during Summer. Now that everyone has the chance to get fully vaccinated, our policy is to go back to normal and work from the office unless the nature of the work requires otherwise. Working flexibly from home is part of a healthy mix, especially for experienced staff.

We see it as a person's own individual responsibility to decide about vaccination. Further, we adopt the government policy to advise people to take effective vaccinations. Especially, if there are COVID-19 risk factors at play on an individual level.

We will not require PCR tests or otherwise before entering our offices, on top off local government requirements.

## **In case of insufficient herd**

# immunity levels

In case of doubts, simply follow the [WHO advices](#), to prevent the spreading of the virus.

## Protect risk groups

Especially, for unvaccinated people belonging to a risk group – higher age (50+) or with at least one co-morbid condition – it's still critical to take preventive measures. Preventively, it's highly advisable to minimize social contacts for people belonging to such risks groups.

## Protect yourself if not vaccinated

Especially, for the unvaccinated the preventive WHO advises are still very relevant:

- wash your hands regularly
- maintain 1.5 m social distancing from people who are coughing or sneezing
- don't shake hands
- avoid touching your eyes, mouth and nose with your hands
- cough and sneeze in your elbow pit or use disposable paper tissues (and wash your hands afterwards)
- stay at home if you feel ill or display any flu symptoms
- work from home if that's possible or work in flexible shifts
- if you have flu symptoms (fever, coughing, respiratory troubles) seek early medical advice and have yourself tested
- avoid larger social gatherings, conferences, and convert meetings into videoconferencing whenever possible
- read and follow the advices of local authorities such as [Dutch RIVM](#), which includes avoiding unnecessary travel to or from affected areas.

## **Colleagues that visited or are in Affected Areas or Met Infected People**

If you are unvaccinated and have been in so-called affected areas where the COVID-19 virus has been spread extensively, or if you met people that tested positive on Covid-19, further advices are applicable:

- stay at home for two weeks, especially if you start to feel unwell, even in case of mild symptoms
- if you develop fever, a cough and have difficulty breathing, seek medical advice promptly
- in case of flu symptoms, minimize your social contacts, especially elderly people or people with a co-morbid disease
- avoid larger social events.

## **Follow General Healthy Lifestyle Practices**

The best general advice is to maintain a healthy lifestyle as people with a good functioning and flexible immune system are the least affected by COVID-19. This includes healthy diets with sufficient fruits and vegetables, regular exercising, avoiding excessive intake of alcohol and non-smoking.